

Peace Childcare Leadership Team (CLT) Meeting Minutes
May 11, 2021

Members present: Lenore Blemke, Sue Harvey, Bev Pregler, Bree Kratz, Annette Miller, Carlene Nagel

Agenda Item	Minutes
Assemble, mission, vision, devotion and opening prayer.	<ul style="list-style-type: none"> ● Lenore led the team in reciting our mission and vision statements. ● Bree led the team in a devotional.
Review and Approve Aril Meeting Minutes	<ul style="list-style-type: none"> ● April meeting minutes approved via email, and sent to MMT
Monthly Topic - Teacher Appreciation Week & Family Engagement	<ul style="list-style-type: none"> ● Brief discussion; all went well teachers felt loved and appreciated
Monthly Topic - Job Descriptions	<ul style="list-style-type: none"> ● Reviewed child care director job description and made necessary changes ● Reviewed part-time/substitute job description and made necessary changes ● Reviewed assistant teacher job description and made necessary changes ● Annette will send out lead teacher job description (after making similar changes to others we reviewed) for final approval from CLT team
Monthly Topic - Teacher classes / Requirements for childcare	<ul style="list-style-type: none"> ● Members are reviewing the wording that was sent via email and will respond with any necessary edits
Infant Room Waitlist & Volm	<ul style="list-style-type: none"> ● Brief discussion about the infant room waiting list, approximately 6-8 infants signed up so far
Building Families in Christ Update	<ul style="list-style-type: none"> ● Discussed a few corrections to building walls that Annette has made. ● Annette has started searching for companies for ordering necessary materials
Wrap-Up	<ul style="list-style-type: none"> ● Bree Led the group in closing prayer
Next Meeting (8/10/2021) Topics	<ul style="list-style-type: none"> ● Follow up on job descriptions ● Handbook Updates ● Infant room update & tour ● Next devotional leader; Carlene Nagel