

Hillcrest Children's Center Board Meeting January 17, 2023

Called to Order

- Introductions: Jessica Simonsen; Ross Goble, Nora Matell, Serena, Morgan, Heather, Brian, Aesha, Sam, Liz
- Approval of Agenda – Ross approved; Jessica seconded
- Volunteer for timekeeper
- Approval of Minutes (can be found on our website): December – Ross approved; Jessica seconded

Director's Report: Christina

- **Enrollment:**

Openings: none

Future openings: (No changes) At this meeting, all known open spaces are filled through June 2023, with one infant opening in Sept 2023 being held for a sibling. There will be openings in September 2024.

- **Staffing:**

Staffing Changes: We welcome Teacher Tyler Joe and Abby to the Brown Bears. They join Zoey.

Tyler on training track to become lead – working with Ms. Yvonne. YAY!

Might move one of the ATA's downstairs because so many kiddos need to pee!

Gabe committed to stay for summer – Welcome back! Congrats on the significant other – eh?

From the surveys, we saw that one of the main concerns was the staff making under \$15 an hour reported on the stress of trying to meet basic living expenses. While the staff making \$15 or more focused on the need for more staff. We raised the base rate of pay for teachers 18 years and older to \$15 and the base for Leads to \$18. This went into effect for the payroll that was paid today. 6% is what this turned out to be.

Current Staffing: (Lead Teacher is Bold: Teachers and Assistants may change as needed)

7th employee downstairs – primarily for toilet training; otherwise we might be fully staffed.

Christina has been training Sam and Cheryl on office/administration while on sick leave.

Cheryl is returning to assist with office administration items while Christina is on Sabbatical while Sam will manage the day-to-day program and staffing. Cheryl will also be a resource for Sam on the program, same as Board President, Jessica.

Classroom:

Baby Beluga: Sera

Belugas (Infant): **Mua**, RaeAnn, Marie

Marmot: **Brandi**, Yovanie, Tina, CJ

Brown Bear: **Tyler Joe**, Zoey, Abby

Polar Bears: **Yvonne**, Jim, Hannah

Slippery Salmons: **Sia, Mercedes**, Tyler, Lorrene, Ivy

School-Age: **Tyler**, Gabe, Harley

Cook: Christina, Skylar

Office: Christina, Cheryl

Administration/Early Childhood Mental Health Consultant: Sam
All classrooms are full.
Christina was awarded the Sabbatical Grant from the Rasmussen, due to her ankle break the plan is for her to take it at the end of 2024.

Move to Oct-Dec

Thread offered Quality Initiatives:

Program Employee Wellness Grant to create a sustainable staff wellness plan. Completing a pilot program of offering a paid half hour added to lunch breaks three days a week for staff to work on health.

Christina to finish proposal of what this looks like in practice.

Individual staff wellness grant: all staff was awarded the opportunity to create an individual wellness plan and receive a \$1,000 grant towards meeting that. This has provided good reflections and conversations about what they need for their personal wellness. We expect the money to arrive by the end of the month.

Check in the mail woohoo!

- **Classroom Updates:**

The summer 2023 School-Age Program is happening with Tyler, Gabe, Harley. The spots have been proclaimed with graduates from the last two years.

Due to the large number of children in the Kindergarten class of 2025

We are backlogged with kids heading into preschool b/c when HCC opened back up and there are a lot of kids after the cut off – (18!) – will adjust younger (polar bear/brown bear) classes as needed.

Board Committees

- **Finance:**

Capital Campaign: tax donation receipts will go out this week

We raised a little over \$25,000- THANK YOU!

25k on capital campaign; we have one “why I donate letter” for next year

Need someone to spearhead capital campaign next year

COVID Funding - 3 pots of money ~80k is what we budgeted for; would be nice if it were more!

State Funds: Hillcrest applied for the last run of sustainability funds, the plan is that it will balance out this year's budget;

- **Budget:**

At this time we are seeing a 6% increase in food and staffing costs versus what we budgeted for. As staffing has stabilized we will be looking to strengthen classroom practices to increase quality.

- **Facilities:** Brian, Monica – The O'Briens can help with this

GOAL: Complete all deferred maintenance by 2022

Items Left: Fire Alarm System, Brown Building Paint/Siding

The preschool play yard workgroup is working to develop a replacement for climbing equipment: they have chosen to have Karl Croft (spelling?) with Exerplay develop a plan.

Still waiting for the fire alarm quote to apply for Rasmussen Grant - will do this in 2024ish

Play yard planning will continue through this year- staff want to look at a full redesign of the space to match what is best for their classes and to account for continued School-age care- the broken siding is replaced

New Business:

- Fall of 2023
 - Sia and Mercedes will have a full group of 3 and 4-year-olds.
 - Next September Yvonne's class will be fully 3-year-olds (Preschoolers) and Tyler Joe's will be turning 3 throughout the year.
- Elect a new Board Member: Vo3ng: Nora Matell
 - President: Jessica Simonsen
 - Vice President: Kate Demerest
 - Secretary: Liz O'Brien
 - Treasurer: Brandi Zeman
 - Member At Large (MAL): **Nora Matell**
 - MAL: Mike Ebell
 - MAL: Ross Goble
 - Nora Matell – Ross nominated; Liz seconded; Jessica confirmed – YAY WELCOME!**
 - I am a parent of a child in the Marmot classroom and another on the way. As a teacher for ASD I bring the perspective of the teachers and can easily imagine how certain decisions would affect them and what is realistic to ask from them and their parents.
- To help offset the staffing costs we are looking to change operating hours to a 7:30 am start and potentially phase in a closing time of 5:30. This will help to cut overtime costs.
 - Family survey needed to see how these hours work.
- Need to re-visit sick policy – we are seeing a lot of parents bringing in sick kids.
 - Please keep your kids home if they are sick, and please pick them up as soon as possible if you get a call or text.** COVID – test to attend; look at February 2022. Relevant policies – pink eye; covid; HFM; etc.
 - COVID policy is online
- Snow policy for now – people mover shut down we're shut down
- Summer Events
 - Need to reschedule Board retreat** – end of March calendar to see what works for Board members; childcare provided; counts toward volunteer hours; will be in summer; Need to revisit snow policy at Board meeting?

FOLLOW-UPS

- **Formalize committee that is doing the playground and program expansion – so we can reach out to all necessary agencies to provide guidance.**
- **Creation of program-building improvement committee**
 - Improve play yard
 - School-age program – we need a space
 - What programs are up for lease or purchase in community – commercial real estate agent – Ross will talk to someone
 - Grant funding for program expansion – can be awarded between 2-10k based on need
 - MOVE TO APPROVE CREATION OF COMMITTEE:**
 - Jessica moved to approve; Liz seconded; Nora/Ross approved
 - Serena – playground component
- VAN
 - We need to make a decision about the van

Christina to email information about van, how we will pay for it, and why we need it

Liz moved to allow vote via text; Nora seconded – approved to make decision via text or email

Community Comments:

- Jessica – Tyler Joe has been super awesome, especially getting down to kids' level and having fun with the kids.
- Morgan agrees – Tyler Joe is great!
- Anything we need to do to support the amount of 3 year olds?
- We have year access to online training system for teachers
Tables and chairs
- Staff is ON IT for organizing all these kiddos and the classroom programs

Close to Executive Session

Ended @7:07