Parent Meeting Agenda
October 29, 2026
Bigler Board Room & Teams

Sign-In- see attendance sheet

Start time: 4:02pm
End time: 5:10pm

Community Meeting

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

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).

Welcome

Director Introductions-Both Amy Wible and Tiffany Steward introduced themselves, how long they have been at CenClear, their experience and their current role.

Training-Introduction of Coordinators and their specialties-Christal Hayward introduced herself as the Preschool Education Coordinator. She oversees preschool classroom specifics related to curriculum and behaviors in the classroom. Christal explained that being in a preschool classroom can be the first time a child has been around a large group of children their age and they are learning how to communicate, share, and interact with each other.

Tammy Walker introduced herself as the Disability Director. She oversees disability services, concerns, reviews the ASQ and ASQ-SE assessments, and PBIS.

Mason Strouse introduced himself as the Family & Community Partnership Coordinator. He supervises the Family Service Workers (FSW's). FSW's are the connection between families and the classroom. He coordinates resources and the fatherhood initiative.

Tabytha Carr introduced herself as the Parent Engagement Coordinator. She oversees enrollment for all programs, reading challenges, Ready Rosie, parent meetings, Policy Council, school pictures, Parent Engagement events, parent volunteers, and parent complaints/concerns.

Adrienne Hess introduced herself as the Health, Safety, Nutrition Coordinator. She supervises the Health Supervisors who reach out to ensure health records are up to date and Maternal Health Specialist, Marissa Hayward, who provides Post Partum and Pregnant Women services. She

spoke about CACFP being a USDA meal reimbursement program we participate in.

Tiffany Steward stated Courtney Gardner, Early Years Coordinator, was unable to be present however, she oversees the Early Head Start supervisors and the Family Centers program.

Center Reports-None

Board/Policy Council Updates-Our first policy council meeting was 10/22 where the new representatives were seated, and the Program Information Report (PIR) was reviewed and discussed. Tabytha explained that the PIR is a report we submit to the federal government for our Early Head Start and Head Start federal programs. We submit information such as ages of children enrolled, demographics, race, ethnicity, how many dental and physical exams are completed, how children scored on the ASQ and ASQ-SE, are all children up to date on immunizations, etc. The federal government wants to ensure that we are providing services to our most neediest families.

Our board of directors covered the $5 admission cost for children and adults over the age of 13 to attend the Halloween Haunted Trail on 10/24 at Rustic Ridge Farm. A new CEO is to start November 16th. Her name is Ellen Bemis.

Committee Updates

Tabytha reviewed each committee and encouraged parents to attend meetings.

Interview/Personnel-ongoing, information is posted on class dojo as interviews are scheduled. You can attend in person, virtually through teams, or by phone. You can fully participate by asking interview questions or listening and writing down responses. It is a great opportunity to have a voice in someone who works with your children.

PBIS Leadership Team-Tabytha explained that PBIS is implemented through the pyramid model. At meetings we work through benchmarks to ensure these services are being delivered appropriately in homes and in the classrooms. Discussed our program wide expectations as being "Be Safe, Be Kind, Be Respectful." Our next meeting is 11/18 at 3:00. You can participate virtually through Teams or in person at the Bigler office. Information will be shared on Class Dojo.

Old Business
PBIS Updates-none

Volunteering-Tabytha reviewed that as a federal grantee we must match our non-federal share, inkind. For Head Start it's about 1.5 million dollars and Early Head Start is about $500,000. We are always looking for parents to volunteer in the classroom, share special talents, attend field trips, read to children, prepare classroom materials at home, etc. Each time parents/guardians participate in Policy Council, parent meetings, etc. they earn CenClear $18.65 an hour toward our non-federal match. If we were unable to meet our 20% non-federal match, the federal government could retract funds and we may need to close classrooms and caseload. As a way of showing our appreciation for our volunteers we host a volunteer recognition training dinner at the end of the year where the entire family is invited to attend, it's held in Bigler, we provide a meal, babysitting, guest speaker, and give goodies to those who attend.

Enrollment-Tabytha reviewed that none of our Early Childhood Programs are full. We are still actively seeking applications. We have a $200 staff and parent incentive in place October 1st

through 31st. Effective November 1st the parent incentive will go back to $100. Data tells us that word of mouth is the best way to recruit for our programs. We discussed the need to be at 90% enrolled for PreK. As of October 1st we were not 90% enrolled and were placed on a corrective plan of action. We are now at 91% enrolled for PreK. For Head Start and Early Head Start we are to be at 97%. Federal government will look at those numbers in January. We are at about 95% currently for Head Start. Early Head Start is 3 applications away from being fully enrolled. Discussed enrollment action plans and that we cannot meet the enrollment requirements we could be faced with retraction of funds.

EHS updates-Tiffany discussed socializations. These are to be jointly planned with parents/guardians and home visitors. We offer two socializations a month. Parents/guardians can attend any socialization even if it's not with their home visitor. Home visitors can provide transportation if needed. Tiffany discussed that home visits can be scheduled where needed. She provided an example such as your child has difficulty at the grocery store. You can request that your home visitor attend grocery shopping with you to provide support.

New Business

Parent Engagement Event- parents/guardians suggested hosting a gingerbread house making event and learning how to can food. Amy discussed the health grant we received and how we will be looking to host events on healthy eating.

School pictures-Policy Council approved to provide school pictures to all Early Childhood programs. We started taking pictures. Tabytha has completed pictures at Harmony, Hyde, and Houtzdale. Next week pictures are scheduled for Philipsburg, Wingate, Dubois, Matternville, and Houtzdale for the Coalport and Houtzdale socialization. Each family receives a free 4x6 photo compliments from the Policy Council. If you have a child transitioning to kindergarten this year, Policy Council approved to take graduation pictures at the end of the year. We will be purchasing a cap and gown for the children to wear for pictures.

Reading Challenge-an October reading challenge is occurring for preschool. Once families have completed the reading log, return to classroom teacher, the child receives a free book. In November we are offering a reading challenge to all our Early Childhood programs. Discussed literacy being one of our program goals and that we work to get as many books as possible into family's hands. There is a lot of research on the importance of reading to children.

Open Topics

Christal discussed our day-to-day substitute positions available and encouraged parents/guardians to apply.

Adjournment

Next meeting: 11/12/26 at 4:00PM