



ASI Children's Center Parent Advisory Council Minutes

MEETING DATE: February 4, 2019 12 p.m.

MEETING LOCATION: ASI Children's Center Conference Room

MEMBERS PRESENT: Jagdish Majju, Kristen Lopez, Sierra Smith, Fenecia Martinez, Nicole Bruns, Marissa Wulff, Sandra Gallardo, Sherry Velte, Lexi Hallum (recorder)

A. Greeting

B. PAC Chair

At 12:02 p.m. the meeting was called to order by Nicole Bruns

C. Minutes

The December 3, 2018 meeting minutes were unanimously approved by the council members present

D. Center Status

- **Current Enrollment**

- Sherry Velte updated the PAC on the current enrollment of the Children's Center; currently they are at 201 children which is slightly down from last year
- Sherry Velte and Nancy Lopez are working to fill more spots from the waitlist

- **Current Employment**

- The PAC welcomed new Children's Center administrative assistant, Lexi Hallum
- The Center has three applicants for the Front Office Associate position; Fenecia Martinez will be on the interview panel
- The Associate Teacher position has been posted and is being pushed out through different channels

- **"More than Scribbles" – Art Show**

- Flyers are to be distributed to promote the reception, being held on February 28, 2019 and the art show, being held from February 25- March 14, 2019
- The PAC discussed making this a fundraising event for the Children's Center

- **Facilities Update**

- The climber has been removed from the annex
- The new gate has been installed and requires a punch code to access
- Three bids have been submitted for the roof and renovation of the center; the goal is to have this completed by summer of 2019

- **CCAMPIS- Hornet Family Study Care**

- CCAMPIS is now referred to as Hornet Family Study Care
- The center is launching flyers to parents
- Registration opens February 5, 2019 and closes on February 25, 2019

- **February is Budget Season**

- Sherry Velte is beginning the budget process including estimating costs and creating drafts

- **CACFP- Child Care Food Program Audit**

- An auditor will be at the center for a week beginning on March 25, 2019
- This audit is one year early

- **Class Assessments**

- The Sacramento County of Education is sending an assessor from February 21- February 22, 2019 to assess the center's interactions with the children including language, teaching, behavioral, and other workings
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Adjourned at 12:58 p.m.
Next meeting March 4, 2019