

CENTRAL INDIANA FIRST STEPS

FOQA Ad Hoc Meeting

10/8/13 Date

Name	Agency	Changes to current contact info
1. <i>Stacy Hales</i>	LPCC	
2. <i>Kristin Guarino</i>	Parent	
3. <i>Karen BRY</i>	OTC	
4. <i>Mel Summers</i>	Parent	
5. <i>Katarina Hancock</i>	LPCC	
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**CENTRAL INDIANA FIRST STEPS
LOCAL PLANNING & COORDINATING COUNCIL
Family Outreach & Quality Assurance Committee Meeting Minutes
October 8, 2013**

Present: Stacy Holmes(LPCC), Karen Berty(CTC), Katarina Groves(LPCC), Kristin Guarino(Parent), Mark Guarino(Parent).

Agenda Items	Discussion	Action Items
Introductions/Welcome	<ul style="list-style-type: none"> • No introductions were needed 	
Reading is Fundamental Event Recap	<ul style="list-style-type: none"> • Stacy stated that since there were no new attendees at the meeting, she would recap the last Reading is Fundamental Event. • There were 57 families who RSVP'd and 52 families attended the event. There were about 263 people in attendance. Very good turnout as usual. • The guild members brought their spouses this time which was very helpful for set up. They also worked in shifts. • Stacy asked if there were any areas that struggled. Karen indicated that it might be a good idea to have more people working the game area. Kristin stated that there was an issue with bees again this year. • In hindsight, families should have been asked to sign up for the committee meeting and that way we could have contacted them prior to the meeting as a reminder and follow up with them. • The weather was perfect. • The pony was a big hit again this year, as were the rabbits. • Everyone really enjoyed the Optic Nerds. • The hayride went very well and they have a good system down. • We cut back on apples this year which worked well as there were maybe only two bags left over. • It was noted that some of the transition information from each school was outdated. • Set up went well. Ample time to get thing ready. • Kristin noted that there were a lot of board books this time around which was good. • Stacy noted that there was too much apple juice leftover and one bottle of carmel left over. 	

<p>Future Committee Activities</p>	<ul style="list-style-type: none"> • Stacy recommended that future meeting dates be scheduled around planning for future Reading is Fundamental Events. Those present were in agreement. • There will be two meetings prior to the event. One to plan and the other to prep for it. • It was agreed that September seems to be a good month to have the event. • The next scheduled meetings will be on June 10th for planning and August 12th for prepping. • It was agreed to more marketing of the council would be done at the event and that contact information would be gathered this time around for follow up with families. The follow up council meeting with parent involvement will be held on October 14th, 2014. • Kristin said that she would share the need for parent involvement with the schools. • Parents who express an interest in the council in the meantime can be directed to other committees. • Kristin recommended promoting the council at presentations in the community. Stacy shared that she already does this when she presents. • It was agreed that the family stipend needs to be advertised more again to garner family involvement. 	<ul style="list-style-type: none"> • <u>Future meetings:</u> June 10, 2014 @ 5:30pm- planning meeting for Reading event. August 12, 2014 @ 5:30pm-Prepping for event. October 14, 2014 @5:30pm- Recap of event/Future focus of committee with parer input.
<p>Announcements/Close</p>	<ul style="list-style-type: none"> • No other announcements, the meeting was adjourned. 	<p>Next Meeting: June 10, 2014 5:30pm, ProKids</p>

Respectfully submitted,
Katarina Groves