

# BSACAP Policy Council Minutes

Date: August 20, 2024

Burnis Lowe (V)

Phyllis Lowe (M)

Stacy Dorton (A)

Doug Allen (A)

Larry Gullett (M)

Karen Alsept (S)

Kimberly Hutcheson (A)

Stacy Paige (S)

Leah Cure (S)

Ashley Hignite (M)

Keaton Morton (M)

Bryan Auxier (S)

Kathy Reed (S)

Krista Vanhooose (CR)

Tracy Jenkins (S)

Becky Kilgore (S)

Stacy Blanton (S)

Brittany Chaney (S)

Jessica Crabtree (S)

Ashley Spradlin (S)

Timothy Hall (M)

Kathy Adams (CR)

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

Meeting Called To Order By:

Tracy Jenkins

Roll Call by Secretary: Keaton Morton

There were 9 voting members present which constituted a quorum.

## Approval of Minutes:

Members reviewed the minutes from the previous meeting.

Motion Made By:

Phyllis Lowe

Seconded By:

Ashley Hignite

Motion Carried:

Yes

## Old Business:

No old business was brought to the floor.

## **New Business:**

## **Financial Report:**

Members were given a chance to review the August Financial Report. Mr. Jenkins mentioned that the report they were reviewing covered the first 9 months of our 12 month budget.

Motion Made By:

Stacy Dorton

Seconded By:

Keaton Morton

Motion Carried:

Yes

## **Director's Report:**

The Director's Report contains opening dates for all programs and Community Assessment update information.

## **Career Development Opportunities for Parents:**

BSACAP Quality Control Manager Becky Kilgore did a short training with parents on the educational opportunities that the program can provide to parents of enrolled children. She explained that the program could pay the tuition for parents to take one paid college class per semester, help with the costs associated with earning their GED as well as technical training. She instructed members to share this information with members of their Policy Committee and Parent Committee groups.

## **Child Enrollment Status:**

Mr. Jenkins advised that all programs have accepted the correct number of children at this time. As of today, 5 of our 7 programs have begun classes.

## **Policy Council Attendance:**

Members were given a copy of the roster which shows which programs have members who have consecutively missed meetings. Mr. Jenkins advised that members missing 3 or more meetings without contacting the Chairperson with a reason could be replaced by the Council. He mentioned that he would contact the delegate directors to inquire about members that have been absent for the previous 3 meetings.

### **Fundraising in Head Start:**

Mr. Jenkins explained to the members that no one is allowed to do any type of fundraising for the Head Start program, including parents. He asked that they share this information at their Policy Committee and Parent Committees.

### **Lesson Plan Schedule for 24-25:**

Members were given a copy of the Lesson Plan Schedule which excludes Martin and Floyd Counties.

### **Door Prizes:**

Door prizes were given out.

### **Business from the Floor:**

No business from the floor. Members choose Pig in a Poke in Prestonsburg for the September meeting.

### **Adjourn:**

Motion Made By:

Stacy Dorton

Seconded By:

Ashley Hignite

Motion Carried:

Yes

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Chairperson