



November Policy Council Meeting Minutes

Date: November 14, 2023

Attendance: Tabytha Carr, Jessica Bloom, Christine Henfling, Ashley Kephart, Amy Wible, Ashley Collins, Tishawna Aljoe, Anita Asemota, Cassie Fishel, Sean Rockmore, Danielle Wever, Gabrielle Decker, Elizabeth Kelly, Tessa Folino, Heather Webber, Stephanie Athorn, Tasha Rockey

Absent : Casey Ortiz, Destiny Nies, Jill Stewart, Misty Dickson, Robin Shomo

Notice of Quorum: A quorum was present.

Meeting Called to Order: 12:01PM

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: Stephanie Athorn, Tessa Folino, Jessica Mann, Ashley Collins

A Motion to accept the new members was made by Gabrielle Decker. Second by Heather Webber Motion carried.

Approval of Minutes: An approval to accept October's Meeting Minutes was made by Ashley Kephart. Second by Christine Henfling. Motion carried.

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

An explanation of the budget report was given to the representatives. At the last meeting, the projected budget was incorrect due to slot changes, the current balance of the Policy Council budget is \$11,632.30.

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

Service Area Training: Family Community Partnership & Mental Health with Sean Rockmore, Family Community Partnership Coordinator

Sean discussed that all CenClear staff are mandated reporters and are to report any suspicion of child abuse.

Sean talked about the Child Abuse Prevention Carnival and how it is a great community event that offers information and parent training on Child Abuse prevention.

Sean discussed that through CenClear's community partnership we collaborate with community agencies that offer assistance and resources to our program families.

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

Center Reports:

The Bellefonte center took a field trip to the Library and Governor's Park. Christine was able to attend the field trip and reported it was a great day.

A class at the Dubois center took a field trip to the fitness center. The children really enjoyed themselves.

The Wingate Modular class received book boats. Amy Wible further explained that Altrusa, an agency out of State College, with a literacy-based mission, worked with CenClear to provide fifty-six book boats for Bellefonte, Howard, and Wingate Modular classrooms.

The Coalport EHS group read the Five Little Pumpkins and made feet prints that said "BOO"

Committee updates:

Health/Nutrition: The next Advisory Committee meeting will be held 2/6 from 11-12

Education/Special Services-no updates

Interview/Personnel-no updates

Family & Community Partnership-no updates

Building/Center-no updates

PBIS Leadership Team-The next meeting will be 11/22 from 10-11:00AM

Recruitment/Enrollment-no updates

Budget Committee-no updates

Old Business

Autumn Festival-Tabytha explained that the event went well at Matternville. Great attendance with positive comments as families were leaving.

Early Childhood Education Summit-Tabytha explained positive comments were shared. Amy informed representatives that the summit will be in person next year at the Penn Stater and encouraged representatives to consider attending.

PBIS Forum-Tabytha explained positive comments were shared about the forum. Several spoke highly of a particular speaker and that they enjoyed interacting with parents and other co-workers.

School Photographer ideas-discussed seeing if we could find a parent volunteer interested in taking the pictures. Professional photographers can be costly. Ashley Kephart expressed interest in taking pictures at Hyde. Tabytha will connect with Gabrielle Decker to follow up w/ her photographer option.

New Business:

Executive Committee Elections

Chair-Jessica Bloom. An approval to accept the election was made by Ashley Kephart. Second by Christine Henfling. Motion carried

Vice-Chair-Ashley Kephart. An approval to accept the election was made by Stephanie Athorn. Second by Christine Henfling. Motion carried

Secretary-Tishawna Aljoe. An approval to accept the election was made by Heather Webber. Second by Ashley Collins. Motion carried

Treasurer-Stephanie Athorn and Ashley Collins both expressed interest. Five representatives voted for Stephanie and 3 representatives voted for Ashley. An approval to accept the election of Stephanie Athorn was made by Ashley Kephart Second by Christine Henfling. Motion carried

Representative to the Board-Heather Webber. An approval to accept the election was made by Christine Henfling. Second by Danielle Wever. Motion carried.

Director's Report

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

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.

Statistics/Program Information: Tabytha explained that staff have been off and that this will be reported at the next meeting.

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

Enrollment/Recruitment:

Amy explained in detail how to read the enrollment report. She explained that we are still down children. Explained that our parent incentive is active through December 31st.

An approval to accept the Director's report was made by Christine Henfling. Second by Ashley Kephart. Motion carried.

Parent Engagement

National Book Month-we had four parent volunteers read to several classrooms in October.

Updates

PBIS/Sanctuary-None

Cultural Equity Leadership-Amy discussed the interpreter services available to English Language Learning families.

Data-Tabytha explained that the quarterly report card will be shared at the January meeting.

Information Memorandums-None

Adjournment: 1:42PM

A motion to adjourn was made by Ashley Collins. Second by Christine Henfling. Motion Carried.

Next Meeting: January 16, 2024 at 12:00pm.

Respectfully Submitted By: Tabytha Carr