

Little Saints Preschool Board
February 15, 2024, 6:30 pm – 7:24 pm

Attendees: Christy, Erin, Fred, Pastor, Chuck, Kristina, Steve, Nancy, Beth, Nicole

Pastor opened the meeting with prayer.

Secretary Report

- January minutes reviewed; Approved: Nancy, 2nd by Erin.

Treasurer Report

- January Treasurer's Report reviewed; Approved: Fred; 2nd Nancy.

Director's Report

- We currently have 19 in M/W/F, losing one next month; 10 in T/Thurs.
- 2024–2025 enrollment so far: 11 in PK, 6 in T/Thurs.

Family Fun Night wrap-up

- 16/29 enrolled families attended.
- 3 previous families attended to register for next year, and 1 new family attended to register.
- 4/5 pizzas eaten. We received \$40 in pizza donation.
- Kristina recommends we raise registration fee to \$150; motion in November or December 2024.
- Vision/Hearing tests are scheduled.
- Kristina scheduled the popular Randall Oaks Traveling Zoo for Feb. 26; anticipated cost is \$175.
- Caterpillars ordered.
- Kristina's husband, Michael, is willing to walk a neighborhood and pass out advertisements door-to-door.
- Kristina is off March 11 and 22; and days are covered by staff.
- School closed March 1, for countywide institute day. Staff is instructed to take a course or workshop.

New Business

- We will run Puff Pastries for Mother's Day, including cookies and pizza.
- We decided to add messaging to church sign: "Little Saints Preschool REGISTRATION OPEN! [phone number]."
- We considered T-shirt or tote bag fundraiser. Kristina will talk with Shana.

Old Business

- Salary discussions will continue this spring. We want to be competitive and fair when hiring. To support the conversation, Chuck and Christy are currently researching the average length of time employees have worked in the industry. A full-day program is not out of the question. We are licensed through 2027. Kristina offered the example of a Fox Valley area "Lunch Bunch" program, which is a post-preschool (12-2pm), church-run program, to which students bring their own lunch. The same preschool teachers (1-10 students) run the program, but the church-run program doesn't affect DCFS licensing. This way the staff has more hours (higher, more attractive salary).

Next meeting: March 21, 2023, 6:30pm.

Pastor closed the meeting in prayer.

Minutes respectfully submitted by Erin Real

St Peter's Evangelical Lutheran Church & Little Saints Preschool

Chart of Account Balances

Feb 01, 2024 through Feb 29, 2024

Account (*=Inactive)	Balance as of	Balance as of	Debits	Credits	Change +/-
	\$	\$	\$	\$	\$
Assets	26,038.93	31,324.37	7,196.87	1,911.43	5,285.44
Old Second National Bank	26,006.43	31,229.37	7,106.87	1,883.93	5,222.94
Old Second Checking	16,849.29	22,072.23	7,106.87	1,883.93	5,222.94
Unrestricted (Old Second Checking)	16,035.29	21,258.23	7,106.87	1,883.93	5,222.94
Tuition Assistance	814.00	814.00	-	-	-
CD-General	8,245.56	8,245.56	-	-	-
Organization Savings	911.58	911.58	-	-	-
Petty Cash	32.50	95.00	90.00	27.50	62.50
Liabilities	-	-	-	-	-
Income	11,532.78	18,598.88	234.15	7,300.25	7,066.10
Tuition	5,914.90	11,475.62	234.15	5,794.87	5,560.72
Regular Tuition	4,210.00	7,985.00	-	3,775.00	3,775.00
Assisted	-	-	-	-	-
Vanco Tuition Income	1,704.90	3,490.62	234.15	2,019.87	1,785.72
Registration	200.00	1,453.38	-	1,253.38	1,253.38
Regular Registration	200.00	1,350.00	-	1,150.00	1,150.00
Vanco Registration Income	-	103.38	-	103.38	103.38
Discounted Registration	-	-	-	-	-
Fundraisers	-	-	-	-	-
Perfect Pastries (Inc)	-	-	-	-	-
Great Lakes Script(Inc)	-	-	-	-	-
Donations	1,843.00	2,045.00	-	202.00	202.00
Donations	1,795.00	1,915.00	-	120.00	120.00
Thrivent Choice	48.00	130.00	-	82.00	82.00
Tuition Assisitance	-	-	-	-	-
Administration	-	-	-	-	-
Field Trips	-	-	-	-	-
Miscellaneous	3,469.50	3,519.50	-	50.00	50.00
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Old Second	105.38	105.38	-	-	-
Intrest Income/Savings	-	-	-	-	-
Interest Income/CD Tuition Assist.	-	-	-	-	-
Interest Income/CD General	105.38	105.38	-	-	-
Expense	4,680.71	6,461.37	1,780.66	-	1,780.66
Administration	108.94	1,886.31	1,777.37	-	1,777.37
Educational Material	69.52	441.19	371.67	-	371.67
Office Expense	29.14	98.27	69.13	-	69.13
Maintenance	-	6.95	6.95	-	6.95
Party Supplies	-	662.81	662.81	-	662.81
Field Trips	-	175.00	175.00	-	175.00
Vision Screening	-	459.00	459.00	-	459.00
Miscellaneous	10.28	43.09	32.81	-	32.81
Fundraisers	-	-	-	-	-
Perfect Pastries (Exp-Fund)	-	-	-	-	-
Great Lakes Script (Exp-Fund)	-	-	-	-	-
Advertising	-	-	-	-	-
Electronic Media	-	-	-	-	-
Print Media	-	-	-	-	-
General	-	-	-	-	-
Continuing Education	-	-	-	-	-
DCFS Requirements	-	-	-	-	-
CPR/First Aid	-	-	-	-	-
Conferences/Seminars	-	-	-	-	-
Gifts	-	-	-	-	-
Great Lakes Script (Non Reimbursable)	-	-	-	-	-
Thank You/Sympathy	-	-	-	-	-
Staff	-	-	-	-	-
Benevolent	-	-	-	-	-
Miscellaneous Gifts	-	-	-	-	-

Salaries	\$	4,459.58	\$	4,459.58	\$	-	\$	-	\$	-
Staff Salaries	\$	4,459.58	\$	4,459.58	\$	-	\$	-	\$	-
Substitute Salaries	\$	-	\$	-	\$	-	\$	-	\$	-
Concordia Plan Service	\$	-	\$	-	\$	-	\$	-	\$	-
Old Second	\$	3.73	\$	7.02	\$	3.29	\$	-	\$	3.29
Bank Fees	\$	-	\$	-	\$	-	\$	-	\$	-
New Checks	\$	-	\$	-	\$	-	\$	-	\$	-
Vanco Expense	\$	3.73	\$	7.02	\$	3.29	\$	-	\$	3.29
Refunds	\$	108.46	\$	108.46	\$	-	\$	-	\$	-
Tuition Refund	\$	-	\$	-	\$	-	\$	-	\$	-
Registration Refund	\$	-	\$	-	\$	-	\$	-	\$	-
Miscellaneous Refund	\$	108.46	\$	108.46	\$	-	\$	-	\$	-