

Meeting Minutes

5/12/04

Attendance: Deb H, Denise, Joy, Deb S, Angelica, Amy G, Anthony, Griselda, Laura, Lyndsay R, Cheryl T, Amy B, Becky, Shannon and Melanie.

Deb:

- ⊗ State regulations requiring all full time staff being enrolled to obtain their CDA Certificate.

Options:

Formal Classes are offered over the internet. The process consists of four 3hr classes accessible through an Ivy Tech pilot program. There is a scholarship available to pay most of the \$300+ charge. The KP Team Member is only responsible for \$27 per class. This way consists of several papers and internet chat groups. The teacher's computer is available for your use. You are not reimbursed for the time taken out of your day if you do it at home.

Non-Formal Classes are offered through Early Childhood Alliance. The process consists of a 2 year commitment. You have a 2hr class once a week during the entire school year. Deb has been informed that the classes seem to be filled but we can get on the waiting list in hopes that we can get in. If you choose this route, you **must** go to each class. You are reimbursed for the 2 hours you are at class provided that you supply a copy of the class certificate each time to Cindy.

Nicole has been through these classes and has her portfolio for reference

Everyone that attended the meeting has to have their decision into Melanie by lunchtime on Thursday 5/13/04.

Staff:

- ⊗ Questions:
 1. Do full time floaters have to apply and obtain a CDA certificate?
 2. What will out-of-state employees have to do for state scholarships?

Answers are being researched.

Meeting Minutes

5/18/04

Attendance: Cheryl H, Chris, Nicole, Anthony, Amy B, Ryan, Becky, Jayme, Deb S, Darla, Lyndsay R, Cheryl T, Laura, Joy, Melanie, Shannon and Cindy

Deb:

⊗ Dress Code

- Please review the dress code that is located in the Employee Handbook. Deb requests that you wear clothes that appropriate for what we do here at Kiddie Prep. We are Christian role models for hundreds of children.
- Ladies: Please make sure that your shirts are not too skimpy and do not show too much "up top" when leaning over playing with children.
- Ladies and Gentlemen: Please make sure your jeans and shorts are of appropriate size and length. If you bend over and "feel a draft" please make sure you find a different outfit.
- Deb has suggested that you do not spend a lot of money for a new wardrobe. Deb also understands that it is very hard these days to find jeans/shorts/shirts because of the fashions available. You can find several things at the local Good Will Store that would be appropriate.

Options: Wear clothes that cover your top, midriff and seat area or clock out, go home and change.

"If we can tell what underwear you are wearing, your clothes are not appropriate."

Staff:

⊗ Questions: None

⊗ Comments: All agreed.

Please remember that we are on the move all day long, UP and DOWN with the kids. Please dress respectfully and comfortably.

Meeting Minutes

5/20/04

Attendance: Darla, Chris, Joy, Anthony, Amy B, Cheryl T, Deb S, Kelly, Lindsay B, Emily, Jennie, Colleen, Angelica, Nicole, Jayme B, Shannon, Melanie, Lyndsay R, Becky and Cindy

Deb:

- ⊗ Through the Learning Glass Review and reading.
 - Copies of specific readings were handed out and then read over by Deb H. She thought this was important to help the teachers understand the importance of getting involved with what the children are doing, especially at their current ages. It emphasizes why we do anecdotal notes for the families and why we do hands-on learning instead of the old "flash card" teachings.

Staff:

- ⊗ Questions: N/A
- ⊗ Comments: N/A