



**Children's Campus at SF State**

*Center for Early Care & Education, Professional Development and Research*

**Children's Campus Advisory Council Meeting Minutes  
March 2, 2015**

<b><u>Attendees:</u></b>			<b><u>Absentees:</u></b>
Patti Solomon-Rice	Anna Tobin Wallis	Caitlin Noble	Carmen Gomez Mandic
Soyeon Park	Marjorie Weiss	Elaine Musselman	Charlotte Ferretti
David Anderson	Jeff Cookston	Sandra Lau	Mina Kim

<b>Topic</b>	<b>Discussion</b>	<b>Action</b>
Welcome, Call to Order and Introductions	Patti Solomon-Rice, Chairperson, called the meeting to order at 3:08 PM. Introductions were made.	
Approval of Agenda	David Anderson made a motion to approve the agenda. Elaine Musselman seconded the motion.	Motion to approve the agenda was approved unanimously.
Approval of February 2, 2015 Meeting Minutes	The minutes were reviewed. David Anderson made a motion to approve the minutes as presented. Elaine Musselman seconded the motion.	Motion to approve the minutes from the February 2, 2015 meeting were approved unanimously.
Family End of Year Survey	The 2014 End of Year Family Survey was reviewed. Marjorie Weiss suggested that additional questions were needed to solicit parent feedback on their children's learning and development and what they want children to be learning. This information will help the program define our curriculum/learning objectives, which is important for the preschool component to be competitive in the market. Discussion followed, including a determination that the length of the past survey (32 questions) was reasonable, even if a few more questions are added.	Marjorie Weiss, Anna Tobin-Wallis, Charlotte Ferretti, and Carmen Gomez Mandic will meet to update the survey. Council members will be contacted via email to solicit their suggestions on questions.
Research Committee Report	Anna Tobin-Wallis reported on the February 6 meeting. The Committee discussed guidelines for student observation/participation, reviewed a Kinesiology graduate student's research proposal, and began planning for a parent survey regarding participation in research. Allison Baroody has a graduate student that wants to conduct this survey. It was noted that Carmen Gomez-Mandic will be stepping down as Committee Chair at the end of May. The Committee will be meeting next on March 6.	
Family Report	Caitlin Noble has received no feedback from parents. Sandra Lau reported that parents are pleased to have a second full-time teacher in the classroom, which supports communication	

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	with staff. Sandra reported the phone in the Chickadee classroom is not working properly. Marjorie explained staff have not reported any problems since the phone was replaced last fall and will check into this.	
SF State Affinity Group	Anna Tobin-Wallis, Patti Solomon-Rice, and David Anderson reported on the second meeting of the Affinity Group. Participants included faculty from various departments, Development staff, the Dean of the Graduate College of Education, and a staff person from Support for Families. The meeting was a brainstorming session on how creating an inclusion classroom can strengthen the lab school component at Children’s Campus. Faculty shared their field of study and how Children’s Campus might be able to support their work. The next steps are site visits to inclusion preschools that offer full day services to similar population as Children’s Campus. The Affinity Group will be meeting again on March 16.	
Director’s Report	<p>Marjorie Weiss reviewed her March report:</p> <ul style="list-style-type: none"> <li>• Three new enrollments in February/March.</li> <li>• No vacancies in infant classrooms, three MWF toddler slots remain unfilled and staffing has been reduced, several vacancies in both preschool rooms (mostly TTH); vacancies continue to exceed budget.</li> <li>• University approval of 2015-16 tuition/fees is still pending. Ninety percent of children eligible to return have indicated they want to return. Have offered enrollment to new families to fill all infant and toddler classrooms and large wait lists remain. Older preschool classroom has room for 1 more MWF child and several TTH; younger preschool classroom is half full.</li> <li>• MTD revenue continues to be below budget; YTD revenue is slightly more than budget due to higher summer enrollment than budgeted. YTD expenses are below budget, for a net surplus of \$165,055, which fully repays the remaining deficit and contributes \$61,000 to a program improvement/maintenance reserve.</li> </ul>	
Review of Journal Articles Lab Preschools in the 21 <sup>st</sup> Century	<p>Marjorie Weiss provided a summary of the article about Creating A Classroom of Inquiry: Harold Jones Child Study Center (Marjorie Weiss)</p> <p>Discussion of the following articles was tabled to the April meeting.</p> <ul style="list-style-type: none"> <li>• Identifying and Addressing Challenges in Research in Lab Preschools (Jeff Cookston)</li> <li>• How Three Young Toddlers Transition From Infant to Toddler Classroom (Charlotte Ferretti)</li> <li>• Integrating Research into Campus &amp; Community Early Childhood Programs (assigned to Elaine Musselman instead of Carmen Gomez Mandic)</li> </ul>	
Other Business	None.	
Next Meeting	Next meeting will be April 6, 2015, 3:00-4:30 PM.	Meeting adjourned at 4:30 PM.