

# BSACAP Policy Council Minutes

Date: April 18, 2023

Marie Langel (S)	Jeana Luster (M)
Jennifer Woods (S)	Bryan Auxier (S)
Tracy Jenkins (S)	Layla Minix (M)
Jessica Crabtree (S)	Kathy Reed (S)
Stacy Blanton (S)	Kathy Adams (CR)
Phyllis Lowe (M)	Tamea Hall (M)
Burnis Lowe (A)	Ashley Reed (M)
Jessica Gilliland (A)	Leah Cure (S)
Karen Alsept (S)	Ashley Hignite (A)
Kelli Isaac (S)	James Harless (M)
Reva Perkins (M)	Ashley Harless (A)
Kayla Justice (A)	Randi Varney (M)
Krista Vanhoose (CR)	Lashonda Stone (M)
Courtney Ritz (M)	

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

Meeting Called To Order By:

Chairperson: Lashonda Stone

Roll Call by: Stacy Blanton

There were 14 voting members present which does constitute a quorum.

## Approval of Minutes:

Members were provided with the March minutes for review.

Motion Made By:

Layla Minix

Seconded By:

Tamea Hall

Motion Carried:

Yes

## Old Business:

## Discussion of Paintsville City Increase in Service Hours:

Bryan Auxier and Tracy Jenkins explained that Paintsville City now has 7.5 hours of service each day which meets the required 1,020 hours of service each year for 45% of enrolled children.

[New Business:](#)

[Child Assessment Results \(Fall & Winter\):](#)

Child Assessment Results are not available at this time and will be tabled until the May meeting.

[COLA and Quality Improvement Applications:](#)

COLA funds are available to Head Start in the amount of \$520,284 which will be distributed in a minimum 5.6% salary increase for all Head Start staff. Most of the delegate staff will receive between a 5.6% - 7.5% salary increase. A few Floyd County staff will not receive the raise as they are certified employees on a pay scale that cannot be changed. The grantee portion of COLA funds will cover a 7.0% salary increase and fringe benefits for all 23 current employees. The salary increases are retroactive and will start for the date of November 1<sup>st</sup>, 2022. The wage scale has been revised to incorporate the 7.0% pay increase for all positions.

Head Start will also receive \$315,002 in quality improvement funds. Part of this money (\$233,548.00) will be used to create 7 new teacher assistant positions. \$73,189.00 of the funds will be used for playground upgrades and classroom supplies. Magoffin and Johnson Counties will receive funds from the QI money to cover the 7.0% salary increase for their staff.

Motion Made By:

Krista Vanhooose

Seconded By:

Tamea Hall

Motion Carried:

Yes

[2023 Parent Survey Results:](#)

Mr. Jenkins advised members that 380 parents completed the survey. This was the first year that the survey included identifying information. Magoffin County received the most results while Martin County received the fewest. He discussed the results of the survey and highlighted that 95% of the parents said that were "Very Satisfied" with their child's Head Start experience.

[Financial Report:](#)

Members were provided with a copy of March Financial Report and credit card expenditure.

Motion Made By:  
Seconded By:  
Motion Carried:

Tamea Hall  
Phyllis Lowe  
Yes

Statistical Report:

Jessica Crabtree presented and discussed the statistical report as follows: Floyd County had the highest average daily attendance with 85.4%; Johnson County had the highest average volunteer hours per child for the month; and Paintsville had the highest percentage of parents attending meetings for March. Certificates were provided to all winners.

Director's Report:

The Director's Report outlined different types of recruitment methods used. It was also explained that the program must be made up of at least 90% income eligible children. All programs are in compliance except for Paintsville City which is at 10.2%.

Nutrition Report:

The Nutrition Report summarizes the number of children served breakfast, lunch and snacks in March.

Door Prizes:

Door prizes were given to several members.

Business from the floor:

Mr. Jenkins informed members that lead testing will be done this week at all locations.

A non-policy issue was discussed regarding scent producing substances in the classroom. Many members agreed that a policy should be put in place wherein only deodorizers and neutralizers used by the janitor should be used in the classroom.

Motion Made By:  
Seconded By:  
Motion Carried:

Randi Varney  
Tamea Hall  
Yes

Clarification of the use of media in the classroom policy was discussed. Mr. Jenkins suggested that use of the smart board in the classroom for group activities should not have a time limit. A motion was made to update the “Use of Media in the Classroom” policy with this specification.

Motion Made By:	Krista Vanhooose
Seconded By:	Phyllis Lowe
Motion Carried:	Yes

Members suggested Giovanni’s in Paintsville or El Rodeo in Prestonsburg for the May meeting.

Adjourn:

Motion Made By:	Krista Vanhooose
Seconded By:	Phyllis Lowe
Motion Carried:	Yes

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Chairperson