

Coast Community College District

Harry & Grace Steele Children's Center at Orange Coast College

PARENT ADVISORY COMMITTEE MEETING

8-6-2021

Agenda

1. Welcome

- General Information

- COVID-19 Protocols and Policies (review)

Parents gave input to the wording on the protocols and policies. Recommend change from 72 hours to 24 hours per current guidelines. Adding being 'free from cold-like symptoms and flu like symptoms for 24 hours'. A further discussion on vaccinations and testing for employees.

2. Teaching and Service

- Pre-K celebration for PS4 Kindergarten-bound children

Director shared the celebration planned for the PS4 children on August 20<sup>th</sup>.

- Volunteers

Director shared we are not able to have volunteers until the Spring.

- Garden Curriculum

Staff will continue to use the large garden to do activities with children.

- Animal Care

We have recently hired a Federal Work Study student who will help with the animal care. Parent would like to be sure they are encouraged to be vaccinated.

- Rotating Play Areas

We continue to follow the designated play areas for separate classrooms.

3. Program Updates

- Newsletter and Staff highlight

A staff highlight is included and this month it is PS4.

- Parent Handbook

Handbook had been sent earlier. Parents shared they were very busy but may take a look at it.

4. Enrollment and Budget Updates

- Enrollment Increase

We are increasing enrollment in August.

- Tuition comparison

Due to increase in salaries and reduced enrollment since December due to Covid; there is also a need to look at an increase in tuition. A parent asked how much notice will be given if an increase is implemented and if hours would be extended or meals added. Director shared, for example, if an increase were to be planned in September it would not be implemented until January for at least a 30-day notice or more. Another parent shared their previous preschool charged more each day. Director shared the tuition increase would be primarily to cover the cost of salaries and wouldn't necessarily cover meals, cooks, or extended hours/extra staff.

5. Policies and Procedures

- On-line Payments update

Tech department is still working with our enrollment software. An update will be shared as soon as possible.

- Late Pick up policy

We have implemented a policy for late pick ups to meet the needs during Covid cleaning.

6. Maintenance Updates

- 2020-2021 ARR and Special Projects - \$200,000 (completed or in progress)
  - Roof (week of August 23<sup>rd</sup>)  
No children will be present during this week.
  
- M & O Department
  - PS3 preparation  
Opening PS3 classroom and M&O will help prepare as needed.
  - Carpet cleaning (week of August 23<sup>rd</sup>)  
Our semi-annual carpet cleaning will be done during this week.

7. Calendar

- Virtual PAC Zoom Meetings at 5pm on *September 10, November 12, January 14, March 11, and May 20.*
- **CLOSED - August 23<sup>rd</sup> through August 27<sup>th</sup>**