

# BSACAP Policy Council Minutes

Date: May 9, 2023

Jeanna Luster (M)  
Keaton Morton (A)  
Jessica Gilliland (A)  
Kelli Isaac (S)  
Leah Cure (S)  
Stacy Paige (S)  
Lashonda Stone (M)  
Ashley Reed (M)  
Ashley Harless (A)  
James Harless (M)  
Ashley Hignite (A)  
Jessica Crabtree (S)  
Krista Vanhooose (CR)

Ashley Spradlin (S)  
Kathy Reed (S)  
Kathy Adams (CR)  
Layla Minix (M)  
Tammy Taulbee (S)  
Michelle Cook (S)  
Stacy Morrison (S)  
Tammy Johnson (CR)  
Bobbie Robinette (S)  
Stacy Blanton (S)  
Tracy Jenkins (S)  
Bryan Auxier (S)

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

Meeting Called To Order By:

Chairperson: Lashonda Stone

Roll Call by: Tammy Johnson

There were 11 voting members present which constituted a quorum.

## Approval of Minutes:

Members were provided with the April minutes for review.

Motion Made By:

Krista Vanhooose

Seconded By:

Ashley Harless

Motion Carried:

Yes

## Old Business:

### Update on Lead Testing:

Lead testing was performed by Mineral Labs in each classroom and no lead was detected in the water at any of the classroom sites. The reports were forwarded to all School Superintendents.

*New Business:*

*Policy Review & Approval:*

*Air Fresheners in the Classroom*

Members had previously discussed the topic at the April meeting. Members approved the policy wherein air fresheners and scent deodorizers are not allowed in the Head Start classroom environment.

Motion Made By: Krista Vanhooose  
Seconded By: Layla Minix  
Motion Carried: Yes

*Review of 22-23 Self-Assessment Improvement Plan:*

The Self-Assessment Improvement Plan consists of items that staff have gathered from their classroom observations as well as statistical information and parent feedback. Members were provided a copy of the Self-Assessment Improvement Plan on the Facebook page.

Motion Made By: Jeanna Luster  
Seconded By: Jessica Gilliland  
Motion Carried: Yes

*Child Assessment Results (Winter Checkpoint):*

Ashley Spradlin shared with Members the results and how they relate to our 16 school readiness goals. The full report can be seen on the Facebook page.

*Disability Services Manager Position:*

Mr. Jenkins advised Members that the Disability Services Manager position is open at this time but hopes to have the position filled sometime this summer.

*Financial Report:*

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

Motion Made By: Jessica Gilliland  
Seconded By: Ashley Reed  
Motion Carried: Yes

Statistical Report:

Jessica Crabtree presented and discussed the statistical report as follows: Pike County had the highest average daily attendance with 86.8%; Pike County had the highest average volunteer hours per child for the month; and Martin County had the highest percentage of parents attending meetings for April. Certificates were provided to all the winners.

Director's Report:

The following topics were discussed in the Director's Report:

1. The onsite state review at Model City has not been scheduled.
2. Preservice is being planned for July 27-28.
3. Each delegate program is conducting their recruitment activities.
4. Managers conducted CLASS observations on all 63 classrooms.
5. Closing dates for all programs were provided.

Nutrition Report:

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

Upcoming Summer Schedule:

Members were provided with the closing dates for all programs. Mr. Jenkins asked that all members be present for the July meeting as they would be voting on the new grant application.

Door Prizes:

Door prizes were given to several members.

Business from the floor:

There was no business from the floor.

Adjourn:

Motion Made By:

Layla Minix

Seconded By:

Krista Vanhoose

Motion Carried:

Yes

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Chairperson