



## Policy Council Meeting Minutes

**Date:** May 17, 2022

**Sign in:** Pauline Raab, Mark Wendel, Angela Mullen, Sean Rockmore, Nathaniel Doane, Tiffani Doane, Rachel Bakaysa, Joanie Martin, Sara Lippert, Jessica Bloom, Tasha Rockey, Tishawna Aljoe.

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

**Meeting Called to Order:** The meeting was called to order at 4:36 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:** No new members present to seat.

**Approval of Minutes-** An approval to accept the month of April Meeting Minutes was made by Joanie Martin. Second by Rachel Bakaysa. Motion carried.

### Treasurers Report:

Given by: Mark Wendel

An explanation of the budget report was given to the representatives. For the month of March, the balance of the Policy Council budget was \$8,055.98. The Parent Account Balance was \$19,025.18.

A motion to accept the Treasurer's Report was made by Joanie Martin. Second by Tiffani Doane Motion carried.

**Service Area Training-** Family Community Partnership & Mental Health with Sean Rockmore, Family Community Partnership Coordinator.

Sean Rockmore went over child abuse reporting and the requirements. All employees of CenClear are mandated reporters, are required to complete annual training and provide a training certificate. Sean also explained the ramifications if employees fail to follow the law as it refers to mandated reporting.

Sean also talked about the two food banks offered to through CenClear- Coalport & Philipsburg.

An approval to accept the training was made by Joanie Martin. Second by Rachel Bakaysa. Motion carried.

**Center Reports:** Given by representatives.

Tasha, Wingate Center, Field trip to Arboretum & Penn State Creamery.

Joanie, Philipsburg Center, Water day at center on Friday 5/24/22. Classroom did pictures last week and will do graduation pictures this week.

Tiffani, Wingate Center, have been doing a lot of tie-dye projects.

### **Committee Updates**

Health/Nutrition-Next meeting June 8, 2022 at 11 am

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- Next meeting May 25, 2022 at 10am

Recruitment/Enrollment-No updates

Budget Committee- No updates

### **Old Business**

None

## **New Business:**

### **Approval of HS/EHS COLA and QI Application**

Angie Mullen, Corporate Business Manager, presented the COLA QI money. COLA is 2.28% and we are able to give 3%. Quality Improvement are funds used to enhance rates for starting salaries. COLA will be retroed back to January 1, 2022. EHS Quality Improvement will cover some costs related to Disability Contractors to provide additional services. Angela also stated that that we have the opportunity to apply for "\$0" nonfederal share.

An approval to accept the HS, EHS, and HSSAP budgets was made by Sara Lippert. Second by Rachel Bakaysa. Motion carried.

**Hires and Separations-** Hires and Separations were reported to date. An approval to accept the hires and separations was made by Joanie Martin. Second by Rachel Bakaysa. Motion carried.

### **Termination of Membership**

Dawn Sedor has become an employee of CenClear and Policy Council membership has been terminated.

### **School Readiness (if any updates/changes)**

N/A

### **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.

A question was posed about the surplus monies and it was explained how they were planned to be used.

An approval to accept the director's report was made by Joanie Martin. Second by Nathaniel Doane. Motion carried.

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

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

An approval to accept the Credit Card report was made by Joanie Martin. Second by Rachel Bakaysa. Motion carried.

## **Enrollment/ Recruitment**

Per the report, Parents want to help and had several suggestions. They should email Tabytha Carr.

## **Parent Engagement Updates**

### **Volunteer Hours**

Encouraged to be sure that all are turned in. Reps will take the message back to the center.

### **DelGrosso Day**

DelGrosso Day will be held at DelGrosso Park in Tipton from 11:00-5:00PM on the following dates: Wednesday, June 22 and Thursday, June 23. Centers will attend according to the date assigned. Unfortunately, DelGrosso is unable to offer a rain date this year.

### **Adjournment**

The Policy Council meeting was adjourned at 5:32PM. Motion to adjourn was made by Joanie Martin Second by Rachel Bakaysa. Motion carried.

### **Next Meeting**

July 19, 2022 4:00-6PM

**Respectfully Submitted by: Tishawna Aljoe**