

# BSACAP Policy Council Minutes

Date: March 18, 2025

Elizabeth Preston (S)  
Sherry Blevins (S)  
Marie Langel (S)  
Delsie Fletcher (S)  
Betsy Evans (A)  
Larry Gullett (A)  
Jessica Haney (A)  
Kathy Allen (M)  
Leah Cure (S)  
Kathy Adams (CR)  
Sherri Woods (S)  
Kathy Reed (S)  
Keesha Roman (M)

Lori Henry (S)  
Tammy Taulbee (CR)  
Victoria Jarrell (M)  
Krista Vanhooose (CR)  
Amanda Jade Ousley (S)  
Bobbie Robinette (S)  
Ciara Burchett (M)  
Stacy Blanton (S)  
Tracy Jenkins (S)  
Nicole Pinson (M)  
Jessica Miracle (M)  
Karen Alsept (S)

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

Meeting Called To Order By:

Keesha Roman, Chairperson  
Roll Call by: Keesha Roman

There were 12 voting members present which does constitute a quorum.  
11 of the members were in person and 1 attended virtually.

## **Approval of Minutes:**

Members were provided with a copy of the January minutes for review.

Motion Made By:

Kathy Allen

Seconded By:

Krista Burchett

Motion Carried:

Yes

## **Old Business:**

[Updated Enrollment/Waiting List Numbers](#)

There was a report placed in the February packet showing the enrollment and waiting list numbers for each classroom. Mr. Jenkins discussed the information with the group and highlighted those classrooms that did not have any kids on the waiting list, pointing out that if a child withdraws before the end of the school year, that classroom couldn't fill the slot. He wanted to make sure the group understood the importance of having a waiting list of children willing to enroll throughout the year.

### **New Business:**

#### Financial Reports:

Members were provided with a copy of the January and February Financial Reports for review.

Motion Made By:

Betsy Evans

Seconded By:

Tammy Taulbee

Motion Carried:

Yes

#### Statistical Reports:

Beth Preston discussed the statistical reports for January and February. Martin County had the highest average daily attendance with 89.5%; Model City had the highest average volunteer hours per child for the month; and Paintsville City had the highest percentage of parents attending meetings for January. Floyd County had the highest average daily attendance with 88.4%; Johnson County had the highest average volunteer hours per child for the month; and Martin County had the highest percentage of parents attending meetings for February. Certificates were provided to all winners.

#### Director's Reports:

Members were given a copy of Director's Reports for both January and February. Mr. Jenkins informed members that no Head Start staff were affected by the recent flooding, but approximately 40 BSACAP Head Start families were affected. This information was sent to the regional office. NTI days were discussed. Mr. Jenkins provided the number of over income children we have enrolled, pointing out a couple of programs that have more overincome children than they should. However, he cited the fact that the overall percentage for BSACAP is well below the 10% maximum at 5.4%.

Nutrition Reports:

Lori Howard discussed the January and February Nutrition Reports.

Recommendations from Health/Mental Health Advisory:

Health Services Manager Sherry Blevins asked the members to consider eliminating the policy that requires staff to complete the form Teacher Observation of Health. She cited the fact that it doesn't serve a purpose for our enrolled children and only adds to the paperwork of the staff.

Lori Howard discussed the Growth Assessment and asked the members to consider eliminating the 2<sup>nd</sup> completion of that form during the school year because the results of the 2<sup>nd</sup> form are not being used.

Motion Made By:

Betsy Evans

Seconded By:

Tammy Taulbee

Motion Carried:

Yes

Policy Review and Approval:

There were minor changes proposed and approved to the following policies:

- 1) **Daily Schedule** – Statement will be changed so that toothbrushing should take place within 2 hours of breakfast.
- 2) **Naptime** – Cots must be used during naptime
- 3) **Mental Health Consultant** – There was still a reference to the Health Advisory Committee. That title has been changed to the Health & Mental Health Advisory Committee
- 4) **Family Services Monthly Report** – The name of this policy and the actual report will now only be referred to as the Monthly Statistical Report.

Motion Made By:

Tammy Taulbee

Seconded By:

Betsy Evans

Motion Carried:

Yes

Review & Approval of the 2025-26 Child Eligibility Criteria:

Members discussed adding points for incarcerated parents but decided against it. One member asked if the cost of living was included in the income status and Mr. Jenkins informed members that a new procedure was being used this year to

address housing costs and give families credit for any amount they pay for housing that is greater than 30% of their total income. Members decided to leave the eligibility points the same as they were for the 24-25 school year.

Motion Made By:

Larry Gullett

Seconded By:

Tammy Taulbee

Motion Carried:

Yes

*Discussion of Upcoming Parent Survey:*

Mr. Jenkins informed members that teachers would be sending out the end of year parent survey in April and encouraged everyone's participation and to notify their Policy Committees and Parent Committees.

*Planning for April Meeting:*

Members chose Taqueria Las Lalis or Mi Hacienda for the April 15, 2025 meeting.

*Door Prizes:*

Door prizes were awarded.

**Business from the floor:**

No business from the floor.

**Adjourn:**

Motion Made By:

Larry Gullett

Seconded By:

Victoria Jarrell

Motion Carried:

Yes

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Chairperson