

**MFCCC Parent Steering Committee / Monthly Meeting**

Date: November 17, 2011

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, Jessica Dillon, Angela Moriarity, Katie MacGreggor (via conference call) Staff: Lee Ann Isbell

Excused: N/A Absent: N/A Guests: None

**Parent Steering Committee Fund Balance:**

Balance was \$8,022.40 as of the end of October, 2011.

*PSC funds are used to support PSC-sponsored activities, such as those discussed in these minutes.*

**Parent Steering Committee Fundraisers:**

- *Drink Pouches (Katie MacGregor):* Katie reports she has about 300-350 pouches to submit. She is waiting to get around 500 for about \$10 reimbursement. The response has been positive with drink pouches in the container almost every day.
- *Greeting Card Sales (Lead-Julie H & Missy):* The PSC agrees that this was a good fundraiser and would like to repeat it in the Spring. Lee Ann has received several requests to offer this again.
- *Kroger (Leads – Amy):* We received a check from Kroger in the amount of \$183.57 (\$6,119 reloaded)
- *Monkey Joe's (Lead-Heather):* Thursday, January 19<sup>th</sup>, 2012 4-8 pm.
- *Scrip (Leads - Jennifer):* Profits for November = \$27.46
- *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.
- *Sweet N' Savory Snack Sales (Lead- Patti):* November = \$25.65
- *Butterbraid & Cookie Dough (Angi Douglas & Marti McClure):* Profit=\$3,068.80. Excellent participation! Thanks to all who sold and to those who helped sort.

**Other Activities:**

- *Welcome Packets (Lead – Nicole)* – Nicole reports she is preparing packets for new families enrolled April 2011-September 2011. She did not have an exact count yet. She needed to order \$454 worth of t-shirts and onsies for the packets.
- *Quality Rating System (QRS):* We received notification that the site visit window is scheduled for November 28<sup>th</sup>-December 16<sup>th</sup> (blackout dates 12/1, 12/2, & 12/13). The teachers have been working very hard to be ready for the site visit.
- *Quality Counts Grant:* In addition to grant funds, Parent Steering Committee has donated \$4,500 and \$3,000 from the Gift From The Heart Campaign (Methodist) are being used to install child sized hand sinks and toilets in the infant area. Construction began with half the project completed.

**New Projects:**

- *Active Member Recruitment (Patti)* : The spreadsheet will be used when additional assistance is needed. A big thank you to those who volunteered their special talents and expertise.

- *Early Childhood Construction Grant (Lee Ann):* This (up to) \$5 million grant will be awarded to an agency to assist in increasing early childhood services. Lee Ann proposed that MFCCC apply based on the need for additional space for the Summer Camp program. The deadline is November 30<sup>th</sup>. Lee Ann, Jessica, and Maureen met to discuss the project. After looking at closely, we determined that we did not have enough time to submit for the grant and do a good enough job. We were also concerned that we did not fully meet the demographics that the grant was looking to get. We will not be applying for this grant but will keep our eyes open for other opportunities.
- *Family Night and Book Fair:* Family Night and Scholastic Book Fair was Thursday, October 27<sup>th</sup>. Children, parents, and employees wore costumes for trick or treating, haunted house, games, crafts, balloon lady, and snacks. Overall, the feedback was very positive. PSC participants would like to see more food/treat choices for infants and asked for alternatives to candy. Some children did not like the darkness. The parents felt it would be nice to have the haunted house with lights on, too.
- *Trick-or-Treating:* Jessica Dillon said that the Kindergarten children trick-or-treated at MCON 6<sup>th</sup> floor on Halloween. It was fun for all!
- *Mix and Mingle with Kris Kringle:* The teachers on the committee selected Saturday, December 17<sup>th</sup> from 9:30-10:30 to have breakfast with Santa at MFCCC. Pre-K & K will sing on Wednesday, 12/21 in the afternoon instead of singing at the breakfast this year.
- *Capital:* Lee Ann reports that she has been give \$50,000 for capital improvements from Methodist for 2012. She will plan how best to use it with input from employees. We are all so grateful for the funds.

**No meeting in December 2011**

**Next Meeting: January 19<sup>th</sup> @ 11:45 AM 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		Site Visit Scheduled: 11/28-12/16 (blackout dates 12/1, 12/2, & 12/13)
Active Member Recruitment	Patti/Heather		Spreadsheet complete
Early Child Construction Grant	LeeAnn, Maureen, Jessica		MFCCC will not be applying for the grant
Fundraisers: Drink Pouches Greeting Card Sales Script Sweet And Savory Sale	Katy M. Julie H. Jennifer S. Patti	Ongoing Complete Ongoing Ongoing	Have 300-350 for submission Profit=\$390 Report Profits Report Profits
Quality Counts Grant	Lee Ann	11/30/11	Construction begins 10/24 Project ½ way complete as of 11/17
Welcome Packets	Nicole	Ongoing	Packets going out the week of 11/21/11 for April-September families