

TCDN Public Board Meeting
Tuesday, May 24, 2022
7:30 p.m.

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

Board members present: Karen Golden (remote), Aaron Granger, Dan Grodner, Diane Ibrahim (remote), James Levine, Beth McNally, Jennifer Peck, Amy Pedernana, Rachel Smuts

Board members absent: Kevin Bovard, Gina Furia, Lisa Godlewski, Corinne Weidner

Also present: Executive Director Theresa Snyder

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

Director's Report

Program

- Preschool registration for 2022-23 has been sent to all current families. Only one current family will not be returning.
- All the Preschool classrooms are watching their caterpillars turn into lovely butterflies. Once all the butterflies break out of their cocoons, the Preschool will have a butterfly release event.
- Summer Camp Planning – as of now, we are unable to schedule field trips due to a bussing shortage and increased costs (\$545.00 for 10-mile trip both ways).

Personnel

- Teacher Appreciation Week was well received. Many staff passed on their thanks to the Board for the beautiful plant and gift card.
- An OST teacher is out on a medical leave of absence for the remainder of the school year.
- A Preschool teacher resigned effective July 15. The teacher will be starting a second grade teaching position at Chester Charter School.
- We are currently recruiting for the Preschool (full-time and part-time teachers) and for OST programs (with start dates in September).
- Donna Mentz, our new Finance Manager started on May 18.
- Ursula Peterson, our new OST Director started on May 9.

OCDEL/COVID

- One Preschool teacher tested positive due to a home exposure.
- One Preschool and two OST children had positive tests. Fortunately due to timing of the exposure, the Preschool room only had to close for one day.
- We continue to follow the WSSD guidance and strongly recommend masks at OST and Preschool programs. Teachers remain masked.

Finance/HR

- Due to our hiring of Donna as our new Finance Manager, we ceased using the temp agency to assist with finance on May 13.
- The budget draft is complete and will be circulated for review shortly.
- Grant reporting completed for SASC and Preschool.
- We are applying for a Workforce Support Grant from OCDEL. If we receive the grant, funds will go to pay for costs associated with staffing, including recruitment expenses, possible recruitment awards for long-term teachers.

Other

- Some challenging behaviors continue at the Preschool. Staff are working with families and the DCIU (Delaware County Intermediate Unit) to help the families receive the services their children need.
- The migration from EZ Care to ProCare is continuing. ProCare has been able to provide alternative ways to meet our needs. We are working to limit disruptions in online payment services, but families will need to create new ProCare accounts. We hope the transition will be complete by June 27.

Fundraising Committee

- The Fundraising Committee coordinated TCDN's first Restaurant Night fundraiser with Occasionally Yours on Wednesday, May 18 which raised \$800. This was a very successful first-time event and we will be discussing making this a recurring event.
- The Committee is moving forward with plans for the TCDN 50th Anniversary event. Please save the date for Friday, November 11, 2022, at 7:00 p.m. at the Media Towne House. We will be soliciting volunteers for an event committee and will be reaching out to Lisa Zahn to assist with a communication plan.

Governance Committee

- The Governance Committee met last week, and discussed the annual family survey results:
 - Responses to the family surveys were overwhelmingly positive.
 - At the Preschool, parents are very happy with the teachers, the facilities, the programming, the level of communication, and the availability of our administrators and staff. They feel that TCDN is inclusive and supportive of their children. Parents are generally happy with our COVID policies through the last year. There are a few parents who don't feel they understand what an emergent curriculum is. These are probably parents who joined the school during times when staff were unable to give tours due to COVID.
 - OST parents are also pleased with the teachers, the facilities, the programming, and the availability of our administrators and staff. A small number of respondents felt that communication could be improved about classroom activities, events, and procedures, particularly in the Explorers program. Theresa is looking into finding a new communication platform (e.g., Cluster) to provide a more efficient channel for communications.
 - Parents had strong feelings about COVID at both extremes. A number of parents want to keep current COVID protocols (no parents in classrooms, no outside vendors, no family events, etc.). At the opposite end of the spectrum, at least one

parent advocates lifting all masking restrictions and limitations on visits from outsiders. If the current COVID situation remains consistent, we may be able to reintroduce outdoor family events. These policies will be reevaluated frequently as conditions warrant.

- Staff surveys were also positive, though there were limited responses.
- The Governance Committee continues to work on revising the Board handbook and anticipates circulating a revised version by the June meeting.

DEI Task Force Update

- No meeting this month.

Next board meeting June 28, 2022 (location TBD).

The public meeting adjourned at 7:51 p.m.