

TCDN Public Board Meeting
Tuesday, September 27, 2022
7:30 p.m.

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

Board members present: Gina Furia, Aaron Granger, James Levine, Beth McNally, Jennifer Peck, Amy Pederghana, Rachel Smuts, Diane Ibrahim, Lisa Zahn, Barbara Thelamour, Caroline Roben, Ameet Soni

Board members absent: Karen Golden

Also present: Executive Director Theresa Snyder

- Welcome and Introductions of new board members
 - Went around intro

- Approve public board meeting minutes
 - Yes Aaron moved to approve and Diane 2nd all in favor passed

- Director's Report

Program

- Start of summer camp-hired three new summer camp staff (only).
- Summer camp went well, enrolled up to eighty children throughout the summer.
- Summer camp surveys went out, positive comments.
- Held Open Houses for the Preschool and OST programs for new school year.
- Preschool had a "Coffee and Chat" during drop off on September 6th-7th for new parents.
- Arranged meeting with families of new children who have special concerns or special needs.
- Scheduling of outside support services for children. In the Explorers program, there are four support personnel. The preschool has sixteen support personnel entering program.
- School year started with all staff meeting reviewing the merging of Emergent Curriculum and Creative Curriculum.
- TCDN's next in-service day is October 10th.
- Enrollment numbers as of today, TCDN is serving a total of 193 children or 138 families. That is a decrease of 25% in enrollment from pre-covid.

Personnel

- Job posting on Handshake reaching all local college and universities.
- Additional postings on Monster, CareerBuilder, and Indeed.

- Down two full time employees in preschool. For the OST programs need six part time employees, 7-9 and /or 3-6.
- SASC staff person (pt) will be going on leave.
- Several staff send their “THANKS” to the Board for the salary increase.

OCDEL/ Covid

- OST following school district guidelines of mask wearing. Parents are still not permitted in buildings or classrooms.
- Preschool parents are permitted in building with masks but are not permitted to go into classrooms.
- Several covid exposures during the summer, one staff and child positive case in September.
- One COVID case in the AM explorers for September.

Finance/ HR

- Working on end of year closing.
- Received a Workforce Development grant from ELRC for \$72,819.00 total for all sites. Grant is to help recruit and maintain staff. Grant has specific guidelines. One provision of grant is that each eligible staff member receives a \$2000 /\$1000 incentive depending upon position. The grant required that the incentive payments be provided to staff within 30 days. The staff received the incentive in the September 23rd payroll.
- Preschool lease is awaiting approval from the Archdiocese.

Other

- Cluster was introduced into the Explorer programs. There are challenges with the uploading photos due to internet speed.
- Scheduled a change to transfer to T-Mobile Unlimited 5G Business Internet for SASC to help increase internet speed. Will keep Verizon landline.
- The migration from EZ Care to Procure is complete. The first tuition statement went out to the families in July.
- Procure does not allow for special day online payment. Families are now billed for fees.
- Attended ELRC meeting reviewing all the changes to the STARS system.
- DHS has updated their standards-have until next re-certification for each site to implement the changes.

- Infestation of mice, due to the replacement of the kangaroo bathroom floor, was resolved.
- SASC was re-certified (licensed) in July with no areas of non-compliance.

- Fundraising Committee Update
 - Email invites 402 went out please share
 - 200 people cap
 - Staff free +1 is ½
 - Email families about raffle ideas

- Governance Committee Update
 - Board handbook updated send out for review and vote in Oct.
 - Reviewed each task force and who and what they are
 - Flyes to families to join task force

- Committee and Task Force Assignments
 - Governance Committee- new members Barbara, Lisa
 - Finance Committee- New member Caroline
 - Fundraising Committee
 - DEI Task Force
 - Benefits Task Force