

## **PAC MEETING MINUTES**

Wednesday, May 21, 2008

Recorded by Jennifer Delos Reyes

**In Attendance:** Paul Axelrod, Vivianne Ding, Scott Fong, Hanh Ryan, Frances Flannery, Nikhil Chanani, Robert Frank, Rosa Amezcua, Jennifer Delos Reyes

12:30 PM-Meeting called to order.

### **PAC All Stars**

Robert presented Paul and Vivianne with appreciation plaques for all their hard work as officers of the PAC

### **Chair Report**

- Paul acknowledged the hard work Teacher Rosa put into the beautiful Art Show.
- Palio's fundraiser was held on May 7<sup>th</sup>. They agreed to give 5% of their total earnings for that day. Tamara has estimated about \$225 based on past sales.
- On June 2<sup>nd</sup>, Robert and Paul will meet with Friends of Lucia and hopefully incorporate members of PAC into the fundraising arm of Friends of Lucia.

### **Treasurer's Report**

- \$471 left in the bank account
- Major expenses included:
  - \$351 on staff appreciation dinner
  - \$200 on Children's Art Show
  - \$644 Supplies for younger unit
- Vivianne expressed interest in another Chevy's night.
  - Paul said he would contact Jenny to set another one up.

### **Director's Report**

- Robert put a request through Community Relations to put up a fence between the construction area and the walkway leading to the entrance of the Center.
  - Scott expressed his concern for the smoking construction workers.
    - Robert said he would make sure it was included in their contract with Community Relations.

### **Lunch Catering**

- Results from the survey Robert sent out on the list serve.
  - Out of 55 surveys sent out 14 came back.
  - Out of the 14

- none were satisfied with NOB HILL catering
  - 5 said they were not satisfied with NOB HILL and recommended *we should change* to Cheffables.
  - 6 did not have an opinion
  - and 3 wanted to sample the food from the new caterer
- ❖ In the summer NOB HILL closes for a month.
- Robert has said to NOB HILL that we'll find a substitute for the summer and we may end up sticking with the substitute if parents like it better.
    - PAC decided to use Cheffables for the summer and have the parents vote again in the fall.
- **Snack Service**
    - Lucia has been paying \$1000 a month for snack service from NOBHILL. The cost would be the same if we ordered snack service from Cheffables. Should we order snack service from Cheffables?
      - Rosa suggested that we order snack from Safeway and the staff would prepare it.
      - Nikhil suggested that parents bring snack for the whole school on a rotating basis.
      - It was suggested that a former caterer, Yummy for Your Tummy, be contacted to see if she would consider doing snack service for Lucia.
        - Robert agreed to contact her.

## Graduation

- Graduation will be held on June 5, 2008 @ 5:00
  - Rosa asked the PAC to cover \$150 for costumes, plates, cups and plastic utensils, photo paper for Dolphin pictures.
    - Scott agreed to donate the photo paper.
    - Frances said she would donate also.
    - PAC agreed to donate \$150 for the other costs in addition to their regular cake donation.
- Flyers and a list serve message will go out asking non-Dolphin parents to make arrangements for pick-up that day by 4:30 PM. For the actual ceremony, once the Dolphin parents are in the building and seated the other families will be invited to join in.

## Bake Sale Guidelines

- Robert distributed UC Bake Sale guidelines.
  - PAC member will be designated to make sure PAC is in compliance with guidelines.

### Study Worth a \$1000 Stipend

- The California Childcare Health Program (a program of UCSF) is looking to include Lucia in a study on nutrition. There is a \$1000 stipend if we decide to participate.
  - PAC agreed to have a representative from CCHP come to the next meeting to explain the study.

### Kirkham Update

- The construction was postponed because the building was five feet into City property.
  - They made all inside spaces smaller.
- Timeline
  - Construction is to start in October 2008 and is not expected to finish until early spring 2009.

### Tuition Rate Increase

- CLS Finance Department is suggesting a 19% rate increase for families of Lucia.
  - Robert provided a comparison chart showing that with the 19% increase Lucia parents would be paying close to, and even less than, other UC campus childcare centers.
  - Robert explained that Lucia is operating in a deficit and that half of the deficit is due to a monthly low FTE. The low FTE is a result of not being able to find families to fill in part-time spaces.
    - Parents engaged in a discussion. Key points discussed were:
      - Phasing out part-time admissions
      - Only accepting part-time admissions if there is another family willing to make up the rest of the days.
      - Equal prorate for part-time families
      - Who is accountable for the lost revenue because we can't move into Kirkham?
        - Robert and Paul will set up a meeting with Tracey to discuss this.
      - PAC should be more involved in the budget for Lucia
        - Robert agreed to set up a small meeting for budget review with PAC

**1:40 PM-Meeting adjourned**