

TCDN Board Meeting
Tuesday, September 28, 2021
7:30 p.m.

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

Board members present: Kevin Bovard, Gina Furia, Lisa Godlewski, Aaron Granger, Dan Grodner, Diane Ibrahim, James Levine, Beth McNally, Jennifer Peck, Amy Pedergrana, Rachel Smuts, Corinne Weidner

Board members absent: Karen Golden

Also present: Executive Director Theresa Snyder

Introduction of New Board Members: All board members introduced themselves, and the board welcomed new members Aaron, Amy, and Rachel.

Approval of Prior Meeting Minutes: Kevin moved to approve the June public board meeting minutes. Corinne seconded, and the motion passed.

Director's Report
Program

- Enrollment 2021-2022 school year:
 - BSC – 34 (waiting list due to staffing)
 - AM Explorers – 18
 - PM Explorers – 26 (fully enrolled)
 - NPASC – 28 (waiting list due to staffing)
 - SASC – 51 (waiting list due to staffing)
 - WASC – 24 (waiting list due to staffing)
 - Preschool – 64 (fully enrolled)
- There is a large increase in IEPs this year. Working with staff to help children adjust to program.
- Due to last year's closing of WASC due to COVID, along with closing half of the SASC programs, we elected not to renew COA for the sites. COA expires on September 30. This will also change our STARS status. Working with OCDEL to start the process of STARS designation.
- PA Keys has incorrectly identified WASC and SASC as closed in the database. With the confirmation from DHS, TCDN has repeatedly requested PA Keys to update the status of these programs. If this is not corrected in a timely manner, the misidentification could jeopardize our ability to apply for stabilization grants for these sites.
- Preschool is STAR 4 and NPASC STAR 4.
- School year start up went well, and we are operating all OST centers for the first time in 18 months!

Personnel

- Staffing concerns continue. We are still advertising for teachers offering a signing bonus of \$500.00, and a \$300.00 referral from current staff.
- Continuing to advertise for a Finance Manager.
- OST coordinator resigned. Is now working for the WSSD.
- Newly hired preschool staff person resigned.
- One preschool teacher is out on medical leave.

Health and Safety

- All staff and children continue wearing masks while in the building.
- Food Safety Committee met over the summer and has put together ideas and suggestions for a food policy that will be presented to the Governance Committee.
- Had a new electrical line put in the staff lounge to accommodate a staff refrigerator and purchased new refrigerator.
- Possible COVID exposures at preschool.

Finance/HR

- Utilizing a temp agency for 24-30 hours per week of administrative support. Completing assessment on Finance Manager position.
- Signed three year lease with WASC. Rent increase for first year is 1.5% and 3% for years two and three.
- Unemployment issues with past staff have been resolved.
- PPP 2nd draw loan forgiveness submitted and has been accepted by the Small Business Association.

Other

- Teacher scholarship policy/application completed will send to Governance Committee for review.
- Completed PTO payout and rollover.
- Received donation from Swarthmore Community Center in recognition of many years of partnership.
- All Staff meeting on September 2-3 went well. Staff appreciated the breakfast provided by the Board. Thank You!
- Working on a possible fix to internet issues at SASC. Will need to send proposal to school district for approval.

Committee and Task Force Assignments

- Governance Committee – Dan (Chair), James, Diane, Lisa, Amy
- Finance Committee – Jennifer (Chair), Kevin, Corinne, Aaron
- Fundraising Committee – Gina (Chair), Beth, Karen, Rachel
- Employee Benefits Task Force – James (Chair), Kevin, Dan
- Diversity, Equity & Inclusion Task Force – Corinne (Chair), Beth, Rachel

Next board meeting October 26, 2021

The public meeting adjourned at 8:08 p.m.