



## **October Policy Council Meeting Minutes**

**Date: October 18, 2022**

**Attendance:** Tabytha Carr, Jessica Bloom, Daniel Mencer, Gabrielle Decker, Sara Lippert, Heather Webber, Natosha Smith, Pauline Raab, Rachel Bakaysa, Brittany Welder, Misty Dickson, Tasha Rockey, Amy Wible, Joanie Martin, Tishawna Aljoe, Ashley Collins

**Absent:** Augustine Garcia, Dawn Sedor, Nathaniel Doane, Tiffani Doane, Betsey Llewellyn

**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:** Daniel Mencer, Gabrielle Decker, Sara Lippert, Heather Webber, Natosha Smith, Rachel Bakaysa, Brittany Welder, Misty Dickson, Tasha Rockey

A Motion to accept the new members was made by Sara Lippert. Second by Tasha Rockey. Motion carried.

**Seating of Community Representative:** Jessica Bloom

A Motion to accept the new members was made by Gabrielle Decker. Second by Daniel Mencer. Motion carried

**Approval of Minutes:** An approval to accept the month of September Meeting Minutes was made by Sara Lippert. Second by Gabrielle Decker. 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 \$18,065.74.

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

**Service Area Training:** PBIS and Sanctuary with Amy Wible, Child Development Coordinator

Amy discussed our school readiness plan. That PBIS is implemented through the Pyramid Model. Staff teach skills for children to learn. Target social and emotional supports, intensive interventions, and program expectations. She showed a sample of the PBIS logo which includes the program expectations and what they mean. She provided information about the backpack series.

Amy discussed Sanctuary, about what it means to be trauma informed, and that CenClear is now certified.

Amy discussed Tucker Turtle and how that is used in the classrooms to assist with regulating emotions and how it can be used in the home.

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

### **Center Reports:**

The Dubois center recently held a safety day and had 7 fire trucks in attendance. They are currently planning a fall party.

Grampian is looking to hold a safety event but are struggling to find a Police Officer to come.

Wingate had a fire truck come and the children were able to meet the firefighters and tour the truck. They seemed to really enjoy this.

### **Committee updates:**

Tabytha discussed committees and that sign-up sheets will be distributed at the November meeting for representatives to sign up. Information will also continue to be shared through Remind for anyone to sign up.

### **Old Business**

None.

## **New Business:**

**PBIS updates**-Next meeting will be 10/26 at 10:15AM

**Performance Indicator Report (PIR)**-Pauline discussed the PIR, what type of information is collected and reason for the collection of information. This information is shared in the annual board report.

**Hires and Separations**- Hires and Separations were reported for August. An approval to accept the hires and separations was made by Daniel Mencer. Second by Sara Lippert. Motion carried.

**Board Sponsored Raffle:** Tabytha discussed that the raffle deadline was last Friday. The drawing will be held during the November 8<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.

**Statistics/Program Information:** A copy was not given to representatives due to a staff member being off ill. Tabytha will share this information through Remind as soon as the staff member returns.

## **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.

Pauline notified representatives that the federal review will begin Monday at 9:00AM.

Pauline announced that she plans to retire in July and plan for Mark Wendel to succeed her. A letter of her resignation will be coming to Policy Council.

An approval to accept the Director's report (HS and EHS Budget Report, Credit Card Expenses) was made by Sara Lippert. Second by Ashley Collins Motion carried.

## **Parent Engagement**

Tabytha discussed the Reading Challenge

Tabytha reminded staff to complete PG-19's for all PC business, continue to work on teacher directed goals

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

**Adjournment:** 1:28PM

A motion to adjourn was made by Sara Lippert. Second by Lyncoln Gabrielle Decker. Motion Carried.

**Next Meeting:** November 8, 2022 at 12:00pm.

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