

Concordia Preschool Advisory Board
Meeting Minutes
January 12, 2026

Attendees:

Helen Spillan, Julie Moore, Annie Masone, Gracey Tull, Deirdre Jeandell, Susan Dramis, Jenn Shellem, Emily Earley, Lindsey Hughes, Tiffany Juliano, Nikole Heitmann

Call to Order:

1st: Jenn Shellem 2nd: Lindsey Hughes

Approval of December 8, 2025 Meeting Minutes:

1st: Emily Earley 2nd: Lindsey Hughes

Teacher's Report:

- The preschool is back in full swing after the holiday break.
- The first week of specials went well. There is still room in soccer and dance. Yoga and karate are full.
- Please don't forget hats and gloves because the students go outside every day, weather permitting.
- All the classes are getting ready for the art fair.
- There is no school on Monday, January 10.
- A Scholastic book order will be coming home soon.

Director's Report:

- *Status:* The status of the preschool is good. January is typically a slow month. Our music teacher, Anne Smookler, will be out on medical leave for the remainder of the school year. Julie will long term substitute music.
- *Enrollment:* The current enrollment is 69. We lost a 2-year-old student who has IEP needs and enrolled a new student last week.
- *2026-2027 Registration:* Our current total is 49 students (up from 30 last week). We have now heard from all our in-house students and are currently enrolling outside families. There will be 3 in 2 days 2s, 3 in 3-day 2s, 1 in 5-day 2s, 9 in 3-day 3s, 4 in 5-day 3s, 14 in 5-day 4s and 15 in Readiness.
- *Old Business:* A new session of Friday specials began last Friday. We have 40 students participating in specials.
- *New Business:*
 - An in-house field trip for the 3- and 4-year-old classes will be later this month. The cost was indicated on the annual fee sheet.
 - The Art Fair memos will go out soon. The date is Friday, February 20 from 6-7:30 pm.

- The playground had a cleanup over Christmas break and looks good. This is the last cleanup in our current contract, and we will not renew due to the price increase. Helen has reached out to Dave Loudon, a preschool dad, for assistance.
- There are 2 or 3 cameras out, so Helen has notified our provider.

Church's Report:

- The church members served 163 people at Emmanuel Dining Room in December. There are a lot of opportunities to sign up to serve as well.
- The church held a budget meeting in December, and the negative line items were discussed.

Treasurer's Report:

- The budget was positive last month due to low expenses.
- The budget for next month will be negative because payment for Friday specials is due this month.
- Julie has been passing along the transaction fee for the Quick Books invoicing charge. A few families asked to pay by check instead.

Fundraising/Events:

- Ladies Bingo Night is Thursday, March 12. We will need help with basket requests, setting up the night before and setting up the day of the event. Gracey has made a template that we can use to ask local businesses to donate a basket. We will also ask all parents if they have any connections to any businesses who can donate a basket.
- The December Guest Bartending raised about \$900.
- No Cook Night: Anthony's Coal Fire Pizza on Thursday, January 29 and will be dine-in only. A flyer is required to receive credit, so it will be sent around soon.
- Gracey and Nina will set up another No Cook Night in February.

Parent Representative Report:

- *Emmanuel Dining Room:* Mrs. Wright's 3-day 3s class is doing brownies this month. They are due before January 25.

Old Business:

- Nothing to report.

New Business:

- Our next meeting is February 9, 2026.

Closing:

1st: Gracey Tull 2nd: Jenn Shellem