



Brockton Child Care Committee Meeting Minutes

Date and Time: Tuesday September 11, 2018 at 6:30 p.m.

Location: Brockton Childcare Centre

BUSINESS ITEMS

1. Call to Order

Meeting started at 6:30 with Sharon Bross, Connie Borth, Chris Oberle, Becky Fortney, Becky Hunt, Jen Jacquot, Lisa Mackinnon and Dana Wright present.

Absent: Susan Kuntz

2. Acceptance of Agenda

Motion: Lisa Mackinnon **Seconded:** Becky Fortney

Carried.

3. Disclosure of Pecuniary Interest and General Nature Thereof: None

4. Review and Approval of Old Minutes

June Minutes approved.

Motion: Dana Wright **Seconded:** Becky Fortney

Carried.

5. Business Arising from Old Minutes---Nothing to report.

6. Business Arising

Summer---The summer was busy with lots of vacation time for both staff and children. The School Age program was running at full capacity the majority of the summer. There was a lot of positive feedback from parents.

Sharon and Connie expressed their concerns about parents not calling when their child would not be attending the program.

The Committee discussed and gave direction about a (no call fee) during the summer months. Sharon will finalize a policy and share with Committee when completed.

Expansion---The drawings for the addition are being finalized and when completed Sharon will apply for a revised licence and the drawings will be sent to the ministry for approval.

Classroom Scan's---The County is reviewing how Scan's will be implemented. The County has been doing overall Classroom Scan's but thought individual teacher Scan's may be more beneficial.

Sun Screens---Sun Screens will be purchased for the following summer 2019.

Fee/Invoice Charges---We still have a few families with unpaid accounts. When some families terminate they do not pay their bill. Chris suggested we investigate whether these families are using the Recreation Programs and perhaps Municipal Day Care fees must be paid before extracurricular activities with the Recreation Department can occur. Sharon will look into this to see if it can be considered.

Maternity Leave---Nicole Scammell's last day of work was Aug 30th, 2018.

September 2018 Enrollment---Sharon is going through the wait list to ensure full capacity is achieved. At this time there are a lot of Schedule Children which makes it difficult to fill spaces. The Committee suggested Sharon call other local Day Cares and discuss their on policy with schedule families and permeant day families

ECE Program in Walkerton---Fanshawe College is offering a Satellite ECE program at the St Teresa School with Clinton Fanshawe College site. Presently three students are attending. Students will attend through the summer and graduate December 2019.

7. New Business

Employees---Carleen Eickmeier resigned in August and has accepted a position with the Bruce County Social Services with their EarlyOn program. Nicole Woeller has resigned as a permanent part time employee as she is returning to School. Nicole would like to stay on the supply list. We will be interviewing to fill these positions and interviewing for more supply staff.

October Meeting Date---Sharon has another commitment on October 9^h, 2018. Committee agreed to meet on October 10th, 2018.

2019 Budget---Sharon will meet with Trish to discuss the 2019 budget on October 12th.

Committee Members---Julia Fischer has resigned from the Day Care Committee.

8. Supervisor's Report

Statistics---The average daily attendance for the following months were; June 97, July 93, and August 95 children per day.

9. Financial Report

At this time the wages are not correct on the month end forms.

10. Strategic Plan

Connie has the opportunity to attend a Leader Ship course. This course will run for 10 months, 2 days a month. More workshops are now available for the fall months.

11. Items Brought Forward By Committee Members

Chris discussed the Decision to move the Early Years to Chelsey from Walkerton by the County.

12. Next Meeting

Wednesday October 10th 2018. 6:30pm. Brockton Childcare Centre

13. Adjournment

8:15 p.m.

Motion: Becky Fortney **Seconded:** Lisa Mackinnon

Carried.