

TCDN Public Board Meeting  
Tuesday, September 24, 2024  
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:**, Caroline Roben, Barbara Thelamour, Lisa Zahn, Ameet Soni, Amy Pedergrana, Troy Clements, Fernando Lizarraga, Mark Taticchi

**Board members absent:** Aaron Granger, Beth McNally, James Levine, Maura Rubely

**Also present:** Executive Director Theresa Snyder

#### **Approve June public board meeting minutes**

- Minutes approved unanimously

#### **Welcomed new board members and review committee assignments**

- Went through intros of board and shared backgrounds and reasons for joining

#### **Director's Report:**

##### **Program**

- SASC obtained Star4 -All TCDN programs are now back to STAR 4!!
- WASC and NPE up for STAR renewal.
- Summer camp went well. Average weekly attendance was 45, With a summer enrollment of 97 children
- 4 field trips with several walking trips/water bounce slides/brought in outside enhancements.
- Open house for preschool and OST, all went well.
- Preschool "Meet and Greet" for the first two days of the school year went well.
- Staff orientation days went well-Thank you Board for breakfast!
- Waiting lists for all programs except before school.
- Total enrollment; children 237/total families 211

#### **Finance/ HR**

- WASC 3-year lease waiting for signed agreement 3% increase.
- Increase in CCIS enrollment- developed specific tuition agreement including ELRC requirement.
- For renewal of liability insurance Select Insurance completed an assessment of TCDN's policies and procedures. Required all staff to complete professional development yearly on child abuse and mandated reporting. Also to add a glossary to our abuse policy.
- All centers received a CQI grants from OCDEL total \$16,500.00; SASC \$4000, PS \$5500, WASC \$5000, NPASC \$2000.
- Replaced two air conditioners and refrigerator this summer.

### **Personnel**

- The two staff who were on medical leave in the spring did not return.
- Additional staff person is out on long-term medical leave.
- Hired two new preschool staff.
- Hired a chef for preschool.
- Looking to hire OST staff and substitutes.
- 3 staff are participating in the TEACH program.
- Administrative staff will be out on leave for 12 weeks.

### **Other**

- Updated Weather emergency notice.
- New mulch for WASC.
- Verizon upgraded at SASC- upgraded internet speed.
- IT contract for tech support for TCDN.
- Summer surveys went out-all positive results.
- La Salle board professional development, Oct 12 th 9:00 a.m.
- FEMA now requires emergency preparedness planning. Working on adapting TCDN's current emergency plan for FEMA requirements that are specific for each site.

### **Governance Committee Update**

- Governance did not meet this past month. Will update next month.

Meeting adjourned at 8:00 pm