



**Children's Campus at SF State**

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

**Children's Campus Advisory Council Meeting Minutes  
December 8, 2014**

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

<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 3:10 PM.	
Approval of Agenda	Agenda was reviewed.	Agenda was approved by consensus.
Approval of November 3, 2014 Meeting Minutes	The minutes were reviewed. Motion was made by Charlotte Ferretti and seconded by Carmen Gomez Mandic to approve the minutes as presented.	Minutes were approved as presented with Elaine Musselman abstaining.
Appointment of Parent Representative	Marjorie Weiss presented Sandra Lau for appointment as a parent representative to the Advisory Council and distributed a copy of Sandra's interest statement. Discussion followed. Motion was made by Soyeon Park and seconded by Carmen Gomez Mandic to appoint Sandra Lau to the Council as a Parent Representative.	Appointment of Sandra Lau as a Parent Representative to the Council was approved unanimously.
Research Committee Report	Carmen reported on the Committee's November 7 and December 5 meetings. <ul style="list-style-type: none"> <li>All approved research projects are in progress. Jeff Crookston's graduate students will be finishing their data collection in the next two weeks. Pat Miller/Clerc have finished data collection. Bunge/Arter study is progressing.</li> </ul>	

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Research Committee Report (continued)	<ul style="list-style-type: none"> <li>• Fewer students are coming to the center to complete in-class participation hours; this is presumed due to licensing requirements for TB tests.</li> <li>• The Committee is aware that the Children’s Campus website updates have not been completed and information about the Committee is outdated.</li> <li>• In February, the Committee will begin planning for a late spring reception showcasing research projects that were conducted at Children’s Campus. The targeted audience includes center parents, University faculty, and University students.</li> <li>• Guidelines for student observers will be developed to support faculty in accessing the registration system and in assigning projects for the students.</li> <li>• Minor updates to the research guidelines were completed as part of an annual review. Updates included clarifying language around expectations for coordinating visits at the center and with center staff.</li> <li>• The Committee will provide input in the planning for a research study to explore parental attitudes and perceptions around participating in research. This information can contribute to the literature around conducting research in lab schools and also inform the committee on how to promote research at the center.</li> </ul>	Charlotte Ferretti will discuss with the Dean the need to update the website and convert to the new platform.
Review of Journal Articles Lab Preschools in the 21 <sup>st</sup> Century	<p>The Council discussed a series of articles published in the Journal of Early Education and Development on University Laboratory Preschools in the 21<sup>st</sup> Century. These articles addressed the history and relevancy of lab schools. Articles discussed included:</p> <ul style="list-style-type: none"> <li>• Lab Schools as Places of Inquiry (Carmen Gomez Mandic)</li> <li>• Lab Schools as Generators of Knowledge in ECE (Anna Tobin-Wallis)</li> <li>• Pre-service Teachers Emotion-Related Regulation and Cognition (Patti Solomon-Rice)</li> <li>• Using Logic Model to Evaluate Undergraduate Instruction in Lab Preschool (Soyeon Park)</li> </ul> <p>Discussion of the following articles was tabled to the February 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>• Creating Classroom of Inquiry: Harold Jones Child Study Center (Marjorie Weiss)</li> </ul>	
Family Report	Caitlin Noble reported that she has not received any feedback or questions from parents.	
Director’s Report	<p>Marjorie reviewed her Director’s Report and presented the following information.</p> <p><u>Enrollment:</u> As of December 1, 2014, there are 77 total enrolled children (72 families); This is a net gain of 1 child/family (one new infant and toddler; one preschool child withdrew). Of the total children, 71% are community and 29% are SF State faculty and staff; 55% attend full week and 45% attend part-week. There are two toddler vacancies (one M-F and one MWF). There are four M-F preschool and four TTH preschool vacancies. Enrollment vacancies are slightly above budget projections.</p>	

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Director's Report continued	<p><u>Financial Status:</u> YTD revenue and expenses, through October 31, show revenues has exceeded budget and expenses are below budget, resulting in 193,841 surplus. It is noted that revenue includes November tuition.</p> <p><u>Program Updates:</u></p> <ul style="list-style-type: none"> <li>• All Staff Training on the DRDP child assessment tool was held on November 7.</li> <li>• We have extended job offers for two full-time teachers, to begin working in January 2015; both will be working in the infant classrooms. We are continuing to interview and hope to hire at least one more full time teacher for January; with the remaining positions to be filled over the next 6 months.</li> <li>• The results of the playground safety inspection presented to staff on November 6 were discussed. The inspection findings included the following: <ul style="list-style-type: none"> <li>○ Need to designate what areas of the outdoor space are “natural play areas” versus “playgrounds” so we know what regulations apply to these different areas.</li> <li>○ The borders to all the sand pits have been removed due to safety concerns.</li> <li>○ Pull-up bars were removed from the toddler and preschool years due to lack of appropriate sized fall zones.</li> <li>○ Toddler slide and vine structure were removed due to deteriorated conditions and lack of compliance with safety regulations. Half-dome structure will need to be removed. Plans will need to be developed to install a climbing structure.</li> <li>○ Hummingbird outdoor walkway needs railings and Chickadee post footings need to be covered. The University Carpentry shop is developing plans for these items.</li> <li>○ Training on outdoor safety will be provided to Head Teachers and some student assistants on December 22.</li> <li>○ The contractor will develop playground maintenance plans and safety manuals.</li> </ul> </li> </ul>	
Other Business	No other business was presented	
Next Meeting	Next meeting will be February 2, 2015, 3:00-4:30 PM	Meeting adjourned at 4:31 PM.