



## **October Policy Council Meeting Minutes**

**Date: October 19, 2021**

**Attendance:** Tabytha Carr, Parent Engagement Coordinator. Pauline Raab, CEO, Jessica Bloom, Tishawna Aljoe, Sara Lippert, Shannon Smeal, Joanie Martin, Lincoln McCarty, Augustine Garcia, Tiffani Doane, Dawn Kunsman, Angel Lefebvre, Ashely Collins

**Absent:** Katelynn McAllister, Heather Kester, Stephany Wallace, Shawna Kemp, Cathleen Bacon, Mickayla Bryan, Erin Ames

**Notice of Quorum:** A quorum was present.

**Meeting Called to Order:** 4:36pm.

### **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:** Augustine Garcia and Tiffani Doane. Existing members: Tishawna Aljoe, Sara Lippert, Joanie Martin, Angel Lefebvre, Ashley Collins.

A Motion to accept the new members was made by Angel Lefebvre. Second by Sara Lippert. Motion carried.

**Approval of Minutes:** An approval to accept the month of July Meeting Minutes was made by Lincoln McCarty. Second by Ashley Collins. Motion carried.

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

**Budget Balance:** An explanation of the budget report was given to the representatives. For the start of the year, the current balance of the Policy Council budget was \$16,695.00.

A motion to accept the Treasurer's Report was made by Angel Lefebvre. Second by Ashley Collins. Motion carried.

**Service Area Training:** Parent Engagement, Tabytha Carr, Parent Engagement Coordinator

Tabytha discussed the Reading Challenge. Provided examples of books that will be received throughout the year for participation

Tabytha talked about Ready Rosie and suggested all to get set up if they are not yet set up.

Tabytha discussed volunteer hours and how to complete the PG-19

Tabytha also discussed the Farm Fall Fest that was held on October 9<sup>th</sup>. Approximately 550 people were in attendance.

A motion to accept the Service Area training was made by Shannon Smeal. Second by Sara Lippert. Motion carried.

### **Center Reports:**

Parents discussed apple tasting, decorating pumpkins, and fire safety virtual videos which occurred at their centers.

### **Committee updates:**

Tabytha discussed committees and sent sign-up sheet around

### **Old Business**

None.

### **New Business:**

**PBIS updates-**Tabytha provided a brief description of PBIS

**Hires and Separations:** Hires and Separations were reported for August.

**Performance Indicator Report (PIR)-**will be discussed at November meeting

**Hires and Separations-** Hires and Separations were reported to date. An approval to accept the hires and separations was made by Shannon Smeal. Second by Ashley Collins. Motion carried.

**Executive Committee Elections:** Tabytha received the executive committee offices and that elections will be held at November meeting.

**Board Sponsored Raffle:** Tabytha discussed that the raffle is occurring currently. Deadline to submit all tickets is October 29<sup>th</sup> by 4:00. The drawing will be held during the November 9<sup>th</sup> Policy Council Meeting. Help is needed by PC reps to separate tickets and put into barrel. A Remind message will be coming out.

**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.

An approval to accept the budget was made by Shannon Smeal. Second by Lyncoln McCarty. Motion carried.

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

**Enrollment/Recruitment:**

Still down children. Explained parent incentive for recruitment

**Credit Card Expenses:** A summary of the credit card expenditures was given to the council and signed by Jessica Bloom, Chairperson. A motion to accept the credit card report was made by Shannon Smeal. Second by Sara Lippert. Motion Carried.

**Adjournment:** 5:36pm.

A motion to adjourn was made by Angel Lefebvre. Second by Lyncoln McCarty. Motion Carried.

**Next Meeting:** November 9, 2021 at 4:00pm.

**Respectfully Submitted By:** Tishawna Aljoe, Secretary