

# BSACAP POLICY COUNCIL MINUTES

DATE: MAY 16, 2017

Shawna Williams (S)  
Tracy Jenkins (S)  
Ethel Wallen (CR)  
Amber Koch (M)  
Karen Alsept (S)  
Whitney Blankenship (S)  
Patricia Lee Collins (S)  
Leah Cure (S)  
Dawn Fitzpatrick (CR)  
Leslie Ratliff (A)  
Kathy Adams (S)  
Amanda Walters (M)  
Brittany Chaney (S)  
Willard Ausmus (M)

Melinda Hall (S)  
Nikita Adkins (V)  
Melissa Wallen (A)  
Stacy Robinette (S)  
Bronna Francis (S)  
Teresa Adkins (M)  
Victoria Ray (M)  
Sue Brown (CR)  
Christi Smith (S)  
Bobbi Jarrell (S)  
Amanda Hicks (M)  
Steve Walters (V)  
Dawn Gullett (M)

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

## Meeting Called To Order By:

Chairperson: Amanda Hicks

## Roll Call:

Staff Secretary: Shawna Williams

Twelve voting members were present which does constitute a quorum.

## Approval Of Minutes:

Members received and reviewed the minutes without questions.

Motion Made By:

Teresa Adkins

Seconded By:

Amanda Walters

Motion Carried:

Yes

## New Business:

## Financial Report:

Members received and reviewed the financial report and credit card expenditure without questions.

Motion Made By:

Victoria Ray

Seconded By:

Sue Brown

Motion Carried:

Yes

## Statistical Report:

(No Action Needed)

Family Services Manager Melinda Hall recognized Johnson County for having the highest volunteer hours, Magoffin County for the highest parent attendance, and Floyd County for having the highest average daily attendance.

**Pike Expansion of Head Start Service Hours (No Action Needed)**

Mr. Jenkins said 19 of the 21 Pike classrooms will be attending three Fridays a month. He said Pike director Patricia Lee Collins had a news article on hand that members could review for more details.

**Child Assessment (Winter Checkpoint Data) (No Action Needed)**

Members received and reviewed the child assessment (winter checkpoint data) without any questions.

**Parent School Readiness Survey Information: (No Action Needed)**

Mr. Jenkins asked members to be looking for an email from him or staff secretary Shawna Williams. He contains a survey that helps get data to evaluate the program and how it helps families.

**Approval of Child Eligibility Criteria:**

Mr. Jenkins stated at a training he was informed that children turning 3 years old during the school year enrolled even if they didn't have an IEP. Mr. Jenkins asked for a motion to change the eligibility points to address this issue. The points sheet was given to members and shown where the change was. The goal of the proposed change is to make sure that children that turn 3 prior to the cutoff date are given priority over those children that turn 3 after the cutoff date.

Motion Made By: Victoria Ray  
Seconded By: Amanda Walters  
Motion Carried: Yes

**Policy Review & Approval:**

Members were previously emailed out policies for their review. Ms. Hicks asked for a motion to approve the following policies: *The Development and Learning Report, Educational Goals & Objectives, Child/Adult Interactions and Supervisions, Observations, Curriculum, Field Trips, Education Home Visits & Parent-Teacher Conferences, Lesson Planning, Naptime, Parent Involvement in Child Development and Education, Parent Activities, Parent Participation, Setting Up the Physical Environment, and Supporting Social-Emotional Development.*

Motion Made By: Sue Brown  
Seconded By: Amanda Walters  
Motion Carried: Yes

**Director's Report: (No Action Needed)**

Members received and reviewed the director's report without questions.

**Nutrition Report: (No Action Needed)**

Members received and reviewed the nutrition report without question.

**Model City State Review Report & Corrections:**

There were three findings at Model City during state inspection. A corrective action plan was submitted put the program in compliance. Ms. Hicks asked for a motion to approve the improvement plan and cor

Motion Made By: Amanda Walters  
Seconded By: Sue Brown  
Motion Carried: Yes

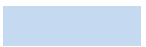
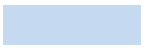
**Adjourn:**

Members opted to not meet in June and instead have the July meeting at the Jenny Wiley Spillway to b accommodate the children off from school. Hearing no other business from the floor, Ms. Hicks asked f motion to adjourn the meeting.

Motion Made By: Victoria Ray  
Seconded By: Amanda Walters  
Motion Carried: Yes

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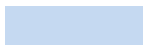
Chairperson



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