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

Call to Order	The meeting was called to order at 12:20 pm.	
Minutes	Minutes from December were accepted.	
Directors	• We recently hired Asha who will be a full-time teacher. Three	
Report	other interviews will take place this week.	
	• Teachers were moved around in classrooms to fee up Molly for	
	the roles of the Director.	
	• 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.Molly plans to start the FSC training for all staff at the February	
	in service. She is approved as a Master Trainer.	
	 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.	
	• 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 $1/19/23$.	
	• Parent-Teacher conferences have been rescheduled for March 1,	
	2023.	
	• 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.	
	• The leadership team is interested in pursuing the NAEYC	
	 accreditation. They will look into the required process. The Vermont Children's Trust fund has their grant cycle 	
	• The verificity children's trust fund has then 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.	
	• No word on the City of Burlington COVID recovery grant.	
Multi-Gen	• Not discussed this month.	
Building		
	Executive Session	

Financials	 Alan presented a complete and updated Profit and Loss statement for the last quarter of 2022. We are on track with spending and income as we had budgeted earlier in the year. At the end of 2022 our budget estimates for the year were on target with needing to utilize approximately 200,000 of the endowment to keep BCS open. Alan presented a draft budget for 2023 but needed to make adjustments before it was voted on. We will review the budget and vote on the 2023 budget at the February meeting. 	
Adjournment	• Meeting adjourned at 1:15 pm.	

Next scheduled meeting: February 15, 2023 on Zoom.

Signed: _____ Name (Chair)

Date