

MFCCC Parent Steering Committee / Monthly Meeting

Date: June 21, 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

Staff: Lee Ann Isbell; Julie Harms

Guests: None

Parent Steering Committee Fund Balance:

Balance was \$7,921.90 as of May 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):* Julie reports the fundraiser sale will run 6/11-6/27; delivery 7/6. Fundraiser in progress with fair response so far. She will also set up a card exchange for those that have some cards they will not use and those that can use the cards.
- *Kroger (Leads – Amy):* They give MFCCC 3% of reloads on Kroger gift cards purchased from Child Care. We receive a check every time we have \$5,000 in reloads. Stop by the office to purchase your reloadable gift card.
- *Monkey Joe's (Lead-Heather):* Mark your calendars! Thursday August 16th and the third Thursday in January 2013. You don't want to miss this fun event!
- *Scrip (Leads - Jennifer):* Profits for June \$39.83.
- *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.
- *Box Tops for Education:* Carol Wrigley is actively sending in box top! Please continue to save your Box Top for Education and Campbell Soup Labels! Thanks.

Other Activities:

- *Welcome Packets (Lead – Nicole)* – The PSC agreed to give reusable grocery totes with our logo with the welcome packets instead of the onsies and t-shirts. We think the bags will be used longer than a t-shirt or onsie and will be more useful for the families. Lee Ann will investigate the cost of the bags. We will order 300 and give one to each of the staff. In the meantime, Nicole will continue using the shirts in stock.
- *Summer Camp (Lee Ann):* Enrollment is good and the children are having a great time in Summer Camp. We appreciate all the extra efforts from the teachers to make the program a success.
- *Kindergarten 2012 (Lee Ann):* Currently have a waiting list for Kindergarten 2012-2013. The first day will be August 20th. The Open House is April 14th, 5:00 p.m.-7:00 p.m. for our new students and families.
- *Carnival:* The carnival is planned for July 17th during afternoon playground time. Summer Camp children will be running the games and activities for all the children to enjoy. The teachers are having a bulletin board contest, too!

- *Spring Program & Graduation:* The Infants, Toddlers, and 2's held their program in the afternoon of May 23rd. Heather heard that families did not know about it even though there were signs posted throughout the center. She suggests sending something home, too. Preschool, Pre-Kindergarten, and Kindergarten held their program in the evening. It was well attended and enjoyed by all. If you have photos from either program, please share them with us at lisbell@mmci.org.

New Projects:

- *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 received \$50,000 for capital improvements from Methodist for 2012. The two offices, hallways, and Dinosaur rooms were painted along with door frames in the hallways. We are planning new flooring for the Commons and Toddler Areas. Installation TBD. Lee Ann also submitted requests for capital 2013. She requested capital funds for an Infant/Toddler playground in the tent area behind the building; additional flooring replacement; and teacher resource/laundry room. Facilities helped to collect the information needed for the capital requests. If approved, the projects will be phased in.
- *Annual Survey (Lee Ann):* The survey was positive as usual but we wanted a little more information to help us improve. An additional survey was sent out to more information on the responses to "growth and development". We will be reviewing the results and responding to make improvements. We are also looking at menus for improvements.

Next Meeting: July 19th @ 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	Complete	Star Level 1; overall score 3.44
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 6/11-6/27 Ongoing On Hold Complete Canceled	Good response Profit=\$390 Delivery 7/6 Report Profits Report Profits Profit =1,395 Canceled
Quality Counts Grant Project 2011	Lee Ann	Complete	
Welcome Packets	Nicole	Ongoing	Lee Ann will investigate prices for reusable grocery totes
Teacher Resource Room	Lee Ann/ Angi	In process	Lee Ann will request bids and options to phase in project
Capital 2012	Lee Ann/Angi	TBD	Angi has flooring company involved.
Capital 2013	Lee Ann	Submitted	