

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

MEETING DATE: Monday April 6th, 2026

MEETING LOCATION: Children's Center Conference Room

MEMBERS PRESENT: Samantha Subuyuj, Hoan Nguyen, Sophia Mendoza (recorder), Sophie Sandoe, Marie Mann, Valerie Villegas

MEMBERS ABSENT: Chibuke Eze, Cara Campbell, Megean Hoque, Miraya Gomez (chair),

A. Call to Order & Approval of February Minutes

- The meeting was called to order by Samantha Subuyuj at 12:07 PM.
- The February meeting minutes were reviewed and unanimously approved by the PAC members present.

B. Current Center Updates

1. Program Operations

- The on-site substitute vacancy has been filled.
- Recruitment for the second Program Specialist position has been paused to support the ASI budget.
- Efforts are ongoing to fill all Associate Teacher positions.
- The center is working with several graduating seniors to obtain their permits.
- The goal is to open all classrooms and reach full enrollment to meet state contract requirements.
- Upcoming staff leaves of absence (LOAs) will create additional vacancies that will need to be filled.

2. Facilities

- The alternative play space timeline has been delayed from the end of April to mid-May.
- Groundbreaking is now scheduled for June, with completion anticipated by December 24, 2026.
- Plans are in place to keep children engaged during the construction period.
- The newsletter includes family survey results, general reminders, and details about the playground renovation; this information is also displayed in the hallway leading to the Bella Room.

3. Current Areas of Focus

- The parent survey was reviewed, including updates to the answer options.
- The expulsion and suspension policy was highlighted.
- Families expressed interest in more frequent photo updates; however, the program's priority remains direct engagement with children.
- Classrooms will increase photo documentation, including mini-portfolios for children and families.
- No additional feedback was received from parents regarding the survey results.
- Accreditation renewal for 2027 is in progress, with new tools and processes under review.
- The upcoming CMR process will include week-long audits, document reviews, onsite verification, and compliance assessments.
- Ongoing improvement efforts include:
 - Enhancing the learning environment
 - Increasing staff training
 - Expanding family resources (e.g., lending library)
 - Conducting screenings and assessments
 - Supporting kindergarten readiness
 - Implementing a family suggestion box
 - Developing quality improvement plans

4. Collaborations

- The center is collaborating with the P3 credential program, with the goal of becoming a demonstration site for practicum students.

- Plans are underway to collaborate with Los Rios to expand partnerships across departments and better serve Sacramento State students and children with special needs.

5. Events

- Week of the Young Child (April 13–17):
 - A week of activities for children
 - In-person tours for students, staff, faculty, and prospective families
- Teacher Appreciation Week (May 4–8):
 - Planned activities include nachos, cards, and banners
 - Additional ideas were welcomed
 - Marie Mann offered to contact Sacramento State groundskeeping regarding possible flowers for teachers

C. Feedback on Services to Families and Children

- Valerie Villegas (student parent) expressed interest in incorporating more home language use in the classroom, even at a basic level during routines such as mealtimes.
- Marie Mann (staff/parent) shared that when her children attended the center and transitioned to kindergarten, they successfully passed their assessments, reflecting the center's strong preparation of children and families for success.

Adjourned at 1:05 pm
Next Meeting: Monday, May 4, 2026