

LCDC PTO Meeting Agenda May 15, 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.
 1. A suggestion was made to give a copy to new families
- ii. Please remember to collect and bring in your Farm Fresh receipts, Box Tops and Labels for Education. The drop-off location is outside the Big Dippers room. Contact Nicole Hintermeister with any questions.
 1. Farm Fresh receipts are due May 30th – drop them by the Big Dippers room
 2. Box Tops – this school year we earned \$148. Nicole will continue to collect and submit new ones received.
- iii. Reminder: LCDC is on the web (<http://pto.larc.nasa.gov/>) and on Facebook
- iv. 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 is addressed at the PTO meetings. We can also be reached at any of our NASA email addresses or at lcdcpto@gmail.com
 1. When using the parent concern form, please be sure to provide as much information as possible so that it can be properly addressed.
- v. Teacher Appreciation Week – May 19-23, this is an opportunity to show the teachers how much we appreciate what they do for our children. Jennifer Frost is chairing this event. Opportunities to assist next week will be coming out soon. WIN points are available.
 1. Email was sent out earlier this week
 2. Please respond to Jennifer if you can assist
- vi. 2014-15 PTO Board Nominations – We are accepting nominations for next year's PTO board. The positions up for nomination include President, Vice President, Treasurer and Secretary. If you have any questions about any of these positions, feel free to contact the current board member. If you would like to nominate yourself or someone else, please contact a current board member.
 1. Those interested can join us for a board meeting which is held before the general meeting

II. New Business – Marile

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- i. Parent-teacher conferences will be held next week. Additional details will be available through your child's teacher
 - a. Conferences will be held in the Comets, Big Dippers and Shining Stars rooms – signup sheets are in the classroom
 - b. Rockets conferences were already done

III. Finance – Kandyce Goodliff

- i. Updated financial report.
 - a. Current balances are \$637 in checking and \$1,969 in savings
 - b. Deposits were made for Flower Power (\$374.50) and Square One Art (\$253.87)
 - c. Expenditures were Teacher Appreciation Week (\$375), Teacher birthdays and Ms. Bloom's gift (\$70.75) – there were no expenditures for the Spring Party; many thanks to parents for the donations
 - d. Upcoming: fall pictures order (\$336) and spring picture order for unknown amount

IV. Directors Report – Ms. Brown

- i. Transition time – teachers are coming together and the week has gone well. Interviews are currently underway for some new floaters
- ii. Teachers are getting ready for conferences and making sure there is coverage in the classrooms during this time
- iii. Management of the front desk - Chris to do some more training with Autumn. The plan is for the front desk to be managed by Autumn and Rashonda.
- iv. Teachers are working to create consistency in the classroom and at the front desk.
- v. The anticipated inspection for the Center's rating occurred last week. The inspector reviewed the Shining Stars and Comets classrooms. She indicated that every class did well and she was very pleased with what she saw. The report should come in the next few weeks.
- vi. Preschool Graduation – originally had to be moved due to unavailability of the Reid Center. This caused problems for several families going out of town. The issue has been resolved and the graduation will be on Thursday, June 12th at the Reid Center. The bus will take the kids and there will be a reception to follow.

V. Parent Comments/Concerns

- i. Concerned that there is not always enough coverage in the Little Dippers classroom. There have been several occasions (becoming more frequent) when

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there are 6-8 infant and only one adult in the room. There is no way possible one adult can attend to that many infants. Also concerns me that not having enough coverage will contribute to child not being engaged/interacted with frequently enough or allowing the child to nap most of the day.

- a. Randy Cone looked into this and found that there was a teacher that was not moving between rooms fast enough. This is also due to the need for more floaters. About 55 applications for teachers were received. That list has been narrowed down to 20. Some interviews are taking place now. Rashonda has been helping to fill that void and has been a great asset but will be returning to the front desk shortly.
- ii. Where can parents see the finances of LCDC--tuition is rather expensive and we have really great staff, but they don't seem to be paid a lot and also did not get paid during that furlough last fall. I can't tell you how many times various staff members have gone out of their way to help the kids. I've seen a lot of day cares in the area and none compare to here--I wouldn't want staff to be enticed by the higher paying positions in the area. I just think we need to take care of those who work so hard to care for our kids while we are at work.
 - a. Audited financial statements from every year are posted on Exchange website at <http://larc-exchange.larc.nasa.gov/index.html>
 - b. Fiscal year YTD for the LCDC is a \$24k loss (due in part to the loss of revenue during the shutdown)
 - c. Average teacher salary is \$10.61 which is right in the ballpark for teachers in this field. Further, LCDC teachers are given a generous annual and sick leave package. Center OCFO has looked at this in the past and found that LCDC is on target with salaries
 - d. When fees were set-up, a review of the outside market average was done. LCDC is at about 86% of that market so we are saving families about 14%
 - e. Some of this has been looked at as part of the futures team which is looking at ways to reduce the cost to the center. LCDC will already be saving money for the center with the utilities and maintenance on the two buildings scheduled for demo
 - f. Summer camp revenue has been helpful in the past so the team has to see what can be done to recoup that revenue
 - g. The Futures Team is coming up with options which will be reviewed by the exchange council
 - a. One question: what levers can be pulled to make LCDC self-sufficient
 1. Increase Revenue – raise fees

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- 2. Lower Expenses – there are several options. Some of the ones discussed include using the cafeteria for food or having parents provide food
- b. However, the amount of Center support for the LCDC is not an exchange council decision but a center leadership decision
- h. Please know that the Exchange DID pay teachers during the furlough and did not charge parents for that

VI. Closing Remarks – Marile

- i. The next PTO Meeting will be Thursday, **June 19th**, 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. May 19-23 Parent Teacher Conference
- ii. May 19-23 Teacher Appreciation Week
- iii. June 12 Rocket’s Preschool Graduation