

ASI Children's Center Parent Advisory Council (PAC) Minutes

MEETING DATE: Monday February 2nd, 2026

MEETING LOCATION: Children's Center Conference Room

MEMBERS PRESENT: Samantha Subuyuj, Hoan Nguyen, Sophia Mendoza (recorder), Chibuke Eze, Sophie Sandoe

MEMBERS ABSENT: Cara Cambell, Megean Hogue, Marie Mann, Miraya Gomez (chair), Ciobha McKeown

A. Call Meeting to Order & Review January Minutes

- The meeting was called to order by Samantha Subuyuj at 12:03pm
- The January Meeting Minutes were unanimously approved by the PAC members present

B. Current Center Updates

1. Program Operations

- 3 Associate Teacher vacancies + onsite sub
- 1 program specialist vacancy
 - Admin, works directly underneath the associate director of operations, technical support, special projects, and cover leave of absences
 - Position will be posted within the next month or two
- Working with a few graduating seniors to get their permits
- Unannounced licensing visit
 - Passed with no issues
 - Walkthrough of spaces
 - Clarity on sleeping regulations, sleeps sacks are no longer allowed
- Program philosophy
 - Easily accessible for students and staff, have PAC review to see if there is significantly missing
- Vacancy for student parent in PAC

2. Facilities

- Fine tuning the last of supplies to get back to the original budget
- ETA for alternative spaces on April 14
 - Once alternative space is complete, then licensing will look and complete approval then we will be able to begin groundbreaking in existing play yards
- Pending projects
 - Fire panels, waiting for approval
 - Annex door replacements

3. Current Areas of Focus

- Implementation of project approach will be
 - I/T ill be individual interest
 - Preschool will evolve over time
- Resource and referrals working closely with COE to support families
- Working on first round budget
- Forward planning on accreditation because it is coming soon
 - Submittal of documents in form of portfolio or observations

4. Collaborations

- Collaborating with IEEEP students and staff have been attending trainings

- Funding has been received to enhance the environment
 - Outside spaces
 - Lending library
- We would appreciate our PAC members to possibly spread the word about student vacancies at the center and pushing out the permits for students in CHAD

5. Events

- Week of The Young Child: April 4- April 10
 - Celebrating children's capabilities
 - A week of fun for the children
 - In person tours for students, staff, faculty, possible parents

Feedback on services to families and children

Adjourned at 12:41 pm
Next Meeting: Monday, April 6th, 2026