

MFCCC Parent Steering Committee / Monthly Meeting

Date: April 19, 2012

Time: 11:45 a.m. – 12:45 p.m.

Location: MFCCC

Meeting Called By:

Facilitator: Lee Ann Isbell, Director

Minutes Assigned:

Attendees: Parents: None

Staff: Lee Ann Isbell

Guests: None

Parent Steering Committee Fund Balance:

Balance was \$9,370.24 as of March 31, 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):* No report. Heather brought a box for a greeting card exchange earlier this month. Patti and Heather will take the lead on the card exchange. No report.
- *Kroger (Leads – Amy):* Need \$165.93 more reloads/purchases to get the next 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 April=\$18.15
- *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):* 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):* No 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. Currently have a waiting list for Kindergarten.
- *Family Night:* Family Night is scheduled Thursday, April 26th, 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. Nearing the end of the month's activities. Remember the "Make a Wish Foundation" donations.
- *Spring Program & Graduation:* Wednesday, May 23rd for Bubble, Balloon, Rainbow, Sunshine, and Dinosaur. The younger classes will do a daytime program. Watch for announcements.

New Projects:

- *Teacher Appreciation Week (Heather):* The theme is Hollywood Walk of Fame. The event will be **May 7-11**. Heather has all activities planned and ready to go. There will be a sign up sheet in the Parent Cove during Family Night for families to sign up for meals and to help decorate. Parents are encouraged to help in any way possible to make this year's Teacher Appreciation Week extra special for the teachers.
- *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. Lee Ann has budget information to submit to MMCI for Capital 2013. Facilities helped to collect the information needed. The project is expected to cost \$86,000 if all phases are completed. The project can possibly phased in, too.
- *Annual Survey (Lee Ann):* The annual survey is in progress. Your feedback is very important. Please take a few minutes to complete and return the annual survey.

Next Meeting: May 17th @ 11:45 a.m. at MFCCC

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

Summary of Action Items:

Action Item	Responsible Party	Due Date	Status
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 March 2012 Frozen Treats	Katy M. Julie H. Julie H. Jennifer S. Patti Lee Ann/Angi Julie H	Ongoing Complete TBD Ongoing On Hold Complete TBD	Good response Profit=\$390 TBD Report Profits Report Profits Profit =1,395 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
Capital 2012	Lee Ann/Angi	In progress	Angi has flooring company involved.
Capital 2013	Lee Ann	July 2012	Lee Ann has info to submit to MMCI when capital budgets for 2013 are requested.