

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

MEETING DATE: April 14, 2025

MEETING LOCATION: Children's Center Conference Room

MEMBERS PRESENT: Samantha Subuyuj, Sophia Mendoza (recorder), Matthew Collins, Jocie Sanchez-Trinidad, Erika Salinas, Hoan Nguyen, Faith A Vodak

MEMBERS ABSENT: Jazmyne Wright (Chair), Olabisi Oluwatayo, Stephanie Reyes Alcala

VISITORS: Ciobha McKeown

A. Call Meeting to Order & Review March Minutes

- The meeting was called to order by Samantha Subuyuj at 12:06pm
- The March Meeting Minutes were unanimously approved by the PAC members present

B. Current Center Updates

1. Hiring – Challenges with buildings/training/recruiting

- 2 New Associate Teachers have been hired
- Miranda Villalobos (C2) 2 weeks in
- Anely Rangel-Ramirez (LC2) begins mid-May, we will still have one more vacancy for an Associate Teacher
- We will be backfilling in May for student staff who will be vacating due to graduation

2. CSUEU Allegation and Investigation

- Child Safety is top priority
- Sherry Velte has submitted her retirement notice beginning May 1 – until then she will still be on admin leave
- Investigations show no findings in abuse, no intentional discrimination found either
- Some behavior and misconduct that was inappropriate for a child center director was found
- Associate Director, Samantha Subuyuj will be Interim Director

3. Playground renovation

- Contracts did get signed (Yay!)
- Received approval from Chancellor's office & Internal Campus Review
- In progress for final approval – DSA is looking for ADA compliance
- We will work with Licensing to find alternative spaces during the construction
- ASI has allocated 1.8 million to help complete the project
- We must complete all work by March 31st, 2026 or Cal Fire funds go away
- CC has also partnered with the Department of ED to receive funds which have to be completed by December

4. Audits

- CC had no findings in the Chancellors audit
- CACFP – minimal findings such as typos or miscalculations
- CC has submitted corrections and will remain in good standing
- Overall, analyst said the Children Center is doing exceptionally well

5. National Week of the Young Child – April 5-11 recap

- Successful turn out with the Free Vision screening for all Casa children
- Great turn out for tours, lots of CHAD students had the opportunity to see the center
- All teachers felt the appreciation from the parents who hosted a brunch for them

- We thank everyone for all their help in making WOYC a great celebration for all!

6. Open House – May 2

- Open to all families
- No clothing swap this year

Topics from PAC members

- Hoan mentioned there will be trainings for all Children's Center staff about communication
- Faith A Vodak mentioned if we would like to connect with more of the CHAD dept then to reach out to the assistant dean.

Adjourned at 12:36 pm
Next Meeting: Monday, May 5, 2025