



Policy Council Meeting Minutes

Date: July 21, 2021

Sign in: Pauline Raab, Mark Wendel, Shannon Smeal, Sara Lippert, Lincoln McCarty, Cathleen Bacon, Joanie Martin, Denise Hunt, Sean Rockmore, Chris Glace, Christal Hayward, Angie Mullen, Betsy Llewellyn, Tabytha Carr

Notice of Quorum: A quorum was present. Y or **N**

Meeting Called to Order: No quorum. Acted as community meeting.

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: No new members present to seat.

Approval of Minutes- Policy Council members received and reviewed the April and May meeting minutes.

Treasurers Report:

Given by: Tabytha Carr

An explanation of the budget report was given to the representatives. For the months of April and May, the balance of the Policy Council budget was \$9,211.56. For the month of June, the balance of the Policy Council budget was \$6,031.00.

Service Area Training- Had a round table discussion with Coordinators sharing highlights from this year.

Sean Rockmore shared information regarding Early Head Start and being able to offer remote visits. All EHS services will return to in person for the start of August.

Chris Glace shared that despite staff being quarantined administrative staff came together and prepared meals for classes. Shared information regarding the health and safety plan and food distribution boxes given to us by the YMCA.

Christal Hayward shared that we were able to meet the educational needs of children using all platforms.

Denise Hunt shared that staff were willing to help anywhere needed while other staff were in quarantine so classes could continue without interruption. She also discussed hiring.

Angie Mullen shared we have carryover COVID money through Mary 2023

Mark Wendel shared that the Mental Health and Drug & Alcohol Divisions were able to offer tele-health services and can continue to offer these services through the end of September.

Center Reports: Given by representatives.

Lincoln stated that Ms. Blaire is working on sharing and transitioning

Cathleen shared that Philipsburg seems to be behind on activities. They sent home fewer activities and take home activities than what she is hearing from other parents at other centers.

Committee Updates

Health/Nutrition- No updates

Education/Special Services-No updates

Interview/Personnel-Many interviews taking place. Will continue to share that information through Remind for anyone who can assist

Family & Community Partnership-No updates

Building/Center-No updates

PBIS Leadership Team- will resume meetings in August.

Recruitment/Enrollment- No updates.

Budget Committee- No updates.

Old Business

None

New Business:

Hires and Separations- Hires and Separations were reported to date.

Parent Engagement Updates- Tabytha informed representatives that we had over 2,800 people in attendance for Delgrosso Day. That was an increase of about 800 people from 2019. The Board sponsored this event (provided discount coupons and \$5 food vouchers).

End of the year celebrations occurred in June for all classes. A universal meal and gifts was provided.

Termination of Membership

N/A

School Readiness (if any updates/changes)

N/A

PBIS/Sanctuary Updates:

Pauline let members know that we went through the first part of certification. A few recommendations came out and the agency has begun working on these recommendations.

Director's Report:

HS and EHS Budget Report

Early Head Start is working to spend down their budget. Budget revision is moving forward with approval process. Pauline informed members that we received a call from State asking if we would take on additional children. We agreed to take on 48 additional slots. Angie let members know that we now have 12 buses.

Credit Card Expenses – A summary of credit card expenditures was given to council and signed by Pauline Raab. Major costs being supplies and gas.

Statistics/Program Information – Pauline summarized and asked representatives to review and ask if they had any questions.

Enrollment/ Recruitment

Continuing to recruit for 21-22 school year. Pauline reminded representatives of the parent recruitment incentive available.

Pauline let members know that air purifiers will be going in all classrooms along with ultra violet lighting in all heating systems to kill bacteria and mold.

Adjournment

5:47pm

Next Meeting

September 8, 2021

Respectfully Submitted by: Sara Lippert