



Policy Council  
September 11, 2019  
Board Room

**Scheduled Start Time: 8:30AM**

**Actual Start Time: 8:31AM**

**Scheduled End Time:**

**Actual End Time: 10:30AM**

**Attendees:** Tabytha Carr, Colleen Mortimer, Sandy Reinke, Brooke Conklin

**Absent:** Crystal English, Keri Hughes, Jamie Dunlap, Scott Maddinger, Haley Albright, Meagan Butler, Wendy Estright

**Annual Board Meeting was called to order: 8:31AM**

**Notice of Quorum: No quorum.**

**Community Meeting** (occurred during Annual Board Meeting)

1. *How are you feeling? (Emotion)*
2. *What is your goal for today? (Future)*
3. *Who will you ask for help? (Support)*

**New Business:**

- Pauline reviewed annual board report. No concerns were expressed. PE Departmental Assistant, Nikki, will follow up with PC representatives not in attendance to see if they reviewed the report which was mailed and if they approve of it. On 9/16/19 Nikki sent a message out to PC representatives. Crystal, Brooke, and Wendy replied that they approved. A response was not received from Jamie, Scott, Haley, and Meagan.
- Sandy and Brooke attended the Board Meeting which immediately followed the annual board meeting for approval of board report. From there Brooke and Sandy met with Tabytha for PC updates
- Hires and Separations: list was shared
- Budget report-list was shared
- PFCE Framework-being looked at currently and an updated version will be presented at the October PC Meeting for review and vote
- School Readiness updates will be presented at October meeting

- Credit Card expenses-list was shared
- Enrollment/Recruitment-shared that we are low on enrollment and discussed parent incentive and need to recruit for Dubois, Houtzdale, CPI, Matternville, and Port Matilda areas
- Discussed that raffle tickets have been dispersed to centers
- October 1<sup>st</sup> will be training for new PC representatives from 4-6. Nikki will be sure to invite all current PC members.
- Will discuss PIR at October meeting
- Sandy and Brooke provided feedback on topics that should be targeted during the PC training.

**Treasurer's Report:** \$0 balance for current program year

**Seating of new members:** No new members were seated

**Additions to the Agenda:** None

**Center Reports:** None

**Committee Reports:** None

**Old Business:** None

**Announcements:**

**Next Meeting: October 15, 2019**

**Respectfully Submitted By: Tabytha Carr**