

TCDN Public Board Meeting
Tuesday, January 25, 2022
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

Approval of Prior Meeting Minutes: Beth moved to approve the November public board meeting minutes. Aaron seconded, and the motion passed.

Director's Report

Program

- TCDN Preschool families donated over 687 pairs of socks to the Joy of Socks.
- Preschool parents volunteered to share their holiday customs either through Zoom, or at a gathering outside.
- The Out of School Time collected hats, gloves, and scarves. They collected over two large black trash bags full of items, and donated them to the Chester City Team.

Personnel

- Staffing concerns continue.
- OST teacher, who is out on leave, anticipates returning to work at the end of February.
- SASC teacher resigned effective January 28 because she was accepted to a pre-med program and needs to concentrate on her studies.
- Holiday bonuses and luncheon were well received.
- We recently hired two part-time teachers – one for the preschool and one for school age programs.

Health and Safety

- December COVID cases: 4 positive cases, 4 exposures (staff and children)
- January COVID cases: 10 positive cases (staff and children), 7 exposure cases (staff and children)

OCDEL/COVID

- Pennsylvania Department of Health has classified COVID as a communicable disease. Under Office of Child Development and Early Learning (OCDEL) guidance, if a child shows any symptoms of a communicable disease, including COVID, the child (or staff) will need either a negative test result or a note from a doctor stating that the child is not contagious.

Finance/HR

- Continuing to utilize a temp agency for 24-30 hours per week of administrative support to help with finance.
- Finance staff were out for over two weeks due to COVID issues.
- We are purchasing equipment and supplies with ARPA (American Rescue Plan Act) Stabilization Grant funds. Funds must be used within the next few months.
- Audit has begun and is currently in progress.
- Cost (lost revenue) of classroom closures \$5,130 for December, and \$4,185 for January. YTD 2021 total \$25,473.

Other

- Purchased COVID rapid tests to test teachers as needed.
- Advertising for staff through Monster, Indeed, Facebook, TCDN website, and through local colleges.
- Daily scheduling continuing for classroom/center coverage. Kim and Pat are doing most coverage when necessary.
- Meeting with Swarthmore College to discuss possible expansion.

Mask Policy

- Theresa reported that WSSD will be changing its policy on masks effective February 7. Under the new policy, masks will be optional unless the incidence of COVID at a particular school reaches a set rate over a 14-day period.
- Theresa recommended that TCDN adopt the following policy for OST programs:
 - Teachers will still be required to mask as a precaution.
 - Students at BSC, SASC, and Explorers will still be required to wear masks because those programs are comprised of students from multiple schools.
 - For students at NPASC and WASC, masks will be optional, consistent with school district policy.
 - The preschool policy will remain unchanged.
- Kevin moved the adoption of the policy, Diane seconded, and the motion passed and the policy was approved.

Fundraising Committee

- The committee met and discussed doing a fundraising event in collaboration with a local restaurant, and are also planning to conduct an annual appeal mid-April.
- The committee is considering whether to continue to gear the annual appeal to support tuition assistance.
- Theresa inquired whether the committee considered the possibility of a fundraising event in connection with TCDN's 50th anniversary, perhaps sometime over the summer or shortly before school restarts in the fall.

Governance Committee

- The governance committee met on January 18.
- The committee discussed amending the existing vaccination policy regarding COVID boosters. Currently, boosted teachers do not have to quarantine after being a close

contact (but test negative) while unboosted teachers do have to quarantine. We have been paying teachers who have to quarantine. There are concerns that teachers who have not been boosted get paid not to work while boosted teachers must keep working.

- The committee recommends the Board adopt the following measures to encourage boosters:
 - Unboosted staff will not be paid while they are quarantining.
 - Offer a \$100 bonus for receiving a first booster (including staff who have already received their booster).
 - If a staff member needs time off due to a negative reaction to the booster, we will offer up to one day that will not count against the staff member's PTO.
 - James moved the adoption of the measures, Dan seconded, and the motion passed and the measures were approved.
- The committee discussed efforts TCDN can undertake to support its public relations campaign and initiatives, including the goals outlined in the strategic plan. A parent with professional expertise in public relations has expressed an interest in supporting our marketing efforts. The committee recommends that the Board establish a marketing task force that would include parents and Board members. We are hoping that this task force will work with the fundraising committee.
- Looking ahead to Board recruitment for 2022-2023, the committee asked the Board to submit any thoughts about skill sets that we should be looking for in future Board candidates, such as marketing, public relations, and finance. The committee also discussed announcing Board recruitment more broadly to parents of current TCDN families.
- The committee is reviewing and evaluating the Board Handbook to determine whether changes should be made for efficiency or other purposes.

DEI Task Force Update

- The task force is currently focusing on developing short-term goals, and will be focusing on long-term goals at its February meeting. Ideas being considered include inviting families to participate in remote story reading with an emphasis on DEI topics.

Next board meeting February 22, 2022

The public meeting adjourned at 8:36 p.m.