



Policy Council Meeting Minutes

Date: March 21, 2023

Attendance: Jessica Bloom, Tabytha Carr, Amy Wible, Betsey Llewellyn, Tiffany Ricotta, Heather Webber, Rachel Bakaysa, Daniel Mencer, Tasha Rockey, Gabrielle Decker, Rachael Parker, Misty Dickson

Absent: Josh Neff, Sara Lippert, Brittany Welder

Notice of Quorum: A quorum was present.

Meeting Called to Order: 12:00 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:

Discussion was had about Josh Neff and Sara Lippert missing 3 consecutive meetings. It was decided by representatives to allow the opportunity for them to attend the April meeting. If they are unable to attend, termination will be discussed. All were in agreement.

Approval of Minutes: An approval to accept the month of February Meeting Minutes was made by Jessica Bloom. 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 was \$16,989.36.

A motion to accept the Treasurer's Report was made by Jessica Bloom. Second by Heather Webber. Motion carried.

Service Area Training: Early Intervention and Pregnant Women Services with Tiffany Ricotta, Early Head Start Director.

Tiffany discussed that Early Head Start families receive Kiwi boxes from their home visitors. These boxes include age appropriate materials, Wander magazine, and cards. She passed around a few examples of crayons and modeling clay that is included in these boxes.

Tiffany discussed that Healthy Bodies offers a program at the Dubois and Hyde locations. Parents/guardians are able to create a healthy meal and try new foods. Each family that attends receives a bag full of groceries to make the meal at home. For additional information and resource flyers, you can visit healthy bodies plus Penn State website.

Tiffany discussed that on April 15th a sensory friendly movie (Super Mario Brothers) is being offered at the Rowland in Philipsburg. The movie showing is at 10:00AM and there is a discounted price.

Tiffany discussed Early Intervention and what services are offered through that program. Staff can meet in the home or in the community to provide services. Families are educated on rights.

Tiffany discussed safety plans and self-care badges. She had examples of safety plans for representatives to take.

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

Center Reports:

Hyde attended a the movie Lyle, Lyle Crocodile

Committee updates:

Tabytha provided updates on committees:

Health/Nutrition-no updates

Education/Special Services-no updates

Interview/Personnel-continuing to interview

Family/Community Partnership-a meeting was held and plans finalized. Tabytha will send out dates/locations to representatives to sign up to attend

Discussed putting together a table at the Child Abuse Prevention Carnivals with a CenClear table cloth, board with information about Policy Council, and having a raffle basket to obtain contact information for potential future Policy Council candidates.

A motion to approve the purchase of raffle baskets was made by Heather Webber. Second by Jessica Bloom. Motion carried.

Building/Center-no updates

PBIS Leadership Team-ongoing, meeting tomorrow at 10:00AM

Recruitment/Enrollment-no updates

Budget Committee-the next meeting is today following the policy council meeting

Old Business

Volunteer Recognition

Discussed hosting a dinner to recognize volunteers at one location. Perhaps May or July. Have door prizes, childcare provided-things for the children to do, key note speaker

New Business:

Election of Secretary and Representative to the Board

Secretary-Gabriel Decker. An approval to accept the election was made by Jessica Bloom. Second by Tasha Rockey. Motion carried

Representative to the Board-unable to find a representative at this time. Will discuss more at the April meeting

Directors Report

Hires and Separations- Hires and Separations were reported for February.

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 Daniel Mencer, Chairperson.

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

Enrollment/Recruitment:

Still down children for the 22-23 school year.

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

Parent Engagement

Gather at the Garden Event-Tabytha reported positive comments from staff and parents/guardians in attendance.

Policy Council representatives discussed offering a bingo for books in May. A small committee will be created to begin planning.

An approval to host a bingo for books event was made by Heather Webber. Second by Rachel Bakaysa. Motion carried.

Tabytha discussed that Read Across America week was a success. The children enjoyed themselves.

Updates

PBIS/Sanctuary-There is a center level leadership meeting on 4/3 at 3:30, which is open to parents

Cultural Equity Leadership-recruiting new members. Meet every other Wednesday at 8:00AM or 3:00PM.

Data-report cards come out quarterly

Information Memorandums-funding, which will be discussed at the budget committee meeting to follow.

Adjournment: 1:30PM

A motion to adjourn was made by Jessica Bloom. Second by Tasha Rockey. Motion Carried.

Next Meeting: April 18, 2023 at 12:00pm.

Respectfully Submitted By: Tabytha Carr

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