

PAC MEETING MINUTES

Wednesday, June 18, 2008

In Attendance: Paul Axelrod, Scott Fong, Hanh Ryan, Robert Frank, and Jennifer Delos Reyes

12:37 PM- Meeting called to order.

1. Chair-person's Report
 - a. Paul welcomed everyone and said that Graduation was quite enjoyable.
2. Treasurer's and Fundraising Report
 - a. Vivianne was absent and Paul reported that there is just about \$600 in the account. This is not including the money made from Palio's fundraiser.
 - b. Paul reminded us of Chevy's night. There will be three this summer.
3. Director's Report
 - a. Robert reported that Jennifer received many résumés for the open Teacher position in the Pony group.
 - b. SAVE THE DATE: Friday, August 15th @ 12PM the office of work-life resources is co-sponsoring a Brown Bag Lunch with Child Care. Kadija Johnston will be the featured presenter. Kadija is the Director of the San Francisco General Hospital Infant Parent Program. She will be talking to us about "**Understanding Challenging Behaviors**".
 - c. Snack Service
 - i. Robert got two proposals, one from Mission Bay Foods and one from UCSF's Courtyard Café. They both proposed double what we paid Nob Hill catering, so he will go with Chefables who offered the best rate.
 - d. Kirkham
 - i. Construction is expected to begin in August.
 - e. Others
 - i. Hanh asked what the PAC bank account balance usually is. She wondered if we were at the lower end of the range.
 1. Paul answered that we are at around average.
 - a. He also mentioned that Tamara might talk with Courtyard Café about doing the same fundraiser Palio's did for PAC. He will talk to her about speaking to all the vendors about participating in this kind of fundraising.

Maybe she could get each vendor to do one quarterly.

ii. Parking

1. Scott mentioned that parking was still difficult.

- a. Robert mentioned that there were two spots across the street and that signs would soon prevent anyone from blocking the driveway and that would become pick up drop off zone too with permit.

iii. Hand Foot and Mouth Disease

1. Hanh asked about Hand, Foot and Mouth Disease. She wondered if there was anything more they should be doing at home to prevent it.

- a. Jennifer responded by saying that the disease is very common in childcare settings. Good hand washing techniques is very important and just watching out for the symptoms and letting us know if there are any new cases.

4. RATES for 2008-09

- a. The program is expected to generate monthly revenue of \$57,341 to break even.
- b. Robert presented a comparison of the last three years. The main conclusion is that each year the program have ended up in the red due to not raising rates more over last several years.
- c. He also wanted to point out that under "Other Services" there's a big leap from 12,013 in Fiscal Year 06-07 to 36,264 in this current year. Included in this year's increase is the increase in price for janitorial services and the addition of supplemental programming not paid by parents like Tree Frog Treks.
- d. Scott noticed there was a \$10,000 spike in benefits for employees and an almost \$25,000 spike in "Other Services".
- i. He suggested that we get a break down of "Benefits" and "Other Services" so we can see where the spike came from.
- ii. Robert agreed.
- e. Robert then presented a Full Time Revenue Analysis. This showed us what the monthly revenue would be like if all families were full time.
- f. Robert then presented his first proposal: Variable rates based on days.
- i. At the current price and based on May 2008 FTE, Lucia's monthly revenue was \$50,052
- ii. With a 19% increase across the board the monthly revenue goes up to \$ 59,562

- iii. With a 14% increase across the board the monthly revenue would be \$ 57,059
- iv. With a 14% increase for full time families, a 20% increase for families who fill 4 or 3 days a week, and a 25% increase for those who fill 1 or 2 days a week, the monthly revenue would be \$ 57,341.
- g. Robert then presented the Parent's Recommendation from the last meeting.
 - i. The parents recommended moving away from the variable rates based on how many days a family comes and move toward only having two rates: Rate A would be for families coming 5 or 4 days a week and Rate B would be for families coming 3 days and under.
 - 1. Once again based on May '08 numbers:
 - a. With a 16% increase for families with children under 3 and 13.5% increase for families with children over 5, the monthly revenue would be \$ 58,812
 - b. With a 19% increase for families with children under 3 and a 16.5% increase for families with children over 5, the monthly revenue would be \$ 60,390
 - c. With a 22% increase for families with children under 3 and a 19.5% increase for families with children over 3, the monthly revenue would be \$ 61,884.

The parents present concluded that there would be a flat rate increase across the board with more of an increased differential for the children under 3 due to lower ratios for the youngest kids. The children under 3 benefit from lower child/teacher ratios for their developmental levels. For the next meeting Robert will come with scenarios based on the two rate proposal and on the variable rates based on days attending for both families with children over and under 3 years old.

2:50 PM- Meeting was adjourned.