



The Family Partnership Group *at the* Argonne Child Development Center



ACDC Family Partnership Group Meeting Minutes Tuesday, April 2, 2019 at 12:00pm 951 – School Age Room

1. Recent Activities
 - a. Young Artists' Expo March 11-15: We have raised \$1197 so far and have about 6 pieces of art to sell. All fund go to the Bright Horizons Foundation for Children to build Bright Spaces in homeless or domestic abuse. Thank you if you have already purchased your art and if you have not, please stop by the office this week. Cassie asked if there could be another project for the KP kids who are in KP two years. Gayle said she would look into it.
 - b. March Activity Calendar Review – No comments were shared about March's activities.
2. Upcoming Activities
 - a. Week of the Young Child April 8-12 – We will be posting the activities for next week up on the classroom doors and in the email update this Friday. Please RVSP for the family picnic on April 12 at 11am by Friday, April 5 on the classroom door sign-up sheets.
 - b. Week long Open House for fall registration April 8-12 – Please encourage colleagues who are interested in the center to come to the open house next week or call the center for information. You can earn tuition credits for families you refer to the center who enroll and remain in the center for at least 30 days.
 - c. April & May Activity Calendars – Gayle reviewed the April & May activity calendars. A few dates that require action by parents:
 - i. May 3 Dance Recital for Preschool and Kindergarten Prep Dance Families – RSVP if you will be attending with your birth and citizenship countries for security. All center families are welcome to attend the dance recital portion at 4:30pm. Pingping asked if one of the grandmas could attend. Gayle said yes and to email her the name with birth/citizenship country information. Grandma will need to have appropriate ids to present to security.
 - ii. May 10 Family Breakfast – Open to all families. We are combining the Mothers' and Fathers' Day breakfasts into one event for ease of scheduling the event as a public event in 240.
 - iii. May 17 Kindergarten Prep Science Fair. This event was listed as May 9 but has changed to May 17 from 12-1pm in building 951.
3. Faculty Appreciation
 - a. Faculty Appreciation Month – May 6-10: Theme for the week – Our Teachers Make Life a Picnic-picnic basket lunches, summer fun gifts (or raffle where everyone wins once) such as lawn chairs, yard games, melamine tableware, beach and picnic paraphernalia, etc. Melissa Malaniuk said that Sam's Club had some wine tumblers with lids, 4 pack for \$20, that would be a good idea and offered to pick them up. She asked how many and what the budget was. Gayle said she would let Melissa know this week. Melissa also offered up the bag game for teachers to use during the week on their break.
 - b. Family Contributions – Once we decide on the gift items for the week, Gayle will put out the contribution letter to families on behalf of the Family Partnership Group.
 - c. Birthday cards for the month will be completed and sent out to faculty.
4. Parent Survey Results:
 - a. 97% Net Satisfied (Very Satisfied or Satisfied) and 3% Dissatisfied (0% were Very Dissatisfied). Center Score looking at the results using the past 4.0 scale rating was 3.71 (2017 was 3.65). We had 65 respondents out of 69 families which is 94%. The general experience questions scored between 94-100%. In the past Gayle has chosen a few scores each month to focus on at the Family Partnership Group meetings asking for feedback on what we do well on and what could be improved upon in each of the 18 categories. This year she would like to focus on the parent survey comments to gain some additional understanding and/or provide reasons why certain situations/procedures/policies occur in the center. Those present agreed to the strategy. Gayle will work on the comments and group them together for a focus area each month.
5. Employee Survey Results: The annual employee survey results came back last month. Gayle has met with the teachers to discuss areas of improvement and areas of strength. The overall Employee Engagement scores were 89% Favorable and 11% Neutral. Supervisor's Score were 87% Favorable, 11% Neutral and 2% Unfavorable. Great Place to Work score was 93% Favorable and 7% Neutral. There were 15 staff who participated in the survey.
6. Treasurer's Report: \$1,000.42. Gayle to confirm with Cory.

7. Abri Credit Union Club Account Update – Gayle did not have time to complete this action item in March and will attempt to get this set up in April.
8. Other:
 - a. Jessica asked about the Argonne Representative that had been attending the meetings in the past. Gayle stated that she assumed that Dena Reetz, Client Liaison and Amy Mikuta (her assistant) were unable to make the meetings due to other obligations. Gayle will check with them to see if they can attend a future meeting. Parents who would like to reach out to Dena Reetz at any time.
 - b. Gayle will get the directions from the conference line administrator and share with participants how to mute their line when they are in a place with background noise during the call.
9. Next meeting will be Tuesday, May 7, 2019 at Noon

Attendance:

Phone: Juhee Bajaj, Melissa Malaniuk, Pingping Sun

In person: Anne Marie March, Gilles Doumy, Jessica McChesney, Gayle Burgher

Conference Line Option: Please note the new number starting 2/5/19! If it is more convenient for you to call into our meeting, please use the following line: 866-777-5715, PIN #: 77307922#.

Current Room Representatives: We have added the children's names next to parent names to help parents who do not attend a way to identify those parents who are Room Representatives.

Infants – Rachel Heafner (Zebulon)

Toddlers – Melissa Malaniuk (Madison Tods/Max PS), Kendra Kennedy (Seyla)

Twos – Janet Ford (Mabel Twos/Ruby SA)

Preschool – Bin Liu (Chris), Cory Flowers (Michael), Anne Marie March (Elodie PS/Adele KPrep), Pingping Sun (Liz PS/Sophie KPrep), Jessica McChesney (Isaac), Yun Ji (Ethan)

Kindergarten Prep – Laura Lodewyck (Ella KPrep/Jack SA), Gilles Doumy (Elodie PS/Adele KPrep), Cassie Rubly (Ada), Fanny Simoes (Micah PS/Owen SA), Qi Guo (Emily)