

**Burlington Children’s Space  
Board of Directors  
Meeting Minutes  
January 19, 2023  
Zoom Video Conference**

**Board Members Present:** Victor Prussack, Alan Matson, Charlotte Blend, Maggie Riley, Julie Dumas, Molly Scaife

<b>Call to Order</b>	The meeting was called to order at 12:20 pm.	
<b>Minutes</b>	Minutes from December were accepted.	
<b>Directors Report</b>	<ul style="list-style-type: none"> <li>● We recently hired Asha who will be a full-time teacher. Three other interviews will take place this week.</li> <li>● Teachers were moved around in classrooms to free up Molly for the roles of the Director.</li> <li>● Katlyn is managing the parttime and substitute teacher roles. There are a number of part time teachers, and we are working on hiring full time teachers as well. Care will be taken to work out the roles and hours of the part time teachers.</li> <li>● Molly plans to start the FSC training for all staff at the February in service. She is approved as a Master Trainer.</li> <li>● A review of the harassment policy has been conducted and plans have been made to make staff roles and responsibilities clear. Plans to follow through on the stated policy have been clarified and reviewed by the new leadership team.</li> <li>● The State made a licensing visit in early January. Comments were made about how impressed they were with BCS. However, some violations related to keeping the computer information system updated with professional development and trainings were found. A corrective action plan was made, and changes were required by 1/27/23. All corrective actions have been undertaken and documented by the date of this meeting on 1/19/23.</li> <li>● Parent-Teacher conferences have been rescheduled for March 1, 2023.</li> <li>● There has been discussion of interest in the Head Start teacher position on site at BCS. This position has been open for a long time and would be nice addition to the team and an additional full time teacher if Head Start could fill the position.</li> <li>● The leadership team is interested in pursuing the NAEYC accreditation. They will look into the required process.</li> <li>● The Vermont Children’s Trust fund has their grant cycle opening in March. The current award had not yet been spent so discussions of how to complete the grant work and the next ideas for a new submission are being considered.</li> <li>● No word on the City of Burlington COVID recovery grant.</li> </ul>	
<b>Multi-Gen Building</b>	<ul style="list-style-type: none"> <li>● Not discussed this month.</li> </ul>	
	<ul style="list-style-type: none"> <li>● <b>Executive Session</b></li> </ul>	

