

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

MEETING DATE: December 9th, 2024

MEETING LOCATION: Children's Center Conference Room

MEMBERS PRESENT: Sherry Velte, Erika Salinas, Matthew Collins, Olabisi Oluwatayo, Stephanie Alcala Reyes, Sophia Mendoza (recorder)

MEMBERS ABSENT: Hoan Nguyen, Faith A. Vodak, Jazmyne Wright, Jocie Sanchez-Trinidad

GUESTS: Ciobha McKeown, Sabrina Charleston

A. Call Meeting to Order & Review November Minutes

- The meeting was called to order by Sherry Velte at 12:04pm
- The November Meeting Minutes were unanimously approved by the PAC members present

B. Current Center Updates

1. Hiring

- Internal candidate to re-open La Casita 3, Nancy Fimbres current Associate teacher
- Two new Associate teachers are currently in training
- Three remaining Associate teacher vacancies

2. Playground renovation

- Still in need for 1.5 million in funding – received 166 thousand and that money will be going to the supplies needed for the playground
- Fire alarm systems have not been up to code, so before we can move forward with the playground reno all fire alarm systems have to get re-done

3. Family Luncheon

- Parent said it was a nice turn out, lots of families attended and the food was great!

4. Campus Police

- Sherry has a meeting with the Chief of Police 12/10 from 1:30pm-2:30pm
- Parents mentioned they had questions for the Chief of Police such as; How to help the annex building in case of active shooter
- On the in-service days all staff will review areas of responsibility in case of an emergency and update the disaster plan

5. Unusual Incident

- A child received a food item they were allergic to which resulted in hospitalization of said child
- This mistake was human error – signs are posted everywhere for all staff to be aware- Supervisor did not notify anyone of incident
- ASI HR investigated – corrective action for all 3 employees involved 2 in which were terminated
- Sherry self-reported to CDSS licensing which can triggers an investigation and citation
- Thankfully child is okay and recently come back to the center
- New meal procedures are in place for all children with food allergies
- All staff will treat food as medications – all supervisors will be signing off on a log before given children their food

6. Presidents Holiday celebration

- The Children's Center received a large toy donation for parents of the center to grab and put under their tree

7. Center is open

- Center will be open **12/16 & 12/17**
- Center will be closed **12/18-12/19 (in-service days)**
 - a) Staff will be working on CPR/First aid certifications
 - b) Center philosophies (teacher/ASI customer service)
 - c) Team Build
- Center will be closed **12/18-1/1 for Holidays**

PAC Family topics:

1. Stephanie Alcala mentioned there is still funding for students parents, just reach out to the parents & families program for any questions
 - The parents & families program will be hosting a student parent graduation in which they will be receiving stoles

Adjourned at 12:50 pm
Next Meeting: Monday, February 3, 2025