

## **ACP Board Meeting - February 2016**

Members in attendance: Jen Hoerber, Dorothy Beeman, Jill Swanson, Linda Detering, Krista Starr, Marie Vieth, Lauren Steele, Candace McKenzie, Lauren Steele

Opening Prayer - Jen opened the meeting in prayer. The minutes for the January meeting were approved as written. Thank you to Marie for filling in for me while I was out last month, dealing with a puppy crisis!

Finance Update - We have a net income of \$1,784.27 currently. Salaries and tuition are not in balance right now, but that is because we adjusted some salaries and everything will balance out right now with the savings. It doesn't look great on paper, but this situation is typical for this time of year. We are getting in funds from registration now, so in the next two months this will balance out. Petty cash is getting caught up. Jill & Dorothy are looking at snack costs. They are interested in looking into more Costco-type deals. If we can get the order in early enough, we can order online & Costco will deliver.

Director Update - Registration is going well. Right now we have 103 families registered for the next school year. There are lots of families scheduled for tours, which should also get us closer to filling up all classes. Lots of classes are already at full capacity. There are lot of kids that are in the TK class that are a bit younger that wanted to have 5 days a week. We may want to offer in the future a true Pre-K class that meets 5 days a week, instead of the way we have it structured now. We were able to give every parent already in the school their first choice of classes for next year. So far the 2-3s and First Steps are the only classes not really filling up. But this is typical for this younger group, as many parents of this younger age group do not begin looking at preschools until the spring and summer.

Registration for Summer Camp will start in May, but flyers are already going out in the Open House & new family packets.

Parent Rep Update - There has been an increase in crazy driving in parking lot. We need to send out a note to parents to be more cautious while driving - especially during drop off and pick up.

Staff Update- Krista - next year Krista will not be part of the board, so we need to find a new teacher rep.

Church Rep Update - Linda - Preschool Sunday went extremely well. We had a great turnout from the teachers at both Sunday services. We are hoping that we will have a good turnout for the Easter Sunday Eggstravaganza as well.

Chairperson Update - Jen - All of the preschool families got an email for Family Fun Night, will also be getting information for the Easter Eggstravaganza. We will be changing our meeting time moving forward - every third Thursday at 10am.

Old Business - Open House - we had around 15-20 families come for the event. Several registered, so we are considering this a success! A few of them actually registered for this year. If needed we could do another Open House in April, depending on how well registration is going.

New Business - Parent Surveys. Based on feedback from last year, Jen has created a new survey. One thing that will be changed is giving an open area after each question where you can comment. Would like to add that if you disagree or strongly disagree, to please put an explanation for disagreement so we can have some constructive feedback. Our goal is to have 85% of parents filling out the survey. In the past we've only had about 1/3 of parents filling these out. Email will go out from Jen instead of from Dorothy. If we reach 85% participation, we will do a drawing for a prize (gift certificate). You can be anonymous if you want, you just can't be eligible for the drawing. The name is optional. You will have to choose the teacher that your child has for the survey. Surveys will go out March 1st, we would like to have them all back by the end of March. Perhaps a special treat for the teaching team that has the most class participation.

**Next Meeting is March 17th at 10am!**