

**Child Development Center Advisory Committee
 Minutes
 Monday, March 4, 2013
 11:00AM**

A.) Welcome/Introductions

- a. *Advisory Committee Members Present:* Stacie Swarner, Clare Rahm, Carolyn Gilbert, Robinette Finley, Rosalyn Adams, Dartyun Paradise, Kathleen Mooney
 Guests: Amanda Showman, Wendy Densmore
- b. *Advisory Committee Members Absent:* Dr. Grace Huang, Colleen McMahon, Hazem Jadallah, Kelly Wrenhaven, Claudia Martinez-Hurtado-Rios

B.) Overview of the Center

- a. *Enrollment Figures*

Current Enrollment:

Infant

- Students 4
- Faculty/Staff/Alumni 2
- Community 2

- Part-Time 3
- Full-Time 5

Toddler I

- Students 3
- Faculty/Staff/Alumni 5
- Community 4

- Part-Time
- Full-Time 12

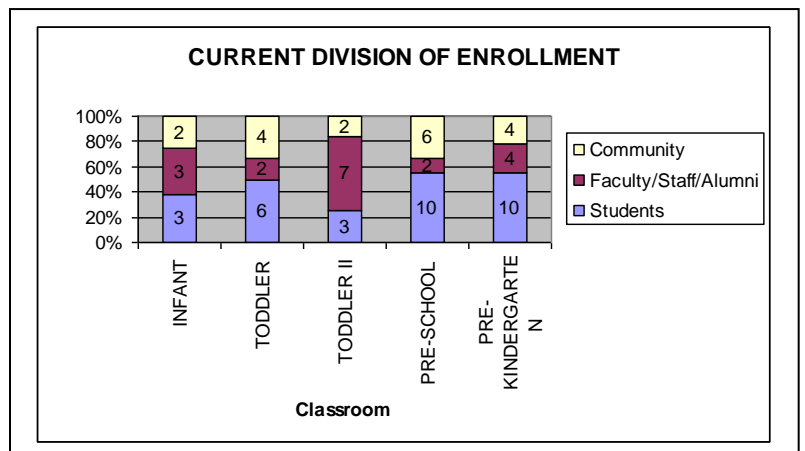
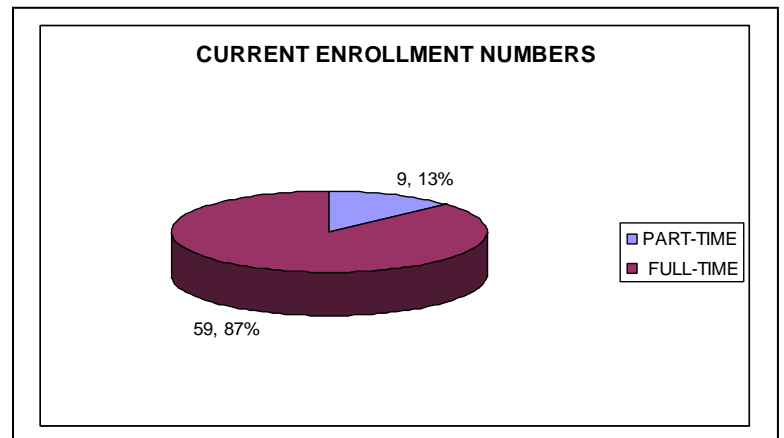
Toddler II

- Students 4
- Faculty/Staff/Alumni 7
- Community 1

- Part-Time 1
- Full-Time 11

Pre-School

- Students 11

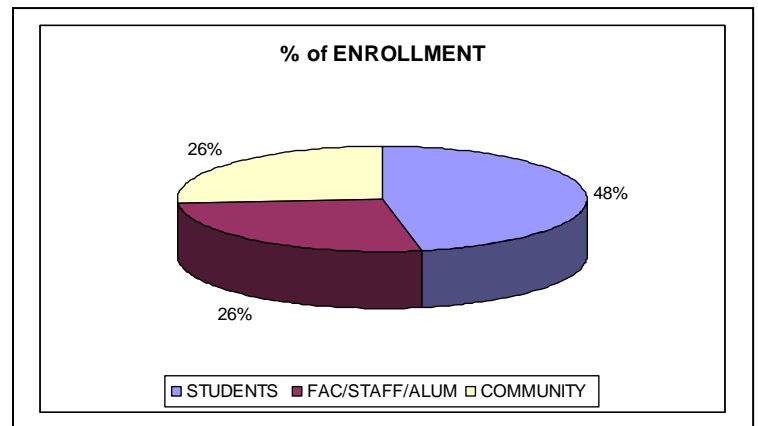


Faculty/Staff/Alumni 2
Community 6

Part-Time 2
Full-Time 17

Pre-Kindergarten
Students 10
Faculty/Staff/Alumni 4
Community 4

Part-Time 3
Full-Time 15



b. *Wait List*

Total # of children on the Wait List: 109

Infant (6 weeks- 18 months):

Students: 10
Faculty/Staff/Alumni: 13
Community: 11

Toddler I (18 months – 27 months)

Students: 13
Faculty/Staff/Alumni: 8
Community: 4

Toddler II (27 months – 36 months)

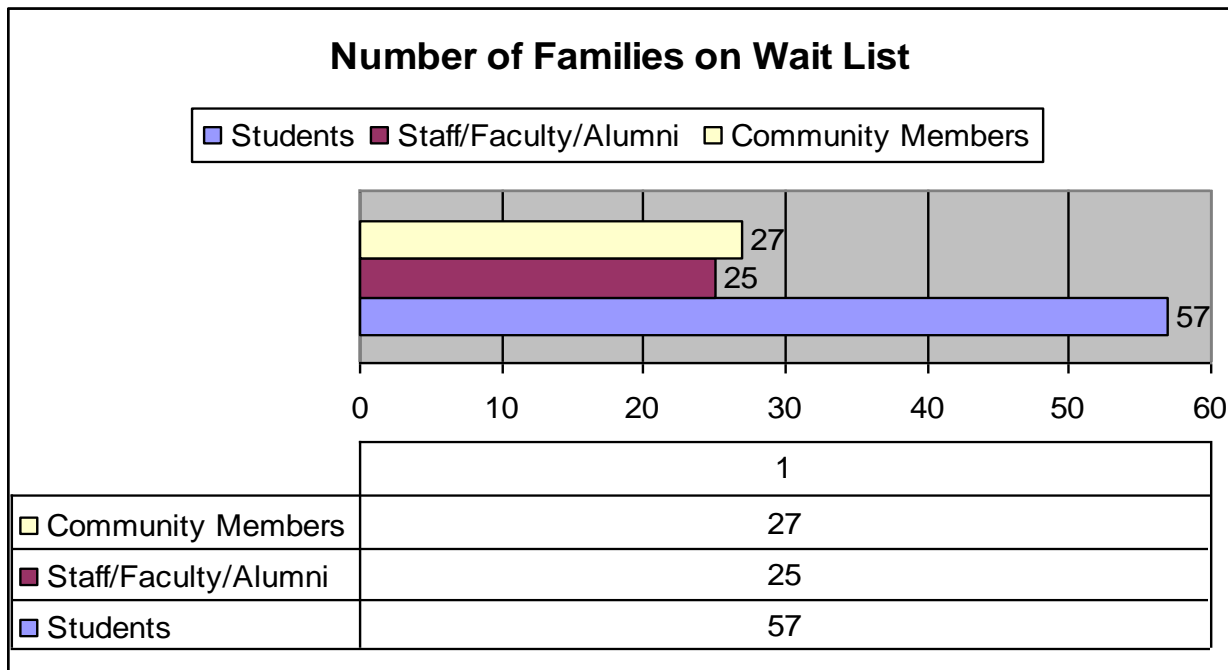
Students: 15
Faculty/Staff/Alumni: 3
Community: 6

Pre-School (3 years-4years)

Students: 8
Faculty/Staff/Alumni: 1
Community: 2

Pre-Kindergarten (4years-5years)

Students: 11
Faculty/Staff/Alumni: 0
Community: 4



c. *Staffing*

d. *Step up to quality update*

Will be doing their review via phone conference this year as they have passed each year and there are no major changes. Step up to quality may be changing their ratings by having more ratings in the near future

C.) Completed Projects/Events

- a. *Cleveland Sight Center*: vision screenings for all pre-school and pre-kindergarten children
- b. *Cleveland State University Hearing and Speech Clinic*: children received speech, hearing & language assessments
- c. *Fundraisers* - Malley's Chocolates & Mixed Bag Designs--
- d. *Winter Student Assessments*
 - i. Completed the week of February 11th – 15th
- e. *Lead teachers held Conference Week with the parents February 18th – 23rd*
 - i. Parents received the students assessments along with the speech, hearing & language assessments during this conference period.

D.) Upcoming Projects/Events

- a. *Swimming Lessons* – REC Center – Pre-Kindergarten & Pre-School
- b. *Motor Development* – REC Center – During regularly scheduled gym periods on Mondays, students will have a 3 session rotation on gross motor skills.
- c. *Lil' Angels Photography* - Spring Picture Days
 - i. March 19th & 20th
- d. *Scholastic Book Fair*
 - i. March 25th – March 29th
- e. *Kindergarten Readiness Program* for exiting Pre-Kindergarten Families

- f. Field Trips
- g. Pre-Kindergarten Spring Graduation

E.) Budget

- a. Tuition Rates Proposal Presentation (Amanda Showman)

Rate Increase

- a. We are proposing a \$6.00 a week per child tuition increase to each rate this year starting with the August 19, 2013 payment. This would be an additional \$306.00 a year per child for families.
- b. This would be an estimated \$21,000.00 in revenue for the center.

Fee Structure-

- c. Eliminating the 4 hour or less rate for students. Leaving them with the part time or full time rate options only.
- d. Eliminating the Part time option for Faculty, Staff, Alumni and Community. Leaving them with the full time option only.
- e. The yearly supply fee will be increasing to \$40.00 a year. Cover the cost of the \$2500.00 that is budgeted for supplies fees that is not covered by the Step Up to Quality Grant.
- f. The registration fee will be increasing to \$40.00.

CURRENT 2012-2013

STUDENT WEEKLY RATE	Infant	Toddler I	Toddler II	Preschool	Pre-K
Full Time 4 - 5 Days per Week	\$171.76	\$167.05	\$162.35	\$143.53	\$143.53
Part-time 1 - 3 Days per Week	\$148.24	\$143.53	\$138.82	\$123.76	\$123.76
Part-time 4 hours or less per day/week	\$94.12	\$89.41	\$89.41	\$80.00	\$80.00

PROPOSED 2013-2014

STUDENT WEEKLY RATE	Infant	Toddler I	Toddler II	Prescho ol	Pre-K
Full Time 4 - 5 Days per Week	\$178.00	\$173.00	\$168.00	\$150.00	\$150.00
Part-time 1 - 3 Days per Week	\$154.00	\$150.00	\$145.00	\$130.00	\$130.00

STAFF, FACULTY, ALUMNI WEEKLY RATE	Infant	Toddler I	Toddler II	Preschool	Pre-K
Full Time 4 - 5 Days per Week	\$185.00	\$176.00	\$171.00	\$152.00	\$152.00
Part-time 1 - 3 Days per Week	\$157.00	\$152.00	\$148.00	\$132.00	\$132.00

STAFF, FACULTY, ALUMNI WEEKLY RATE	Infant	Toddler I	Toddler II	Prescho ol	Pre-K
Full Time 4 - 5 Days per Week	\$191.00	\$182.00	\$177.00	\$158.00	\$158.00

COMMUNITY WEEKLY RATE	Infant	Toddler I	Toddler II	Preschool	Pre-K
Full Time 4 - 5 Days per Week	\$190.00	\$183.00	\$178.00	\$157.00	\$157.00
Part-time 1 - 3 Days per Week	\$162.00	\$157.00	\$152.00	\$136.00	\$136.00

COMMUNITY WEEKLY RATE	Infant	Toddler I	Toddler II	Prescho ol	Pre-K
Full Time 4 - 5 Days per Week	\$196.00	\$189.00	\$184.00	\$163.00	\$163.00

F.) CCAMPIS Update

- a. *Annual Performance Report*: Submitted March 1, 2013
- b. *Conference*: Don Fergusson from Campus Support Services will be attending in Washington D.C. at the end of March.

G.) NCCCC (National Coalition for Campus Children's Centers)

- a. *Conference*: Stacie Swarner will be attending March 13-16

H.) Follow-up from Fall Meeting

- a. *Social Media for CSU Parents*: Amanda is working with IT from the YMCA so that parents/caregivers can have updates but that it is also secure
- b. *Tee-Shirt, CSU Bookstore*: Looking at different venues and costs for producing the tee-shirt or other clothing.

I.) Campus Support Services Update

- a. Will begin process for RFP Summer 2013 as the contract with the YMCA as the management company for Childcare expires in Spring 2014.

Next Meeting Date

Fall Semester 2013