

## Child Education Board Meeting Minutes 8/20/19

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Board Present: Dana Blanchard, Jama Ford, Ruth Guzman, Brian Hall, Megan Keller, Phyllis Lane, Amanda Lumpkin, Carrie McCool, Lauren McCool, Amy Meyer, Amy Rothruck, Amber Simons, & Deb Simpson

Board Absent: Kurt Freeman, Amy Meyer, & Janice O'Shea

Guest Attendees: Katelyn Mathers

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- I. Prayer
  - a. The meeting was called to order by Deb. Amber took the meeting minutes.
  
- II. Glows
  - a. Carrie shared that she overheard 3 little girls comparing notes about their experience at CUMC and it was too sweet.
  - b. Dana shared that she has a kindergarten student at WEA Elementary School that went through the CUMC program and he is so well behaved.
  - c. Amber complimented the leaders of the summer camp program for how they handled the children witnessing an accident while on a field trip. Pastor Kurt also provided some healing words after the incident to the children and wrote a letter to the parents on how to handle the experience at home.
  - d. Lauren shared that Rosetta, a City Bus Driver, has complimented the summer camp kids behavior and how much she has enjoyed them this year. As a token of her appreciation she paid for Kona Ice to come to the church to treat the entire center and staff.
  
- III. Old Business
  - a. Minutes
    - i. Deb asked if there were any changes to the minutes from the last meeting. Dana motioned for the minutes to be approved, Megan seconded the motion, and the board voted to approve the minutes with no changes.
  - b. Early Learning Benefit Plan
    - i. At the meeting in June, the board decided to have a teacher's benefits document created. Deb sent the document out for review and approval via email. The motion passed with one correction. The terminology of Black Friday would be changed to the Day after Thanksgiving.
  - c. Budget
    - i. Dana provided an updated budget. She had originally calculated the Brightwheel expenses too high. The extra money was re-allocated to be split between the CUMC General Fund and the Transact Account.
    - ii. Dana motioned for the budget to be approved, Brian seconded the motion, and the board voted to approve the revised budget.
    - iii. This budget will be presented by Dana at the next finance committee meeting.
  
- IV. Directors Report
  - a. The child care and preschool is completely full.

- b. We were approved as Level 3 for the Paths to Quality certification in July. Lauren complimented how hard all the teachers and staff worked to obtain this certification. A yearly review and evaluation will take place to ensure that we are maintaining the standards.
- c. The preschool has been open for 19 years and the child care center has been open for 3 years.
- d. The education wing has been repainted and the floors have been cleaned and waxed.
- e. The new CUMC Early Learning logo was rolled out in August. Lauren is researching options for updating the outdoor signature to reflect the new brand. If you know of a vendor that does a nice job for a reasonable rate, please let Lauren know.
- f. Lauren's email address has changed to [earlylearning@christumchurch.org](mailto:earlylearning@christumchurch.org).

V. New Business

a. Fundraisers

- i. The two primary fundraisers in the past have been the picture day (yielded about \$700) and the 31 bag sale (yielded about \$500). These will be continued.
- ii. Lauren would like to investigate having restaurant fundraiser nights that could be promoted to the entire church membership. Dana motioned first, Lauren seconded the motion, and the board voted to propose this idea to the finance committee for their approval.

VI. Treasurer Report

- a. Report provided in old business.

VII. Preschool Teacher Representative Share

- a. One of the teachers inquired why they didn't receive a raise this year.
- b. A discussion took place that additional policies/procedures need to be developed that explain how these types of decisions are made. Part of that includes what the maximum pay for each position would be.

VIII. Childcare Teacher Representative Share

- a. Timecards are not being emailed any longer. Lauren will fix immediately.
- b. Classrooms are not being cleaned properly. Lauren will continue to take this to the trustees.
- c. Inquiries were made regarding general pay rates, certified employee pay rates, vacation pay, holiday pay, performance evaluations, etc.
  - i. The board decided a smaller committee needed to be established to develop concrete criteria for all of the concepts. Amber, Dana, Jama, and Lauren will work on putting together something for review by the board.

IX. Preschool Parent Representative Share

- a. Not present.

X. Childcare Parent Representative Share

- a. Amy thanked Lauren for putting her name and contact information in the parent handbook so parents knew that she could be reached for concerns or questions.

XI. Upcoming Meeting

- a. The next meetings will take place on October 1<sup>st</sup> and December 3<sup>rd</sup> from 6:00 – 7:00 pm. The meetings will be in Room 4.

XII. Closing

- a. Deb announced that Megan Keller will be stepping down from the committee.
- b. We need to be preparing for the future of the committee. We will need a new chairperson and secretary for 2020. Please be thinking if this interests you.