

**MFCCC Parent Steering Committee / Monthly Meeting**

Date: July 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: Heather Winfrey-Richman

Staff: Lee Ann Isbell; Julie Harms

Guests: None

**Parent Steering Committee Fund Balance:**

Balance was \$8,305.43 as of June 30, 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):* Project complete. Profit=\$221.00; sold 17 boxes.
- *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):* The "fun"draiser event is Thursday August 16th!! Remember to wear socks. Heather is sending flyers over to the copy center to print for distribution. She will bring extra socks for those who forget. She would like to reserve the bulletin board at the top of the stairs for this event. Save the date for the third Thursday in January 2013. You don't want to miss this fun event!
- *Scrip (Leads - Jennifer):* Profits for July \$47.02.
- *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 is working with Gainlight to get cost of the bags. The estimated cost is \$2.25 per bag. Camille's does not do 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 20<sup>th</sup>. The Open House is August 14<sup>th</sup>, 5:00 p.m.-7:00 p.m. for our new students and families.

- *Carnival:* The carnival was a huge success! A BIG thank you to the teachers who made the event extra special. The children enjoyed the bouncer, tattoos, dancing, games, cotton candy, goodie bags, and got to pick Miss Carol's pocket for toys. Teachers enjoyed lemon-aide shake-ups!

**New Projects:**

- *Teacher Resource Room (Lee Ann):* Lee Ann and Angi have been working together to plan and budget for this project. The room needs to be fire rated with ceiling, door, and wallboard before we can install two pair of stackable washer and dryers. Angi is reworking the estimates to allow us to phase in this project. We plan to start with the laundry facilities first. Lee Ann asked the committee for approval to purchase the two pairs of washer and dryers for about \$5,000.
- *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):* Lee Ann thanks everyone for participating in both of the surveys. Through the feedback and QRS, we will begin doing 2 formal parent-teacher conferences per year. We will also work harder to communicate how children are learning while in care at MFCCC. Children learn through play. Teachers are intentional about the activities planned for the children that will engage them in learning.
- *Annual Staff In-service (Lee Ann):* Staff will participate in an annual in-service on 9/8/12.

**Next Meeting: August 16<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:**

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 Complete Ongoing On Hold Complete Canceled	Good response Profit=\$390 Profit=221.00 Report Profits Report Profits Profit =1,395 Canceled
Quality Counts Grant Project 2011	Lee Ann	Complete	
Welcome Packets	Nicole	Ongoing	Lee Ann investigating prices for reusable grocery totes
Teacher Resource Room	Lee Ann/ Angi	In process	Angi is breaking down the estimates into phases.
Capital 2012	Lee Ann/Angi	TBD	Angi has flooring company involved.
Capital 2013	Lee Ann	Submitted	

