

BSACAP Policy Council Minutes

Date: September 19, 2023

Leah Cure (S)	Ashley Hignite (A)
Karen Alsept (S)	Burnis Lowe (A)
Wanda Wells (S)	Michelle Cook (S)
Tammy Grant (S)	James Harless (M)
Tammy Johnson (CR)	Ashley Harless (A)
Timothy Hall (M)	Phyllis Lowe (M)
Bryan Auxier (S)	Krista Vanhoose (CR)
Kathy Reed (S)	Reva Perkins (M)
Kathy Adams (CR)	Amber Hunter (S)
Keaton Morton (A)	Patti Miller (S)
Jeana Luster (M)	Stacy Blanton (S)
Jessica Crabtree (S)	Rhonda Newman (S)

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

Meeting Called To Order By: Jessica Crabtree

Roll Call by Secretary: Tammy Johson

There were 10 voting members present which does constitute a quorum.

Approval of Minutes:

Jessica Crabtree asked members for approval of the July and August minutes.

Motion Made By: Krista Vanhoose

Seconded By: Reva Perkins

Motion Carried: Yes

Old Business:

No old business was brought to the floor.

New Business:

Financial Reports:

Members were advised that a copy of the July and August Financial Reports were provided in their packets. Members were given a chance to review them.

Motion Made By:

Phyllis Lowe

Seconded By:

James Harless

Motion Carried:

Yes

Director's Reports:

The Director's Reports for July and August were provided in each Member's packet. Jessica Crabtree briefly explained that all programs were fully funded on the first day of class. In August, Grantee staff conducted a Quality Assurance review of all programs.

Statistical Report:

Jessica Crabtree explained the August Statistical Report. No awards were given for August because Paintsville had not returned to school.

Nutrition Report:

The Nutrition Report was included in the packet for members. It addressed the number of children served breakfast, lunch and snacks in August.

Policy Review and Approval:

1) Family Partnership Agreement

This policy was revised to include section 2 concerning clarification of goals.

Motion Made By:

Phyllis Lowe

Seconded By:

Krista Vanhoose

Motion Carried:

Yes

2) Daily Schedule

This policy was revised to include jam (music and exercise).

Motion Made By:	Phyllis Lowe
Seconded By:	Jeana Luster
Motion Carried:	Yes

Transfer of Staff Position:

Patti Miller explained to Members that she was now in the Disabilities Manager position and that the agency is currently advertising for the Quality Control Manager position. This transition was something that Patti was excited for and it also was something that the HS Director thought could be beneficial to the program.

Discussion of Upcoming Federal Review:

Jessica Crabtree advised Members that more would be known about the review at the October meeting, but as of now, it would take place sometime after October 9, 2023.

Child Enrollment Status:

Jessica Crabtree stated that our program reached its full enrollment goal by the first day of classes but now Pike County is close to being under enrolled. Programs have 30 days to fill all of the slots that were vacated by children who did not show up on the first day of school. Pike is the only program that has not been able to do that.

Budget Modification 22-23 Budget:

The budget modification was tabled until the October meeting.

Preparation for Policy Council Transfer:

Members were advised that newly elected Members would be taking over their duties in October. Community Representatives were advised that October would be their last meeting.

Door Prizes:

Door prizes were given to Members.

Business from the Floor:

No business from the floor.

Adjourn:

Motion Made By:

Phyllis Lowe

Seconded By:

Krista Vanhooose

Motion Carried:

Yes

Chairperson