

LCDC PTO Meeting Agenda June 19, 2014

I. Old Business – Marile

- i. The LCDC cookbooks are on sale and have been drastically marked down to \$1! They are at the LCDC front desk and in the exchange shop.
- ii. Thanks to all those that contributed their Farm Fresh receipts. And MANY thanks to Bethany Schiller for coordinating that fundraiser. The LCDC family collected approximately \$16,000 in receipts! We will find out sometime in June how many points we will receive from this. Once we know the “points”, the LCDC will be able to redeem those points for items in the Farm Fresh catalog that are needed at the LCDC.
- iii. Please remember to collect and bring in your Box Tops and Labels for Education. The drop-off location is outside the Big Dippers room. Contact Nicole Hintermeister with any questions.
 1. Nicole has not submitted any Box Tops in the last few months but is planning another submission closer to the end of the summer. Parents are encouraged to drop-off the ones they have prior to the end of summer.
- iv. 2014-15 PTO Board Nominations – The following slate of officers is being presented:
 1. President – Amanda Cutright
 2. Vice President – David Reeves
 3. Treasurer – Carly Bosco
 4. Secretary – Christina (Tina) GuldinElections will begin next week and additional information will be forthcoming.

II. New Business – Marile

- i. Summer pictures – will be held on Wednesday, July 9th at the LCDC. Tina Guldin will be coordinating this activity and volunteers will be needed to help that morning.
 - a. Should summer camp children be included in picture day as it can be difficult to track those pictures after camp is over? Various options were discussed. If summer camp families want their children’s pictures taken, they will need to complete and return the Lifetouch flyer to Ms. Sheena.
- ii. Teacher Wish List – This activity has started. This is a chance for the teachers to shop for new items to be used in the classroom. The forms have been passed out to the lead teachers. Nicole Hintermeister is coordinating this

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activity and is looking for 1-2 volunteers to help with the shopping. Most of the shopping tends to be online and doesn't require a trip to a store. Please contact Nicole if you can help.

- a. Nicole reported that she has 2 volunteers. Thanks to Sarah Puckett and Jessica Taylor for assisting.

III. Finance – Kandyce Goodliff

i. Updated financial report.

- a. Balances: Checking \$840, Savings \$1330
- b. Expenses: Teacher Appreciation Week \$676, Ms. Bloom's party & Birthdays \$321
- c. Deposits: Lifetouch Fall Pictures \$336, Flower Power (online orders) \$272
- d. Upcoming expenses: Teacher Wish List, Teacher's birthdays
- e. Expected deposits: Lifetouch Spring pictures, Flower Power additional profits (\$20), Spirit Night at CFA
- f. One parent reported an issue with flower power and their inability to accept the parent's credit care. Eventually the order had to be cancelled. How many parents had the problem?

Action: If any other parents had a similar issue with Flower Power, please let the board or Sarah know, so that the board can assess the applicability of this fundraiser in the future

IV. Directors Report – Ms. Brown

- i. Recently hired 3 new teachers: Brittany Johnson, Chanel Stamper, Michelle Purham
- ii. The new front desk assistant is Kristen
- iii. Summer camp is going well and a few teachers moved over to help with camp

V. Parent Comments/Concerns

- i. How will the LCDC be handling transitions over the summer and in the fall?
 - i. A small room transition occurred recently and a bigger one will occur in the fall.
- ii. Update on the hiring of the new director

Randy Cone reported that the selection panel made up of Grant Watson (Safety Office), Nicole Smith (OHCM) and he have interviewed a total of 7 candidates. Eight interviews were requested but one candidate turned down the interview. All were wonderful candidates and the panel is still working towards a final decision. He expects a decision soon and hopes the new director will be able to start in early

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July. He wants the new director to be involved with the fall transitions. He thanked Ms. Brown and Ms. Breland for stepping up during this transition period and resolving minor issues.

Futures team update – A notice was recently sent from Sarah regarding the status of work going on. The Council was impressed with the work of the team and recognized the methodology and options for strategic planning in the future. Based on survey results, the LCDC is considered a valuable program despite the fact that the average age of the civil service workforce is over 50. It is considered an important part of the safety and health of the NASA family, good for recruitment and retention. Although there is no final vote, there will probably be some minor changes on the benefits for future employees regarding annual and sick (ex. 10 days of leave versus the large package similar to current CS leave package). The council recognizes that this benefit was part of the reason for the price increase to parents). This change will more closely mirror the outside market. Current teachers will be grandfathered in so there will not be an immediate impact but the LCDC should see a cost savings over time. The goal continues to be to break-even and this year's numbers look better. LCDC needs to continue to ensure that it's not over staffed relative to the ratios. Randy recently sent a letter to the staff regarding the use of annual and sick leave and the adverse impact it can have on the LCDC community

Parent question: In looking at the Exchange financials, other exchange activities have had financial losses. Is the council looking into those as well? Randy indicated that all areas of the exchange operations are being reviewed.

Parent question: Will the parents get to see what was presented to the Exchange council? Randy will verify with Council leadership but does not anticipate an issue with providing the presentation to the parents. He will have an answer by the next meeting.

- iii. Issue with parent parking (10 minute limit spots) at busy times – With the surge in staff for summer camp, new employees may not be aware of the appropriate places to park. Ms. Brown will remind the staff about the 10 minutes limit spots.
- iv. Randy would like to thank the nominees for the next PTO board for their willingness to serve
- v. Please note that the Classroom will not be available in the future for PTO meetings – the new PTO board will look for alternatives once it becomes unavailable

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VI. Closing Remarks – Marile

- i. The next PTO Meeting will be Thursday, **July 17th**, 2014, at **12:00pm**. We will meet in the “classroom” (Education Office Building 1216 Rm 201) with online capability for those unable to attend in person.

VII. Important Upcoming Dates

- i. July 4th – Independence Day – LCDC Closed
- ii. July 9th – Summer pictures
- iii. July 17th – PTO Meeting

VIII. General reminders

- i. Reminder: LCDC is on the web (<http://pto.larc.nasa.gov/>) and on Facebook
- ii. The PTO Parent Concerns form is still available and can be found at <http://tinyurl.com/o5x7no5>. This is an anonymous way to communicate concerns to the PTO board and are addressed at the PTO meetings. We can also be reached at any of our NASA email addresses or at lcdcpto@gmail.com