



Policy Council Meeting
Breckinridge-Grayson Programs, Inc.
7/20/2011
11:00 a.m.

----- Minutes -----

Total Number of Policy Council Members: (9)

Total Number Present Today: (9)

Members Present: Stephanie Spears, Russell Blakeman, Lisa Ragsdale, Krista McDowell, Amanda Gonczy, Jessica Hayes, Mary Hunt, Beverly Hinton and Michelle Logsdon(alternate)

Members Absent : Rebecca Taul

Roll Call – Sign In

Old Business

June Minutes

Russell Blakeman made a motion to approve the June 2011 Minutes. Jessica Hayes seconded. All agreed.

May Program Reports

The Policy Council members received the May 2011 monthly reports in their packets for review and discussion. There were no questions or concerns regarding the monthly reports for May 2011.

June Program Reports

The Policy Council members received the June 2011 monthly reports in their packets for review and discussion. There were no questions or concerns regarding the monthly reports for June 2011.

April Financial Reports

Lisa Ragsdale made a motion to approve the April 2011 Financial Reports. Russell Blakeman seconded. All agreed.

May Financial Reports

Amanda Gonczy made a motion to approve the May 2011 Financial Reports. Michelle Logsdon seconded. All agreed.

Revised Operating Budget for EHS Expansion dated 5/1/2011

Beverly Hinton made a motion to approve the revised EHS Expansion Budget for 10/1/2010 through 5/31/2011. Amanda Gonczy seconded. All agreed.

Final Revised Operating Budget for Head Start dated 5/31/2011

Russell Blakeman made a motion to approve the Final Revisions to the Head Start Budget for 6/1/2010 through 5/31/2011. Amanda Gonczy seconded. All agreed.

New Business

Revisions to Personnel Policies and Procedures

Jessica Hayes made a motion to approve the most recent revisions to the Personnel Policies and Procedures listed below. Amanda Gonczy seconded the motion. All agreed.

Standard of Conduct
Confidentiality Policy

Updated Job Descriptions

Jessica Hayes made a motion to approve the revisions made July 20, 2011 to the following job descriptions: Early Childhood Manager, Family and Community Partnership Manager, Home Based Manager and Human Resource Manager. All job descriptions will include practicing/modeling workplace safety and all employees with supervisory power over children must have a GED or high school diploma. Amanda Gonczy seconded the motion. All agreed.

Policy Council Elections

Two current Policy Council members plan on running for another term on the Policy Council. Elections will be held at the Family Picnic on August 25, 2011. The candidates will meet before the picnic to make campaign posters.

Important Dates

July 21-Board Meeting
July 22- Last day for Early Head Start-Closes at 11:30 for staff training
July 25-August 5- Staff Pre-Service
August 3- First day of Public School
August 4- Back to School Night
August 8- First day for EHS and FD/FY- ½ of the HS children return
August 9- ½ of the HS children return
August 10- All children attend
August 12- PIR completion date
August 18- Board Meeting
August 24- Policy Council Meeting
August 25- Family Picnic and Policy Council Election

Adjourn

Russell Blakeman made a motion to adjourn the meeting. Amanda Gonczy seconded the motion. All agreed. The meeting was adjourned.

Approved By:

Executive Director

Policy Council Chairperson

Date of Approval