

# Meeting Minutes

4/15/04

Attendance:

Deb:

- ⊗ ACSI states they are excited to come and help out the team. They look at this as a ministry to help out fellow sisters and brothers in Christ.
- ⊗ Dinner with ACSI Team Tuesday, April 20<sup>th</sup>, at 6:15. KP Team is requested to come and "calm their nerves" for about an hour. There will be dinner provided by Hall's Catering.
- ⊗ ACSI will start their assessment early Tuesday morning and will continue to pop in and out of the rooms with a check list of things they need to review. One on one meetings will be conducted with each KP Team member some time on Wednesday. The ACSI Team will go back to the hotel that night and put together all their info. They will return early Thursday to finish up their extra questions and then put together a report that will be shared with the office late Thursday. It will take a month or so to get the final results back. It won't be until then that we will find out if we have been accredited. If the accreditation does not happen at first, it is understood that we will be put on a provisional period in order to send reports to the Accreditation Staff to show that we have bettered ourselves in the area they found to be disadvantaged. Once we have achieved the accreditation, it has to be updated every 3 years.

Staff:

- ⊗ Nap Time Transitions –

Ideas: 1 teacher with children in the room reading books (something quiet) while the other teacher puts out the cots. Start this at 12:30 and **only take 5 minutes.**

One teacher from the Bug and Train Room is requested to come into the Bear Room at 12:50 to relieve a teacher to go and do the cots. It is also requested that a teacher from the Bug or Train Room go into the Gym to help the rest of the staff get the children settled for nap time. This can only happen if the Bug and Train Room have their children down and resting with the lights off.

- ⊗ Water tub and Art/Craft areas needs to be open for the children to play with everyday.
- ⊗ Toy chests need to be open during free curriculum time on a daily basis. It should be shut during circle time/structured curriculum.
- ⊗ The computer center needs to be left open all day long in all rooms except the Train and Bug Room. They may have the computers covered for safety purposes until they use them.
- ⊗ Curriculum Time –  
Provisions: During curriculum time, please use floor and table space in order to give the children different settings for stimulation.

Art/Craft time, the children **do not** have to participate if he/she doesn't want to. Always have alternative areas for the children to go to.

- ⊗ A concern was brought up about different stations on long/odd shaped tables. "It is hard to divide the space on the tables because the stations end up running together."  
Idea: Cardboard or plastic table dividers that stand up on the table just high enough to separate the areas but not cause a visual blockage. Cindy to look for them while shopping.

**\*\*QUOTE\*\***

"Remember that children are not born knowing how to follow directions. They learn from example. Show them the way and think like a child."