

BSACAP Policy Council Minutes

Date: March 16, 2021

Heather Vanhose (M)
Keisha Campbell (M)
Tammy Gearheart (S)
Missy Spears (S)
Tracy Jenkins (S)
Amber Hunter (S)
Brittany Chaney (S)
Sharon McCarty (S)
Bryan Auxier (S)
Kathy Adams (S)
Jolene Baldwin (A)
Becky Kennedy (A)
Beth Horne (M)
Marie Langel (S)

Breanna Salyer (M)
Courtney Ritz (M)
Jessica Keathley (M)
James Keathley (A)
Karen Alsept (S)
Cindy Ramey (A)
Bettina Coleman (S)
Breanna Gibson (M)
Angel Dye (M)
Kayla Salyers (A)
Stacy Blanton (S)
Jennifer Woods (S)
Rhonda Newman (S)
Teresa Campbell (S)

(M) Member, (A) Alternate, (CR) Community Representative, (S) Staff, (V) Visitor

Note: The Chairperson and Vice-Chairperson were not able to be at the beginning of the meeting so Mr. Jenkins filled in for the Chairperson (Mrs. Keathley) with presenting agenda items until she arrived at the meeting.

Meeting Called To Order By:

Tracy Jenkins

Roll Call by: Stacy Blanton

There were 9 voting members present which does constitute a quorum.

Approval of Minutes:

Members were advised that the minutes were uploaded in the Facebook group. Mr. Jenkins asked and found no discussion needed on the minutes.

Motion Made By:

Keisha Campbell

Seconded By:

Angel Dye

Motion Carried:

Yes

Old Business:

Parent & Staff Survey on Virtual Learning Results:

Mr. Jenkins advised members that 400 emails were sent out and he received 84 responses. He shared the results of the survey with the ones present. Among other responses, he discussed the fact that the majority of parents indicated that they were very happy with the virtual teaching that has taken place and that 82% of them planned to send their kids to in-person services when available.

New Business:

Hiring Decisions:

- i. Grantee Mental Health Services Manager
- ii. Model City Teacher Substitute
- iii. Model City Maintenance Position

Mr. Jenkins advised that interviews were scheduled, but none of the positions have been filled at this time but the ads have been reposted for two of the positions.

Child Eligibility Criteria:

Mr. Jenkins advised members that the Child Eligibility Criteria was posted on the Facebook page. He presented a slide explaining that the majority of the points are given based on income. He also went over the other categories that give children additional eligibility points besides income. One member brought up the question whether non-English speaking children should be included in the point system. The matter was tabled until the April meeting for members to consider the possibility.

Additional Head Start Funding Information:

Mr. Jenkins advised that Head Start staff had been given a cost of living increase of 1.22% which amounts to \$108,803. The majority of this increase would go

toward staff raises and to help with the increasing cost of fringe benefits. He advised that Program Directors had been notified so they could include the increase in their budgets which had to be approved by April 15. He explained that all delegate programs would be given 1.22% of their budget to use for these salary and fringe increases as well. He also mentioned that after raises were given to employees, there would be a portion of money left over and it would be designated for things like classroom and playground supplies.

Motion Made By: Heather Vanhooose
Seconded By: Beth Horne
Motion Carried: Yes

Financial Report:

Members were advised that the January and February Financial Reports were posted on the Facebook page. Members reviewed the reports without questions.

Motion Made By: James Keathley
Seconded By: Heather Vanhooose
Motion Carried: Yes

Statistical Report:

Members were advised that the Statistical Report for February was posted on the Facebook page. Missy Spears explained that Floyd County had the highest average daily attendance with 99.0%. Floyd County also had the highest average volunteer hours per child for the month. Martin County had the highest percentage of parents attending parent meetings for February.

Director's Report:

The Director's Report was uploaded in the Facebook group for members to review. The report explains the number of days each delegate program serves the children with the minimum being 128 days and the maximum being 130 days.

Nutrition Report:

Mr. Jenkins advised members that the February report was posted on the Facebook page.

ERSEA Training:

Mr. Jenkins presented a slideshow explaining ERSEA which includes eligibility, recruitment, selection, enrollment and attendance of children in our program. He informed members that staff are required to allow every parent to fill out an application regardless of income. He also went through how an application is completed, family income is obtained, the eligibility criteria for considering children, attendance of children, and the filling of vacant enrollment slots.

Business from the Floor:

There was no new business from the floor. Mr. Jenkins advised that the next meeting would be held April 20.

Adjourn:

Motion Made By:

Heather Vanhooose

Seconded By:

Keisha Campbell.

Motion Carried:

Yes

Chairperson