

Hillcrest Children's Center Board Meeting February 13, 2023

Called to Order

- Introductions: Jessica Simonsen; Ross Goble; Heather Stenson; Nora Matell; Brandi Zeman; Brooke Bushnell; Brian Kapala; Michael Ebell
- Approval of Agenda: Ross approve; Brandi seconded
 - Volunteer for timekeeper
- Approval of Minutes (can be found on our website): January
- Director's Report: Christina
 - **Enrollment:**
 - Openings: none
 - Future openings:
 - (No changes) At this time, 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 Shannon to Brown Bears. Yasmin to Marmot. And are looking to hire another Marmot staff and 1-2 more for Preschool.
 - Christina was awarded the Sabbatical Grant from the Rasmuson, due to her ankle break the plan is for her to take it at the end of 2024.
 - 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. We are waiting to see if this has been approved.
 - Individual staff wellness grant: all staff was awarded the opportunity to create an individual wellness plan and receive a \$1,000 grant towards meeng that. This has provided good reflecons and conversaons about what they need for their personal wellness. **Staff have received this funding. Made them happy 😊**
 - **Received additional grant money – will help with budget, will discuss more at board retreat (April 2 is ideal date given responses thus far)**
 - Current Staffing: (Lead Teacher is Bold: Teachers and Assistants may change as needed)
 - Sabbatical Plan: Cheryl is returning to assist with office administration items 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: **Yovanie**, Tina, CJ(PT), Yasmin (PT)
- Brown Bear: **Tyler Joe**, Zoey, Abby, Shannon
- Polar Bears:: **Yvonne**, Jim, Hannah
- Slippery Salmons: **Sia (out on sick leave)**, **Mercedes**, Tyler, Lorrene (PT), Ivy(PT), Gabe(PT)
- School-Age: **Tyler**,
- Cook: Christina, Skylar
- Office: Christina, Cheryl
- Administration/Early Childhood Mental Health Consultant: Sam
- **Classroom Updates:**
 - The summer 2023 School-Age Program is happening with Tyler and another staff to be hired.. 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
 - Fall of 2023
 - Sia and Mercedes will have a full group of 3 and 4-year-olds(PreK/Preschool).
 - Next September Yvonne's class will be fully 3-year-olds (Preschoolers) and Tyler Joe's will be turning 3 throughout the year.

Board Committees

- **Finance:**
 - Capital Campaign: tax donation receipts went out
 - COVID Funding
 - 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 me 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
 - GOAL: Complete all deferred maintenance by 2022
 - **Items Left:** Fire Alarm System, Brown Building Paint/Siding, **play yard**
 - Still waiting for the fire alarm quote to apply for Rasmuson 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:

- **Current Board**
 - 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
- **Closures**
 - Feb 20 Holiday
 - March 27 InService
 - May 26 Inservice
 - May 29 Holiday
 - July 4 Holiday
 - **Sept 1 Inservice: would like to change to September 29 – Brandi moved to make change; Liz seconded**
 - **NOTE: November 10th is in-service day – Brandi moved to change date; Liz seconded**
 - Sept 4 Holiday
 - October 18 Inservice
 - November 11 Inservice
 - November 23/24 Holiday
 - December 25 Holiday
- Spring/Summer Events
 - **Move March Board meeting to the 22nd instead of the 15th**
 - ***Board Retreat: April 2nd?***

Community Comments: Close to Executive Session

5:48 – closed