



Children's Campus at SF State
Center for Early Care & Education, Professional Development and Research

Children's Campus Advisory Council Meeting Minutes
November 3, 2014

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

Topic	Discussion	Action
Welcome, Call to Order and Introductions	Patti Solomon-Rice, Chairperson, called the meeting to order at 3:05 PM. Midei Toriyama, the Parent Representative appointed at the October meeting has resigned from the Council.	Marjorie will solicit interest from enrolled parents.
Approval of Agenda	Agenda was reviewed. Motion to approve the agenda was made by Charlotte Ferretti and seconded by Jeff Cookston.	Agenda was approved unanimously.
Approval of October 6, 2014 Meeting Minutes	The minutes were reviewed and discussed. Motion was made by Charlotte Ferretti to approve the minutes with the following corrections: spelling of Jae Paik and Carmen Gomez Mandic names, and correction to section on Student Teacher Assistant Survey Results, to state "MWEI conducted this survey to examine their work at CC". The motion was seconded Carmen Gomez Mandic.	Minutes were approved as revised unanimously.
Research Committee Report	Carmen reported that the Committee will meet on November 7. She also reported that Jeff Cookston will represent the Psychology Department on the Committee. Carmen encouraged Council members to read a publication on lab schools that she will distribute. Patti Solomon-Rice asked that each member read the introduction and one additional article and share highlights at the December meeting. Carmen will provide a summary of the introduction. Article assignments are as follows: Everyone - Intro Jeff - Identifying and Addressing Challenges in Research in Lab Preschools Anna – Lab Schools As generators of Knowledge in ECE Carmen - Lab Schools as Places of Inquiry	

Topic	Discussion	Action
Research Committee Report (continued)	Charlotte - How Three Young Toddlers Transition From Infant to Toddler Classroom Marjorie - Creating Classroom of Inquiry (Harold Jones Child Study Center) Patti – Pre-service Teachers Emotion Related Regulation and Cognition	
Family Report	Caitlin Noble was absent; however, she informed Patti Solomon-Rice that she had nothing to report.	
Director’s Report	<p>Marjorie distributed a copy of her Director’s Report and presented the following information.</p> <p><u>Enrollment:</u> As of November 1, 2014, there are 76 total enrolled children (71 families); five children withdrew in October. Of the total children, 71% are community and 32% are SF State faculty and staff; 54% attend full week and 46% attend part-week.</p> <p>Vacancies:</p> <ul style="list-style-type: none"> • Infants – 0 vacancies (filled the one MWF vacancy as of 11/1) • Toddlers - 1 M-F and two MWF toddler vacancies (filled one as of 11/1) • Preschool – 3 M-F vacancies in the three-year old preschool room (one filled in January); 2 MWF and 5 TTH vacancies in the four-year-old preschool room (filled one TTH as of 11/1) • Over-budget in vacancies by 1.5 enrollments <p><u>Financial Status:</u> Reviewed YTD revenue and expenses, through September 30, 2014; revenues have exceeded budget and expenses are below budget, resulting in \$154,627 surplus. Have opened a recruitment to restore the second full-time teacher in each classroom as of January 2015.</p> <p><u>Program Updates:</u></p> <ul style="list-style-type: none"> • All Staff Training on challenging behavior was held on October 17. • New Music Instructor – will begin November 6. • Playground Safety Inspection completed on September 30, 2014. • A visit from 10-ECE professionals from Brazil toured the center on October 31. 	
Other Business	Patti Solomon-Rice reported on behalf of Elaine Musselman that Nurse Practitioner graduate students can assist with completing student assistants’ Physician’s Reports and the Department is seeking a collaborating physician for this service.	
Next Meeting	Next meeting will be December 8, 2014, 3:00-4:30 PM.	Patti Solomon-Rice will notify members since this date is the week after the regularly scheduled meeting. Meeting adjourned at 4:19 PM.