

TCDN Board Meeting
Tuesday, October 26, 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, Karen Golden, Dan Grodner, Diane Ibrahim, James Levine, Jennifer Peck, Amy Pedergrana, Corinne Weidner

Board members absent: Gina Furia, Lisa Godlewski, Aaron Granger, Beth McNally, Rachel Smuts

Also present: Executive Director Theresa Snyder

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

Director's Report

Program

- Preschool had a visit from the fire department.
- Preschool had picture day.

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 from NPASC. Staff members are assuming additional responsibilities until additional staff is hired.
- Hired new teacher for Kangaroo Room, who started today.
- Pat, Kim, and office staff filling in as needed.

Health and Safety

- Preschool – COVID case. Closed kangaroo room for 24 hours for cleaning. Quarantine for 7-10 days based upon testing.
- SASC – 5 COVID cases. Closed AM Explorers for 24 hours for cleaning. Quarantine for 7-10 days if the student attended up to two day before exposure.
- SASC – 1 teacher tested positive and quarantined for 10 days. PM Explorers and ASC quarantined for 7-10 days from exposure. A parent inquired about preventative measures being taken to minimize future exposures.

Finance/HR

- Continuing to utilize a temp agency for 24-30 hours per week of administrative support to help with finance.

- CRRSA grants completed (Coronavirus Response and Relief Supplemental Appropriations Act) total of \$8,000 put towards health and safety supplies (air purifiers, hand sanitizing stations), and \$95,000 put towards payroll.
- Applied for and approved for the ARPA (American Rescue Plan Act) Child Care Stabilization Grant for the preschool in the amount of \$202,416.00 NPASC for \$30,608.00, and WASC for \$51,013. Waiting for word back on SASC application.

Other

- Teacher scholarship policy /application completed and will be sent to Governance Committee for review.
- Working with First UP, an ECE organization that provides professional development. Working with PRIDE (Positive Racial Identity Development in ECE) to develop PD on gender fluidly/identity development in ECE along with Understanding Trauma and Resilience.
- Next teacher in-service day is November 2 and will focus on gender identity, resiliency, and curriculum development. Training will be virtual again this year.
- Duckling Zone and ball pit now has artificial turf.
- TCDN participated in Public Health Management Corporation's (PHMC) Day of Hiring on October 7. PHMC notified local colleges and advertised to encourage applicants. Unfortunately we had no applicants.
- Meeting with College to discuss possible expansion opportunities.

Fundraising Committee

- Planning first meeting for the year and working on planning some events.

Governance Committee

- Hayward Scholarship – the governance committee recommends approval of the Hayward scholarship policy attached below. This is a fund that will provide up to two \$3,000/year grants for teachers to take classes with an emphasis on supporting children with special needs. Finance and governance will discuss using a portion of the operating budget to help fund this in subsequent years.
- Food allergy policy – a draft food allergy policy has been developed by a committee of teachers. Concerns were raised that the current draft puts too much onus on families of children with allergies to announce their needs and accommodate the operations of the classroom. Some board members with expertise in this area will provide specific feedback to the teachers about areas of concern.
- Updating the board handbook – some sections of the handbook are outdated and unclear. For instance, there are roles that don't seem to exist anymore, and it is unclear who should be signing leases. Governance will take up updating the handbook as one of our tasks this year.
- Strategic plan – over the last couple of years some elements of our strategic plan have been sidetracked while we have been dealing with the pandemic. In upcoming meetings, governance will go through the strategic plan to assess progress and make plans for moving forward.
- There was discussion of thinking about board recruitment for 2022-2023 early so we can increase our candidate pool, particularly of diverse candidates. A relatively high number

of board members are cycling off this year. If you know of any potential candidates, let governance know.

Approval of Hayward Scholarship: Diane moved to approve the Governance Committee's recommendation to approve the Hayward Scholarship. Amy seconded, and the motion passed.

DEI Task Force Update

- The task force determined that its first order of business would be to revise the current diversity statement into a more meaningful and direct-action Mission Statement.
- A clear strategy should include what DEI means in the context of TCDN, why DEI matters to TCDN (now and for the future), and how we approach DEI (now and activities planned for the future).
- The task force will plan to work from this Mission Statement to inspire immediate goals, mid-range goals, and long-term goals. The task force will then develop an action plan on how and when to accomplish those goals.
- The task force requests input from the board on the draft Mission Statement before the November task force meeting.

The board discussed ways to make public board meetings open to public members of the TCDN community. The Governance Committee suggested making a Zoom link available to any community members who wanted to attend. The board also discussed holding future board meetings in person.

Next board meeting November 23, 2021

The public meeting adjourned at 8:23 p.m.