



Policy Council Meeting Minutes

Date: May 9, 2023

Attendance: Tabytha Carr, Heather Webber, Gabrielle Decker, Rachel Bakaysa, Jessica Bloom, Tasha Rockey, Ashley Cali, Amy Wible

Absent: Rachael Parker, Misty Dickson, Dan Mencer

Notice of Quorum: A quorum was present.

Meeting Called to Order: 12:09 PM

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

Termination of Members:

Brittany Welder reached out and has asked to be removed from Policy Council due to work obligations.

A motion to accept Brittany Welder's resignation was made by Rachel Bakaysa. Second by Gabrielle Decker. Motion carried.

Approval of Minutes: An approval to accept the month of April Meeting Minutes was made by Heather Webber. Second by Rachel Bakaysa. Motion carried.

Treasurers Report: Given by: Tabytha Carr, Parent Engagement Coordinator.

Budget Balance: An explanation of the budget report was given to the representatives. The current balance of the Policy Council budget as of 4/30/23 was \$ 8,606.51. The Parent Accounts balance is \$17,071.38.

A motion to accept the Treasurer's Report was made by Gabrielle Decker. Second by Tasha Rocky. Motion carried.

Service Area Training: Program Management and Quality Improvement with Amy Wible, Preschool Director

Amy discussed that the community needs assessment was reviewed, and discussion was had where needs existed. Six goals have been selected to begin working on. Goal 1: Looking at challenges with hiring and retaining staff. It can be difficult to run a successful class when down staff. Goal 2: ChildPlus Implementation-the team has gone back to basics to look at how the system is set up and work on ways to make it more efficient. Goal 3: Parent Engagement-looking at ways to get more parents/guardians involved. Goal 4: Technology-look at technology being used and ways to cut costs. Goal 5: Early Head Start focused and looking at Early Intervention services and ensuring those who need Early Intervention services are receiving them. Goal 6: Social/Emotional Development-continue to work on ways to meet children's needs.

A motion to accept the Service Area training was made by Heather Webber. Second by Rachel Bakaysa. Motion carried.

Center Reports:

No reports given

Committee updates:

Tabytha provided updates on committees:

Health/Nutrition-no updates

Education/Special Services-no updates

Interview/Personnel-continuing to interview

Family/Community Partnership-no updates

Building/Center-no updates

PBIS Leadership Team-ongoing, meeting twice a month

Recruitment/Enrollment-no updates

Budget Committee-no updates

Old Business

Volunteer Recognition

Discussed that this is scheduled for Bigler on June 13th at 5:00 and will be catered by Brown Dog catering from 5-6PM. Children and significant others can attend dinner. We will have staff

available in the classrooms to offer activities for children and one-to-one care. Discussed Mel Curtis as the Keynote speaker. Invites have been sent via Remind to Policy Council representatives, emailed to upper management and board members, and mailed to other parent/community volunteers.

New Business:

Election of Representative to the Board

Unable to find a representative at this time. Will discuss more at the next meeting.

Core Advantage EHS Assessment

Ashley Cali presented information about Core Advantage and reasoning for wanting to switch assessments.

Early Head Start currently uses the Ounce Scale. As they were wrapping up assessments and reviewing data staff learned that the data is archived each year and they lose the efficiency to track progress.

With Core Advantage there are 36 objectives to rate. They would not need to reset data, it has a nice parent engagement component which Ounce does not have, and parents can use the app for alternate languages. Core Advantage can translate up to 90 languages where Ounce is English only.

All staff would need to be trained and it's a slightly higher cost. Ounce currently costs about \$3100 a year (the cost is per child and includes an archive fee). Core Advantage would cost about \$3500 a year. They are looking to implement this at the start of next school year.

An approval to move to the Core Advantage EHS Assessment was made by Heather Webber. Second by Rachel Bakaysa. Motion carried.

Directors Report

Hires and Separations- Hires and Separations were unable and will be shared via Remind.

HS and EHS Budget Report: All representatives received a copy of the HS, HSSAP and EHS budget. Amy Wible, Preschool Director, explained the reports and where we are at this point in the year.

Credit Card Expenses: A summary of the credit card expenditures was given to the council and signed by Jessica Bloom, Vice-Chairperson.

Statistics/Program Information: A copy was unavailable and will be shared via Remind.

Enrollment/Recruitment:

Still down children for the 22-23 school year. Have begun filling slots for the 23-24 school year. Encouraged representatives to refer friends and community members.

An approval to accept the Director's report (HS and EHS Budget Report, Credit Card Expenses) was made by Rachel Bakaysa. Second by Tasha Rockey. Motion carried.

Parent Engagement

Bingo for Books

Tabytha discussed that the Matternville Bingo for Books event on May 6th was a success. The children were very excited, and the parents had positive feedback. The next event will be held at Bigler on May 13th.

Delgrosso Days (June 21st and 22nd)

Tabytha discussed that Delgrosso day has been split into two days at the request of Delgrosso park staff due to high attendance. Discount coupons have arrived. The coupons are to be presented at a ticket window to receive the discount. Parents/guardians will need to pay \$10 for a ride pass or \$20 for a ride/waterpark pass. When coupon is presented a \$7 food card will be given. Delgrosso is now a cashless park and kiosks are spread around the park to convert cash to card.

Updates

PBIS/Sanctuary- No updates

Cultural Equity Leadership-meeting every other Wednesday

Data-Tabytha reviewed and discussed the Quarterly Report card

Information Memorandums-No updates

Adjournment: 12:55PM

A motion to adjourn was made by Heather Webber. Second by Rachel Bakaysa. Motion Carried.

Next Meeting: July 18, 2023 at 12:00pm

Respectfully Submitted By: Tabytha Carr