

**MFCCC Parent Steering Committee / Monthly Meeting**

Date: March 15, 2012

Time: 11:45 a.m. – 12:45 p.m.

Location: MFCCC

Meeting Called By:

Facilitator: Lee Ann Isbell, Director

Minutes Assigned:

Attendees: Parents: Heather Winfrey–Richman, Patti Pitcher

Staff: Lee Ann Isbell

Guests: None

**Parent Steering Committee Fund Balance:**

Balance was \$8,187.77 as of February 29, 2012. *PSC funds are used to support PSC-sponsored activities, such as those discussed in these minutes.*

**Parent Steering Committee Fundraisers:**

- *Drink Pouches & Other Recyclables (Katie MacGregor):* No report.
- *Greeting Cards (Julie & Missy):* The committee would like to do this fundraiser again in the future. The committee suggested it for a summer fundraiser. A "card exchange" would be a good idea for the cards that you do not necessarily use but others would appreciate. Heather will bring a box for sorting the card exchange. Patti and Heather will take the lead on the card exchange.
- *Kroger (Leads – Amy):* Need \$5,000 worth of reloads/purchases to get 3% check.
- *Monkey Joe's (Lead-Heather):* Future events are scheduled for the third Thursday in August 2012 and January 2013.
- *Scrip (Leads - Jennifer):* Profits for March=\$75.83.
- *Target Visa – Taking Charge of Education (TCOE) =* Note that 1% of all Target purchases on a Visa Target card go to MFCCC and .05% of all Visa purchases go to MFCCC. For more information to link your Target Visa card with TCOE see Lee Ann.
- *Pastry Puffs (Angie & Lee Ann):* Pastry Puffins sale ran from February 27-March 12. Delivery is scheduled on March 29<sup>th</sup>. They will arrive presorted, so additional help is not necessary. Profit=\$1,395. Since this product is similar to the Butterbraids, we would like to do a survey to see which product our families prefer or to do both at staggered times.
- *Frozen Treats (Julie Harms):* Julie thought that we might be able to sell frozen treats and/or frozen pizzas using the ice cream freezer from Support Services. Julie not present to report.

**Other Activities:**

- *Welcome Packets (Lead – Nicole) –* No report.
- *Quality Rating System (QRS):* Appeal submitted 3/19/12. They have 60 days to respond.
- *Summer Camp (Lee Ann):* We are approved for Summer Camp as license-exempt through DCFS. Methodist is giving us the GOMP space that was used last year. Summer Camp will run June 4-August 10. Applications are being accepted.
- *Kindergarten 2012 (Lee Ann):* We are still taking applications for Kindergarten. We may have one opening remaining.
- *DCFS License Renewal (Lee Ann):* License renewed 2/21/2012 through 2/21/2015.
- *Family Night:* Family Night is scheduled Thursday, April 26<sup>th</sup>, 5:30-7:30. A meal will be provided with many activities like a bouncy, face painting, balloon man, etc..... Great fun for all!

- *Month of the Young Child:* April is Month of the Young Child. Watch for a calendar to keep up with the month long activities, including parent Brown-Bag It learning opportunities.
- *Spring Program & Graduation:* Wednesday, May 23<sup>rd</sup> for Bubble, Balloon, Rainbow, Sunshine, and Dinosaur. Watch for announcements.

### **New Projects:**

- *Teacher Appreciation Week (Heather):* The theme is Hollywood Walk of Fame. She plans to collect bio info with pictures, massages, catered meals, potluck meals, etc... The event will be May 2-6. The committee approved the purchase of a DVD/VCR combo gift to the teachers, too.
- *Quality Counts Grant (Lee Ann):* Lee Ann applied for a Quality Counts Grant in the amount of \$12,000. The grant application was denied due to insufficient funding.
- *Teacher Resource Room (Lee Ann):* We want to be certain to keep this project on our list. It is a goal for the PSC. As funds continue to build, we will look closer at getting this project off the ground. Lee Ann will speak to Angi about completing the project in phases.
- *Capital:* Lee Ann reports that she has been give \$50,000 for capital improvements from Methodist for 2012. The two offices, hallways, and Dinosaur room is being painted along with door frames in the hallways and the rooms being painted. Lee Ann spoke with Angi after getting feedback from employees. We are looking at new flooring for the Commons and Toddler Areas. Still in process. Lee Ann is also planning for capital 2013. She wants to move forward with the Infant/Toddler playground in the tent area behind the building.
- *Annual Survey (Lee Ann):* The annual survey is going out a little later this year due to the extra efforts put into the QRS. Expect to see them distributed soon. Your feedback is very important. Please take a few minutes to complete and return the annual survey.

**Next Meeting: April 19<sup>th</sup> @ 11:45 a.m. at MFCCC**

Participate: In person or by teleconference: 800-466-7920, enter code 6723196.

### **Summary of Action Items:**

<b>Action Item</b>	<b>Responsible Party</b>	<b>Due Date</b>	<b>Status</b>
Quality Rating System (QRS)	Lee Ann	NA	Appeal submitted 3/19
Active Member Recruitment	Patti/Heather	Complete	Spreadsheet complete
Early Child Construction Grant	LeeAnn, Maureen, Jessica	Complete	MFCCC will not be applying for the grant
Fundraisers: Drink Pouches, Ink Cartridges, Cell Phones Greeting Card Sales 2011 Greeting Cards Sales 2012 Script Gift Cards Sweet And Savory Sale Pastry Puffins Frozen Treats	Katy M. Julie H. Julie H. Jennifer S. Patti Lee Ann/Angi Julie H	Ongoing Complete TBD Ongoing On Hold In Process TBD	Good response Profit=\$390 TBD Report Profits Report Profits Delivery schedule 3/29 TBD
Quality Counts Grant Project 2011	Lee Ann	Complete	
Welcome Packets	Nicole	Ongoing	
Teacher Resource Room	Lee Ann/ Angi	In process	Lee Ann will request bids and options to phase in project