

+Bright Starts Cooperative Early Learning Centre Board Meeting

Tuesday, March 16th, 2021 at 6:45pm

Chairperson: Jennifer Bleakney

Meeting by Videoconference

Minutes

In attendance: Karen Hinnigan, Stacey Reid, Edwin Ng, Marina Ivanova, Phil Boyle, Jenn Bleakney, Tetyana Reichert, Hassan Asif, Veronica Micheal, Nomair Naeem, Mary Robinson

Motion to approve agenda

Moved by Jenn

Seconded by Phil

All in favor, none opposed, no abstentions

Motion to approve February 2021 minutes

Moved by Nomair

Seconded by Hassan

All in favor, none opposed, no abstentions

Executive Director's Report

Center approved for safe restart funds, which funds empty spaces and absenteeism. SR suggests we reimburse parents for the two snow days from February given that we have a surplus. There is some support in the funds for absenteeism for staff as well; we may be able to give sick days back to staff as part of this. We don't know if this funding will continue beyond March 31st.

SR has applied for room closure funding because of the recent COVID-19 cases. Parent fees will be returned to parents as a condition of the funding. SR continue to apply for CEWS and the rent subsidy.

Phased roll-out of vaccine starting up; BS staff will be included in Phase II, which should begin in April.

Health and food inspection occurred recently; no non-compliance incidents found. Ministry updated guidance document on screening tools and there were no surprises there, the screening policy will be updated by vote tonight.

Serious occurrence on Monday, March 15th because of COVID-19; person was in contact at center on Thursday prior and Toddler 3 and 4 are closed until March 26th.

Enrollment in infant remains strong at 100%, toddlers are at 89% and preschool is at 85%.

Question: if enrollment is low, do we start taking families from outside UW? We can, but money from UW holds spaces for university affiliated people. If it possible to open the center up to non-UW people? It is part of our lease to take UW people first, and it might be smart to see if UW will pay more to hold the UW spaces. Discussion of operations of waiting list and relationship to UW.

Question: if enrollment is low but the infant room is at 100%, would it be smart to revisit the closure of the infant room? SR: we can look at that, but I think enrollment will be back up in the future. And an infant room is not a revenue generator.

Preschool 6 will start up in May with the 10 oldest children. It sounds favorable and most have accepted.

Province have updated non-COVID guidelines that we can incorporate in our policies. The biggest change is a possible change to cohorts and staff ratios, but we do not know yet.

Motion to approve changes to the following policies:

Policy 1.3 Administration of Medicine (re: blanket authorization forms)

Policy 1.13 Sleep Policy (re: change to sleep checks for preschool children)

Policy 1.14 Pandemic Plan (re: screening tool)

Moved by Nomair

Second by Mary

All in favor, none opposed, no abstentions

Treasurer's Report

Center in good financial shape at this point in the year. On the question regarding reimbursements raised earlier, we are in good financial position to do so. See Google drive folder for full report.

Discussion of reimbursement. Some support voiced; it is enough to offset our gains? Probably not, but we should be cautious of offsetting too much at this point in the year. Where would that leave us in terms of reserves? It would not hit reserves too hard. We can probably afford another reimbursement to be considered at the next board meeting.

Motion to credit parents for equivalence of two days tuition fees in recognition of two snow days in February 2021.

Moved by Phil

Seconded by Mary

All in favor, none opposed, no abstentions

Motion to return up to three days at a time of sick leave for staff who are forced to isolate due to COVID-19 from January 1st, 2021 – March 31st, 2021.

Motion tabled until April board meeting.

Committee Business/Updates

Call has gone out from Nominating Committee for new members. There is a problem with submission of applications that TR will look into and change the deadline for applications. Question about eligibility of board members.

New business for next meeting

None

Regrets for next meeting (April 20th)

None

Feedback

None

Good news roundtable

Lady Glaze yummy. Veronica's twins are doing great! Mary is taking on role of Associate Dean, Outreach, Equity & Diversity in Engineering; Mary is also teaching on campus in May. Congrats!

ADJOURNMENT

Moved by Keri

Seconded by Nomair

All in favor, none opposed, no abstentions

Meeting adjourned at 8:22pm