

TCDN Public Board Meeting  
Tuesday, May 25, 2021  
7:30 p.m.

A public board meeting was held by videoconference and telephone. All participants could hear one another.

Board members present: Corinne Weidner, Renee Pollins, Jennifer Peck, Kevin Bovard, Diane Ibrahim, Gina Pierson Furia, Dana Semos, Beth McNally, Dan Grodner, Lisa Godlewski, James Levine, and Karen Sullivan Golden.

Executive Director: Theresa Snyder

**Approve April Board meeting minutes**

Diane moved to approve the April Board minutes, James seconded, and the remainder of the Board was in favor.

**Director's Report**

**Program**

- Summer Camp registration is open. The program is completely full at 75% capacity and has a waiting list for 4 of the weeks.
- SASC program full at 75% capacity.
- WSSD going to 5 full days, no ½ days on Wed. Changed parent contracts.
- Enrollment for OST 2021-2022 school year in FTE:
  - BSC 25
  - AMK 15
  - PMK 17.8
  - NPASC 13
  - SASC 46.2
  - WASC 9.8
  - Total OST families enrolled for September: 72

**Personnel**

- Continuing to advertise for teachers with \$300 signing bonus, and a \$150 referral from current staff.
- Hire two summer staff.
- Continuing to recruit for summer and after school program teachers, need 3 additional staff members.
- Piloting a summer camp orientation for new staff to go over policies and procedures, lesson planning, etc.
- Met with a few staff concerning the use and management of PTO along with communication challenges. Staff were concerned about not being able to take PTO because of short staffing issues, and a miss understanding of policy. Worked out system notifications on PTO and working with benefits task force on PTO.
- Staff survey went out- positive feedback to date.

### **Health and Safety**

- No Covid cases this month.
- With CRRSA (Coronavirus Response and Relief Supplemental Appropriations Act of 2021) funds purchased air purifiers for each classroom, office and OST. Purchased hand sanitizing stations for each center.

### **Finance/ HR**

- Maureen and Theresa working on the budget for next year.
- A person who resigned in October is still collecting unemployment when they shouldn't be. TCDN will get reimbursed once the issue is resolved. Theresa took a webinar for the new unemployment filing process going into effect 6/1/2021.

### **Other**

- A parent is making a sizable donation to TCDN for teacher education with emphasis on special needs. Currently developing a scholarship policy /application for review.
- Parent/staff survey letters went out.
- DEI task force letter went out, to date there are 6 responses.
- Received NPE lease. No increase in the rental charges. Still needs final approval from the school board.
- NAPSACC (Nutrition and Physical Activity Self-Assessment for Child Care) grant ending. The Cricket classroom planted a garden and an assessment of our food polices have been evaluated and approved by PA Dept. of Health. Have now received the \$500 grant.

### **Miscellaneous**

- Mask/Covid guidance update: To date not much has changed for childcare centers and schools. Spoke with DHS for guidance who said there are no updates at this time. School and childcare center mask mandate will not be lifted. Some concerns expressed about wearing masks over the summer, particularly outdoors. Reminder that 2 and under don't need to wear masks. Thinking about sending guidelines out again regarding masking and reviewing all requirements with teachers.
- Resumption of in-person Board meetings: Discussed outdoor meetings for June and the fall. Will also have zoom options available.

### **Fundraising Committee**

- Swag sale resulted in a \$370 net. Will continue to run swag sales throughout the year, with the next one in the fall.
- Virtual run scheduled for the week of June 12. Listed as a 5k run, but any length or type of exercise is welcome. Michele is posting the run to Facebook. Asking the Board to post on FB and share. Hoping for an in-person run next spring. Cost is \$25 per signup/per family. Decided against a swag item this year as distribution would be too difficult.

### **Governance Committee**

- 2021-22 Board Members: Three candidates for the Board- Aaron Granger, Rachel Smuts and Amy Pedergrana. The committee is recommending all three candidates for the Board next year. Kevin moved to nominate all three members to the Board, James seconded, and the remainder of the Board was in favor.
- 2021-22 Executive Committee: The committee proposed the following officer slate for next year: Diane as President, Beth as Vice President, Jennifer as Treasurer, and James as Secretary. Kevin moved to adopt the slate, Corinne seconded, and the remainder of the Board was in favor.

### **Task Force Updates**

- Benefits task force discussed their work in regards to a revised PTO structure. The task force is currently reviewing PTO structure, awards, and usage. There are currently scheduling issues and approval issues that need to be addressed by the task force. The task force is discussing ways to reduce PTO accrual, potential of buy back of PTO, payout of certain amounts of PTO, and the possibility of rolling over more days. Recommendations will be made at the next Board meeting.
- DEI task force discussed rollout of this new task force. The email invite to staff and families generated numerous responses. The task force will hold a kick off meeting in June to keep momentum going. Kevin will reach out to new Board members to ask if they are interested in joining the task force.

**Meeting adjourned.**

**Next Meeting: June 22, 2021**