

LCDC PTO Meeting Agenda February 19, 2015

I. Welcome

II. Business – Amanda

- i. Flower Power Chair needed
 - a. About Flower Power-
 - a. Offers high quality Flower Bulbs, Perennial Flowers and Garden Plants that are easy to sell and easy to grow.
 - b. All products are *shipped directly to your customers*, meaning no handling of product by the chair.
 - c. 50% profit on all products sold.
 - d. Both full-color printed brochure and online ordering to maximize your fundraising potential.
 - e. Flowers, seeds and plants fundraiser that has a high profit.
 - b. There was a parent concern about billing from Canada. Their specific bank would not accept the charge but this did not seem to be an issue for other parents.
- ii. Spring Pics volunteers- need 1-2 people to help with spring pictures **on April 3rd**. Also, need a temporary chair for summer pictures on July 8th.
 - a. Sarah and Nicole volunteered for March
 - b. Nicole might do temp chair in July depending on summer camp
 - c. We are moving picture day to April 3rd due to the repair work going on at the LCDC.**
- iii. Spring Festival- Plan to move spring festival to end of May/beginning of June. The plan is to have an End of School party.
 - a. Separating from Week of the Young Child because that week has a bunch of other fun activities for the children
 - b. In the past the festival was held the Friday of the Week of the Young Child. The original PTO budget for this year removed the party but with the higher than planned sales Yankee Candle we can now plan an additional party
- iv. Scholastic Book Sales update

**LCDC PTO Meeting Agenda
February 19, 2015**

- a. There have been a few minor issues but over all things have been working fairly well.
 - b. The sales have generated 1000 bonus points per classroom which each classroom is using to order additional books.
 - c. Orders can be placed online or through the hard copy sheets which you can turn into the front desk. Online orders are preferred.
 - d. If you are going to buy books, look here first because it helps out the center
- v. Classroom wish list- need an ongoing parents volunteer to coordinate with Ms. Cak.
- a. Lindsay Rogers has volunteered to manage the ongoing classroom wish lists.
 - b. She is currently working out the logistics and will work with Ms. Cak on the lists for the classrooms
 - c. More information will be provided at a later date.
- vi. Strategic Team meeting
- a. Kickoff/brainstorming meeting led by Ms. Cak to discuss short term and long term strategic initiatives for the center
 - b. Plans for the team include discussions on what the LCDC is doing well, what the LCDC can do better, what we want to the center to look like in 5 years, 10 years...
 - c. Key item is to get positive buzz about the center to offset some of the negative stories from the past that are still circulating
 - d. First initiative is to get documents update to include the website and handbook

III. Finance – Carly

Current Balances (as of 2/1/15)	
Savings	\$2,790.71
Checking	\$599.57
Total	\$3,390.28

LCDC PTO Meeting Agenda February 19, 2015

Income was fall picture profits at \$296.04

IV. Directors Report – Ms. Cak

- i. Diversity Day- Calendar shows 24th but notes home show 27th.
 - a. Wanted to focus on our countries heritage. So each class picked a state to celebrate
 - b. Please check with your class on their state
- ii. Budget (vote) update
 - a. Budget approval as of 2/19/2015
 - b. Formal letter/email will be sent out in the next several days
 - c. New rates will start April 1st
- iii. Tadpoles update
 - a. Majority of family information has been put into the system
 - b. Confirmation of email addresses and phone numbers will need to updated
 - c. Teachers are training on the system. Little Dippers and Twinkle Stars will be starting March 1st. Will continue to add classrooms on a continual roll-out
 - d. Parent question- Tadpoles has multiple phone numbers that are used for text messaging. Is there a way to only receive it from one number or is there a list of phone numbers that can be programmed into phones to lump all texts together?
- iv. Menu implementation
 - a. The new menu is fully implemented menu and all food from the cafeteria.
 - b. Feedback from parents and children has overall been positive
 - c. This week's menu has been modified due to the weather related closings. This mainly is due to the food deliveries being delayed because they trucks could not come on center
- v. Week of the Young Child-
 - a. April 13-17

LCDC PTO Meeting Agenda February 19, 2015

- b. This event happens every spring and is coordinated by NAEYC.
- c. Some LCDC teachers are heavily involved with the local chapter of the NAEYC that is planning the local events for the Week of the Young child.
- d. The LCDC will still have a Friday celebration but will have to be modified due to demo work on the back to buildings.

V. Parent and Teachers Comments/Questions

- i. Is there an outline on what meals would be served when the center opening has been delayed?
 - a. Breakfast is from 8-8:30, Lunch is from 11-11:30 and snack is 2:30-3. If the center opens after any of these times then those meals will not be served

VI. Important Upcoming Dates

- i. ~~February 27th~~ TBD - Diversity Day
- ii. ~~March 6th~~ April 3rd - Spring Pictures
- iii. March 8th - Daylight Savings Begins
- iv. March 17th - Saint Patrick's Day

VII. General reminders

- i. LCDC is on the web (<http://pto.larc.nasa.gov/>) and on Facebook
- ii. Parents Concerns options:
 - i. Ms. Cak would love to encourage families who may have concerns to come directly to her so that you can work together to address them
 - 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.
 - iii. We can also be reached at any of our NASA email addresses or at lcdcpto@gmail.com
 - iii. Please remember to collect and bring in your Box Tops, Labels for Education and Farm Fresh 123-4 receipts. The drop-off location is outside the Big Dippers room. Contact Nicole Hintermeister with any questions.

LCDC PTO Meeting Agenda
February 19, 2015

- iv. LCDC has a shared calendar -LaRC-CAL-LCDC-Events. (POC- Nicole Hintermeister)
- v. Scholastic Book Sale information -shop online:
scholastic.com/readingclub, One-Time Class Activation Code:
NFMHD

VIII. Closing Remarks – Amanda

- i. The next PTO Meeting will be **Thursday, March 19, 2015**, at **12:00pm**. We will meet in the 2102 room 115.