

COLUMBIA CHILD DEVELOPMENT PROGRAM
Bloomsburg PA 17815

February 4, 2020

MEMBERS PRESENT

Ashley Mensch, President
Joan Mosier
Tina Welch
Johan van der Jagt
Twilla Dowell
Christine Curley

Sylvia Costa
Adelaide Benson
Christine Luschas
Lynne Pabst
Toni Bell
Bernie Landers

OTHERS PRESENT

Cassie Weaver
Dorothy Star
Becky Aardweg

Debbie Jones
Jen Johnson

MEMBERS ABSENT (* indicates excused)

*Oren Helbok
Lisa Makara
Matt McCollin

* Lissa Bryan-Smith
* Jeff Arnold

CALL TO ORDER

The regular meeting of the Columbia Child Development Program Board of Directors was called to order by the President, Ashley Mensch, at 5:30 p.m. at the Head Start Managers Office, 589 E.7th Street, Bloomsburg.

CONSENT AGENDA

Twilla moved and Toni seconded to approve the consent agenda. The motion was voted on and approved. The consent agenda included: president's report, January minutes, board member absentee report, vice president's report, treasurer's report, credit card report, Policy Council minutes, and the 2018-2019 Annual Report.

FISCAL OFFICER'S REPORT

Dorothy went over the Financial Summary Report for December 2019. She noted Child Care is showing a deficit of \$82,454 which includes the 2016 IRS penalty of \$52,380. Without the penalty the deficit is \$30,074. She is working on the 2020-2021 Child Care budget.

ADMINISTRATIVE REPORTS:

AGENCY

Cassie went over her report, highlighting the Spotlight on Success. Included in the packet was an Information Memorandum on Inclusion of Children with Disabilities stating that 10% of enrollment slots must be given to children with disabilities. Cassie noted we are already meeting this requirement. A Program Instruction on Duration Requirements was also included in the packet. Cassie explained the duration requirement (hourly class time) for center-based children will be decreased from 100% to

45% by 2021. She noted 50% of our center-based enrollments already meet the hourly requirement and in the proposed structure, 55% will meet the requirement.

HEAD START

Becky Aardweg, Health/Nutrition Manager, handed out toothbrushes to Board members. Becky noted February is Dental Health month. She handed out a summary on dental screening events held in October and November. Becky explained that 46.4% of the children in our program have dental issues and noted the waiting time for children to be seen by a dentist can sometimes be months. To help address the dental health issue, a mini health fair focusing on prevention, will be held April 3rd at the Berwick center. Topics will include healthy eating for children, good dental hygiene, lead information, and other programs to educate parents. Geisinger will be a part of the fair.

CHILD CARE

A copy of the January report was included in the packet. Debbie thanked Board members for hosting the staff lunch. The teachers enjoyed it very much. She invited everyone to the Valentine Breakfast on February 14 from 6:00 am – 8:30 am. Debbie reported there are a few openings in the Preschool and Prek room and noted the Infant, Toddler and School Age classrooms are full. She is working on the budget for summer camp.

COMMITTEE REPORTS

EXECUTIVE

Ashley thanked Board members who were able to help at the staff lunch. The minutes from the January 23rd meeting were included in the packet. Ashley reported that the Sullivan County Commissioners sent a letter to Brenda Hewitt at the Office of Head Start and Senator Pat Toomey sent a letter to Dr. Bergeron at the Office of Head Start asking that a portion of our funding be allocated to Sullivan County to continue providing services. Cassie reached out to the PA Head Start Association who will help draft a letter from the Board in response. The Columbia County Commissioners said they will send a letter of support. Discussion followed. Ashley reported the Town Manager and the Codes Officer stopped at the Fifth Street center recently to do a walk through of the building. We were told we would receive a report on what issues they found. So far, we have not received anything.

BUDGET/FINANCE – no report.

PERSONNEL

Cassie went over the Personnel Status Update in Tina's absence. Toni moved and Johan seconded to approve the Personnel Status Update for Child Care. The motion was voted on and approved.

NOMINATING – No report.

DEVELOPMENT – No report.

FACILITIES –

The committee is looking into prices to replace the refrigerator at the Fifth Street Center.

STRATEGIC PLANNING – No report.

CURRICULUM AND RESOURCES – No report.

BYLAWS – No report.

AD HOC BUILDING COMMITTEE – No report.

HEAD START POLICY COUNCIL LIAISON – No report.

UNITED WAY OF COLUMBIA & MONTOUR COUNTIES LIAISON – No report.

UNFINISHED BUSINESS – None.

NEW BUSINESS

The Group Supervisor of Summer Adventure Camp is asking for approval to take the children on two field trips that are over 50 miles; Lake Tobias (56 miles) and Camel Beach Waterpark (69 miles). Toni moved and Bernie seconded to approve the two field trips. The motion was voted on and approved.

ANNOUNCEMENTS – None.

ADJOURNMENT

Christine L. moved to adjourn the meeting. Joan seconded the motion and the meeting was adjourned at 6:30 p.m. The next Board of Directors meeting will be held at 5:30 p.m. March 3, 2020 at 589 E. 7th Street, Bloomsburg.

Ashley Mensch
Board Signature

2/20/20
Date