

Concordia Preschool Advisory Board

April 11, 2022

Attendees: Helen Spillan, Kaitlin Dyer, Susan Dramis, Amanda Hyman, Robin Scott, Julie Moore, Anastasia Morris, Megan Stevenson, Ashlee Wagner, Margaux Kohli, Ashley Kapas, Brooke Fernandez, Carrie Lehman

Call to Order:

1st: Amanda Hyman

2nd: Ana Morris

Approval of March Minutes:

1st: Amanda Hyman

2nd: Megan Stevenson

Director's Report:

- **Status:**

Good. Enrollment is unchanged (61). 2 confirmed cases of flu this week in 5 day 4s. Letter sent today. 1 staff Covid case last week. Letters sent to 2 classes. Teacher had been exposed but was vaxed and boosted. We did a test to stay. 2 days negative and then woke with symptoms and was positive. No quarantine needed as risk to students was low.

- **Old business:**

Playground fence is fixed. Easter egg hunts are taking place out there. Mosquito spraying to take place later this month and again in May. Will then resume in late August.

We are currently waiting for 2 walkie talkie batteries. One for immediate use and 1 for standby. All staff does have an operating one to use at this time.

The elevator is working well. We use it occasionally.

Friday Specials and lunch bunch are going well. Soccer coach had a mess-up and forgot to come last week. We added a date (Wed. 5/18) to make up for this. Letter was sent home with all students. We will remind parents closer to the date.

Conferences went well. It was nice to meet in person again!

Dessert Night was awesome. Thanks to all who helped!! Thanks also for the nice birthday treats!

We decided the Advisory Board will be adding No Cook nights in the summer and possibly a Blue Rocks game as well. I believe Megan Stevenson volunteered to help organize the No Cook events and Carrie Lehman volunteered to book the BR game. More to follow.

- **New Business:**

Registration Update- 49 students so far. Tours are offered both in-person and virtually.

Summer camp registration was this morning. It went well. There is one spot remaining. Camp runs Tuesday to Friday (4 days) 5/31-6/3 for "Under the Sea" and 6/7-6/10 for "Put me in the Zoo". Each week is \$85. At the beginning of camp, Concordia will allow parents to park and walk their children into school.

New proposed Licensing rules and regulations. These were presented in March and are now open for public comment. They will go into effect May 1 and implemented approx. 6 months later (Dec 1st). Some things are slated to phase in over the next 1-2 years.

Affecting us directly: Title 16- Every child in DE from 12 months to entering Kindergarten must now have a second blood lead test. We must have documentation of the results of the 12 month and 24 months (or later for those catching up) on the health form. Pediatricians know about this new law and some will do this in the office and some will send you to a lab.

House Bill 202- Ages and stages developmental screening. A screening tool to help identify children who may be eligible for early intervention/special education services. The Dept. of Ed is organizing this. Every childcare facility must do this by 7/1/23. They are still working on the implementation of this. Parents complete the screening online within 45 days of beginning at a center. For us, it must be completed before school starts. The administrator/point person must make sure this is done. No cost to us. All staff must take a 7 hour Health and Safety online training to comply with the Childcare Development Block Grant. This must be done before 12/1. This will be a part of the new employee orientation going forward.

All staff in-service training must be completed 30 days before the annual license expires.

All staff must have a performance appraisal completed annually. It must be in the staff file. There were some others but they are things we are already doing.

- **Covid updates:**

There are now Routine procedures and Outbreak procedures (2 or more cases in a classroom). Face coverings are optional for staff and students. Our staff continues at this time.

We do not have enough students for the Quidel testing (weekly and test to stay) which we decided not to do anyway earlier this year.

Ventilation is finally receiving a lot of support. We upgraded ours in the summer of 2020. Our system is checked and filters replaced quarterly.

- **End of the year survey:**

Kaitlin and I will work on this and distribute in the beginning of May. Some items of interest are:

- Carline vs walk in or hybrid
- Events indoor/outdoor (we did return to indoor small group)
- Communication written newsletter, class email, FB group
- Conferences (we returned to in-person)
- Lunch bunch and Friday specials (we returned to these seating classes together and spacing between groups)
- Fundraisers

- **Upcoming events:**

- John Gallen Photos 5/4, 5/5
- Staff Meeting 5/5 Mrs. Wright's class
- Alex's lemonade stands Wed 5/11 (No LB), Thurs 5/12
- Spring Book Fair in lobby May 9—13. Parents may shop with masks on after drop off and pick up. Fair will be open during Lemonade Stands

Book Fair:

- Table top again. It arrives UPS and you can call to arrange a pick up at the school too to send back unsold books. No BOGO anymore. Our goal is to sell \$1300 so we can continue to utilize a scanner. Our average has been approx. \$1200.

Staff will be doing a big cleaning/purging this summer in all the closets etc. New cabinets will be purchased for outside items in the lobby and for Mary in the elevator area.

Teacher's Report:

- The school year is winding down with many activities. Easter egg hunts are ongoing! Spring break, book fair and lemonade stand are all on going. Camp registration has opened. Chapel on Wednesday.
- May will be a very busy month with many activities in the classrooms and school wide!

Treasurer's Report:

- The report was sent and approved by all board members. Dessert night proceed exceed \$5,575. The second phase of the stimulus package is still TBD.

Church report:

- Concordia will be having VBS this year. April 24th will be a planning party to make sure we have enough volunteers to make it all work, we will choose a date (most likely beginning of August) and theme.
- The church would like to put a digital sign on the elevator shaft.
- We would like to put more flowers and beautification around the big rock

Committee Reports:

- Fundraising:
 - Dessert Night:
 - Thank you Ana Morris and committee for a successful event.
 - No Cook Night: Panera numbers TBD
 - Ice cream Shop: May
 - Rite Aid Fundraiser:
 - We will continue to spread the word to promote
 - Book Fair:
 - Volunteers will be needed.
 - Future Fundraising:
 - Looking forward to new ideas for fundraising.
 - Blue Rocks:
 - Carrie will begin planning and will share information.

Class Rep/Parent Report:

- Teacher appreciation week preparation is underway.

Closing:

1st:Amanda Hyman 2nd: Margaux Kohli