



January Policy Council Meeting Minutes

Date: February 15, 2022

Attendance: Tabytha Carr, Parent Engagement Coordinator. Pauline Raab, CEO, Mark Wendel, Ashley Collins, Augustine Garcia, Jessica Bloom, Joanie Martin, Nathaniel Doane, Rachel Bakaysa, Sara Lippert, Tasha Rockey, Tiffani Doane, Tishawna Aljoe, Betsy Llewellyn

Absent: Angel Lefebvre, Dawn Sedor

Notice of Quorum: A quorum was present.

Meeting Called to Order: 4:30pm.

Community Meeting

Meeting Rules:

- Respect others' opinions and suggestions.
- Listen with an open mind.
- Allow participants the opportunity to speak and finish their thoughts.
- Begin/end meetings on time.
- Be attentive at the meeting (limit cell phone use, avoid "side-bar conversations", stay focused).

Seating of new members: None

Approval of Minutes: An approval to accept the month of January Meeting Minutes was made by Rachel Bakaysa. Second by Joanie Martin. Motion carried.

Treasurers Report: January report Given by: Tabytha Carr, Parent Engagement Coordinator. Balance as of 1/31/22 was \$17,656.25.

A motion to accept the Treasurer's Report was made by Augustine Garcia. Second by Joanie Martin Motion carried.

Service Area Training: Early Childhood Education with Amy Wible, Child Development Coordinator

Amy talked about Positive Behavioral Interventions and Supports (PBIS). She shared the PBIS logo, talked about Tucker Turtle and solution kits that are used in the classroom.

Center Reports:

Coalport-Friday they are having a Valentine party. The children seem really excited to share Valentines with each other.

Wingate-Doing a Dr. Seuss spirit week and reading Dr. Seuss books

Committee updates:

Health/Nutrition-no updates

Education/Special Services-no updates

Interview/personnel-ongoing

Family & Community Partnership-Sean beginning to work on Child Abuse Prevention Carnival.

More information to be shared

Building/Center-no updates

PBIS Leadership Team-next meeting is 2/23 from 10-11

Recruitment/Enrollment-no updates

Budget Committee-will be meeting 3:30-4:00 3/15

Old Business

Community Needs Assessment: Pauline explained the purpose of the community needs assessment and what the information is used for.

An approval to accept the Community Needs Assessment was made by Augustine Garcia. Second by Joanie Martin. Motion carried.

New Business:

PBIS updates-None

Hires and Separations- Will need to review at next meeting. Pauline explained that the agency lost staff due to vaccine mandate. Staff are trying the best they can to keep all classrooms open. Discussed the latest news regarding children attending a public school setting and need for bus drivers and cafeteria staff to be fully vaccinated.

Termination of Membership-Discussed that there is one member who has not been able to attend due to personal issues. She is still interested in being part of Policy Council. It was agreed to give her another month to determine if she can attend or not.

School Readiness: No updates

Director's Report:

HS and EHS Budget Report: All representatives received a copy of the HS, HSSAP and EHS budget. Pauline Raab, CEO. explained the reports and where we are at this point in the year.

Statistics/Program Information: A copy was given to all representatives. Pauline explained the report to the Policy Council and encouraged the council to look over the report and bring any questions to Tabytha Carr.

Credit Card Expenses: A summary of the credit card expenditures was given to the council and signed by Sara Lippert, Vice Chair.

An approval to accept the director's report (budget report, statistics/program information, and credit card expenses) was made by Rachel Bakaysa. Second by Augustine Garcia. Motion carried.

Enrollment/Recruitment:

Still down 65 children in Head Start, 6 children for Early Head Start, and down 14 children for HSSAP. Discussed parent incentive.

Parent Engagement

Volunteer Hours: Reminded staff to complete PG-19's for all PC business, continue to work on teacher directed goals

March Reading Challenge. Encouraged PC reps to participate.

Adjournment: 5:35pm.

A motion to adjourn was made by Joanie Martin. Second by Rachel Bakaysa. Motion Carried.

Next Meeting: March 15, 2022 4-6PM

Respectfully Submitted By: Tishawna Aljoe, Secretary