

TCDN Public Board Meeting  
Tuesday, March 22, 2022  
7:30 p.m.

A public board meeting was held in Parish Hall at Trinity Church.

Board members present: Gina Furia, Lisa Godlewski, Dan Grodner, Diane Ibrahim, James Levine, Beth McNally, Jennifer Peck, Rachel Smuts, Corinne Weidner

Board members absent: Kevin Bovard, Karen Golden, Aaron Granger, Amy Pedergrana

Also present: Executive Director Theresa Snyder, Lisa Zahn (Preschool parent; Communications Task Force member), Maryclaire Connor (Preschool parent; Communications Task Force member), Aleksandra Vojvodic (Preschool parent; Communications Task Force member)

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

**Director's Report**  
**Program**

- TCDN celebrated Read Across America in March. Parent volunteers from each of the preschool classrooms read to the children either through Zoom or outside. In particular, one or more parents from the Cricket room has read every day in March.
- Preschool pre-registration for new students for 2022-23 is complete.
- Pre-registration notifications were sent for the OST programs. Due to limited staffing, enrollment has also been limited. OST enrollment will be BSC – 36, Explorers – 25 each session, SASC – 48, and WASC/NPASC – 24
- Registration is now open for 2022 Summer Camp. Because of staffing, enrollment is expected to be capped at 36, and we are almost at that limit.

**Personnel**

- Staffing concerns continue.
- We hired a new full-time teacher for the Preschool.
- An OST teacher recently resigned without notice, due to family circumstances.
- We are continuing to search and evaluate candidates for Finance Manager, OST Director, and teachers.

**OCDEL/COVID**

- Based on WSSD guidelines, as of today, masks are optional in all WSSD schools and on buses. TCDN OST teachers are continuing to wear masks indoors.
- One new positive COVID case was reported, in SASC.

**Finance/HR**

- Continuing to utilize a temp agency for 5-10 hours per week of administrative support to help with finance.

- 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 is complete.
- Staff is working with Finance Committee on the 2022-2023 budget planning process.
- TCDN's health benefits plan is up for renewal.

### **Other**

- The new Preschool train has arrived, and it is a big hit!
- Continuing to advertise for staff through Monster, Indeed, Facebook, TCDN website, and through local colleges.
- TCDN DHS re-certification window is open for the Preschool, NPASC, and WASC. Evaluations will be in-person and may occur any time in the next 30 days.
- EZ Care, our online registration software, was bought by ProCare. We are still working on the transition process from EZ Care to ProCare.

### **Fundraising Committee**

- The Fundraising Committee continues to evaluate potential fundraisers. Currently planning to partner with Occasionally Yours – possibly on April 27 or April 29, and are evaluating various menu options
- The Committee is also considering a possible fundraising run in connection with 50<sup>th</sup> anniversary this fall
- 50<sup>th</sup> anniversary celebration
  - The Committee investigated potential options for an event, including the Inn at Swarthmore. Pricing from the Inn would be \$94/person for a sit-down dinner, or \$75/person for a cocktail party with heavy appetizers.
  - The Board discussed other possible locations and formats for the event (including in Media or at local country clubs), as well as the need to more concretely determine what the goal of the event is – whether there should be one event or multiple, how much to charge for tickets, what types of events, entertainment, etc.
    - The Board also discussed the possibility of using the event as fundraiser with specific goals for new equipment, etc.

### **Governance Committee**

- The Governance Committee met last week, and discussed the annual family survey questions, including the addition of new questions re DEI
  - The Committee decided to retain the COVID questions on the survey because COVID issues are still evolving
  - DEI task force will be submitting one or more questions
- The Committee discussed the state of TCDN's COVID protocols, in light of developments that impact TCDN families. The Committee recommends the following amendments to TCDN's current COVID practices at the Preschool as of April 1:
  - Children and staff will no longer be required to wear masks.
  - The current practice of taking students' temperatures upon arrival will be discontinued.
  - Children from different classrooms may interact with children from other classrooms outdoors.

- Children from different classrooms will remain separated indoors with minimal exceptions in early morning and late afternoon consistent with current practice.
- Parents will still not be permitted to enter classrooms, and parents and visitors must still wear masks in the building
- The Board discussed various considerations, including whether teachers should be tasked with enforcement of mask-wearing if parents request.
- James moved to approve the proposed amendments. Corinne seconded, and the motion passed.

### **Communications Task Force Update**

- Members of the Task Force presented to the Board on their recent activities.
- The Task Force has identified three key objectives
  - Support staff recruitment, leveraging new and creative approaches to breach through the clutter
  - Raise TCDN's profile in the local community and beyond, increasing fundraising opportunities
  - Connect TCDN's families and staff in a more centralized approach to bring back the co-operative spirit and community
- Goal – increase engagement on social media to reach more job applicants and family interaction.
- The Task Force recommends paying to boost Facebook ads and refreshing the job posting every 4-6 weeks or so. The Task Force also recommends updating TCDN's website.
- The Task Force proposed running a design contest for a 50<sup>th</sup> anniversary logo.

### **DEI Task Force Update**

- The Task force changed its approach so that it could accomplish more, by breaking up tasks into various sub-groups of the task force
- The Task Force is continuing with its short-term goal of bringing more DEI-focused books into classrooms
  - The Board discussed how to approach teachers about any new initiatives to ensure they feel properly equipped to institute the initiatives and don't feel overloaded.

Next board meeting April 26, 2022 (will tentatively be in person at a location TBD).

The public meeting adjourned at 9:10 p.m.