



# Policy Council Meeting

Breckinridge-Grayson Programs, Inc.

6/15/2011

11:00 a.m.

Parent Room

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## Minutes

**Total number of Policy Council Members: 9**

**Total Number Present Today: 6**

**Members Present: Stephanie Spears, Russell Blakeman, Lisa Ragsdale, Amanda Gonczy, Jessica Hayes, and Mary Hunt**

**Alternates Present: Michelle Logsdon**

**Members Absent: Rebecca Taul and Beverly Hinton**

### Roll Call-Sign In

### Old Business:

#### May Minutes

Jessica Hayes made a motion to approve the May 2011 minutes. Russell Blakeman seconded the motion. All agreed.

### New Business:

#### Supplemental Funding Application

Russell Blakeman made a motion to approve the July 1, 2011 Supplemental Funding Application which includes the following:

SF 424, SF 424 A, SF 424 B, Program Narrative and Budget.

Amanda Gonczy seconded the motion. All agreed.

#### Changes to Personnel Policies and Procedures

Mary Hunt made a motion to approve the most recent revisions to the Personnel Policies and Procedures regarding non-paid leave and layoffs. Michelle Logsdon seconded the motion. All agreed.

**Resignation**

Brianna Clemons, an Early Head Start Home Based Teacher, turned in a resignation effective June 20, 2011.

**Recommendations for hire:**

Vivian Decker, HR Manager, explained to the Policy Council members the agency's hiring process and the requirements for each position.

Holly Decker- Full-time HS Teacher Associate- Jessica Hayes made a motion for approval to hire. Amanda Gonczy seconded the motion. All agreed.

Tammy Saltsman- Full-time HS Teacher Associate- Russell Blakeman made a motion for approval to hire. Jessica Hayes seconded the motion. All agreed.

Carolyn Milliner-Part-time Education Assistant-(pending cleared record checks)- Lisa Ragsdale made a motion for approval to hire. Michelle Logsdon seconded the motion. All agreed.

Frankie Riordan- Full-time EHS Home Based Teacher- (pending cleared record checks)- Amanda Gonczy made a motion for approval to hire. Russell Blakeman seconded the motion. All agreed.

Tracy Ikner- Full-time EHS Home Based Teacher- Amanda Gonczy made a motion for approval to hire. Russell Blakeman seconded the motion. All agreed.

Kristen Hollin- Part-time Education Assistant- Mary Hunt made a motion for approval to hire. Michelle Logsdon seconded the motion. All agreed.

Autum Hodges- Part-time Education Assistant- (pending cleared record checks)- Russell Blakeman made a motion for approval to hire. Amanda Gonczy seconded the motion. All agreed.

One full-time Head Start Teacher Associate position is still available. The applicant chosen to be submitted to the Policy council for approval for hire has declined the position. Current applications are being reviewed and interviews will be scheduled.

**Important Dates**

June 15- Policy Council Meeting

June 19- Father's Day

June 21- First day of summer

July 4- Independence Day

July 4-8- Center closed for Summer Break

July 20- Policy Council Meeting

**Adjourn**

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

The next Board of Director's Meeting is scheduled for July 21, 2011.