



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



ACDC Family Partnership Group Meeting Minutes
Tuesday, November 6, 2018 at 12:00pm
951 – School Age Room

1. Recent Activities

a. Monthly Activity Calendar - October

i. Fall Fest activities were good.

ii. Halloween Gathering

1. Kids had fun.

2. Food on the counter did not work out as well as having in on a big table in the center of the room.

3. We need to have more chairs open for kids to eat at instead of having the table activities like coloring and making treat bags. Those activities were moved to make room for kids to eat.

4. We should be using paper products (plates/cups) instead of plastic so we can be kinder to the environment.

5. We need to have more trashcans at the party.

6. One parent asked about a place to take photos. Gayle said she had a pumpkin backdrop with face props set up in the front entryway.

iii. Fire Department Visit –The original date did not work as the fire department got a call a when they were supposed to be arriving at the center and then it was raining. They came the next day with fire hats and coloring books. Jessica said since most kids do not know when they are coming it's always a big hit and a surprise. Gayle said that most kids were ok with it. There was only one who was upset. We explained that the fire department has to help people who are sick first and then come visit with us.

2. Upcoming Activities

a. Community of Cultures Week will be November 26-30. This is a way for families to share some family traditions or something about their family culture with their child's classroom. Sign-up sheets are on the classroom doors and the details were in the email update last Friday. Jessica said thanks for giving parent more advance notice on the event. Gayle said it was a suggestion from last year to give more warning. Fanny asked if she could do food. Gayle said it would depend on allergies in the classroom and if those parents were ok with the children not being able to participate. Fanny said there is eggs, dairy and wheat in the crepes and then served with fruit. Gayle will show Fanny the hot plate we have on the cooking cart and discuss further outside of the meeting.

- b. Breakfast with Santa will be December 8 in the cafeteria. Argonne has special dispensation to award gate passes to non-employees that day but you can only go to the café. Tickets go on sale next week in café. Tickets for the first two sessions normally sell out within a day. Gayle will try to get flyer with details out in the email update for families.
- c. Upcoming Holidays – The center will be closed for Thanksgiving Day, Christmas Day and New Year's Day. The sign-up sheets for Thanksgiving week are up on the classroom doors. Please let us know when you need care that week so Gayle can let staff have time off if we are low in attendance.

3. Faculty Appreciation

- a. Birthday cards for the month will be completed and sent out to faculty.
- b. Holiday Luncheon in December – Does the Family Partnership Group want to continue this event this year? Yes. Where should we cater lunch from? Do we want to have the entire thing catered or ask families to bring beverages and desserts? Fanny suggested Francesca's in Bolingbrook and Bin suggested having an omelet station set up for teachers. Gayle will look into those. Please email your thoughts to Gayle as soon as possible so we can start planning.

4. Parent Survey Results

- a. The center director/management team and teachers are responsive to my family's needs (3.79). What is working well? Parents present felt this was a high score. Their only suggestion was to post signs on doors when a new person starts and to have the current teachers help introduce the new teacher to parents. Gayle will follow up with staff and speak to new staff about introducing themselves as well.
- b. The center director/management team provides leadership to the center (3.75). What is working well? High retention rates that make parents feel comfortable when they see teachers staying at the center.
- c. The center leadership effectively communicates changes that affect me (policies, staffing) (3.74). See the above comments about new staff notices/introductions.
- d. The center director/management team is a valuable resource for information on child and family issues (3.74). Parents feel they can speak with staff first and that teachers help with developmental "hiccups" and what can be done to help move the child to next stage.

5. Treasurer's Report: \$1480.26 – Gayle purchased additional games for Halloween Gathering and photo backdrop/props. Birthday gift cards were purchased as well. Cory stated that we had more contributions this year during Faculty Appreciation Week so we can revisit the contribution amount in February as we plan for 2019.

6. Other:

- a. Fanny asked what time the kids will be outside in the evening now that is getting darker earlier. Gayle said she would check in with teachers. Teachers may choose to go out earlier and then do the regular afternoon activities when they come inside.
- b. Gayle will put in a ticket to remind Maintenance to adjust the automatic light timers so lights are on in the early morning and then again at 4pm for parent pick-ups.

7. Next meeting will be Tuesday, December 4, 2018.

Attendance: On phone – Melissa Malaniuk, Pingping Sun, Laura Lodewyck

In person – Jessica McChesney, Gilles Doumy, Anne Marie March, Bin Liu, Fanny Simoes, Gayle Burgher

Conference Line Option: If it is more convenient for you to call into our meeting, please use the following line: 888-886-4283, PIN 331-223-7774#.

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 – Melissa Malaniuk (Madison Infants/Max PS), Natalie Evans (Mia Infants/Alison SA)

Toddlers – Open Position

Twos – Jessica McChesney (Isaac), Janet Ford (Mabel Twos/Ruby SA), Yun Ji (Ethan)

Preschool – Qi Guo (Emily), Bin Liu (Chris), Cory Flowers (Michael), Anne Marie March (Elodie PS/Adele KPrep), Pingping Sun (Liz PS/Sophie KPrep)

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