

Advisory Committee Meeting Minutes
Wednesday, November 14, 2012
1:00PM

Meeting Minutes



A.) Welcome/Introductions

a. Advisory Board Members – in attendance

i. Robinette Finley, Kelly Wrenhaven, Rosalyn Adams, Dartyun and Parish Paradise, Claudia Martinez-Rios Hurtado, Amanda Showman, Kathleen Mooney, Colleen McMahon, Carolyn Gilbert, Stacie Swarner

b. Advisory Board Members – not in attendance

i. Grace Huang, Hazem Jadallah,

B.) Overview of the Center

a. Enrollment Figures- see attached graphs

b. Wait List – see attached charts

c. Staffing

i. Welcome to Allison Lotter, Samantha Wynn, Breanna Aponte, Clare Galletta

ii. Heather Ksiezyk leaving to pursue Permanent Sub

iii. Still looking for additional applicants to fill part-time positions

d. received Step-Up to Quality Funding to maintain our current Star 2 rating

C.) Upcoming Projects/Events

a. Swimming Lessons – REC Center – Pre-Kindergarten

b. Yoga Sessions – Toddler through Pre-Kindergarten

c. Halloween/Fall Festival – completed Trick-or-Treating on Wednesday, October 31st

d. Winter Celebration

i. Family Event on December 15th 13th

e. Beginning in the Spring Semester – working on a Kindergarten Readiness Program for exiting Pre-Kindergarten Families

i. Using Scholastic Books Materials

ii. Setting up a meeting with Campus International School

1. information provided from Rosalyn Adams for contact information

D.) Budget

a. CCAMPIS Support

- i. We have just started our final year in the CCAMPIS Grant funding – ending November 2013
 - ii. Not sure yet if we are able to re-apply or other types of grants available – as a Federal Grant, we are able to apply for another selection and application year; however, it is never know whether the funding will be available from the Federal Government... our best wishes
 - 1. establishing a meeting with CSU Grants Department to determine funding and other availability
- b. CCAMPIS Assistance Numbers
- i. 11 of 68 children are participating in the CCAMPIS student funding opportunities
- c. Financial Support
- i. Cost per child of swimming lessons – 5 sessions at \$16.25 per child
 - ii. Cost per child of Yoga session - 30 minute sessions –\$2 per class/child
- d. Fundraising
- i. Usborne Book Fair
 - 1. was held October 22-26
 - 2. Classrooms will receive an amount to spend on a wish list based on the numbers of the sales received approximately \$70 per classroom worth of books – Total \$350.00
 - ii. Lil' Angels Photography
 - 1. is on Tuesday and Wednesday
 - 2. Center will receive monetary amount

** Proofs had been returned from the company to the center.
Parents have until the 23rd to return their selections
 - iii. GFS Marketplace Pie and Cookie Dough
 - 1. Orders will be accepted until Wednesday, November 21st
 - 2. Center will receive monetary amount – currently to be used for staff appreciation award
 - iv. Scholastic Book Sale in the Spring
 - also attending the Winter Warehouse Sale on Friday, December 7th
 - parents can also make donations to the center
 - v. Malley's Fundraiser in the Spring

E.) Next Meeting Date

- a. TBD – looking for March 2013

Additional Topics Discussed:

- Inner-Center Spring and Fall Clothing Exchange (maybe with Fashion Show from the children if interested)

- Parents would be able to bring in the clothing which no longer is size appropriate and exchange with other families who do have their size or other. Additionally, childrens toys or jar baby food, etc.
- Continuing Campus Collaborations with different departments within the university such as Math, Science, and Psychology
 - Asking for contact information from any departments who would be interested in collaborating and uniting for programs for the children.
- More technology in regards to parent communication from the center as well as parent to parent. Such as a blog, facebook or wiki page.
 - Parents can post extra curricular activities they have found in the community for other parents to try
 - The center can post reminders about special events that are taking place at the center
 - The center can post pictures about events and activities occurring at the center so parents have the ability to have the digital copy.
 - We are verifying with the technology and to guarantee it is a safe website to use and secure that it is only accessible to current enrolled families
- Continued support for the Staff Appreciation
 - Ideas for a larger – center wide Graduation (more than just Pre-Kindergarten) where the teaching staff are acknowledged at this time for the work they have done in the classrooms throughout the year
 - Continuing with the monthly staff appreciation luncheons and allowing the enrolled families to be informed of the date if they wish to supply items.
- Working to create a CSU CDC Apparel Store
 - For such items as tee-shirts, onesies for the babies, bags, etc.
Researching cost and supply at the CSU Bookstore, as well as Promotional Solutions.

CURRENT ENROLLMENT FIGURES

Currently Enrolled:

Infant

Students 3
Faculty/Staff/Alumni 3
Community 2

Part-Time 6
Full-Time 2

Toddler I

Students 6
Faculty/Staff/Alumni 2
Community 4

Part-Time
Full-Time 12

Toddler II

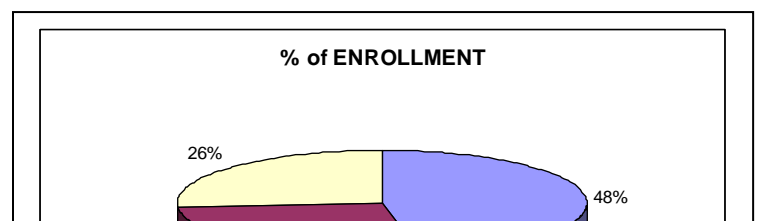
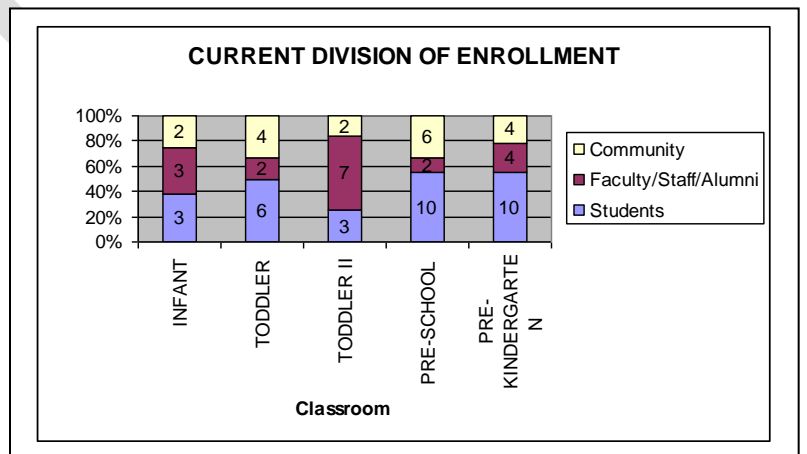
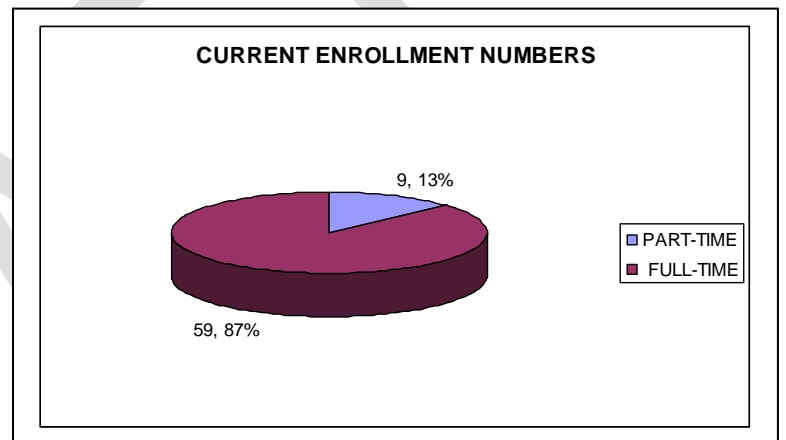
Students 3
Faculty/Staff/Alumni 7
Community 2

Part-Time
Full-Time 12

Pre-School

Students 10
Faculty/Staff/Alumni 2
Community 6

Part-Time



Full-Time 18

Pre-Kindergarten

Students 10

Faculty/Staff/Alumni 4

Community 4

Part-Time 3

Full-Time 15

Cleveland State University Child Development Center

November 2012

WAIT LIST FIGURES

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)

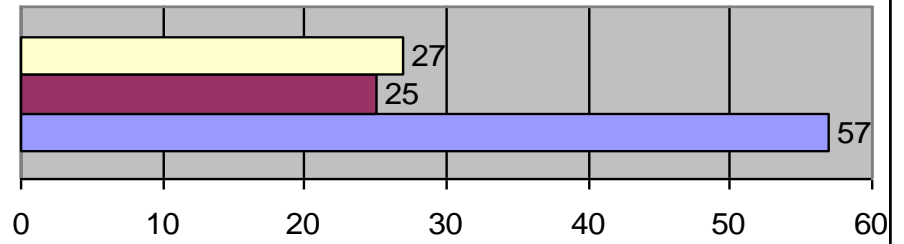
Students: 11

Faculty/Staff/Alumni: 0

Community: 4

Number of Families on Wait List

■ Students ■ Staff/Faculty/Alumni □ Community Members



	1
□ Community Members	27
■ Staff/Faculty/Alumni	25
■ Students	57

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