

NOVEMBER 06, 2019

WELCOME EVERYONE TO OUR ANNUAL GENERAL MEETING.

THANK YOU FOR TAKING THE TIME TO COME OUT AND PARTICIPATE

BEFORE THE MEETING BEGINS...everything I refer to when it comes to Inspections, Ministry/City/Public Health Visits, and/or Reports is available tonight and at any time for your review.

SIGN-IN SHEET

INTRODUCTION OF THE VOLUNTEER BOARD MEMBERS - MANAGE THE DAY CARE AND ARE RESPONSIBLE FOR GUIDING CHANGE, DEVELOPING / ENFORCING POLICIES, ENCOURAGING STAFF DEVELOPMENT, PROGRAM IMPROVEMENT AND MUCH MORE....

IF YOU ARE INTERESTED IN JOINING THE BOARD PLEASE LET US KNOW.

WE HAVE __2__ POSITIONS AVAILABLE.

NOT AN ELECTION YEAR, WE WILL BE VOTING IN NEW BOARD MEMBERS AT OUR NEXT MEETING

1. AGENDA:

REVIEW THE AGENDA.

ANYTHING TO ADD TO OUR AGENDA?

IF NOT, MOTION TO PASS THE AGENDA.....

2. MINUTES:

IF ANYONE WHO WAS AT LAST YEAR'S AGM HAS HAD A CHANCE TO REVIEW AND WOULD LIKE TO PASS THE MINUTES.....

3. FINANCIALS:

LAURA, OUR TREASURER WILL GIVE AN OUTLINE OF OUR 2018 AUDITED FINANCIAL STATEMENTS - IF ANYONE WOULD LIKE TO REVIEW OUR BALANCE SHEET OR STATEMENT OF REVENUE AND EXPENSES IT IS AVAILABLE IN THE MAIN OFFICE - I'D BE HAPPY TO SHARE IT WITH YOU.

4. WEBSITE

Just a reminder that on our website you will find....

All our fee schedules

Policies and Procedures

Newsletters for all the groups

Resources

Menu's

Open and Closed dates for the day care

5. SUSIE'S REPORT AND CHILD CARE REPORT:

IT'S BEEN A GREAT START TO THIS NEW SCHOOL YEAR.

IN SEPTEMBER WE WELCOMED APPROXIMATELY 35 NEW CHILDREN / FAMILIES TO OUR CENTRE AND HIRED A NEW STAFF MEMBER, VASILICA FOR OUR JUNIOR SCHOOL-AGE ROOM.

WHAT HAPPENING IN THE CLASSROOMS....

Teachers are OBSERVING the children in play and recording their interests / interactions / areas that need improvement, etc.

They then develop programming with activities that support emerging skills / areas that need development.

STAFF INTRODUCTIONS –

PRE-S ROOMS – WE HAVE MAIGREN, CATHY, EVA and ERIKA in Room 126 and JENNIFER, IDA AND KRISTINE in Room 123 – they are the programming staff

JK/SK ROOMS – WE HAVE MARIA AND MARY in Room 208 and DIANE in Room 207

IN THE SA ROOMS WE HAVE ANDREIA, WITH THE SENIORS Room 303, JENNIFER and JEANETT with the INTERMEDIATES Room 121 AND VASILICA (or VAS) with the JUNIORS Room 113

STAFF FROM EACH ROOM INTRODUCED THEMSELVES AND BRIEFLY REVIEWED WHAT THEIR GOALS AND PLANS ARE FOR THE YEAR AND WHAT THEIR PROGRAMMING ENTAILS.

QUESTIONS ASKED AFTER EACH CLASSROOM REVIEW.

PARENT INFORMATION HANDBOOK:

THE MOST RECENT COPY CAN BE FOUND ON OUR WEBSITE FOR QUICK REFERENCE – I don't provide paper copies anymore but if you'd like one please let me know.

Every year I take this opportunity to review our Sick / Illness Policy since it's the one most parents have questions about and the one we need to be very diligent with....

POLICY REGARDING SICK CHILDREN:

VERY IMPORTANT THAT WE ALL WORK TOGETHER TO PREVENT SPREAD OF ILLNESS & DISEASE

POINTS TO REMEMBER:

1. KEEP CHILD HOME IF ILL
2. DO NOT MEDICATE (ESP. FEVER SUPPRESSORS) AND BRING TO DAYCARE – WILL SPREAD ILLNESS
3. KEEP HOME FOR 24-HOURS (PUBLIC HEALTH IS NOW RECOMMENDING 48 HRS – we will enforce this in the case of an outbreak)– SYMPTOM FREE AND/OR ON PRESCRIBED MEDICATION FOR 24-HR CYCLE
4. STAFF HAS THE RIGHT TO REFUSE ADMITTANCE IF THESE ARE NOT FOLLOWED OR IF CHILD APPEARS UNWELL / UNABLE TO PARTICIPATE IN ACTIVITIES
5. STAFF HAS THE RIGHT TO CALL FOR PICK-UP IF YOUR CHILD APPEARS UNWELL

We implemented a NEW POLICY last year BULLYING PREVENTION AND INTERVENTION due to an increase in these incidences – you can find it on our website on the Parent Information page...it has its own button

- It's a great policy that outlines types of bullying, how to detect it, prevent it, deal with it...consequences, resources, etc.
- I'm happy to say that we've seen a decrease in bullying behaviors from last year and the teachers are doing their best in dealing with bullying when / if they become aware of it
- Consistency in our messaging to both the children and parents that it's not acceptable and not going to be tolerated seems to be key as well as positive discussions with all children involved

UPDATES TO OUR PARENT HANDBOOK:

Some of you may remember there was a concern raised last year about the children saying Grace Before Meals...after a survey, more than 90% voted to keep it.

Because it wasn't mentioned in our Parent Handbook, it was recommended that it should be...so you'll find that on Page 9....Please Note: The children say "Grace Before Meals", all together at the table, before starting lunch. Besides this prayer, there is no other religious content in our programming and/or activities.

YOU'LL ALSO FIND UPDATES / CHANGES TO....

1. Fee Payments and policies around this
 2. We no longer have a Retaining Fee, so removal of all Retaining Fee references
 3. We no longer have a Registration Fee – upon us confirming a spot, child's parent is required to make their first payment – it's non-refundable and will be applied to their childcare fee when child begins care
 4. P.A. Days – no longer a reduction in fees, regular fees are due if child does not attend....additional fee (top up) charged if child attends
- Also, Hot Lunch costs are not reduced for PA Days, Statutory Holidays, etc. The only time Hot Lunch is not payable is when the day care is closed for Christmas and Cleaning Week.

***QUICK REVIEWS / REMINDERS...

FOR EVERYONE'S SAFETY – children, school staff, day care staff PLEASE MAKE SURE THAT ONLY YOU ENTER OR EXIT THE BUILDING WHEN DROPPING OFF OR PICKING UP – DO NOT ALLOW ACCESS TO OTHERS
MAKE SURE THE DOOR SHUTS PROPERLY BEHIND YOU

FEE PAYMENT SCHEDULE is now in effect as of September 2019. We're still looking into PRE-AUTHORIZED payments or automatic withdrawals but nothing to report at this time. Any questions....

EMERGENCY INFORMATION....PLEASE UPDATE WITH ANY CHANGES ASAP

EMAILS....IF I DON'T ANSWER YOU WITHIN AN HOUR, (TWO IF AROUND LUNCH TIME) PLEASE CALL THE CENTRE. IT MEANS I'M NOT IN – MOST OF THE TIME I'M ABLE TO GET THE MESSAGE ACROSS TO TEACHERS BUT IT'S ALWAYS BEST TO CALL IT IN TO BE SURE.

FEES – as of we know at this point, there shouldn't be a fee increase in January 2020. THE BOARD REVIEWS FEES EVERY YEAR. WE WILL ALWAYS KEEP YOU POSTED AND THERE WILL BE AT LEAST ONE MONTH'S NOTICE SHOULD FEES INCREASE.

MINISTRY INSPECTION:

OUR LICENSE WAS RENEWED FOR 2 YEARS, SO THERE WAS NO INSPECTION THIS YEAR

- Although she did come in for a quick unannounced visit on July 24, 2019 – she was newly assigned to Harmony so wanted to introduce herself and see the program

PUBLIC HEALTH WAS IN TWICE – CHILD CARE CENTRE INSPECTION (administrative health policies, infection prevention and control, washrooms, diapering, toileting, personal care, cleaning and disinfection, sleep equipment, sensory and toy play, pest control, health hazards....) was in on October 15, 2019. On January 30, 2019 FOOD SAFETY INSPECTION was in (food temperature control, food contamination, employee hygiene and handwashing, maintenance / sanitation of surfaces / utensils / equipment, washrooms, storage / removal of waste, pest control) ALL GOOD!!

LEAD TESTING – OUR WATER WAS TESTED ON MAY 29, 2019 AND RESULTS ARE GOOD – THE TCDSB TAKES CARE OF THIS NOW

RESULTS ARE AVAILABLE IF YOU'D LIKE TO REVIEW

CRITERIA – CITY OF TORONTO'S QUALITY ASSESSMENT:

All classrooms were inspected on Monday, October 28th, 2019

Unannounced visit.

- All rooms that were assessed received between 4.17 to 4.75
- I have the result up here, if anyone would like to come up after the meeting to take a look – ALSO, everything can be found online

PLAYGROUND INSPECTION:

Was completed on August 09, 2019 – all good

CHILDREN'S HOLIDAY CONCERT INFORMATION:

Friday, December 06, 2019 – PA DAY – start time _4:00_pm

CHILDREN ARE BEGINNING TO PRACTICE

GIFTS / DONATIONS ... toy / item for a child between newborn & 13 or food item

RAFFLE50/30/20 DRAW.... NOT A FUNDRAISER!!

DRESS CODE – each group teacher(s) will let you know

SANTA GIFTS – siblings – suitable for 2 yrs. and over

2 GUESTS/FAMILY, siblings only welcome – if a child is attending and he/she does not attend day care and you want a “Santa Gift”, there is a \$20 charge.

5. OTHER ITEMS ON THE AGENDA

SCHOLASTIC BOOK CLUB – you can order books through the day care and pick up your order here – check our bulletin board in the hallway for information on this

QUESTIONS

Anything that you came here tonight to find out that wasn't discussed / addressed???

Thank you again for attending, have a good night.

Adjourn Meeting.....