

BSACAP Policy Council Minutes

Date: July 20, 2021

Kathy Adams (S)

Melissa Spears (S)

Tracy Jenkins (S)

Stacy Blanton (S)

Jennifer Woods (S)

Karen Alsept (S)

Courtney Ritz (M)

Bryan Auxier (S)

Becky Kennedy (A)

Della Johnson (A)

Randi Varney (M)

Brittany Chaney (S)

Angel Dye (M)

Amanda Burke (S)

Beth Horne (M)

Kayla Salyers (A)

Chelsey Moore (A)

Leah Cure (S)

Ada Hardin (M)

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

Meeting Called To Order By:

Tracy Jenkins

Roll Call by: Stacy Blanton

There were 7 voting members present and 2 members were called after the meeting for a total of 9 which does constitute a quorum.

Approval of Minutes:

Members were advised that the minutes were uploaded in the Facebook group. Members had no questions.

Motion Made By:

Angel Dye

Seconded By:

Courtney Ritz

Motion Carried:

Yes

Old Business:

Update on CARES funding:

Mr. Jenkins discussed the recent funds that had been given to the BSACAP Head Start in the form of CARES, CRRSA, and ARP acts. Each of these were federal funding acts in response to the recent pandemic. Mr. Jenkins advised members

that the program had been awarded \$1,331,705 as part of the American Rescue Plan (ARP) and \$334,979 from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA). He also discussed several examples of how the money has already been utilized and possible uses in the future.

New Business:

Program Policy Update:

Setting Up the Physical Environment:

Mr. Jenkins advised members that the policy needed to be slightly changed so that it reads that the music center in a classroom can be mobile OR stationary. The policy was provided on the Facebook page.

Motion Made By:	Beth Horne
Seconded By:	Randi Varney
Motion Carried:	Yes

Financial Report:

Members were advised that the June Financial Report was posted on the Facebook page for review.

Motion Made By:	Angel Dye
Seconded By:	Beth Horne
Motion Carried:	Yes

Director's Report:

The Director's Report was uploaded in the Facebook group for members to review. Mr. Jenkins advised that it included information regarding funding for each program and enrollment numbers from July 8, 2021.

Community Assessment Update:

Mr. Jenkins advised members that the Community Assessment could be found on the agency's website.

Discussion of Reopening Dates and Plans:

Mr. Jenkins advised members of the reopening dates for each program.

Review Technical Assistance (TA) Plan:

Mr. Jenkins advised members that the plan was posted on Facebook for them to review and that it consisted of goals for the Grantee office to accomplish. The T&TA Plan is a guideline for the grantee office to use for staff training during the upcoming school year. Mr. Jenkins mentioned that there would be additional staff trainings that were conducted by individual delegates.

Motion Made By:	Angel Dye
Seconded By:	Courtney Ritz
Motion Carried:	Yes

BSACAP Head Start Long Term Goals:

Mr. Jenkins advised members that the 5-year Strategic Plan for the agency was posted on the Facebook page for review. He discussed the 3 primary long-term goals listed on the plan but added that the program had many other objectives/goals that we would be working toward as well.

Motion Made By:	Courtney Ritz
Seconded By:	Randi Varney
Motion Carried:	Yes

Agency Audit for 2021:

Members were advised that the audit was clean and that there were no financial violations found. Mr. Jenkins discussed that the audit covers the entire Big Sandy Area Community Action Program of which Head Start is included.

Review Annual Grant Application:

Members were advised that the Annual Grant Application was posted on the website. Mr. Jenkins discussed several components of the grant with members

such as individual budgets, funded enrollment, program options, virtual slots, PA-20 training funds, transportation waiver requests, strategic planning, etc.

Motion Made By:	Angel Dye
Seconded By:	Randi Varney
Motion Carried:	Yes

Business from the Floor:

There was no business from the floor.

Adjourn:

Motion Made By:	Randi Varney
Seconded By:	Courtney Ritz
Motion Carried:	Yes

Chairperson