

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

---

**MEETING DATE:** February 6, 2023

**MEETING LOCATION:** Children's Center Conference Room

**MEMBERS PRESENT:** Sherry Velte, Sandra Gallardo, Zabdiel Mejia (Chair), Jessica Bradsberry, Haley Myers Dillon, Chelsea Owens, Rhiannon Borunda, Mari Ruiz, Lexi Hallum (recorder)

**VISITORS:**

---

### A. Call Meeting to Order & Review December Minutes

- The meeting was called to order by Zabdiel Mejia at 12:03 pm
- The December Meeting Minutes were unanimously approved by the PAC members present

### B. Current Center Updates

#### 1. Annex Hit by a Redwood Tree- Repairs Needed

- The Center is in the process of making an insurance claim and receiving restoration quotes
- The Center has brought in a tree company to view and scale back some dead wood from trees hanging above the Center; companies are very busy this time of year
- The goal is to stay open during repairs

#### 2. The ASI Food Pantry is using La Casita 3 – Possible Gate Change

- Sherry Velte volunteered the Center to the ASI Food Pantry as a temporary re-location as they are renovating their pantry at the Union
- The renovation quote was initially a few weeks, but now may be a couple months
- The Center is looking to install a second gate for the Food Pantry for an easier access that does not involve walking through/passed the La Casita classrooms

#### 3. Staffing

- **Lexi's Last Day is February 16, 2023**
  - Announcement to families and student staff will be Thursday, February 9, 2023
  - Part-time student staff will assist in opening the office
- **Vacancies – Administrative Assistant III and Front Office Associate**
- **Jocelyn Sanchez-Trinidad – New Fellowship Teacher B1/C3**
- **Student Staff**
  - 97 student staff in program

#### 4. Classrooms

- **Increasing Enrollments**
  - The Center is still enrolling for every age group
  - The focus is filling in the gaps of the block schedule for each classroom
  - 8 ASI children enrolled
  - 14 Staff/Faculty children enrolled
  - 100 state - subsidized children enrolled
  - 42 student parents in the full-cost program
  - Total 164 children enrolled as of February 6, 2023
- **Illness & Sick Children Protocols**
  - Many children were sent home early in the previous week due to illness

- No children are allowed with consistent runny noses and consistent/wet coughs
  - Teachers are doing health check at drop offs with families
  - **Children with Special Needs – 18-20% in the Casas**
    - The Center has always tracked the number of children with special needs and is inclusive center
    - The State of California is now giving more money for children with special needs; they are wanting to save at least 5% of space for these children
- 5. Budget Season Starting; Center Presents March 7, 2023 at 3 pm**
- Sherry Velte is presenting to the Finance team and then to the ASI Board
- 6. Annual CDE Parent Survey – Coming Out in March**
- The California Department of Education survey is conducted each year; we must use their questions but we can add our own as well
- 7. Parents & Families Program**
- They have received a second federal USDA childcare award; this can help subsidize child care for low-income student parents
  - Their first partner is Children’s Center
  - They have an new hire in training
  - They can serve 38 parents with \$1k per month stipend
    - They can serve 8 parents with \$500 for a second child
  - Extra or unused funds can go to helping more families
  - There are currently 8-12 eligible families with enrollment at ASI Children’s Center
  - There is a small amount set aside for drop-in care; there are 3 drop in centers in the area
  - They also have an agreement with KinderCare and KidzPark as well

**Open Discussion**

**1. Playgrounds – 3 consulting companies**

- Nature Explorer
- Natural Playgrounds Company
- Bienenstock Natural Playground

Sherry Velte showed three different consulting companies (listed above).

This project will take about 2 years to complete.

**2. Performance Evaluations for Full-Time staff**

---

Adjourned at 12:52 pm  
Next Meeting: Monday, March 6, 2023