

Kinder House Parent Advisory Committee Policy and Procedures

The purpose of our Parent Advisory Committee is to ensure that parents of children attending our center have the opportunity to ask questions, express concerns and share suggestions with the center's Administration and Child Care Staff. Parent involvement is an important part of our program. We firmly believe and encourage our parents' primary role in ensuring the well-being and positive developmental experiences of their children. Providing an advisory role in our center's decision-making process will ensure that parents' perspectives are considered in how our center operates. Together, Kinder House Day Care and its Parent Advisory Committee share a common goal of ensuring children and families have access to high quality child care that supports children's optimal development. The relationship between the Center and the PAC will be collaborative in achieving this goal.

Our Parent Advisory Committee will serve a supportive role in our center's operations. Whereas the decision-making authority for center operations rests with Kinder House Administration, members of our PAC represent the voices of our parents in the decision-making processes.

Kinder House will hold bi-monthly meetings (Jan, March, May, July, Sept, and Nov) that will include Child Care Staff as well as PAC members. These meetings are an opportunity for PAC members to provide input in center operations and are a platform for exchanging ideas about center direction. Kinder House will provide child care for these meetings. The PAC may also provide recommendations on emerging issues and advise Administration about program strengths and areas for improvement. Kinder House welcomes open forms of communication via e-mail or requests for additional meetings, if required.

Parent Advisory Committee membership is on a volunteer basis only and members are not financially or legally responsible for center operations. PAC members will support Kinder House Day Care in the following ways:

- Assisting with policy review and providing input on revisions/changes to policies
- Collaborating with other community organizations, distributing Community Surveys, collecting data and compiling results
- Collaborating with Administration on developing, distributing, collecting data, and compiling the results of a **Child Care Needs Survey**
- Researching, planning, organizing and assisting with on-site field trips
- Organizing donations of reusable and recyclable items (**loose parts**), for art work, manipulatives, dress up clothing and children's clothing for our "take it or leave it" clothing exchange program.
- Organizing Family events (Summer BBQ, Christmas Party etc.)
- Organizing Community Charitable Fundraisers
- Collaborating and networking with other parents and community members to support quality child care at Kinder House.