

**Little Saints Preschool Board**  
**January 12, 2023, 6:30–8:00pm**

**Attendees:** Christy, Erin (via Teams), Steve, Nicole, Nancy, Beth, Fred, Carol (via Teams), Kristina

Steve opened the meeting with prayer.

**Minutes**

- November minutes reviewed; approved: Steve; 2<sup>nd</sup> Beth.

**Treasurer Report**

- Treasurer's Report reviewed; approved: Nancy; 2<sup>nd</sup> Beth.
- Kristina asks why two families are over-paying tuition last few months, if it's a Vanco charge or if families are opting to pay more; Steve will check with Darlene.
- Steve and Nancy totaled \$600-profit for December Scrip cards.

**Director's Report**

- 16 PreK in 2022–2023
- 11 Tu/Th in 2022–2023 (with one additional on leave)
- Registration information went out today; \$75 early reg fee until Feb. 24, then up to \$100.
- New student starts Tu/Th in February; combined spring 2023 registration fee with next year's registration fee.
- Kristina will stay through May 2025.
- It's unlikely Ashley will assume Directorship, so we'll plan ahead to hire new Director with credentials/experience: two-year degree for teacher; at least 4 or 5 more classes required to be Director.
  - Ashley will not be taking Spring classes.
  - Contact former See-Saw employees for interested personnel
  - Insurance last reviewed 20 years ago (Little Saints has not offered insurance)
  - Kristina to ask how other Preschools are finding employees
    - Good Shephard has opened a class for 2-year-olds
- New cones needed for the parking lot, as current cones are brittle and cracking apart. Spend anything under \$200 to buy new ones.: Approved: Nancy ; 2<sup>nd</sup> Beth.
- Petting zoo visiting in February.
- Vision and Hearing screening coming up – covered in registration fees.
- Spring fundraiser: Perfect Pastries, with candles and chocolate. Deliver in time for Mother's Day

**Old Business**

- March 3 Family Fun Night with playground fundraiser:
  - Nicole and Kristina to seek food trucks.
  - Culvers doesn't do this. Take out Carol applying for Thrivent card for ice cream.
  - Nancy to call Nick's, Niko's, Portillo's about kick-back fundraiser for patrons. Can roll this out at any time. No Board approval needed.
- Playground budget: \$10,300  
Playground research from Nicole and Kristina:
  - No current sale at Game Time
  - Total quote is \$30k (including mulch and installation).

- Most units are in the \$14,000-20,000 range: recommended unit is \$14,465 if no install; quote good for 30 days. Nicole talked them down to \$13,000 with current quote
- Current quote \$13,000 + rubber mulch + \$10,000 installation + \$2000 shipping from Indiana (Nicole's research)
- Start process by asking Dave Neisendorf to get to a final price from company;
- Keep old playground or remove? Have to be able to observe all the kids.
  - Dave to move dirt, move benches.
  - Chuck would drive to Indianapolis and pick up playground. (saves \$2000 for shipping)
- Joliet has company that makes rubber mulch, and quote suggests 2,000 lbs – we would need to look into cost between quote and Joliet
- Will proceed with Ashley's review by end of this month.

#### **New Business**

- Finding teacher substitutes? Send letter to preschool programs. Ask Directors how they're finding applicants.

**Executive Meeting:** Last week of January 2023

**Next Regular Meeting:** Thursday, February 16, 2023, 6:30 p.m.

**Steve closed the meeting in prayer.**

Minutes respectfully submitted by Erin Real

# LITTLE SAINTS PRESCHOOL MONTHLY LEDGER: January 31, 2023

CHECKING ACCOUNT: #0771

## INCOME

Date	Description	Amount	Balance
			<b>\$ 29,666.60</b>
4-Jan-2023	Deposit - Vanco	\$ 220.10	
13-Jan-2023	Deposit - Vanco	\$ 226.17	
17-Jan-2023	Deposit - Vanco	\$ 173.00	
19-Jan-2023	Deposit - Vanco	\$ 250.48	
20-Jan-2023	Deposit - Vanco	\$ 440.66	
25-Jan-2023	Deposit - Tuition/Scrip	\$ 4,803.00	
31-Jan-2023	Vanco/Wagner, L	\$ 74.42	
	Total Income	\$ 6,187.83	\$ 35,854.43

## EXPENSES

Date	Check #	To	Code	Description	Amount
9-Jan-2023	2760	A. Kneipper - Tuition Reimbursement	8A		\$ 402.00
9-Jan-2023		Walmart	1A		\$ 24.84
10-Jan-2023	2759	C. Petersen - Employee Luncheon	5C		\$ 122.08
11-Jan-2023		Apple	1B		\$ 0.99
17-Jan-2023		Vanco - Invoice	7C		\$ 2.63
18-Jan-2023		Harland-Clarke - Checks	7B		\$ 42.33
01//19/2023		Amazon	1D		\$ 20.26
19-Jan-2023		Instant Ink	1A		\$ 6.36
20-Jan-2023		RaiseRight	2B		\$ 1,486.00
23-Jan-2023		Amazon	1A		\$ 18.01
25-Jan-2023		RaiseRight	2B		\$ 10.50
25-Jan-2023		Aldi	1A		\$ 2.21
27-Jan-2023		Pre Discount			\$ 103.81
27-Jan-2023	2761	Salaries - DEC	6A		\$ 7,009.44
30-Jan-2023		Dollar Tree	1A		\$ 17.47
30-Jan-2023		Aldi	1D		\$ 5.40
					\$ -
		Total Expenses			\$ 9,274.33

Checking Account Balance

**\$ 26,580.10**

Tuition Assistance Fund - Balance \$ 814.00  
 Playground Equipment Donations - Balance \$ 10,300.00  
 General Fund Balance \$ 15,466.10

**LITTLE SAINTS PRESCHOOL MONTHLY LEDGER: January 31, 2023**  
**SAVINGS ACCOUNT: #1226**

**DEPOSITS**

Date	Description	Amount	Balance
	Balance Brought Forward		\$ 911.35
	Interest	\$ 0.05	
3-Oct-2022			\$ 911.40

**WITHDRAWAL**

Date	To	Amount	
		\$ -	\$ -
			\$ -
	<b>Savings Account Balance</b>	<b>\$ -</b>	<b>\$ 911.40</b>

**PETTY CASH FUND**

**DEPOSITS**

Date	Description	Amount	Balance
	Balance Brought Forward		\$ 97.00
	Replenish Fund	\$ -	
			\$ 97.00

**WITHDRAWAL**

Date	To	Amount	
		\$ -	
	<b>Petty Cash Fund Balance</b>	<b>\$ -</b>	<b>\$ 97.00</b>

**CERTIFICATE OF DEPOSIT**

Certificate #3302014654

	Balance		\$ 3,045.95
21-Oct-2022	Interest	\$ 0.38	
			<b>\$ 3,046.33</b>

**CERTIFICATE OF DEPOSIT**

Certificate #33802018259

	Balance		\$ 5,100.06
	Interest		
			<b>\$ 5,100.06</b>
	<b>TOTAL FUNDS AVAILABLE</b>		<b>\$ 35,734.89</b>