

Bright Starts Cooperative Early Learning Centre Board Meeting

Tuesday, September 15th, 2020 at 6:45pm

Chairperson: Jennifer Bleakney

On Minutes: Phil Boyle

Meeting by Videoconferences

Minutes

In attendance: Tetyana Richert, Stacey Reid, Jenn Bleakney, Marina Ivanova, Robi Vanos, Phil Boyle, Owen Gallup, Karen Hinnigan, Nomair Naeem, Edwin Ng Mary Robinson, Kari Raif Sura

Regrets: Rob Reid, Veronica Micheal

Meeting called to order at 6:48pm

Motion to approve agenda

Moved by Robi

Seconded by Nomair

All in favor, none opposed, no abstentions

Approval of minutes August 18

Moved by Marina

Seconded by Owen

All in favor, none opposed, no abstentions

Motion carried

Approval of minutes of August 27

Moved by Owen

Seconded by Nomair

All in favor, none opposed, 1 abstentions

Motion carried

Motion to approve annual renewal of Policy 1.8, Health and Safety Policy

Moved by Jenn

Seconded by Nomair

Discussion: SR not recommending any changes, this is standard annual renewal. There are some minor changes to program statement, and language around the annual staff and parent survey is changed to permit but not require annual survey.

All in favor, none opposed, no abstentions

Motion carried

Motion to approve annual review of Program Statement and Philosophy Policy

Moved by Jenn

Seconded by Nomair

All in favor, none opposed, no abstentions

Nomair left meeting at 6:57

Motion to hold discussion of Team Leaders in camera
Moved by Jenn
Moved by Phil
All in favor, none opposed, no abstentions

Meeting held in camera from 7:00 – 7:17pm.

Update on changes to screening process for children and new guidelines from Region of Waterloo Public Health – SR (15 minutes)

Public health revised guidance document after our last policy change. Changes with e-screening were expected. If a parent does not pass the screen, we do not need to forward to public health. As of today, public health not following up with families about children with symptoms. Screening so far is going ok but there are some bugs to work out. For staff to view google docs, staff need access, which has been a challenge. But it's going well. We will see how long we need to screen.

When the online screening tool was announced, a parent reached out about not taking temps on-site, so we put it in place to see how it is going for now. Staff are not recording it, just checking it. Staff are monitoring through the day of course.

The ministry now says that a blanket barrier is no longer needed between staff and child, but if one is used, it needs to be laundered. Currently it is in policy so we will continue doing it. Discussion of small policy changes; can we make small changes without going through the full approval process? Might not be a good idea, at least executive approval needed. SR will make changes and send out to policy committee tonight.

Financial update: Sustainability funding deposited. Safe Restart funding raised from \$450 to \$550 per child to be received on Oct 1. Still looking for confirmation of whether it is based intended vs actual operating capacity. Can be used for staff or equipment. Wage enhancement funding amounts going back to pre-COVID levels this month. Not sure if we should be applying for CEWS still because are not back at full capacity yet.

Enrollment is at 60% for infants, 82% for toddlers, and 77% for preschool.

Questions regarding staff: as it gets colder, is there a possibility that staff might need more help getting kids in and out of rooms? SR: yes, we will have that extra educator so that will help. And it's usually only once a day they are getting in and out of their snow stuff. I believe it is manageable.

Melissa (staff member) was on mat leave; she is not returning. She will be missed.

One new staff is pregnant, will be due around March.

Treasurer's Report

August numbers are starting to look like pre-Covid numbers. This is first full month being open but enrollment was not 100%. We start repaying our rent in October so that will draw down some of our numbers. Otherwise all looks good; full report available in September folder.

Committee Business/Updates

Finance Committee: preparation of 2021 budget on horizon. Volunteers on Finance committee to work with Treasurer (Marina) welcome.

We need to make a call to parents for volunteers. No volunteers; will move to Communications committee.

All committee chairs asked to consider ideas/goals for year

Review of Action Items from Last (June) Meeting

Staff Appreciation Committee re: ECE Appreciation Day, Oct 22. Robi V – usually there is a dinner, buffet style, Stacey has suggested EVO lunch boxes. Staff engagement committees ok with that. Instead of treats this year we might bring in pre-packaged treats; SR affirms that ok. Board invited to bring in treats on Oct 22, prepackaged and individually wrapped with listed ingredients if possible. Last year there was a survey soliciting fond memories, if there are questions, we would like added then please add so we can recognize the staff. We will compile photos and share with staff somehow. Also, a years of service award going to five members and there will be a ceremony on zoom. Keri is making certifications with input from SR.

New business for next meeting

None at the moment

Regrets for next meeting (Oct 20th)

None

Feedback (from feedback box and online feedback form)

None

Good news roundtable

Keri's daughter turned three! Annie had great first day of JK!

Motion to adjourn

Moved by Jenn

Second by Tetyana

All in favor, none opposed, no abstentions

Motion carried

Meeting adjourned at 8:12 pm