

TCDN Public Board Meeting  
Tuesday, September 26, 2023  
7:30 p.m.

### **TCDN Mission**

***To support families by inspiring learning and community connection in a child-focused organization.***

### **TCDN Vision**

***TCDN inspires learning, connects families, and builds the community by providing high quality preschool and school age care. TCDN is dedicated to meeting the needs of the community through expanded programs and to providing a diverse, equitable, and inclusive learning environment.***

**Board members present:** Gina Furia, Karen Golden, Aaron Granger, Diane Ibrahim, Beth McNally, Jennifer Peck, Caroline Roben, Ameet Soni, Barbara Thelamour

**Board members absent:** James Levine, Amy Pedergrana, Lisa Zahn

**Also present:** Executive Director Theresa Snyder

- Approve public board meeting minutes
  - Approved unanimously
- Director's Report

#### **Program**

- Created a lending library and resource center for parents at Preschool.
- Painting of Preschool was completed.
- New floor for Preschool hallway completed.
- Cleaned and de-cluttered Preschool.
- WASC/SASC center floors were waxed and polished.
- Open houses for OST and Preschool in August and September went well.
- Lease for NPE awaiting response from school district.
- Enrollment: all programs (except AM Explorers) have a waiting list (due to space).

#### **Personnel**

- Hired 3 new teachers-new Explorers Teacher, two p/t afterschool teachers.
- Changes in classroom teaching teams at Preschool.
- Preschool sub becomes permanent part time teacher.
- Hired Finance Associate.
- PTO (paid time off) update. – rolling, no longer use it or lose it, staff are pleased
- All centers are fully staffed!!

#### **Finance/ HR**

- Hired new Finance Associate to begin October 2<sup>nd</sup>.
- Completed end of year finance.
- Salary increase took effect in September – staff were pleased

- Surprise audit for workforce grant for WASC.
- 3 ELRC families.
- 1 scholarship family.

### **Other**

- \$1,000.00 donation from Preschool family.
  - A parent donated a water slide activity for summer camp.
  - STARS Internal Assessment meeting for NPE and WASC-awaiting final meeting.
  - Additions for Family Engagement Calendar for Preschool (Fall Festival, Parents night out).
  - Repair security system at WASC.
  - Summer Camp surveys went out—over 20% response rate. The number of families served this summer is 91.
  - SRS had blackout repaired over summer, summer camp displaced for a month.
  - Mulch for WASC.
  - Welcome Letter/Fall Letter went out to families including Strategic Plan. – from Theresa
  - Meeting with NPE principal regarding key fobs for staff. – increased security that requires parents to call
  - Beginning of the school year with 2 separate staff meetings due to school opening before Labor Day.
  - PTO (parent teacher organization) meet and greet first day of preschool.
- Fundraising Committee Update
    - Rolling the fundraising committee into the PTO
    - Discussion to consider a future committee at specific junctures (e.g., capital campaign for the expansion)
    - PTO to lead fundraising for holiday gifts, equipment out of the budget, etc.
  - Governance Committee Update
    - On hold until next meeting
  - Committee and Task Force Assignments
    - On hold until next meeting