

Fall Parent Meeting

November 14, 2002

ACCC Board of Directors

Tom Maier, President

Cheryl Quinn, Vice President

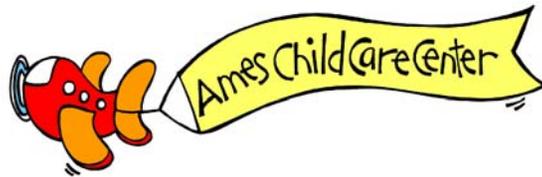
John Balboni, Secretary

Mark Foster, Treasurer

Leticha Hawkins, Member

Julie Schonfeld, Member

Greg Schmidt, Member



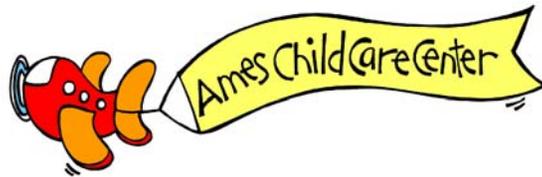
Agenda

- Introduction of New Director
- Board Budget Status
- 2002 ACCC Accomplishments/Activities
- 2003 Tuitions
- New Facility Status
- Parent Opportunities
- Questions and Answers



ACCC Goals

- **The Best Facility for our Children**
 - A safe, clean and comfortable environment for play and learning
 - Toys and teaching to stimulate small minds to grow
 - Play and activities to enhance the Children's physical skills
 - Guidance w/ socialization and communication skills so our Children learn to get along
- **The Best Teachers for our Children**
 - Capable of nurturing and loving our Children
 - Capable of teaching and being examples for their behavior
 - Holding high educational credits (early childhood development training)
 - Excellent Teacher to Child Ratio; Infant 1:4, Toddler 1:6, Preschool 1:10
 - Others Centers average; Infant 1:4, Toddler 1:7, Preschool 1:11
- **A Parent-run Child Care Center**
 - Parents have the say in Child's class activities, placement, and size
 - Parents are encouraged to attend Board Meetings and serve as Board members
 - A Non-profit organization committed to a focus on the Children
 - **Strong parent participation is critical to the success of our center!**



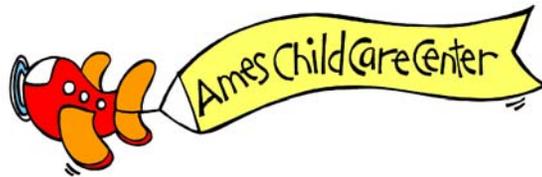
New ACCC Director

- Lisa McNee will be starting December 2, 2002
 - Over 20 years of experience as an early childhood teacher, counselor, adult educator and mentor
 - Master's Degree in Education, Bachelor's Degree in Social Psychology, Associate's Degree in Early Childhood Education
 - Director of the Mini Infant Child Care Center in Palo Alto, California
 - Mentor Teacher at DeAnza College
 - Teacher and parent educator at Stanford University's Rainbow School at Escondido Village

Thanks to Brad, the ACCC staff and the parent community for getting us through another difficult period!

Thanks to the members of the Board of Directors; especially the Finance Committee (Thanks Julie & Mark)

Hiring Committee (Leticha Hawkins, Rachel Khattab, Tina Komar, Katharine Lee, Tom Maier, Cheryl Quinn, Julie Schonfeld, Joan Walton)



Board Budget

Budget Planning Worksheet - 2002/2003			
ACCC BOD Accounts only			
	As of 10/31/02	Reserve	Net Available
BOD Checking	\$ 11,560	\$ -	\$ 11,560
BOD Savings	\$ 7,400	\$ 2,500	\$ 4,900
Scrip Checking	\$ 1,400	\$ -	\$ 1,400
Scrip Savings	\$ 2,670	\$ 2,500	\$ 170
Total available	\$ 23,030	\$ 5,000	\$ 18,030
Concise Maximum Budget	2003	2002 approximates	
TAC	\$ 9,620	\$ 9,308	
Music (50 weeks)	\$ 6,750	\$ 6,000	
Audit	\$ 4,000	\$ -	
Special Events	\$ 1,600	\$ 1,500	
NAEIR (art,office supplies)	\$ 1,250	\$ 1,000	
Sales Tax	\$ 500	\$ 300	
Other (room/equipment)	\$ 500	\$ 2,500	
Staff Appreciation	\$ 400	\$ 400	
Totals	\$ 24,620	\$ 21,008	
Notes & Assumptions:			
1) Scrip checking reserve eliminated; drawn down for Operations			
2) BOD Savings and Scrip Savings reserves are for \$2500 minimum requirement			
3) Maximum requirements will probably not be reached for 2003 estimates			
4) Fundraising costs are not considered - they are deducted from proceeds			
5) BOD accounts reflect ~\$54K transfer to operations for revenue shortfall			



Board Budget

- Current fundraising reserves are ~\$23k
- Board has been moving funds as needed to operations since Aug 2001 to cover payroll
- Initial thought to be one-time bailout due to inefficiencies resulting from transitions after mold.
- Reduced enrollment and increased cost have resulted in additional bailouts
- Funds moved YTD 2002: \$28.6K. Total funds moved since Aug 2001: \$54k



2002 Fundraising Status

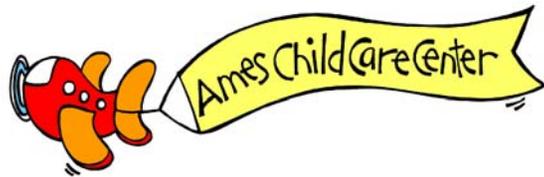
ACCC Fundraising - Jan 2002 through Oct 2002	
Golf	\$ 7,230
CFC	\$ 4,340
SchoolPop	\$ 2,126
eScrip	\$ 1,265
See's	\$ 2,021
Clothing	\$ 530
Entertainment Books	\$ 387
SchoolCash	\$ 109
Total	\$ 18,007



2002 Fundraising Activities

- Golf Tournament
 - 2001 Tournament held at Moffett Field GC in April 2002
 - 2002 Tournament held at Deep Cliff GC in August 2002
- See's Candy Sales
- Entertainment Books
- Chevy's 10/23
- EScrip, SchoolPop, SchoolCash

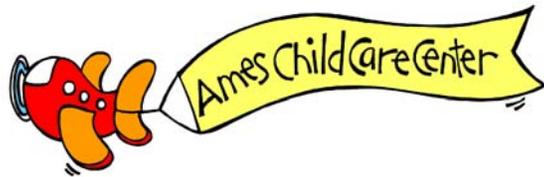
Thanks to all the parents who participated!



Upcoming Fundraisers

- Armadillo Willy's November 19
- Learning Express: December 5-7
- Golf Tournament (May 2003)
- Art Auction (Fall 2003)

- **ACCC is not a participant in this year's CFC Campaign**



ACCC & CFC Campaign

- Accountant didn't prepare audited financial statement prior to enrollment deadline
- Can still contribute to ACCC
 - Direct contributions
 - The ACCC can provide receipts for tax purposes
 - “Network for Good”
 - donations are made with a credit card; no overhead cost
 - can be made anonymously

<http://www.networkforgood.org/donate/index.html>

(under Organization Search, use "Ames Child Care")

Or, visit acc.arc.nasa.gov, and click on “Donate” link



2003 Tuitions

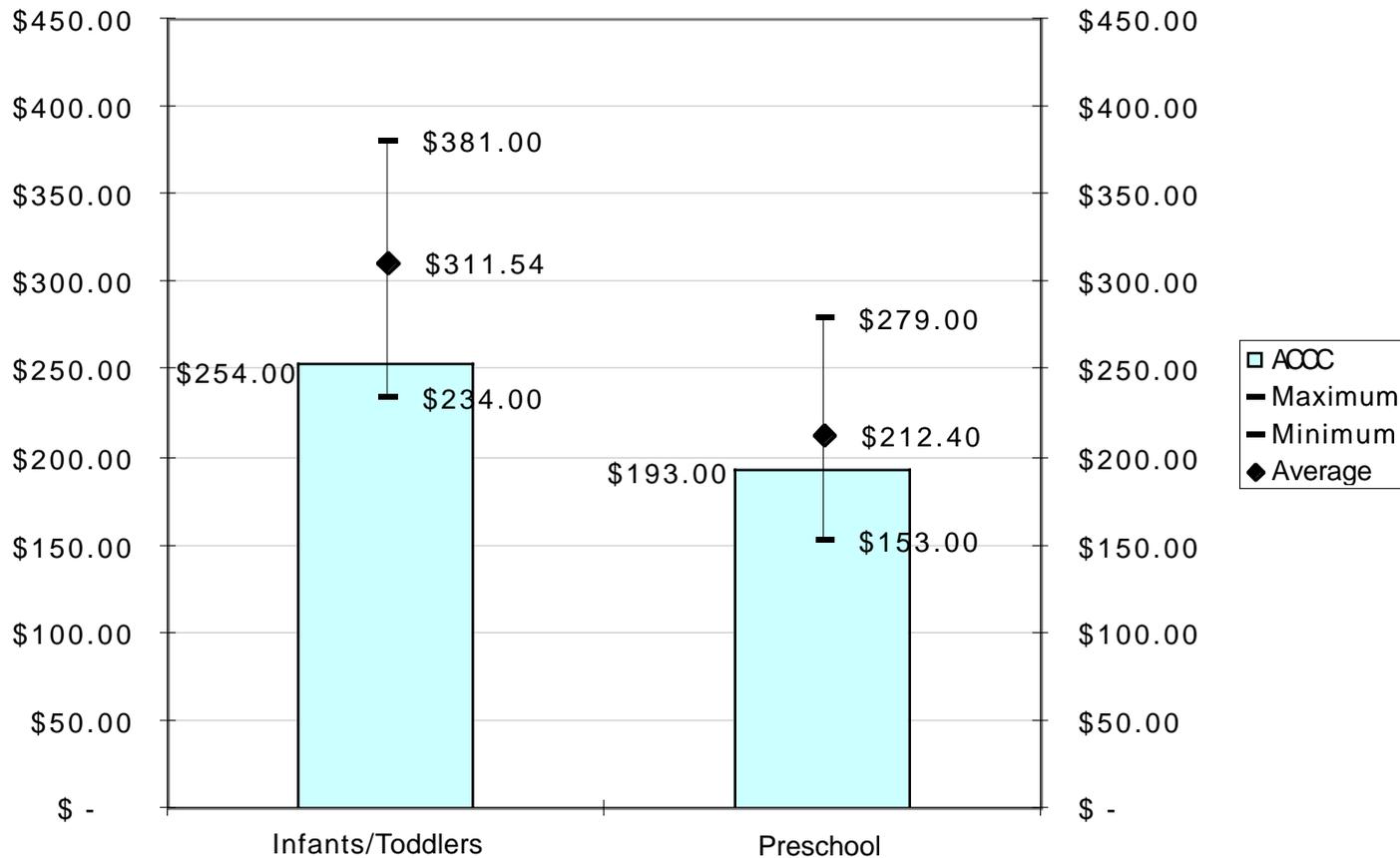
- Infant/Toddler: \$254 / week
- Preschool: \$193 / week
- Diaper Fee: \$10 / week

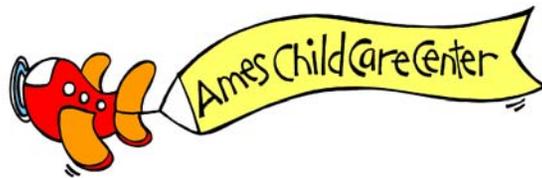
Increase of ~6% (\$11 and \$14)/week from 2002

The additional revenue will provide adequate income for existing operations and staff salary increases.



Comparison with Local Centers



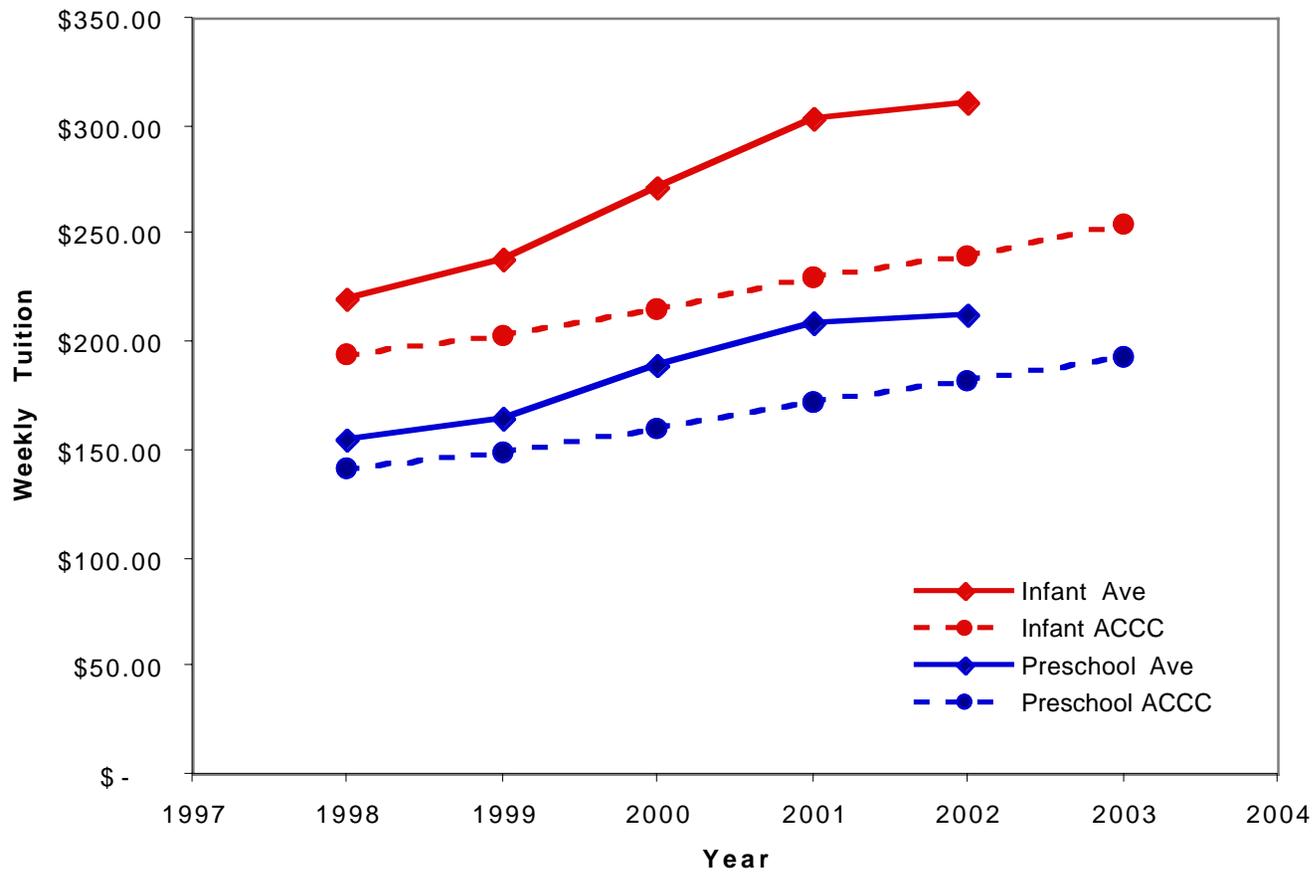


Comparison with Local Centers (cont.)

School	City	Infants	Preschool
Action Day Nurseries/Primary Plus	Campbell	\$ 273.00	\$ 180.00
Bethel Luthern School	Cupertino		\$ 222.59
TLC Child Care	Cupertino		\$ 207.00
GeoKids	Menlo Park	\$ 276.00	\$ 217.00
Elan Esprit	Milpitas		\$ 205.00
Kindercare	Mountain View	\$ 330.00	\$ 217.00
One World Montessori School	Mountain View	\$ 234.00	\$ 196.00
Primary Plus	Mountain View	\$ 330.00	\$ 220.00
Children's Creative Learning Center	Palo Alto	\$ 369.00	\$ 259.00
Downtown Children's Center	Palo Alto		\$ 279.00
Ellen Thacher Preschool	Palo Alto		\$ 279.00
Neighborhood Infant Center	Palo Alto	\$ 381.00	
Palo Alto Infant Toddler Center	Palo Alto	\$ 381.00	
Sojourner Truth	Palo Alto	\$ 381.00	\$ 279.00
Sequoia Children's Center	Redwood City	\$ 283.00	\$ 153.00
Bright Horizons Cisco Family Connection	San Jose	\$ 303.00	\$ 222.00
Dom Dinis Preschool	San Jose		\$ 184.00
Caring Hearts	Sunnyvale	\$ 254.00	\$ 187.00
Community Preschool	Sunnyvale		\$ 194.00
Little Rascals	Sunnyvale	\$ 255.00	\$ 170.00
Triumphant Learning Center	Sunnyvale		\$ 165.00

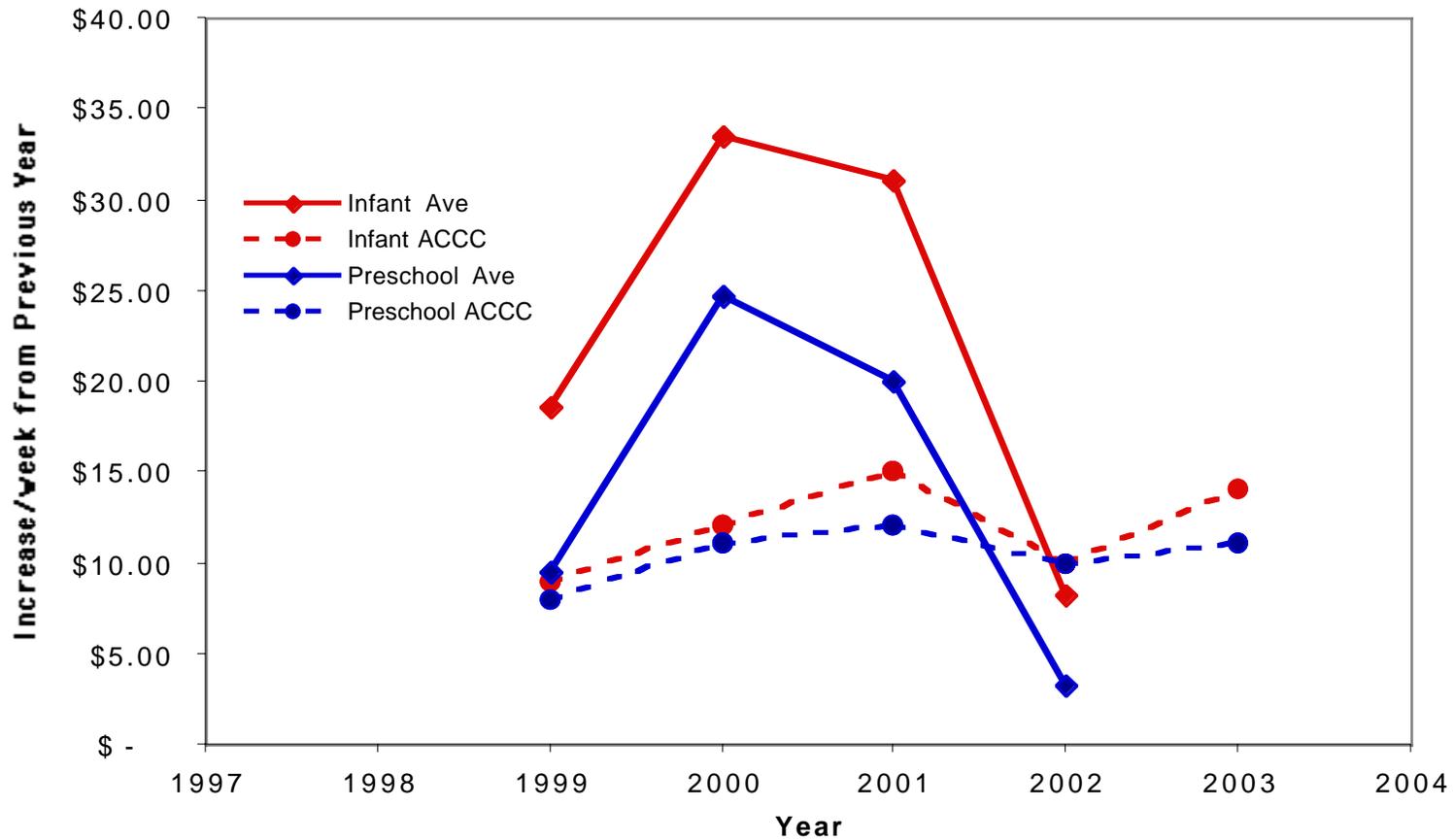


Tuition History



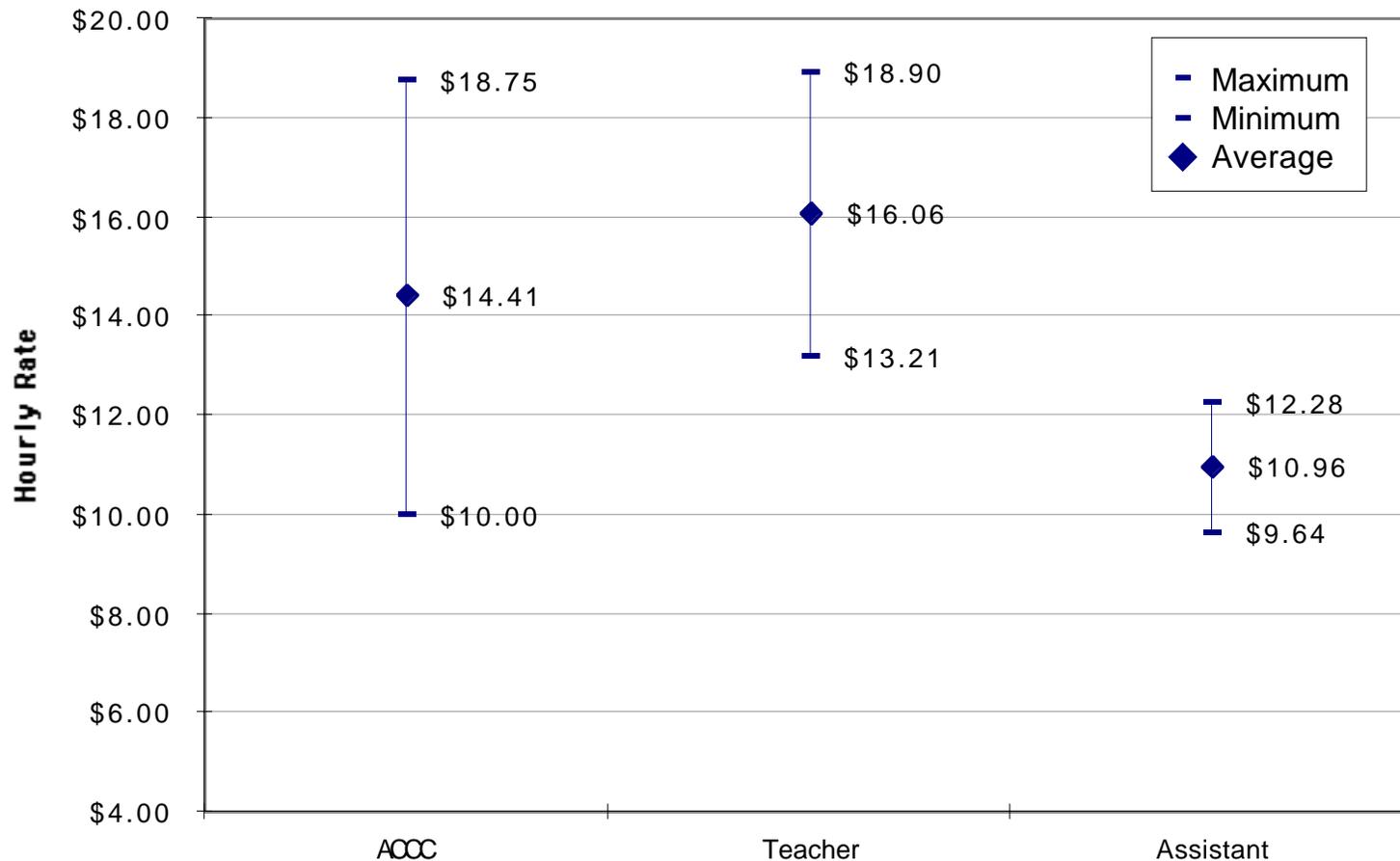


Increases History





Teacher Salaries

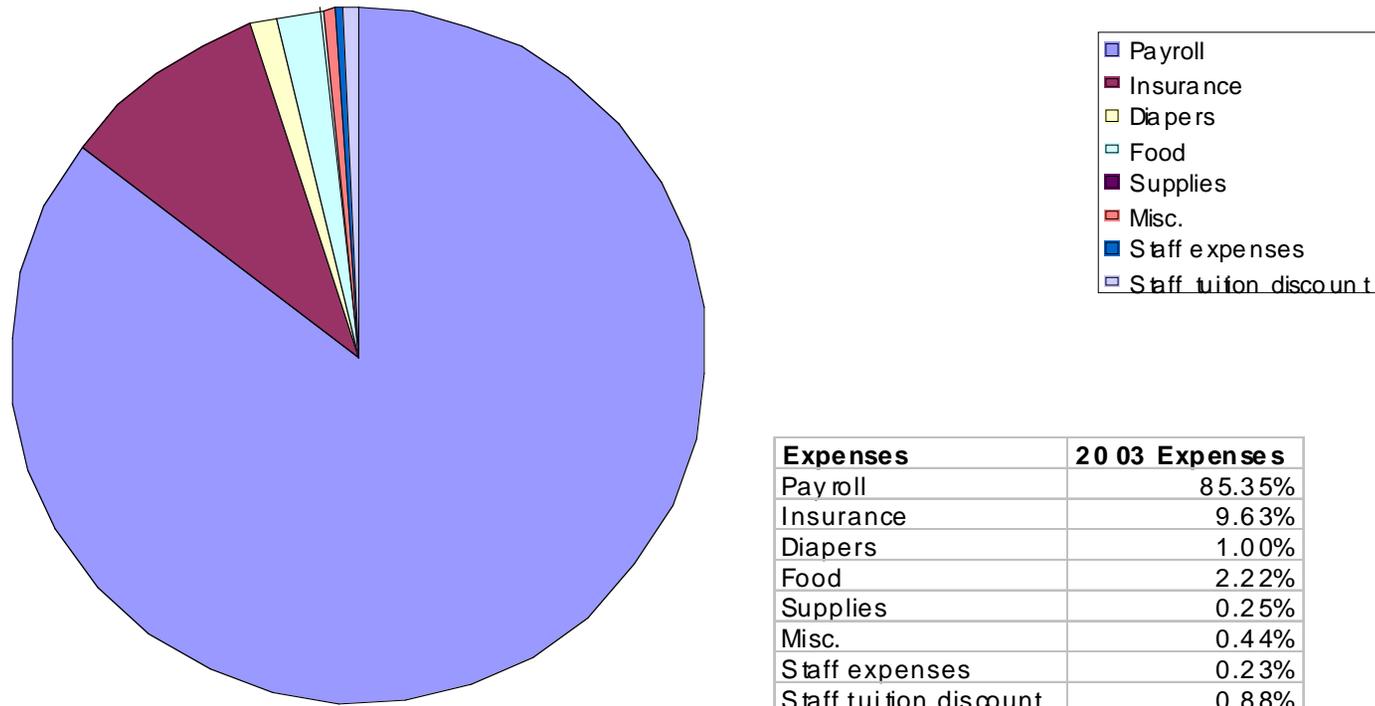


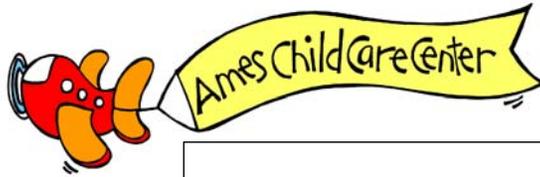
ACCC salaries compared with 2001 statistical data for San Mateo County plus 5% estimated average wage increase in 2002



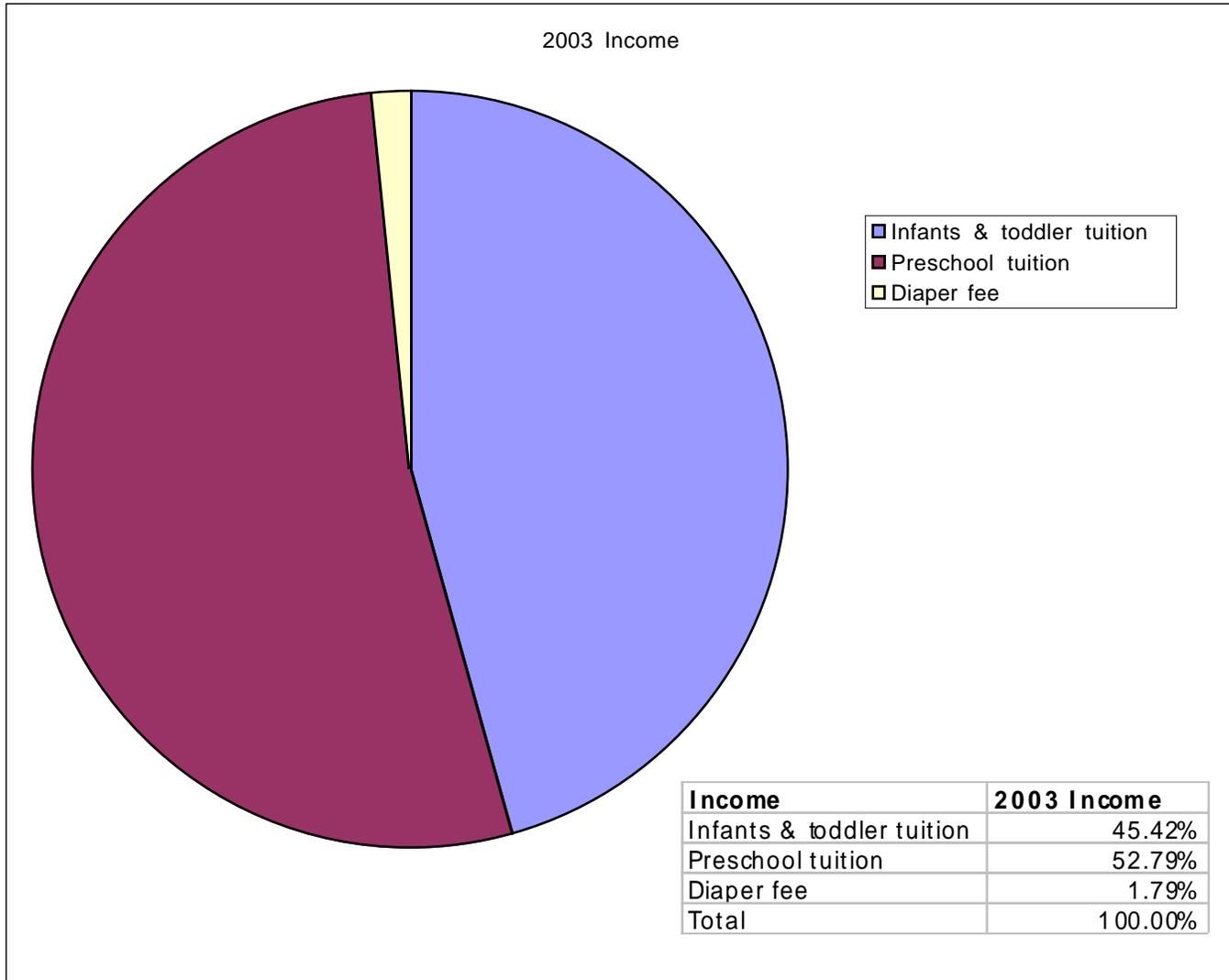
Operations Expenses

2003 Expenses





Operations Income





ACCC Operations Financial Status

- ACCC has been running at a deficit since January 2002
- How and why did this happen?....



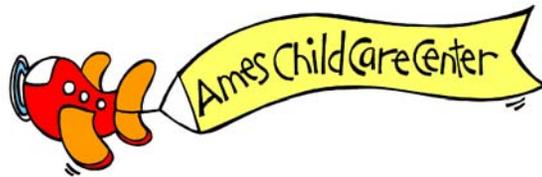
Financial Status: How & Why

- 2002 Budget was based on an assumption of increased enrollment.
- New room and staff were added in December 2001 to accommodate the expected increase.
- Army children did not materialize. Simultaneously, the ACCC waiting list dried up due to economic downturn and layoffs.
- This was further compounded by increased costs (e.g. insurance).



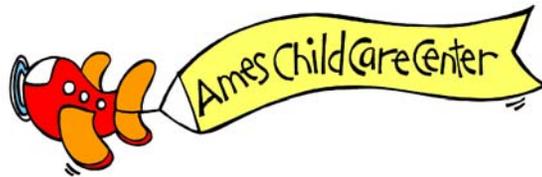
Financial Status: Mitigation

- Revised classroom sizes and ratios to make better use of classroom space and staff
- Overhauled QuickBooks accounting records to get a clearer picture of what was happening with income and expenses
- Established realistic mid-year budget for current size with restricted spending and tighter enrollment target (95%).
- Frequent reporting of Operations finances to BOD
- BOD Finance Committee control of Operations books
- New tuition consistent with realistic enrollment target (92%)



Financial Status: Future Actions

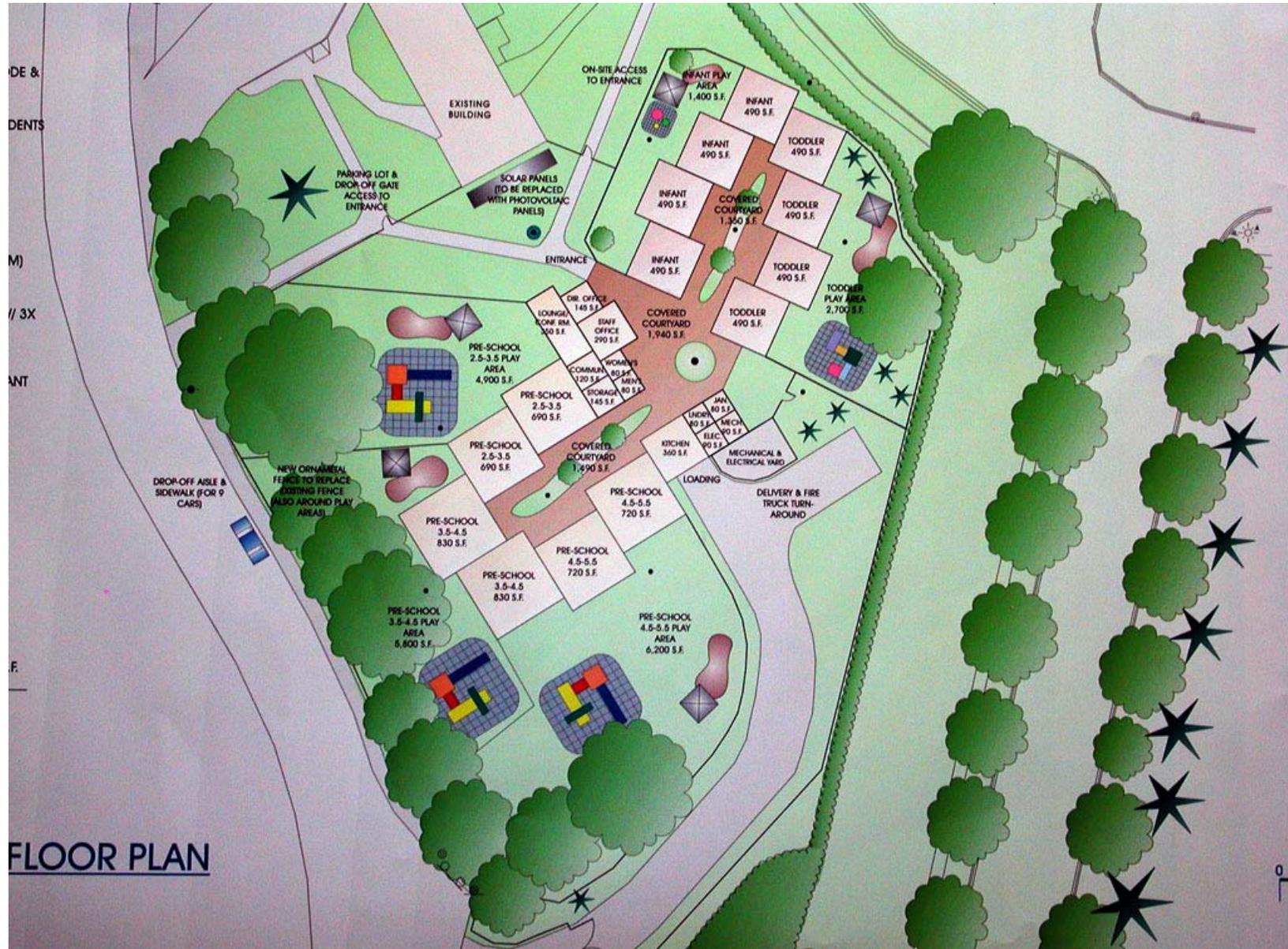
- Closing a classroom
 - Explorer classroom opened as part of agreement with the Army to use the Onizuka site. Plan to transition back to number of classrooms prior to concessions made for Army
 - Plan will close the room by the end of January and may include:
 - A classroom with 4 children and 1 teacher
 - A classroom with 10 children and 3 teachers
- Open Vanguard room enrollment to Lockheed
 - Three slots in the Vanguard Room for children with parents working at Lockheed
 - Ames Centerwide E-mail prior to Lockheed offer
 - Solves greatest enrollment shortage
 - Avoids security issues when we move back inside ARC fence



New Facility Status

- Money for construction of the ACCC Permanent Facility was received by ARC (\$2.4M)
- New Facility Committee (Chaired by Mark Foster)
- Project Team for the construction effort will include representatives of all major stakeholders. Mark Foster will represent the ACCC Board of Directors on the Project Team.
- Design and building of the facility has been moved to DMJMH+N (Ames on-site contractor)

Permanent Facility: Site Plan Draft

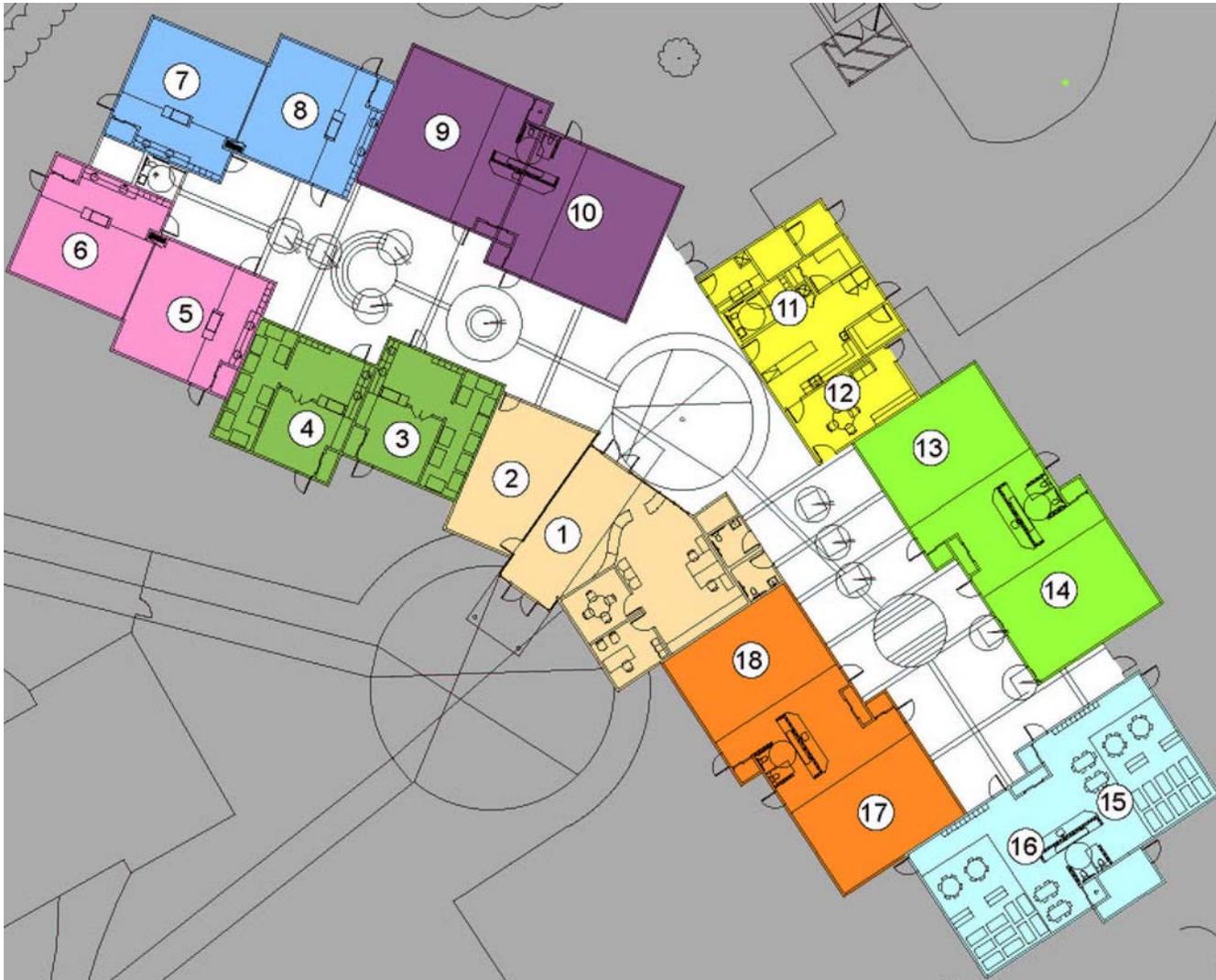




Floor plan diagram - Space allocation

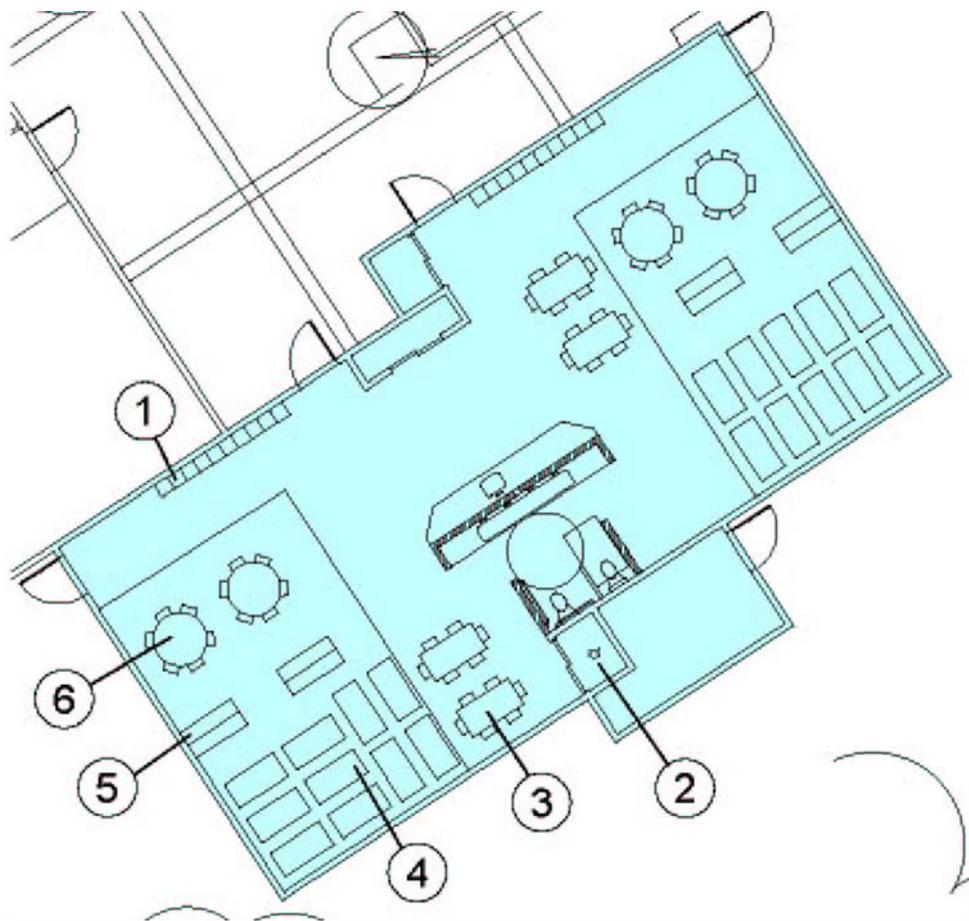
KEY:

1. Lobby entry, administrative
2. Meeting room
3. Earthling A
4. Earthling B
5. Pioneer A
6. Pioneer B
7. Mercury A
8. Mercury B
9. Viking A
10. Viking B
11. Kitchen
12. Staff Lounge
13. Gemini A
14. Gemini B
15. Apollo A
16. Apollo B
17. Vanguard A
18. Vanguard B





Classroom layout for Viking, Gemini, Apollo, and Vanguard

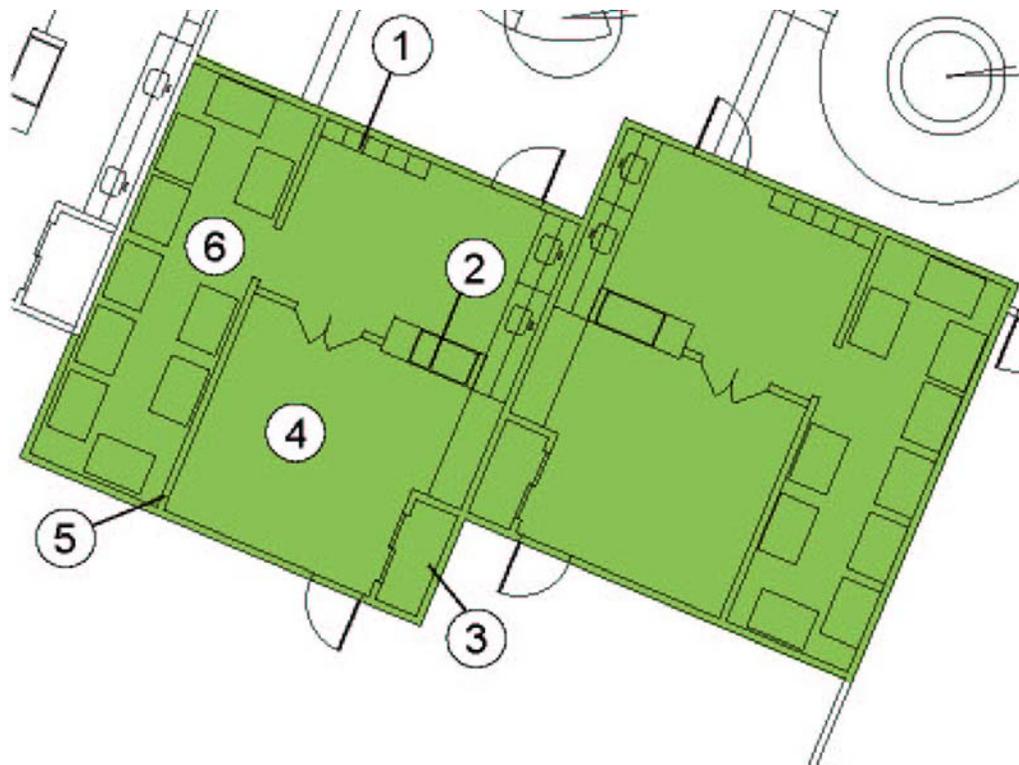


KEY:

- 1. Cubbies
- 2. Closet
- 3. Lunch area
- 4. Nap mats (10)
- 5. Shelving
- 6. Play tables

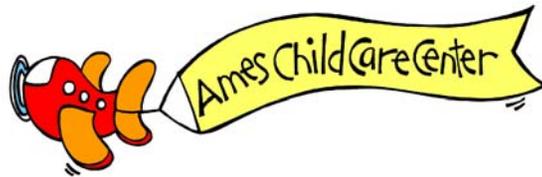


Classroom layout for Earthling



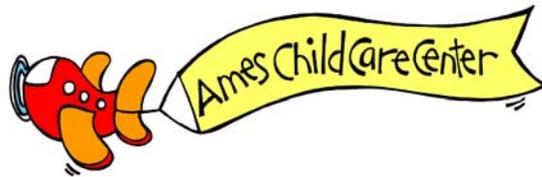
KEY:

- 1. Cubbies
- 2. Changing table
- 3. Closet
- 4. Play area
- 5. _height wall
- 6. 10 cribs



Classroom Sizes

GROUP	AGE	STUDENTS		SQ.FT.		COMMENTS
		existing	design	existing	design	
Earthling (1)	0-9 mo.	8	10	450	500	separate rooms
Earthling (2)	0-9 mo.		10		500	
Pioneer (1)	09-18 mo.	8	10	450	500	movable wall partition
Pioneer (2)	09-18 mo.		10		500	
Mercury (1)	18-24 mo.	8	10	450	500	movable wall partition
Mercury (2)	18-24 mo.		10		500	
Viking (1)	24-30 mo.	10	10	450	600	no seperating wall
Viking (2)	24-30 mo.		10		600	
Gemini (1)	30-40 mo.	12	10	450	600	no seperating wall
Gemini (2)	30-40 mo.		10		600	
Apollo (1)	40-50mo.	16	10	1000	600	no seperating wall
Apollo (2)	40-50mo.		10		600	
Vanguard (1)	50- mo.	20	10	1000	600	no seperating wall
Vanguard (2)	50- mo.		10		600	
TOTAL		82	140	4250	7800	



Parent Opportunities

- Fundraising Committee (Kathy Lee)
 - Golf Tournament, Candy Sales, Entertainment Books
 - Escript, SchoolPop, SchoolCash
 - Clothing sales, Scrip sales coordinator
 - Grant Writing
 - New facility playground (reapply)
 - Opportunities for private grants
- Staff Appreciation Committee (Chris Scofield)
- Facilities Committee (Tom Maier)
- Room Parents
- Classroom Activities (science & music programs, field trips)
- Classroom Supplies Donations



Upcoming ACCC Activities

- Armadillo Willy's November 19th
- Learning Express Sale, December 5-7th
- Winter Pageant, December 12th
- Staff Gift Bags, Week of December 16th
- Parent Work Party to Complete Preschool Grass Area (TBD)