

Mount Cross CDC Board Meeting: Tuesday, January 11, 2021

Attendees:

Lisa Saner
Kelli Hernandez
Patti Stouch
Pastor Julie
Amy Vega (Director)
Wendy McClary
Joe Zimmerly
Kate LaCalamita
Rachel Porter

Call to Order: Meeting called to order at approximately 7:34pm on Zoom

Approval of December Meeting & Special Tuition Meeting Minutes:

- Approval of December 14th Meeting Minutes (unanimously approved)
- Approval of Special January 4th Meeting Minutes (unanimously approved)

President's Report (Lisa Saner)

- New Board Member, Jennifer Mesick - discuss when she should become involved with Board and start attending meetings
 - Begin involvement and attend meetings following CDC incorporation (originally thought it would occur in February but it is pending IRS approval)
 - Lisa will contact Jenn with update

Director's Report (Amy Vega)

- Attendance Review for January 2022; total enrollment 46 students (out of 57 capacity) (MWF) & 39 students (out of 57 capacity) (TTh)
- Spanish Class beginning Wednesdays (30 minute class) that will be offered for \$50 for 4 week session; initial class will be held January 12, 2022
- Summer Program will offer 2 week, 4 week and 6 week sessions
 - Start week after school year ends through end of July
- Scholarship Student for family in need –
 - Propose waiving December 2021 and January 2022 tuition that is already past due
 - Propose offering full scholarship for student for the remainder of the year or % discounted (i.e. 30%, etc)
 - Amy will discuss with parent to see what would be best for situation and assist parent in completing the scholarship application (to make sure that we are following our procedure and have information on file)
- Playground/Outdoor Classroom Updates
 - Photos for proposal on Basecamp

- Figure out what to do with current shed as it is falling apart due to leaking roof
 - Possible replacements include Tuff Shed, Container, polyurethane covering for roof in the meantime
 - Unable to move the shed from current location
 - Lisa will be tasked with researching outdoor configuration for sheds/shed replacements (longer term goal)
- Need approval from city to reconfigure playground area if changes are seen from the street
- Consolidate white shed contents in larger shed and do away with white shed
- Request side area from the church to utilize for preschool and expand outdoor space
- Disaster Preparedness Booklet is ready for review (members to review and make edits on Basecamp)
- Procure Updates
 - Teachers are currently checking students in and out on Procure
 - Teachers are starting to use for emails/communication with parents and logging timecards
 - Will hold webinar for parents prior to having parents use the system
 - Need to setup merchant account – pending bank statements

Treasurer's Report (Kelli Hernandez)

- Financials Review (see attached) – approximately \$2,946 net income and \$51k in checking/Money Market accounts
 - Approved December 2021 financials (Wendy motioned; Rachel seconded; unanimously approved)
- IRS issue – received IRS Notice dated 12/06/21 showing a balance due of #3,167.91 for payroll taxes. An IRS notice was also received early 2020, dated 02/03/20 showing a credit balance of \$11k. After researching, Kellie believed that it is probably owed.
- Will discuss COLA wage increase at the following meeting since it is not working with current year budget

Pastor's Report (Pastor Julie)

- Chapel began for the year and going well (revisiting VBS themes with kiddos)

Youth Director's Report (Joe Zimmerly)

- No events currently planned for the next couple of months
- Spring Sing ideas being discussed – will likely be filmed and sent to parents

Church Council Report (Wendy McClary):

- Will begin including CDC information in the church newsletter

New Items/Discussion Topics:

- Employee Handbook Updates (Patti) – Attorney has reviewed and provided list of items that need to be updated/in accordance with CA law
 - Current options for moving forward and obtaining 1st draft:
 - First Option: \$1100-1500 to revise current handbook draft
 - Second Option: \$650-850 to use their template to create our handbook - better option*
 - Motion to select second option for handbook revision (Kelli motioned; Kate seconded; unanimously approved)
 - \$300 annual fee to update with any law changes going forward
- CDC Website meeting January 12th with designer, Amy and Patti

****Next Meeting: February 8th at 7:30pm via Zoom ****

Meeting adjourned at approximately 8:55pm

MT CROSS CHILD DEVELOPMENT CENTER

Balance Sheet
As of December 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Pacific Western Bank MM	20,529.74
Pacific Western Bank Operating	30,610.78
Total Bank Accounts	\$51,140.52
Total Current Assets	\$51,140.52
TOTAL ASSETS	\$51,140.52
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to	2,106.61
Payroll Liabilities	-161.25
CA PIT / SDI	-234.02
Federal Taxes (941/944)	-1,900.77
Total Payroll Liabilities	-2,296.04
Total Other Current Liabilities	\$ -189.43
Total Current Liabilities	\$ -189.43
Total Liabilities	\$ -189.43
Equity	
Opening Bal Equity	121,597.87
Retained Earnings	-88,536.25
Net Revenue	18,268.33
Total Equity	\$51,329.95
TOTAL LIABILITIES AND EQUITY	\$51,140.52

MT CROSS CHILD DEVELOPMENT CENTER

Profit & Loss

December 2021

	TOTAL
Revenue	
Lunch Bunch	463.00
Registration Fees	150.00
Tuition- Fall/Spring	32,133.00
Total Revenue	\$32,746.00
GROSS PROFIT	\$32,746.00
Expenditures	
Facility Use	1,450.00
Incentives	1,100.00
Insurance	
Liability Insurance	249.00
Workers Comp	616.00
Total Insurance	865.00
Payroll Expenses	
Payroll Processing Fees	68.90
Taxes	1,764.86
Wages	20,894.32
Total Payroll Expenses	22,728.08
Professional Fees	
Accounting	600.00
Consulting	79.99
Legal Fees	2,551.00
Total Professional Fees	3,230.99
Supplies	
CDC Center Supplies	300.24
Office	77.11
Total Supplies	377.35
Telephone	50.00
Total Expenditures	\$29,801.42
NET OPERATING REVENUE	\$2,944.58
Other Revenue	
Interest Income	0.97
Total Other Revenue	\$0.97
NET OTHER REVENUE	\$0.97
NET REVENUE	\$2,945.55

Mount Cross CDC Board Meeting: Tuesday, February 8, 2022

Attendees:

Kelli Hernandez
Patti Stouch
Pastor Julie
Amy Vega (Director)
Wendy McClary
Joe Zimmerly
Kate LaCalamita
Rachel Porter (left meeting at 8:57pm)

***Absent: Lisa Saner*

Call to Order: Meeting called to order at approximately 7:39pm on Zoom

Approval of January Meeting Minutes:

- Approval of January 11th Meeting Minutes (unanimously approved)

President's Report (Patti Stouch on behalf of Lisa Saner)

- Church and Center Agreement – nothing currently in writing; proposed to create/outline specifics of CDC facility use, governed by by-laws, property use, etc. (see Amy's email for template).
 - Wendy, Pastor Julie, Joe and Amy tasked with drafting agreement and accomplish following tasks:
 1. Do we need a written agreement (i.e. tax reason to not prepare or are there reasons to keep as a verbal agreement only)?
 2. Make necessary revisions to template provided by Amy for CDC and Church.
 - *Statement of Understanding* on Basecamp for review
- Employee Handbook Update – First draft due to us by the end of this week (2/12/22)
- New Board Member Update - Jenn Mesick (new Board member) is on board with joining after incorporation in April/May – *Lisa discussed with Jenn*
- Shed Project – Lisa has taken measurements and discussing building the shed over the weekend (in process)
- Annual Church Meeting went well – both Kelli and Amy attended to discuss the CDC happenings with the Church Council
- Basecamp free trial period ending - \$90/month and \$80/month following incorporation – possibly share expense with church? (Patti currently covering)
- Wendy and Pastor Julie sent card to Melissa Henry following her accident
- Work with Hospitality Sunday group and announce Cathy Channels scholarship fund
- Tuition Assistance for family in need – waiting to see if they are able to pay tuition in current month, have not heard from the family since providing application for assistance

Director's Report (Amy Vega)

- Attendance Review for January 2022; total enrollment 45 students (out of 57 capacity) (MWF) & 39 students (out of 57 capacity) (TTh); Lunch Bunch average 18 per day
- Spanish Class on Wednesdays (30-minute class) – 17 students currently enrolled
- Summer Program will offer 2 week, 4 week and 6 week sessions
 - Petting Zoo scheduled (8/5 for 2 hours); looking at other activities to share with the kids
- Enrollment 22-23 School Year
 - Enrollment opened this week and 7 students registered for next year
- Build Back Better / Quality Counts Program Ventura County – Join community (“badge” for child development)
 - Eligibility needs to be clarified since faith-based

Treasurer's Report (Kelli Hernandez)

- Financials Review (see attached) – approximately \$1,928 net income and \$53k in checking/Money Market accounts
 - Approved January 2022 financials (Wendy motioned; Rachel seconded; unanimously approved)
- IRS issue – paid \$3k during January from notice received
- Budget Updates - Need to move \$4k from ‘Program Expense’ to ‘Legal Fees’
 - Kelly made motion; Wendy seconded; unanimously approved
- Church Audit Committee – reached out to Kelli for calendar year review of finances; they go off calendar base but since CDC does not operate that way, Kelli will go through the accounting box to fill in January-August numbers based on the data from September through December (confident about these numbers).

Pastor's Report (Pastor Julie)

- Thank you to Amy and Kelli for attending the Annual Church meeting
- Exit interview with Jessica Easter was conducted and went well; separation was amicable

Youth Director's Report (Joe Zimmerly)

- All 5 of the fire extinguishers in the CDC are up to date/code

Church Council Report (Wendy McClary):

- Picnic Space – none of the juniper trees are a memorial and can therefore be removed to make the picnic area
 - Kate to reach out to her landscaper to possibly remove
 - Need to verify with Church Council that we can move forward with removal

New Items/Discussion Topics:

- CDC Website –
 - Add Church member incentives in tuition/registration to the website:
 - Registration fee waived and priority registration in January
 - Add sibling discount and paid in full discount to the website

****Next Meeting: March 8th****

Meeting adjourned at approximately 9:35pm

MT CROSS CHILD DEVELOPMENT CENTER

Balance Sheet
As of January 31, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Pacific Western Bank MM	20,530.09
Pacific Western Bank Operating	32,680.00
Total Bank Accounts	\$53,210.09
Total Current Assets	\$53,210.09
TOTAL ASSETS	\$53,210.09
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to	2,247.28
Payroll Liabilities	-161.25
CA PIT / SDI	-234.02
Federal Taxes (941/944)	-1,900.77
Total Payroll Liabilities	-2,296.04
Total Other Current Liabilities	\$ -48.76
Total Current Liabilities	\$ -48.76
Total Liabilities	\$ -48.76
Equity	
Opening Bal Equity	121,597.87
Retained Earnings	-88,536.25
Net Revenue	20,197.23
Total Equity	\$53,258.85
TOTAL LIABILITIES AND EQUITY	\$53,210.09

MT CROSS CHILD DEVELOPMENT CENTER

Profit & Loss

January 2022

	TOTAL
Revenue	
Donations	77.85
Lunch Bunch	728.00
Registration Fees	225.00
Tuition- Fall/Spring	34,386.00
Total Revenue	\$35,416.85
GROSS PROFIT	\$35,416.85
Expenditures	
Bank Service Charges	2.38
Facility Use	1,450.00
Insurance	
Liability Insurance	249.00
Workers Comp	616.00
Total Insurance	865.00
Payroll Expenses	
Payroll Processing Fees	74.48
Payroll Tax Expense	3,167.91
Taxes	1,795.34
Wages	23,468.52
Total Payroll Expenses	28,506.25
Professional Fees	
Accounting	600.00
Total Professional Fees	600.00
Program Expense	80.16
Supplies	
CDC Center Supplies	617.75
Consummable	565.38
Food	618.30
Office	133.42
Total Supplies	1,934.85
Telephone	50.00
Total Expenditures	\$33,488.64
NET OPERATING REVENUE	\$1,928.21
Other Revenue	
Interest Income	0.69
Total Other Revenue	\$0.69
NET OTHER REVENUE	\$0.69
NET REVENUE	\$1,928.90

MT CROSS CHILD DEVELOPMENT CENTER
Budget vs. Actuals: FY21-22 REVISED 11.09.21 - FY22 P&L
 September 2021 - August 2022

	<u>Actual</u>	<u>Total Budget</u>	<u>% of Budget Used</u>
Revenue			
Donations	11,632.85	11,555.00	100.67%
Emergency Kit	320.00	240.00	133.33%
Grants Received	457.00	457.00	100.00%
Lunch Bunch	2,101.00		
Registration Fees	1,050.00	8,750.00	12.00%
Tuition- Fall/Spring	157,708.10	300,000.00	52.57%
Tuition- Summer		11,625.00	0.00%
Uncategorized Income	0.00		
Total Revenue	\$ 173,268.95	\$ 332,627.00	52.09%
Cost of Goods Sold			
Purchase Emergency Kit	195.73		
Total Cost of Goods Sold	\$ 195.73	\$ 0.00	
Gross Profit	\$ 173,073.22	\$ 332,627.00	52.03%
Expenditures			
Advertisement	116.37	500.00	23.27%
Bank Service Charges	2.48	25.00	9.92%
CPR Certification	1,045.00	1,045.00	100.00%
Dues and Subscriptions	518.38	500.00	103.68%
Education		280.00	0.00%
Equipment Replacement		500.00	0.00%
Facility Use	8,700.00	15,950.00	54.55%
Incentives	1,100.00	950.00	115.79%
Insurance			
Liability Insurance	1,494.00	9,000.00	16.60%
Workers Comp	3,696.00	7,000.00	52.80%
Total Insurance	\$ 5,190.00	\$ 16,000.00	32.44%
Licenses & Fees	818.00	1,500.00	54.53%
Outside Services			
Gardener	600.00	1,100.00	54.55%
Total Outside Services	\$ 600.00	\$ 1,100.00	54.55%
Payroll Expenses			
Payroll Processing Fees	451.91	1,245.00	36.30%
Payroll Tax Expense	3,310.56	26,329.34	12.57%
Taxes	8,643.68		
Wages	110,841.91	219,411.20	50.52%
Total Payroll Expenses	\$ 123,248.06	\$ 246,985.54	49.90%
Printing and Reproduction		500.00	0.00%
ProCare		553.00	0.00%
Professional Fees			
Accounting	3,600.00	7,200.00	50.00%
Consulting	954.99		
Legal Fees	7,933.00	4,000.00	198.33%
Total Professional Fees	\$ 12,487.99	\$ 11,200.00	111.50%
Program Expense	455.00	12,088.46	3.76%
Reimbursements	1,734.22		
Repairs			
Building Repairs	800.68	1,000.00	80.07%
Total Repairs	\$ 800.68	\$ 1,000.00	80.07%
Small Equipment	202.01	2,500.00	8.08%
Smart Tuition		2,900.00	0.00%
Supplies			
CDC Center Supplies	6,042.54	6,500.00	92.96%
Consummable	1,222.38	3,600.00	33.96%
Food	743.16	2,600.00	28.58%
Office	1,274.34	2,000.00	63.72%
Total Supplies	\$ 9,282.42	\$ 14,700.00	63.15%
Telephone	300.00	550.00	54.55%
Website Development		1,000.00	0.00%
Website Maintenance		300.00	0.00%
Total Expenditures	\$ 166,600.61	\$ 332,627.00	50.09%
Net Operating Revenue	\$ 6,472.61	\$ 0.00	
Other Revenue			
Interest Income	4.78		
Other Income	366.95		
Total Other Revenue	\$ 371.73	\$ 0.00	
Net Other Revenue	\$ 371.73	\$ 0.00	
Net Revenue	\$ 6,844.34	\$ 0.00	

CDC Board Meeting

February 8, 2022

Enrollment:

2 days

Young 3's:

10 - 8:30 to 11:30

1- 8:30 to 1:30

Total: 11/11(Full)

Older 3's:

5- 8:30 to 11:30

7- 8:30 to 1:30

Total: 12/14

4's:

4- 830 to 11:30

5- 8:30 to 1:30

Total: 9/16

3 Days

Young 3's:

8- 8:30 to 11:30

1- 8:30 to 1:30

Total: 9/11

Older 3's:

5- 8:30 to 11:30

9- 8-30 to 1:30

Total: 14/14

4's:

11- 8:30 to 11:30

2- 8:30 to 1:30

Total: 13/16

Developmental Kindergarten (DK):

1 (2 days)- 8:30 to 11:30

2 (2 days)-8:30 to 1:30

4 (3 days)- 8:30 to 1:30

1 (3 days)-8:30 to 11:30

4 (5 days)- 8:30 to 1:30

Total: 12

9/16 3 days

7/16 2 days

Total enrollment:

Monday, Wednesday, Friday: 45/57

Tuesday and Thursday: 39/57

Daily Numbers: Please see attached form

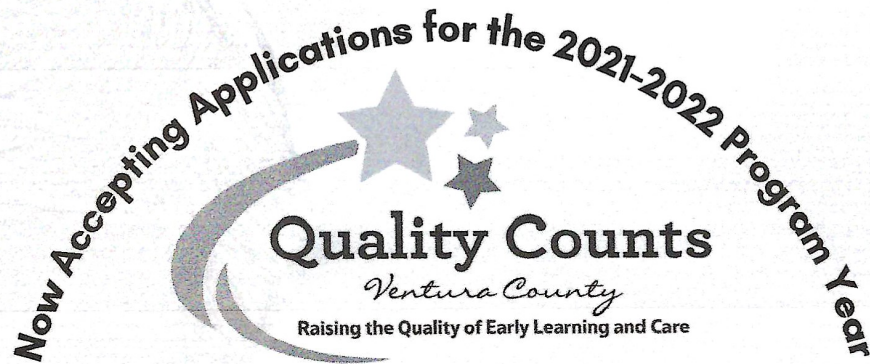
New Business:

- Summer School
 - Petting Zoo
 - Science?
- New School Year enrollment: 7 enrolled
- Ventura County Quality Counts
- Build back Better Funding for Tk
- Staff time off
- Conference: Lana Lee and Amy: February 26th in Pasadena
- Staff Reviews

Old Business:

- Disaster Preparedness Handbook
- Spanish Class: 17 students enrolled and enjoying it
- Scholarship

Are you a child care provider in Ventura County?



As an early care and education professional, you know the importance of a child's first five years. The work you do matters to a child's future success.

Apply today to join a community of educators who are committed to their professional growth and development!

Participants receive **FREE**:

- Classroom materials and manipulatives in a Welcome Kit
- Coaching from an early childhood expert
- Training(s) related to operating a high-quality program
- Informal assessments on key aspects of early care and education
- Support to develop a personalized quality improvement plan
- Stipends, incentives, materials and/or other resources

To qualify you must:

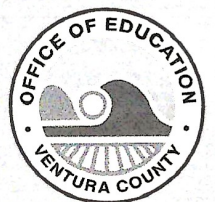
- Serve a minimum of 3 children ages birth to 5 years old in Ventura County
 - For Family Child Care programs: 2 children must be in addition to any children residing in the home
- Be a licensed center or family child care provider in good standing with Community Care Licensing

Scan the QR Code or **CLICK HERE TO APPLY!**



Limited spaces available. Applicants will qualify based on a tiered prioritization of county zip codes and local need.

Applications close August 1, 2021



To learn more about QCVC, please visit our website at <https://tinyurl.com/QCVC2021>
If you need a paper application mailed to you, please contact our office at (805) 437-1510

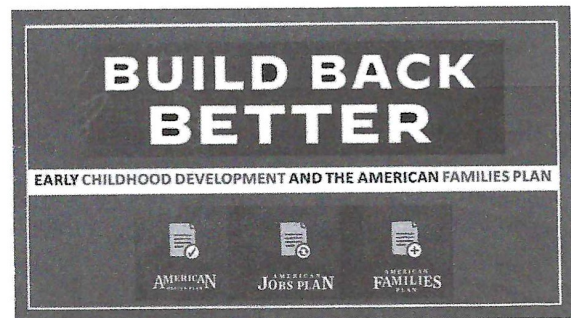
CHILD CARE AND PREKINDERGARTEN IN THE BUILD BACK BETTER ACT: A GUIDE FOR POLICYMAKERS



CREATING A BIRTH THROUGH FIVE CHILD CARE AND EARLY LEARNING ENTITLEMENT

As outlined by the White House, the Biden administration's Build Back Better (BBB) framework would create an ambitious \$400 billion early childhood initiative – funding both universal prekindergarten for 3- and 4-year-olds and initiatives designed to improve affordability, quality, and compensation within the child care arena.

On October 28, 2021, Speaker Nancy Pelosi shared nearly 1,700 pages of companion text (H.R. 5376). Based on the House Rules Committee's modified Print 117-17, this guide is intended to familiarize policymakers with the major early childhood proposals contained therein. Readers should note that this language is under active debate and that modifications are likely. *(Note: The current version of this document has been updated to reflect substantive changes included in the House Rules Committee's Print 117-18, reported by the Committee on November 3, 2021. For the convenience of the reader, modifications from the original are reflected in italicized blue text.)*



The Hunt Institute will update this document regularly, to include specific state allocations and additional details on non-federal share as the Act is finalized.

EXPLORING THE ACT'S CHILD CARE PROVISIONS

What would the child care provisions of the Build Back Better Act mean for families?

Broadly speaking, the intent of the proposal is to ensure that child care is accessible, affordable, and high-quality. Using a sliding fee scale and family copayments based on income, the proposal would dramatically expand the availability of child care subsidies, especially among middle-class families.

Which families and children will be eligible for child care supports?

Families earning up to 250% of state median income will – over a period of years – become eligible to receive subsidized care. In addition to income, eligible children must: 1) be less than 6 years of age, and 2) have not yet entered kindergarten.

Are there any additional work or education requirements for families above and beyond income?

Yes, though they are very broad and likely to qualify the overwhelming majority of adult caregivers.

In addition to income, qualifying parents/guardians are required to participate in an “eligible activity.” These activities include: a) full- or part-time employment, b) self-employment, c) job search activities, d) job training, e) secondary, postsecondary, or adult education, f) health treatment, g) activities designed to prevent child abuse and/or family violence, h) employment and training activities under the Food and Nutrition Act of 2008, i) employment and training opportunities under the Workforce Innovation and Opportunity Act, j) work activities under the Social Security Act, and k) taking leave under the Family and Medical Leave Act, a similar state/local leave law, or a leave program provided by an employer.

The bill also makes accommodations for certain categories of vulnerable children, independent of the activities above. These include children with disabilities, children experiencing homelessness, children in foster or kinship care, children receiving child protective services, and children residing with parents/guardians more than 65-years-old.

States will not be permitted to add additional requirements above and beyond those established in federal law.

CHILD CARE AND PREKINDERGARTEN IN THE BUILD BACK BETTER ACT: A GUIDE FOR POLICYMAKERS



On what timeline will families become eligible to receive expanded benefits?

Eligibility will phase in between federal fiscal year (FFY) 2022 and FFY2025. Presuming an approved state application to the federal government, eligibility will expand as follows:

- FFY2022: Children whose family income does not exceed **100%** of state median income.
- FFY2023: Children whose family income does not exceed **125%** of state median income.
- FFY2024: Children whose family income does not exceed **150%** of state median income.
- FFY2025-FFY2027: Children whose family income does not exceed **250%** of state median income.

(Print 117-18, reported by the House Rules Committee on November 3, 2021, inserts language that creates the ability to expand benefits to families with incomes exceeding the thresholds specified above [subject to approval by the federal government and not to exceed 250% of SMI] during FFY2022, FFY2023, and FFY2024, in the event states can document that they have appropriately prioritized services based on family income. In petitioning to do so, the state may take geographic variations in the cost of living into account.)

How will the family copayments work?

If enacted, the proposal will dramatically reduce child care costs for the majority of Americans. Similar to health insurance, out-of-pocket child care costs will take the form of family copayments. The amount of these copayments will be linked to family income as measured against the median income in the states in which they reside and cover all eligible children in the household.

- Families with incomes **not more than 75% of state median income will not incur copayments** and will have their care fully subsidized.
- Families **between 75%-100% of state median income** will incur a copayment **not to exceed 2%** of annual family income.
- Families **between 100%-125% of state median income** will incur a copayment of **at least 2% but not more than 4%** of annual family income.
- Families **between 125%-150% of state median income** will incur a copayment of **at least 4% but not more than 7%** of annual family income.
- Families **between 150%-250% of state median income** will incur a **copayment of 7%** of annual family income.

Can providers elect to charge participating families more than the copayment detailed above?

No. Between the state subsidy and parent copayment, all provider costs must be covered. No additional costs may be passed on to parents.

Will the subsidy payment cover the full day and calendar year?

Yes.

What is the median state income in my state and how does this compare to the federal poverty definition?

Although the federal Child Care and Development Block Grant sets its upper limit for income eligibility at 85% of State Median Income (SMI), states have often calculated their own limits in relation to the federal poverty definition – currently \$26,500 for a family of four – and provided subsidy benefits primarily to families experiencing deep economic hardship. BBB's use of SMI – and provision of child care benefits to families up to 250% of this more state-specific benchmark – is designed to create a more universal benefit, open to middle- and upper-middle-class families. Recent state median income data from the U.S. Census Bureau [can be located here](#) and should be considered in relation to family size.

Which child care providers would be eligible to participate?

Both center- and family-based child care providers are eligible to participate if they are: a) licensed to provide child care services under state law, and b) participating in their states' tiered quality measurement systems by the end of the third fiscal year for which their states receive funding. Separate provisions are made for tribal child care programs. Eligible programs must meet state and local requirements applicable to the Child Care and Development Block Grant Act. There are some provisions for

CHILD CARE AND PREKINDERGARTEN IN THE BUILD BACK BETTER ACT: A GUIDE FOR POLICYMAKERS



“grandfathering in” providers currently deemed eligible by states during the first 3.5 years of grant funding. States must also ensure “pathways” to licensure for providers in a variety of settings.

(Print 117-18, reported by the House Rules Committee on November 3, 2021, extends – from 3 years to 3.5 years - the period during which providers can be grandfathered prior to meeting updated licensing requirements. It simultaneously decreases - from 3 years to 2.5 years - the period granted to states to develop updated licensing standards.)

Can faith-based providers participate?

Assuming faith-based programs are freely chosen by parents, there is no prohibition against the use of child care subsidies within sectarian child care settings. The bill does, however, restrict the use of grant funds to construct, permanently improve, or conduct major renovations on buildings or facilities used primarily for sectarian instruction or religious worship.

Who will administer the program in states and how will they apply to participate?

The governor of each state, territory, or Tribe will designate a lead agency (a state agency or joint interagency office) to administer the program. Over the Act’s anticipated six-year funding timeline, states will submit two types of applications, each for a period of not more than 3 years: a transitional state plan and a full state plan.

- The **transitional state plan** will include an assurance that the state will submit a full state plan and a description of how funds received by the state will be spent to expand access to assistance for direct child care services and increase the supply and quality of child care within the state.
- **Full state plans** will detail (among other things) how the state will address payment rates (sufficient to cover the cost of quality, provide living wages for all staff, and establish a wage ladder), enact or continue to administer a tiered system for measuring the quality of eligible child care providers, and ensure that all children can attend care at the highest quality level within 3 years of the bill’s enactment.

Activities under the Act may be administered either directly by the lead agency identified or through other state government agencies, local or regional child care resource and referral organizations, community development financial institutions, or other intermediaries with experience supporting child care providers.

How will providers afford to offer care at the highest tier?

BBB includes a variety of grant funding streams (discussed below) designed to expand access to high quality care, but its most significant change for providers is likely to be a change in payment rates. This begins with a reconfiguration of the method by which they are calculated.

At present, most state subsidy systems are based on market rate studies - with subsidy payments often set well below 100% of the going rate for care in a community. Recognizing that many parents struggle to afford care, market rates are often a better reflection of what the market can bear than the true cost of quality. This results in both strain on parents and inequitable compensation for early educators.

Build Back Better shifts this dynamic, requiring states to establish new payment rates based on **cost estimation models** that consider not only geographic and tiered quality differences, but also presume living wages for all child care staff – to include pay parity with elementary school teachers with similar credentials and annual cost of living increases.

The bottom line is that providers can expect significantly higher payment rates.

Will our state have to have a quality rating system?

Yes, each state plan must certify that it has enacted – or will enact within 3 years of *first* receiving funds – a tiered system for measuring the quality of eligible child care providers, to include quality standards defining each progressive level. States will be required to create and implement plans designed to ensure all children can participate in programs at the highest level of quality within 6 years.

(Print 117-18, reported by the House Rules Committee on November 3, 2021, clarifies that states’ quality measurement systems, plans to ensure all children’s participation at the highest level of quality, and wage ladders must all be enacted within three years of each state “first” receiving funds for its full state plan.)

CHILD CARE AND PREKINDERGARTEN IN THE BUILD BACK BETTER ACT: A GUIDE FOR POLICYMAKERS



Will states have to revise their existing quality rating systems?

Maybe. States will need to assure that their tiered quality systems have indicators and thresholds that are appropriate for child development in different types of child care settings, including child care centers and family child care homes, and are appropriate for providers serving different age groups, including mixed age groups. The highest quality tier must meet or exceed federal Head Start Program Performance Standards, and states must assure that sufficient resources will be provided for programs at lower tiers to progress toward the highest tier. States will also need to incorporate standards for care provided during non-traditional hours.

Does that mean we will create a single set of federal program standards for all early care and education programs?

No. Each state will be responsible for maintaining its own program standards as part of its tiered quality system. At the highest tier, states will be required, at minimum, to mirror key quality components of the Head Start Program Performance Standards (or an equivalent set of evidence-based standards approved by the Administration for Children and Families).

How else will the Act support expanded access and improvements in child care quality?

In addition to subsidy expansion, the Build Back Better Act contains funding streams designed to improve access and quality via:

- **Startup grants and supply expansion grants** to support child care providers, with priority to those reaching underserved communities.
- **Quality grants** designed to support providers in meeting or making progress toward the highest tier of the state's tiered quality measurement system.
- **Facilities grants** for the remodeling, renovation, repair – and, under limited circumstances, construction – of child care buildings and facilities.

Our state has opted out of certain federal funding opportunities in the past. Will it be permitted to opt out here?

Yes and no. Should a state fail to apply for funding, the Act contains provisions designed to permit localities to do so directly. In the event that specific communities remain underserved, funds may be repurposed for expansion of Head Start/Early Head Start programming, transmitting funds directly from the federal government to local implementing agencies.

What will happen to the funds our state currently receives under the Child Care and Development Block Grant?

States that draw down child care entitlement funding under the Act will continue to receive funding under Child Care and Development Block Grant. Effective FFY25, however, they will not be permitted to use more than 10% of this funding to support children under the age of 6.

In what manner will states be funded?

Funding will be administered on a formula basis (over \$100 billion based on the Child Care and Development Block Grant Act) during federal fiscal years 2022, 2023, and 2024. States would be required to use 50 percent of allotted funds on expanding access to child care subsidies; 25 percent of funds on child care supply and quality building activities; and 25 percent of funds on either subsidy and grant expansion or supply and quality building, and up to 7% on the cost of administration. Effective FFY2025, the program will become an entitlement, with additional funds as necessary to meet the needs of all eligible children and families.

Will state matching funds be required?

Yes. Federal funds are ultimately estimated to cover 90% of direct child care expenditures, with states providing a 10% non-federal share. The federal government will reimburse states at their Federal Medical Assistance Percentage (FMAP) rate for child care quality and supply activities and reimburse 50 percent of state administrative expenses.

With this new federal investment on the horizon, can our state take existing investments and repurpose them toward other needs?

No. States may not supplant other federal, state, or local public funds expended to provide child care services and states receiving funds must maintain expenditures at the average level for the previous 3 years. (Calculated as the average of as Federal, State, and local public funds expended during fiscal years 2019, 2020, and 2021.)

CHILD CARE AND PREKINDERGARTEN IN THE BUILD BACK BETTER ACT: A GUIDE FOR POLICYMAKERS



EXPLORING THE ACT'S UNIVERSAL PREKINDERGARTEN PROVISIONS

What would the universal Pre-K provisions of the Build Back Better Act mean for families?

In addition to the child care supports described above, the Build Back Better Act proposes to create – over a period of years - a universal prekindergarten entitlement for all 3- and 4-year-old children.

Which children will be eligible for universal pre-k? What will it cost families?

All children who are 3- or 4-years-old on the date established by the applicable local education agency for kindergarten entry. Programs will be free of charge to families.

What will happen to states' existing prekindergarten programs?

Designed as a state-federal partnership, the proposed expansion will build on – rather than replace - existing state prekindergarten infrastructure, providing additional funding and permitting more children to be served.

Who will be eligible to provide universal pre-K?

Expanded state prekindergarten programs will operate using a mixed delivery model, meaning that both public and private preschool providers will be eligible to receive funding from states. Approved providers will include public schools, licensed center-based child care providers, licensed family child care providers, networks of community- and neighborhood-based child care providers, Head Start agencies and delegate agencies, and consortia thereof.

What funding is being made available to states for this purpose?

The Act entails a three-year rollout process, which will build toward a universal entitlement for all American children. During FFY22, states will split \$4 billion, with allocations of \$6 billion and \$8 billion during FFY23 and FFY24 respectively. Effective FFY2025, Congress will allocate funds as may be necessary to provide service to all preschoolers.

During the first 3 years of transitional implementation, state allocations will be based on a formula that considers both the proportion of American children under 6 residing below 200% of the federal poverty definition in each state and existing federal preschool investments.

How will states apply to participate? Who will administer the program in the states?

As with the child care investments detailed earlier in this document, states will submit both transitional and full state plans to the federal government, each lasting no more than 3 years. A lead agency will be identified by the governor.

Are states required to provide matching funds?

Eventually, yes. During the first 3 years of the rollout, state costs will be 100% covered by the federal government. A non-federal share will later be required, currently projected at 90/10 in FFY2025, 75/25 in FFY2026, and 60/40 in FFY2027.

Is there a maintenance of effort requirement?

Yes, in the event that a state fails to maintain its existing preschool investments (*the average of federal, state, and local public expenditures across 2019, 2020, and 2021*), its federal award will be reduced by an amount equal to the reduction in question. Waivers of this maintenance of effort requirement can be granted by the Administration for Children and Families in the event of an economic downturn or other mitigating circumstance.

What else will be expected of states?

States receiving funding under the Act shall: a) administer a state prekindergarten program, b) support a continuous quality improvement system for providers to include training, technical assistance, monitoring, professional development and coaching, c) provide outreach and enrollment support to families, d) build supporting data systems, e) support staff in pursuing credentials and degrees, f) support the inclusion of children with disabilities, g) provide age-appropriate transportation, and h) conduct and/or update statewide needs assessments detailing access to high-quality preschool services. State plans will include:

- Plans for achieving universal, high-quality, free, inclusive, and mixed delivery preschool services.

CHILD CARE AND PREKINDERGARTEN IN THE BUILD BACK BETTER ACT: A GUIDE FOR POLICYMAKERS



- Documentation that the state has in place developmentally appropriate, evidence-based preschool standards that are – at minimum – as rigorous as those in use in federally funded Head Start programs.
- Assurances that their programs will be universally available to all children without additional eligibility requirements.

What is the duration of the prekindergarten program proposed?

At least 1,020 hours annually.

Who will receive enrollment priority as states transition to the universal model?

Priority for initial enrollment will go to children in high need areas, as well as to children experiencing homelessness, children in foster or kinship care, children in families engaged in migrant or seasonal agricultural labor, children with and dual language learners.

What are the education requirements for teachers?

Lead teachers in the preschool program must hold bachelor's degrees in early childhood education no later than 6 years after the date on which the state receives funding under the Act. There are exceptions, however, to grandfather non-degreed teachers employed by an eligible provider for three of the 5 years immediately preceding the date of enactment.

How will teachers be compensated?

Independent of provider type, the Act requires that lead teachers participating in the state preschool program earn salaries equivalent to those of elementary school staff with similar credentials and experience. All program staff must earn a living wage.

Can private preschool providers be assured that the program's mixed delivery system will be robust and more than "in name only?"

Yes. The Act specifies that states must ensure that their preschool models will not disrupt the availability of infant/toddler care and document how it will equitably distribute any new slots funded. Taken in combination with the Act's child care provisions, there is reason to believe that universal expansion can happen with strong consideration for the needs of private sector providers. Further, few school districts have the physical capacity to serve such a large influx of new students, necessitating the widespread participation of private and community-based providers.

How will the expansion impact Head Start enrollment?

The Act calls on states to partner with Head Start agencies to ensure full utilization of available Head Start slots.

How will payment to providers be handled? How much will providers receive per child?

As with many existing mixed-delivery systems, states will establish contracts and subgrants to provide payment to non-public providers. While a specific per-child amount is not currently specified, the Act requires that this funding be sufficient to meet the requirements of the bill – including its pay parity requirements. As with child care subsidies, this is likely to entail substantial increases in the rates paid to providers.

Head Start programs, and many others, provide comprehensive services that extend beyond classroom instruction. Are there provisions to ensure they can continue doing so?

Yes. The Act specifies that states shall award enhanced payments to eligible providers serving a high percentage of low-income students to support comprehensive services.

Can states decline to apply/participate?

Yes, but - as with the child care investments above - the Act contains provisions for making grants directly to localities and/or expanding Head Start services in the event that a state declines participation. (House Rules Committee Print 117-18 reported by the Committee on November 3, 2021, clarifies that the Secretary of USDHHS shall consult with the Secretary of Education in making awards to localities. It also permits Head Start agencies receiving funding for this reason to serve children up to 200% of the federal poverty definition.)

Mount Cross CDC Board Meeting: Tuesday, March 15, 2022

Attendees:

Lisa Saner
Kelli Hernandez
Patti Stouch
Pastor Julie
Amy Vega (Director)
Wendy McClary
Joe Zimmerly
Kate LaCalamita
Rachel Porter

****Joined Later:** Kelli Hernandez (joined at approximately 8:15pm)

Call to Order: Meeting called to order at approximately 7:37pm on Zoom

Approval of February Meeting Minutes:

- Approval of February 8th Meeting Minutes (Wendy motioned; Kate seconded; unanimously approved)

President's Report (Lisa Saner)

- Basecamp Costs – \$90/month (Patti has covered costs since February)
 - Discussion on whether to continue using program:
 1. Continue to use program through incorporation in order to maintain recordkeeping and easy access to documents for all board members
 2. Once incorporation is complete, use Google Drive (or something similar) for archives, record maintenance, etc.
 - Patti to continue covering costs in the short-term until incorporation
- Upcoming April & May CDC Board Meeting Dates –
 - April meeting to be held on April 5th at 7:30pm on Zoom (1st Tuesday of month)
 - May 10th meeting will be held in person at 5:30pm
 - Jenn Mesick (new Board member) to attend May meeting (whether or not incorporated at that point)

Director's Report (Amy Vega)

- Attendance Review for February 2022; total enrollment 45 students (out of 57 capacity) (MWF) & 38 students (out of 57 capacity) (TTh)
- Summer Program will offer 2 week, 4 week and 6 week sessions
 - Slow enrollment; currently enrolled MWF @ 16 students & T/Th @ 7 students
- Enrollment 22-23 School Year
 - Enrollment started in February with current enrollment = MWF @ 19 students & T/TH @ 12 students

- Spoke with St. Columba – preschool enrollment at other Ventura County preschools begins in January (need to start earlier next year)
 - Giving numerous tours of the school
 - Rachel to craft email to send to parents encouraging writing a Google review and offer ‘refer a friend and get a free lunch bunch’ offer
 - Trying to contact licensing to allow for younger children to attend preschool (under 2 years, 9mos)
- Outdoor Classroom
 - Toured St. Columba’s outdoor classroom
 - Discuss possible donations of time and expertise from preschool families and church families
 - St. Columba Director extended invite to tour the school
 - Canceled Spanish Class 3/16, will resume next week – difficult finding a flexible teacher to cover the time period
 - Family receiving financial assistance is \$980 in arrears (includes Smart Tuition fees); family has not paid since December 2021
 - Family is going through divorce; preschool providing stability for child during changes
 - Treasurer to reach out to family to discuss ability to pay going forward and bring up financial assistance application
 - Scholarship account holds \$1,590; currently funds are held with Church and then released to CDC upon request
 1. Follow-up with Church Council at next meeting to ensure funds are held in the preschool’s bank accounts
 - Ventura Quality Counts application in process – rates schools and a merit that Mt. Cross can advertise as a “quality program”

Pastor’s Report (Pastor Julie), i.e. “Master Julie” ☺

Youth Director’s Report (Joe Zimmerly)

- April 29th Drive-In Movie “Saint” – sign-up online on Facebook
- VBS - (theme, ‘Tree of Healing’) registration opening on May 1st
- Center Agreement between Church and CDC – Discussion about which entity is responsible for each area of use and maintenance, etc.
- Parent’s Night Out – March 25th (\$25/child for 4 hours)

Vice-President’s Report (Patti Saner)

- Finding Artist for Mural Project – Mural on Church building to serve as a fundraiser

- Muralist group – artists are reaching out to groups to paint a sunflower in support of Ukraine
 - Costs less than \$500 with artist donating some of their time
 - Could also use as an opportunity to advertise the church/CDC with media
 - Put mural on wall outside of Amy's office; need to discuss with Church Property Committee, possibly need City permit
 - Temporary mural idea
 - Wendy and Patti to present to Church Council
- Employee Handbook – Process is moving along, need to discuss Holiday Pay scenarios
 - Currently paying for 28 holidays plus 6 PTO days
 - Updated PTO will be up to 48 hours or 6 days for part-time employees
 - Switching to accrual with cap of certain hours to avoid large payouts per CA law
 - 8 days is typical per review of other preschools/businesses
 - Proposed Paid Holidays (13 days):
 - Christmas Break (5 days)
 - Good Friday
 - Memorial Day
 - Independence Day
 - Labor Day
 - Veteran's Day
 - Thanksgiving
 - Day after Thanksgiving
 - Birthday/Floating Holiday
 - Approved Scenario 1 Holiday Pay Calendar (see above) (Kelli motioned; Kate seconded; unanimously approved)

Church Council Report (Wendy McClary):

- Playground changes/updates proposed to Church Council that went well and then met with Church Property Committee.
 - Prayer Garden will have a proposed fence near the area; use a different fencing rather than chain-link fence.
 - Church Property Committee will present their approval to Church Council at the next meeting.

Treasurer's Report (Kelli Hernandez)

- Financial Review (see attached) – approximately \$7,070 net income and \$56.4k in checking/Money Market accounts
- Filed incorporation application with Secretary of State in September 2021 but still pending IRS approval

Meeting adjourned at approximately 9:47pm

*****Next Meeting: April 5th at 7:30pm on Zoom*****

MT CROSS CHILD DEVELOPMENT CENTER

Balance Sheet
As of February 28, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Pacific Western Bank MM	20,530.40
Pacific Western Bank Operating	35,856.80
Total Bank Accounts	\$56,387.20
Other Current Assets	
Deposits Held by Others	450.00
Total Other Current Assets	\$450.00
Total Current Assets	\$56,837.20
TOTAL ASSETS	\$56,837.20
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to	226.93
Payroll Liabilities	-161.25
CA PIT / SDI	-234.02
Federal Taxes (941/944)	-1,900.77
Total Payroll Liabilities	-2,296.04
Total Other Current Liabilities	\$ -2,069.11
Total Current Liabilities	\$ -2,069.11
Total Liabilities	\$ -2,069.11
Equity	
Opening Bal Equity	121,597.87
Retained Earnings	-88,536.25
Net Revenue	25,844.69
Total Equity	\$58,906.31
TOTAL LIABILITIES AND EQUITY	\$56,837.20

MT CROSS CHILD DEVELOPMENT CENTER

Profit & Loss

February 2022

	TOTAL
Revenue	
Donations	223.00
Registration Fees	1,380.00
Tuition- Fall/Spring	32,663.50
Total Revenue	\$34,266.50
GROSS PROFIT	\$34,266.50
Expenditures	
Bank Service Charges	46.25
Dues and Subscriptions	60.54
Facility Use	1,450.00
Insurance	
Liability Insurance	249.00
Workers Comp	616.00
Total Insurance	865.00
Outside Services	
Gardener	600.00
Total Outside Services	600.00
Payroll Expenses	
Payroll Processing Fees	74.48
Taxes	1,573.27
Wages	20,565.43
Total Payroll Expenses	22,213.18
ProCare	79.00
Professional Fees	
Accounting	600.00
Legal Fees	45.00
Total Professional Fees	645.00
Program Expense	59.90
Supplies	
CDC Center Supplies	641.31
Consummable	487.07
Total Supplies	1,128.38
Telephone	50.00
Total Expenditures	\$27,197.25
NET OPERATING REVENUE	\$7,069.25
Other Revenue	
Interest Income	0.61
Total Other Revenue	\$0.61
NET OTHER REVENUE	\$0.61
NET REVENUE	\$7,069.86

MT CROSS CHILD DEVELOPMENT CENTER
Budget vs. Actuals: FY21-22 REVISED 11.09.21 - FY22 P&L
September 2021 - August 2022

	Actual	Total Budget	% of Budget Used
Revenue			
Donations	11,855.85	11,555.00	102.60%
Emergency Kit	320.00	240.00	133.33%
Grants Received	457.00	457.00	100.00%
Lunch Bunch	2,812.50		
Registration Fees	3,015.00	8,750.00	34.46%
Tuition- Fall/Spring	192,527.10	300,000.00	64.18%
Tuition- Summer		11,625.00	0.00%
Uncategorized Income	0.00		
Total Revenue	\$ 210,987.45	\$ 332,627.00	63.43%
Cost of Goods Sold			
Purchase Emergency Kit	195.73		
Total Cost of Goods Sold	\$ 195.73	\$ 0.00	
Gross Profit	\$ 210,791.72	\$ 332,627.00	63.37%
Expenditures			
Advertisement	232.74	500.00	46.55%
Bad Debt Expense	4,422.00		
Bank Service Charges	48.73	25.00	194.92%
CPR Certification	1,045.00	1,045.00	100.00%
Dues and Subscriptions	518.38	500.00	103.68%
Education		280.00	0.00%
Equipment Replacement		500.00	0.00%
Facility Use	10,150.00	15,950.00	63.64%
Incentives	1,100.00	950.00	115.79%
Insurance			
Liability Insurance	1,743.00	9,000.00	19.37%
Workers Comp	4,312.00	7,000.00	61.60%
Total Insurance	\$ 6,055.00	\$ 16,000.00	37.84%
Licenses & Fees	818.00	1,500.00	54.53%
Outside Services			
Gardener	700.00	1,100.00	63.64%
Total Outside Services	\$ 700.00	\$ 1,100.00	63.64%
Payroll Expenses			
Payroll Processing Fees	451.91	1,245.00	36.30%
Payroll Tax Expense	13,537.49	26,329.34	51.42%
Wages	131,538.42	219,411.20	59.95%
Total Payroll Expenses	\$ 145,527.82	\$ 246,985.54	58.92%
Printing and Reproduction		500.00	0.00%
ProCare	158.00	553.00	28.57%
Professional Fees			
Accounting	4,200.00	7,200.00	58.33%
Consulting	954.99		
Legal Fees	8,790.50	8,000.00	109.88%
Total Professional Fees	\$ 13,945.49	\$ 15,200.00	91.75%
Program Expense	595.06	8,088.46	7.36%
Reimbursements	350.98		
Repairs			
Building Repairs	800.68	1,000.00	80.07%
Total Repairs	\$ 800.68	\$ 1,000.00	80.07%
Small Equipment	202.01	2,500.00	8.08%
Smart Tuition		2,900.00	0.00%
Supplies			
CDC Center Supplies	6,752.96	6,500.00	103.89%
Consummable	1,997.03	3,600.00	55.47%
Food	1,361.46	2,600.00	52.36%
Office	1,347.22	2,000.00	67.36%
Total Supplies	\$ 11,458.67	\$ 14,700.00	77.95%
Telephone	350.00	550.00	63.64%
Website Development		1,000.00	0.00%
Website Maintenance		300.00	0.00%
Total Expenditures	\$ 198,478.56	\$ 332,627.00	59.67%
Net Operating Revenue	\$ 12,313.16	\$ 0.00	
Other Revenue			
Interest Income	5.39		
Other Income	366.95		
Total Other Revenue	\$ 372.34	\$ 0.00	
Net Other Revenue	\$ 372.34	\$ 0.00	
Net Revenue	\$ 12,685.50	\$ 0.00	

Mount Cross CDC Board Meeting: Tuesday, April 19, 2022

Attendees:

Lisa Saner
Kelli Hernandez
Patti Stouch
Amy Vega (Director)
Wendy McClary
Joe Zimmerly
Kate LaCalamita

***Absent: Rachel Porter & Pastor Julie*

Call to Order: Meeting called to order at approximately 8:01pm on Zoom

Approval of March Meeting Minutes:

- Can't find them on Basecamp
- Lisa will forward the meeting minutes she has from Rachel to Patti to post on basecamp

Director's Report (Amy Vega)

- Attendance Review for April 2022; total enrollment 46 students (out of 57 capacity) (MWF) & 41 students (out of 57 capacity) (TTh);
- Summer Program will offer 2 week, 4 week and 6 week sessions
 - Total enrollment 14 out of 57 (TTh) and 23 out of 57 (MWF)
- Enrollment 22-23 School Year
 - Total enrollment 21 out of 57 (TTh) and 35 out of 57 (MWF)
 - Lacking in the Young 3's and Older 3's – parents may be tentative on registering not knowing potty trained status in fall
 - Need to discuss advertising later in the meeting

- Testing
 - COVID testing still happening weekly
 1. Strongly recommended but not required for those not vaccinated
 - Water testing for Lead
 1. Not sure of cost and process is lengthy
 2. Could also bypass by getting drinking water (monthly fee)
 3. Buy a Brita faucet filter to use for water for the kids
- Outdoor Classroom

- St Columba's May 3rd 3:15 pm
- Ascension Lutheran April 27th 5:15 pm
- Endowment Application
 - Getting quotes for turf (trying to get three)
 1. Turf Exchange: quote for four different areas so we can pick and choose
 2. Roots of the large tree becoming a tripping hazard as well as causing concrete to buckle
- Fans in the classroom
 - Looking into mounting the fans
 - Possibly share cost of portable air conditioners
- Signage
 - Adding "Mount Cross Child Development Center" to the current sign
 - Need to refresh the one as you turn on Esplendido with new logos
- Cameras
 - Getting a quote from Bill Arthur for security cameras
 1. Would allow for parents to watch children in the office
 2. Would also be good for lawsuit purposes
 - Cheaper solution could be portable cameras with cloud based storage
- "Scholarship" Family
 - Mom asked for another application and plans to fill it out
- Anonymous Letter
 - Office Hours are posted on the door
 - Signs being made with how to contact Amy/Elizabeth

Treasurer's Report (Kelli Hernandez)

- WE HAVE AN EIN!
 - Kelli will open a new bank account
 - Becky with close old bank account when she is back from traveling
 - Should be able to get a Debit card to use at Costco
- Due to Amy is not zero because of See's Candy – Will be offset in April
- Motion to approve financials: Wendy moved, Patty 2nd
 - Motion carried

Youth Director's Report (Joe Zimmerly)

- Movie night: SING! On April 29th @ 6:30 pm in the sanctuary
- June 5th: All church graduation blessing
- Promotion Days for 4's and DK class is separate (June 13th/14th)

Church Council Report (Wendy McClary):

- Preschool Sunday – Have the kids sing or read or hand out programs
- Mentioned needing to send a check to Kelli for the Cathy Channels Fund

New Items/Discussion Topics:

- Website/Social Media
 - Having issues getting access to Facebook account
 - Need an outside admin to be in charge in case of turnover
 - Website developer has been spotty to respond
 - Email addresses for teachers @mountcrosscdc.com
 - Send an email to Joe & Pastor Julie
- Advertising
 - Extended hours temp sign added to main sign?
 - Flyers with logo to be posted around town
 - Do more leading facebook posts
- Mural Project
 - www.thesunflowerproject.ca
 - This has not been presented to Church councilor property

****Next Meeting: May 10th in person at Mount Cross at 5:30 pm****

Meeting adjourned at approximately 10:04pm

MT CROSS CHILD DEVELOPMENT CENTER

Balance Sheet
As of March 31, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Pacific Western Bank MM	20,530.75
Pacific Western Bank Operating	42,236.45
Total Bank Accounts	\$62,767.20
Other Current Assets	
Deposits Held by Others	450.00
Total Other Current Assets	\$450.00
Total Current Assets	\$63,217.20
TOTAL ASSETS	\$63,217.20
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to	3,459.30
Payroll Liabilities	-161.25
CA PIT / SDI	-234.02
Federal Taxes (941/944)	-1,900.77
Total Payroll Liabilities	-2,296.04
Total Other Current Liabilities	\$1,163.26
Total Current Liabilities	\$1,163.26
Total Liabilities	\$1,163.26
Equity	
Opening Bal Equity	121,597.87
Retained Earnings	-88,536.25
Net Revenue	28,992.32
Total Equity	\$62,053.94
TOTAL LIABILITIES AND EQUITY	\$63,217.20

MT CROSS CHILD DEVELOPMENT CENTER

Profit & Loss

March 2022

	TOTAL
Revenue	
Donations	100.00
Fundraisers	269.87
Lunch Bunch	992.00
Registration Fees	1,500.50
Tuition- Fall/Spring	28,714.00
Total Revenue	\$31,576.37
GROSS PROFIT	\$31,576.37
Expenditures	
Bank Service Charges	36.77
Facility Use	1,450.00
Insurance	
Liability Insurance	249.00
Workers Comp	616.00
Total Insurance	865.00
Outside Services	
Gardener	100.00
Total Outside Services	100.00
Payroll Expenses	
Lunch Bunch	8.00
Payroll Processing Fees	148.96
Taxes	1,587.83
Wages	20,756.30
Total Payroll Expenses	22,501.09
ProCare	79.00
Professional Fees	
Accounting	1,200.00
Legal Fees	850.50
Total Professional Fees	2,050.50
Program Expense	369.08
Reimbursements	20.16
Supplies	
CDC Center Supplies	77.55
Consummable	306.66
Food	418.26
Office	562.72
Total Supplies	1,365.19
Telephone	50.00
Total Expenditures	\$28,886.79
NET OPERATING REVENUE	\$2,689.58

MT CROSS CHILD DEVELOPMENT CENTER

Profit & Loss

March 2022

	TOTAL
Other Revenue	
Interest Income	0.71
Total Other Revenue	\$0.71
NET OTHER REVENUE	\$0.71
NET REVENUE	\$2,690.29

MT CROSS CHILD DEVELOPMENT CENTER
Budget vs. Actuals: FY21-22 REVISED 11.09.21 - FY22 P&L
September 2021 - April 19, 2022

	<u>Actual</u>	<u>Total Budget</u>	<u>% of Budget</u>
Revenue			
Donations	11,955.85	11,555.00	103.47%
Emergency Kit	320.00	240.00	133.33%
Fundraisers	893.12		
Grants Received	457.00	457.00	100.00%
Lunch Bunch	2,545.00		
Registration Fees	4,300.50	8,750.00	49.15%
Tuition- Fall/Spring	225,908.60	300,000.00	75.30%
Tuition- Summer		11,625.00	0.00%
Uncategorized Income	0.00		
Total Revenue	\$ 246,380.07	\$ 332,627.00	74.07%
Cost of Goods Sold			
Purchase Emergency Kit	195.73		
Total Cost of Goods Sold	\$ 195.73	\$ 0.00	
Gross Profit	\$ 246,184.34	\$ 332,627.00	74.01%
Expenditures			
Advertisement	232.74	500.00	46.55%
Bad Debt Expense	4,422.00		
Bank Service Charges	85.50	25.00	342.00%
CPR Certification	1,045.00	1,045.00	100.00%
Dues and Subscriptions	410.54	500.00	82.11%
Education		280.00	0.00%
Equipment Replacement		500.00	0.00%
Facility Use	13,050.00	15,950.00	81.82%
Incentives	1,200.00	950.00	126.32%
Insurance			
Liability Insurance	2,241.00	9,000.00	24.90%
Workers Comp	5,544.00	7,000.00	79.20%
Total Insurance	\$ 7,785.00	\$ 16,000.00	48.66%
Licenses & Fees	818.00	1,500.00	54.53%
Outside Services			
Gardener	900.00	1,100.00	81.82%
Outside Labor	225.00		
Total Outside Services	\$ 1,125.00	\$ 1,100.00	102.27%
Payroll Expenses			
Lunch Bunch	8.00		
Payroll Processing			
Fees			
Payroll Tax Expense	675.35	1,245.00	54.24%
Taxes	3,310.56	26,329.34	12.57%
Wages	9,706.09		
	164,357.13	219,411.20	74.91%
Total Payroll Expenses	\$ 178,057.13	\$ 246,985.54	72.09%
Printing and Reproduction		500.00	0.00%
ProCare	158.00	553.00	28.57%
Professional Fees			
Accounting	4,800.00	7,200.00	66.67%
Consulting	954.99		
Legal Fees	8,866.50	8,000.00	110.83%
Total Professional Fees	\$ 14,621.49	\$ 15,200.00	96.19%
Program Expense	964.14	8,088.46	11.92%
Reimbursements	27.65		
Repairs			
Building Repairs	800.68	1,000.00	80.07%
Total Repairs	\$ 800.68	\$ 1,000.00	80.07%
Small Equipment	222.01	2,500.00	8.88%
Smart Tuition		2,900.00	0.00%
Supplies			
CDC Center Supplies	6,923.16	6,500.00	106.51%
Consumable	2,333.67	3,600.00	64.82%
Food	1,866.46	2,600.00	71.79%
Office	2,173.67	2,000.00	108.68%
Total Supplies	\$ 13,296.96	\$ 14,700.00	90.46%
Telephone	450.00	550.00	81.82%
Website Development		1,000.00	0.00%
Website Maintenance		300.00	0.00%
Total Expenditures	\$ 238,771.84	\$ 332,627.00	71.78%
Net Operating Revenue	\$ 7,412.50	\$ 0.00	
Other Revenue			
Interest Income	6.10		
Other Income	366.95		
Total Other Revenue	\$ 373.05	\$ 0.00	
Net Other Revenue	\$ 373.05	\$ 0.00	
Net Revenue	\$ 7,785.55	\$ 0.00	

CDC Board Meeting

April 19, 2022

Enrollment: 21/22 School Year

2 days	3 Days
Young 3's:	Young 3's:
10 - 8:30 to 11:30	8- 8:30 to 11:30
0- 8:30 to 1:30	1- 8:30 to 1:30
Total: 10/11(Full)	Total: 9/11
Older 3's:	Older 3's:
4- 8:30 to 11:30	6- 8:30 to 11:30
8- 8:30 to 1:30	9- 8:30 to 1:30
Total: 12/14	Total: 15/14
4's:	4's:
4- 8:30 to 11:30	9- 8:30 to 11:30
6- 8:30 to 1:30	3- 8:30 to 1:30
Total: 10/16	Total: 12/16

Developmental Kindergarten (DK):

- 1 (2 days)- 8:30 to 11:30
- 1 (2 days)-8:30 to 1:30
- 3 (3 days)- 8:30 to 1:30
- 0 (3 days)-8:30 to 11:30
- 4 (5 days)- 8:30 to 1:30
- 3(5 days)-8:30 to 11:30

Total: 12

10/16 3 days

7/16 2 days

Total enrollment:

Monday, Wednesday, Friday: 46/57

Tuesday and Thursday: 41/57

Summer School 2022:

2 days

Young 3's:

1 - 8:30 to 11:30 (4 weeks)

1-8:30 to 11:30 (6 weeks)

0- 8:30 to 1:30

1-8:30 to 3:30 (4 weeks)

1-8:30 to 3:30 (6 weeks)

Total: 4/16

Older 3's:

0- 8:30 to 11:30 (4 weeks)

0-8:30 to 11:30 (6 weeks)

0- 8:30 to 1:30

Total: 0/16

3 Days

Young 3's:

0- 8:30 to 11:30 (4 weeks)

1- 8:30 to 11:30 (6 weeks)

0- 8:30 to 1:30

0-8:30 to 3:30 (4 weeks)

0-8:30 to 3:30 (6 weeks)

Total: 1/16

Older 3's:

1- 8:30 to 11:30 (4 weeks)

3-8:30 to 11:30 (6 weeks)

1- 8:30 to 1:30 (4 weeks)

Total: 5/16

4's:

2- 8:30 to 1:30 (6 weeks)

2-8:30 to 3:30 (6 weeks)

1-8:30 to 1:30 (2 weeks)

2-8:30 to 11:30 (6 weeks)

Total: 7/16

4's:

4- 8:30 to 1:30 (6 weeks)

2-8:30 to 3:30 (6 weeks)

1-8:30 to 1:30 (2 weeks)

2-8:30 -1:30 (4 weeks)

1-8:30-11:30 (4 weeks)

Total: 10/16

Developmental Kindergarten (DK):

0 (2 days)- 8:30 to 11:30

0 (2 days)-8:30 to 1:30 (4 weeks)

1 (3 days)-8:30 to 1:30 (4 weeks)

2 (3 days)- 8:30 to 1:30 (6weeks)

1 (3 days)-8:30 to 11:30 (6weeks)

3 (5 days)- 8:30 to 1:30 (4weeks)

0 (5 days)-8:30 to 11:30

Total: 7

Total Enrollment:

Tuesday/Thursday: 14/57

Monday/Wednesday/Friday: 23/57

Enrollment: 22/23 School Year:

2 days

Young 3's:

4 - 8:30 to 11:30

1- 8:30 to 1:30

1-8:30 to 3:30

Total: 6/11

Older 3's:

0- 8:30 to 1:30

1 - 8:30 to 11:30

0-8:30 to 3:30

Total: 1/16

4's:

2- 8:30 to 1:30

3 - 8:30 to 11:30

0-8:30 to 3:30

Total: 5/16

3 Days

Young 3's:

4- 8:30 to 11:30

0- 8:30 to 1:30

1- 8:30 to 3:30

Total: 5/11

Older 3's:

0- 8:30 to 1:30

6- 8:30 to 11:30

0- 8:30 to 3:30

Total: 6/16

4's:

5- 8:30 to 1:30

8- 8:30 to 11:30

0- 8:30 to 3:30

Total: 13/16

Developmental Kindergarten (DK):

0 (3 days)-8:30 to 11:30

2 (3 days)- 8:30 to 1:30

0(5 days)-8:30 to 11:30

ESTIMATE	#14498-1
ESTIMATE DATE	Apr 09, 2022
TOTAL	\$5,600.00

Mount Cross Lutheran church preschool
 102 Camino Esplendido
 Camarillo, CA 93010

(805) 207-8045
 cdc@mountcross.com

CONTACT US

20 N Aviator, A
 Camarillo, CA 93010

(844) 600-8873
 mitch@turfexchange.com

ESTIMATE

Services	qty	unit price	amount
turf - Bonita Verde 65 oz Bonita Verde is great for high traffic areas. It stands at 1.5" Tall and is a 65oz product.	448.0	\$11.75	\$5,264.00
Gopher wire - 19 gauge Gopher wire	448.0	\$0.75	\$336.00
Zone 1 Area where shed is currently			
Subtotal			\$5,600.00
Tax (Los Angeles County 8.25%)			\$0.00
Total			\$5,600.00

A 2% Surcharge may be added if Customer pays with Credit Card.
 Contractor License #1042565
 SCOPE OF WORK

1. Excavation and disposal of existing grass or ground cover and any excess dirt and haul away
2. Cap any existing sprinklers/valves in the area of Turf
3. Dig down 3 to 4 inches
4. Back fill with Class 2 Road Base
5. Mechanically Compact Base to ensure solid foundation and grade area
6. Install weed barrier- unless customer declines
7. Installation of Synthetic turf using (5" nails) every 4" of seams and borders
8. Secure Seams (S-Seam) with staples
9. Brush infill sand and spread 1/4" approximately 2lbs per square foot
10. Power Brush Turf
11. Cleanup and dispose of debris

As seen in natural lawns there are sometimes variations which include shadow areas, the same can apply with artificial grass. When viewing your turf from different angles you may notice variations of color due to light refraction this is a normal occurrence and only adds to the beauty of artificial turf. Even though we excavate the appropriate amount, some weeds may appear along edges, and some may blow in from neighboring lawns. Not included in warranty: Damage resulting from localized heating (most often caused by highly reflective surfaces such as energy efficient or reflective

TURF EXCHANGE

Turf Exchange Inc

ESTIMATE	#14498-2
ESTIMATE DATE	Apr 09, 2022
TOTAL	\$7,305.50

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ESTIMATE

Services	qty	unit price	amount
turf - Bonita Verde 65 oz Bonita Verde is great for high traffic areas. It stands at 1.5" Tall and is a 65oz product.	615.0	\$11.30	\$6,949.50
Gopher wire - 19 gauge Gopher wire	448.0	\$0.75	\$336.00
Zone 2 Area where the king strips are			
Bender Board Plastic Redwood appearance - Bender board Redwood appearance 2"x4"x20"	1.0	\$20.00	\$20.00
Subtotal			\$7,305.50
Tax (Los Angeles County 8.25%)			\$0.00
Total			\$7,305.50

A 2% Surcharge may be added if Customer pays with Credit Card.

Contractor License #1042565

SCOPE OF WORK

1. Excavation and disposal of existing grass or ground cover and any excess dirt and haul away
2. Cap any existing sprinklers/valves in the area of Turf
3. Dig down 3 to 4 inches
4. Back fill with Class 2 Road Base
5. Mechanically Compact Base to ensure solid foundation and grade area
6. Install weed barrier- unless customer declines
7. Installation of Synthetic turf using (5" nails) every 4" of seams and borders
8. Secure Seams (S-Seam) with staples
9. Brush infill sand and spread 1/4" approximately 2lbs per square foot
10. Power Brush Turf
11. Cleanup and dispose of debris

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TURF EXCHANGE

Turf Exchange Inc

ESTIMATE	#14498-3
ESTIMATE DATE	Apr 09, 2022
TOTAL	\$10,589.00

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ESTIMATE

Services	qty	unit price	amount
turf - Bonita Verde 65 oz Bonita Verde is great for high traffic areas. It stands at 1.5" Tall and is a 65oz product.	930.0	\$11.30	\$10,509.00
Zone 3 Area where the big trees if the trees are removed			
Bender Board Plastic Redwood appearance - Bender board Redwood appearance 2"x4"x20"	4.0	\$20.00	\$80.00
Subtotal			\$10,589.00
Tax (Los Angeles County 8.25%)			\$0.00
Total			\$10,589.00

A 2% Surcharge may be added if Customer pays with Credit Card.
 Contractor License #1042565
 SCOPE OF WORK

1. Excavation and disposal of existing grass or ground cover and any excess dirt and haul away
2. Cap any existing sprinklers/valves in the area of Turf
3. Dig down 3 to 4 inches
4. Back fill with Class 2 Road Base
5. Mechanically Compact Base to ensure solid foundation and grade area
6. Install weed barrier- unless customer declines
7. Installation of Synthetic turf using (5" nails) every 4" of seams and borders
8. Secure Seams (S-Seam) with staples
9. Brush infill sand and spread 1/4" approximately 2lbs per square foot
10. Power Brush Turf
11. Cleanup and dispose of debris

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TURF EXCHANGE

Turf Exchange Inc

ESTIMATE	#14498-4
ESTIMATE DATE	Apr 09, 2022
TOTAL	\$7,056.00

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ESTIMATE

Services	qty	unit price	amount
turf - Bonita Verde 65 oz Bonita Verde is great for high traffic areas. It stands at 1.5" Tall and is a 65oz product.	640.0	\$10.90	\$6,976.00
Zone 3			
Area where the big trees if the trees stay			
Bender Board Plastic Redwood appearance - Bender board Redwood appearance 2"x4"x20"	4.0	\$20.00	\$80.00
Subtotal			\$7,056.00
Tax (Los Angeles County 8.25%)			\$0.00
Total			\$7,056.00

A 2% Surcharge may be added if Customer pays with Credit Card.
 Contractor License #1042565
 SCOPE OF WORK

1. Excavation and disposal of existing grass or ground cover and any excess dirt and haul away
2. Cap any existing sprinklers/valves in the area of Turf
3. Dig down 3 to 4 inches
4. Back fill with Class 2 Road Base
5. Mechanically Compact Base to ensure solid foundation and grade area
6. Install weed barrier- unless customer declines
7. Installation of Synthetic turf using (5" nails) every 4" of seams and borders
8. Secure Seams (S-Seam) with staples
9. Brush infill sand and spread 1/4" approximately 2lbs per square foot
10. Power Brush Turf
11. Cleanup and dispose of debris

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TURF EXCHANGE
Turf Exchange Inc

ESTIMATE	#14498-5
ESTIMATE DATE	Apr 09, 2022
TOTAL	\$8,145.65

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ESTIMATE

Services	qty	unit price	amount
turf - Bonita Verde 65 oz Bonita Verde is great for high traffic areas. It stands at 1.5" Tall and is a 65oz product.	505.0	\$11.50	\$5,807.50
<hr/>			
Zone 4 Playground			
Turf padding 2 1/8 " - Foam padding 2 1/8" extra Turf padding 2 1/8"	505.0	\$4.63	\$2,338.15
<hr/>			
		Subtotal	\$8,145.65
		Tax (Los Angeles County 8.25%)	\$0.00
		Total	\$8,145.65

A 2% Surcharge may be added if Customer pays with Credit Card.
 Contractor License #1042565
 SCOPE OF WORK

1. Excavation and disposal of existing grass or ground cover and any excess dirt and haul away
2. Cap any existing sprinklers/valves in the area of Turf
3. Dig down 3 to 4 inches
4. Back fill with Class 2 Road Base
5. Mechanically Compact Base to ensure solid foundation and grade area
6. Install weed barrier- unless customer declines
7. Installation of Synthetic turf using (5" nails) every 4" of seams and borders
8. Secure Seams (S-Seam) with staples
9. Brush infill sand and spread 1/4" approximately 2lbs per square foot
10. Power Brush Turf
11. Cleanup and dispose of debris

As seen in natural lawns there are sometimes variations which include shadow areas, the same can apply with artificial grass. When viewing your turf from different angles you may notice variations of color due to light refraction this is a normal occurrence and only adds to the beauty of artificial turf. Even though we excavate the appropriate amount, some weeds may appear along edges, and some may blow in from neighboring lawns.

TURF EXCHANGE

Turf Exchange Inc

ESTIMATE	#14498-6
ESTIMATE DATE	Apr 09, 2022
TOTAL	\$28,216.90

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ESTIMATE

Services	qty	unit price	amount
turf - Bonita Verde 65 oz Bonita Verde is great for high traffic areas. It stands at 1.5" Tall and is a 65oz product.	2500.0	\$10.00	\$25,000.00
Turf padding 2 1/8 " - Foam padding 2 1/8" extra Turf padding 2 1/8"	505.0	\$4.63	\$2,338.15
Bender Board Plastic Redwood appearance - Bender board Redwood appearance 2"x4"x20"	4.0	\$20.00	\$80.00
Gopher wire - 19 gauge Gopher wire	1065.0	\$0.75	\$798.75
All Zones			
2 Bins			
		Subtotal	\$28,216.90
		Tax (Los Angeles County 8.25%)	\$0.00
		Total	\$28,216.90

A 2% Surcharge may be added if Customer pays with Credit Card.
 Contractor License #1042565
 SCOPE OF WORK

1. Excavation and disposal of existing grass or ground cover and any excess dirt and haul away
2. Cap any existing sprinklers/valves in the area of Turf
3. Dig down 3 to 4 inches
4. Back fill with Class 2 Road Base
5. Mechanically Compact Base to ensure solid foundation and grade area
6. Install weed barrier- unless customer declines
7. Installation of Synthetic turf using (5" nails) every 4" of seams and borders
8. Secure Seams (S-Seam) with staples
9. Brush infill sand and spread 1/4" approximately 2lbs per square foot
10. Power Brush Turf
11. Cleanup and dispose of debris

Mount Cross CDC Board Meeting: Tuesday, May 10, 2022

Attendees:

Lisa Saner	Amy Vega (Director)
Kelli Hernandez	Wendy McClary
Patti Stouch	Joe Zimmerly
Pastor Julie	Kate LaCalamita
Rachel Porter	

Call to Order: Meeting called to order at approximately 7:36pm on Zoom

Approval of March & April Meeting Minutes:

- Approval of March Meeting Minutes (Kate motioned; Rachel seconded; unanimously approved)
- Approval of April Meeting Minutes (Kelli motioned; Wendy seconded; unanimously approved)
- Going forward need to go into 'closed session' to discuss specific staff related matters, etc.
- Forward meeting minutes with financials to Church staff

President's Report (Lisa Saner)

- Church Property Committee Projects – Endowment application submitted to create outdoor learning spaces/classrooms.
 - Match chain-link fence near Prayer Garden (must fence) was approved by committee
 - Fencing cost possibly split with church – will follow-up with Church Council
 - Tree removal discussed with property committee but not yet approved
 - Obtaining quotes for tree removal to present to Property Committee
 - Repair roof of shed – determine if more cost effective to buy pre-made from Costco or build a new shed/make presentable – approved by committee to move forward
 - Amy to create 'master plan' of outdoor playground area and then divide into phases for development
 - Present proposal at next Church Council Meeting
- Upcoming June & July CDC Board Meeting Dates –
 - June meeting to be held on June 9th at 7:30pm on Zoom (1st Tuesday of month)
 - July meeting will be final meeting of the year and will hopefully be in person

Director's Report (Amy Vega)

- Attendance Review for February 2022; total enrollment 49 students (out of 57 capacity) (MWF) & 42 students (out of 57 capacity) (TTh); increase from prior month
- Summer Program will offer 2 week, 4 week and 6 week sessions

- Slow & steady enrollment; currently enrolled MWF @ 33 students & T/Th @ 18 students
- Enrollment 22-23 School Year
 - Enrollment started in February with current enrollment = MWF @ 40 students & T/TH @ 14 students
 - 4 year old Class & D-K Class are the classes that are filling up compared to the Older 3's & Younger 3's (begin at 2 years, 9 mos)
- Muffins with Moms to Celebrate Mother's Day – huge success and a large turn-out! 😊
- Teacher Appreciation Week - All teachers received a car wash and received gift card to favorite restaurants.
- Testing to Occur/Needed:
 - Lead testing to occur this week (\$195)
 - Water (osmosis) testing on Monday
 - A/C testing to be completed (looking at cost of fans but seems expensive) - Amy to obtain quotes; need to measure temperature of classroom areas and will be monitored
- Sign-o-rama Quote – Permanent Signage for CDC (see attachment)
- Thoughts on Preschool Campus tours (Ascension & St. Columba) discussion
 - Both schools limited “clutter”

Pastor's Report (Pastor Julie), “All is Well” 😊

Youth Director's Report (Joe Zimmerly)

- June 5th – Graduation Sunday (all ages) – slideshow presented
- June 7th & 8th – Final Chapel for School year

Church Council Report (Wendy McClary):

- Will discuss/present property topics at next Church Council meeting

Treasurer's Report (Kelli Hernandez)

- Reviewed 3 applications for financial assistance (scholarships)
 - Approved 1 application for May & June tuition assistance (Patti motioned; Kelli seconded; unanimously approved)
 - Need more information for application requesting assistance next school year
 - Other application is for family already receiving tuition assistance – will request work or help with projects to help offset costs
- Financial Review (see attached) – approximately \$8,841 net income and \$69k in checking/Money Market accounts (Kate motioned; Wendy seconded; unanimously approved financial report)

Additional/New Items:

- New Board Members – Possible parent interested in joining (daughter in young 3s)
 - Amy to send email to parents about joining Board for next year

- Website – Kate and Amy trying to reach out to website designer but unable to connect – will keep trying; currently no way to make changes
- Employee Handbook – Final draft obtained and discuss rollout to staff (prior to summer)
 - Verify with attorney how to proceed – will it be binding if we are not able to pay under new EIN
 - Provide to staff on June 1st to read and understand what changes will be made going forward
 - Hold Q&A with staff regarding handbook on June 8th (Staff Meeting)
 - Signatures needed by July 1st to coincide with fiscal year change
 - Amy can go ahead and print the Employee Handbook off Basecamp along with Meal waiver form (hold off on signature pages until July 1st)
 - Accruals for vacation time will start with that first paycheck for summer school
 - Staff come back June 27th; Classes begin June 28th
 - Lawyer fees for the Employee Handbook are ~\$1500

Pastor Julie offered closing prayer.

Meeting adjourned at 9:53pm

****Next Meeting: June 9th at 7:30pm on Zoom****

MT CROSS CHILD DEVELOPMENT CENTER

Balance Sheet
As of April 30, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Pacific Western Bank MM	20,531.09
Pacific Western Bank Operating	48,198.16
Total Bank Accounts	\$68,729.25
Other Current Assets	
Deposits Held by Others	450.00
Total Other Current Assets	\$450.00
Total Current Assets	\$69,179.25
TOTAL ASSETS	\$69,179.25
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to	579.91
Payroll Liabilities	-161.25
CA PIT / SDI	-234.02
Federal Taxes (941/944)	-1,900.77
Total Payroll Liabilities	-2,296.04
Total Other Current Liabilities	\$ -1,716.13
Total Current Liabilities	\$ -1,716.13
Total Liabilities	\$ -1,716.13
Equity	
Opening Bal Equity	121,597.87
Retained Earnings	-88,536.25
Net Revenue	37,833.76
Total Equity	\$70,895.38
TOTAL LIABILITIES AND EQUITY	\$69,179.25

MT CROSS CHILD DEVELOPMENT CENTER

Profit & Loss

April 2022

	TOTAL
Revenue	
Donations	304.00
Fundraisers	1,455.62
Lunch Bunch	732.00
Registration Fees	1,575.00
Tuition- Fall/Spring	32,272.00
Total Revenue	\$36,338.62
GROSS PROFIT	\$36,338.62
Expenditures	
Bank Service Charges	26.32
Dues and Subscriptions	60.54
Facility Use	2,900.00
Incentives	234.49
Insurance	
Liability Insurance	498.00
Workers Comp	1,232.00
Total Insurance	1,730.00
Outside Services	
Gardener	200.00
Outside Labor	225.00
Total Outside Services	425.00
Payroll Expenses	
Payroll Processing Fees	74.48
Taxes	-1,157.27
Wages	22,094.97
Total Payroll Expenses	21,012.18
ProCare	79.00
Professional Fees	
Legal Fees	38.00
Total Professional Fees	38.00
Reimbursements	7.49
Small Equipment	20.00
Supplies	
CDC Center Supplies	286.74
Consummable	366.11
Food	86.74
Office	125.34
Total Supplies	864.93
Telephone	100.00
Total Expenditures	\$27,497.95
NET OPERATING REVENUE	\$8,840.67
Other Revenue	
Interest Income	0.77
Total Other Revenue	\$0.77
NET OTHER REVENUE	\$0.77
NET REVENUE	\$8,841.44

CDC Board Meeting

May 10, 2022

Enrollment: 21/22 School Year

2 days

Young 3's:

10 - 8:30 to 11:30

0- 8:30 to 1:30

Total: 10/11(Full)

Older 3's:

4- 8:30 to 11:30

8- 8:30 to 1:30

Total: 12/14

4's:

4- 8:30 to 11:30

6- 8:30 to 1:30

Total: 10/16

3 Days

Young 3's:

9- 8:30 to 11:30

2- 8:30 to 1:30

Total: 11/11

Older 3's:

7- 8:30 to 11:30

7- 8:30 to 1:30

Total: 14/14

4's:

9- 8:30 to 11:30

4- 8:30 to 1:30

Total: 13/16

Developmental Kindergarten (DK):

1 (2 days)- 8:30 to 11:30

1 (2 days)-8:30 to 1:30

3 (3 days)- 8:30 to 1:30

0 (3 days)-8:30 to 11:30

4 (5 days)- 8:30 to 1:30

3(5 days)-8:30 to 11:30

Total: 12

11/16 3 days

10/16 2 days

Total enrollment:

Monday, Wednesday, Friday: 49/57

Tuesday and Thursday: 42/57

Summer School 2022:

2 days

Young 3's:

0 - 8:30 to 11:30 (4 weeks)

0-8:30 to 11:30 (6 weeks)

0- 8:30 to 1:30

1-8:30 to 3:30 (4 weeks)

2-8:30 to 3:30 (6 weeks)

Total: 3/16

Older 3's:

0- 8:30 to 11:30 (4 weeks)

0-8:30 to 11:30 (6 weeks)

0- 8:30 to 1:30

Total: 0/16

3 Days

Young 3's:

0- 8:30 to 11:30 (4 weeks)

4- 8:30 to 11:30 (6 weeks)

0- 8:30 to 1:30

0-8:30 to 3:30 (4 weeks)

0-8:30 to 3:30 (6 weeks)

Total: 7/16

Older 3's:

1- 8:30 to 11:30 (4 weeks)

4-8:30 to 11:30 (6 weeks)

1- 8:30 to 1:30 (4 weeks)

1-8:30 to 1:30 (6 weeks)

Total: 5/16

4's:

1- 8:30 to 1:30 (6 weeks)

2-8:30 to 3:30 (6 weeks)

1-8:30 to 1:30 (2 weeks)

3-8:30 to 11:30 (6 weeks)

1-8:30-11:30 (4 weeks)

1-8:30 -1:30 (4 weeks)

Total: 9/16**4's:**

4- 8:30 to 1:30 (6 weeks)

2-8:30 to 3:30 (6 weeks)

1-8:30 to 1:30 (2 weeks)

2-8:30 -1:30 (4 weeks)

1-8:30-11:30 (4 weeks)

1-8:30-11:30 (6 weeks)

Total: 12/16**Developmental Kindergarten (DK):**

0- (2 days)- 8:30 to 11:30

0- (2 days)-8:30 to 1:30 (4 weeks)

1- (3 days)-8:30 to 1:30 (4 weeks)

2- (3 days)- 8:30 to 1:30 (6 weeks)

1- (3 days)-8:30 to 11:30 (6weeks)

3- (5 days)- 8:30 to 1:30 (4weeks)

0- (5 days)-8:30 to 11:30

2-(5 days)-8:30 to 3:30 (6 weeks)

Total: 9**Total Enrollment:**

Tuesday/Thursday: 18/57

Monday/Wednesday/Friday: 33/57

Enrollment: 22/23 School Year:

2 days

Young 3's:

4 - 8:30 to 11:30

1- 8:30 to 1:30

1-8:30 to 3:30

Total: 6/11

Older 3's:

1- 8:30 to 1:30

1 - 8:30 to 11:30

0-8:30 to 3:30

Total: 2/16

4's:

2- 8:30 to 1:30

4 - 8:30 to 11:30

0-8:30 to 3:30

Total: 6/16

3 Days

Young 3's:

6- 8:30 to 11:30

0- 8:30 to 1:30

1- 8:30 to 3:30

Total: 7/11

Older 3's:

1- 8:30 to 1:30

6- 8:30 to 11:30

0- 8:30 to 3:30

Total: 7/16

4's:

5- 8:30 to 1:30

10- 8:30 to 11:30

0- 8:30 to 3:30

Total: 15/16

Developmental Kindergarten (DK):

1- (3 days)-8:30 to 11:30

2- (3 days)- 8:30 to 1:30

0-(5 days)-8:30 to 11:30

6- (5 days)- 8:30 to 1:30

2- (5 days)-8:30 to 3:30

Total: 11/16

2 days: 0

3 days: 3

5 days: 8

Total Enrollment:

Tuesday/ Thursday: 14/57

Monday/Wednesday/ Friday: 40/57

Please see the daily numbers for Lunch Bunch

New Business:

- Water testing for Lead: Thursday, May 12th. 7:00am
- Air Conditioning vs. Fans (thermometers in the classrooms)
- Sign a Rama: Please see quote
- Cameras for classrooms: Please see quote
- Sheds
- Trees: playground
- Sheds: playground
- Fencing for side playground

Old Business:

- Scholarship: Family Owes \$980.00. Of the \$980.00, \$120.00 are fees which we have asked Smart Tuition to remove.
 - I have an application from the family
- Outdoor Classroom: Saint Columba's: May 3rd 3:15pm
- Outdoor Classroom: Ascension Lutheran: April 27th 5:15pm
- Outdoor Classroom: Mount Cross: Lakeshore Supplies
- Endowment
 - Turf



1833 Portola Rd Unit F
 Ventura, CA 93003
 (805) 477-0243

ESTIMATE

EST-4866

The Way to Grow Your Business

Payment Terms: Customer

Created Date: 5/6/2022

DESCRIPTION: Exterior Sign

Bill To: Mount Cross Child Development Center
 102 Camino Esplendido
 Camarillo, CA 93010
 US

Pickup At: Signarama Ventura
 1833 Portola Rd Unit F
 Ventura, CA 93003
 US

Requested By: Amy Vega
 Email: cdc@mountcross.com
 Work Phone: (805) 482-9706

Salesperson: Craig Mendel
 Email: craig@signarama-ventura.com
 Entered By: Craig Mendel

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Exterior Sign - Option 1 MDO Wood Panel Sign With Printed and Laminated Graphics on one side to be mounted to existing Sign. Size - 96" x 16" Copy - Logo and Mount Cross Development Center. Installation listed separate.	1	\$975.00	\$975.00
2	Exterior Sign - Option 2 Sand Blasted/Routed Redwood Sign, colors TBD and mounted to existing Sign. Size - 96" x 16" Copy - Logo and Mount Cross Development Center. Installation listed separate.	1	\$1,626.00	\$1,626.00
3	Installation This cost is for both options.	1	\$325.00	\$325.00
4	Setup/Layout	1	\$25.00	\$25.00

Regarding production of custom signs, this estimate is valid based on information from client about the project requirements. Changes by the client after proof and quote approval may result in a change to the price of the produced signs.

Subtotal:	\$2,951.00
Taxes:	\$201.58
Grand Total:	\$3,152.58
Deposit Required:	\$1,576.29

Regarding Installation and onsite services, this quote is for estimation purposes and is not a guarantee of cost for sign services for installation. The Estimate is based on current information from client about the project. for time required to complete the installation. Actual cost may change once project elements are finalized. Client agrees that sign service & repair will add on the cost of ballast, LED lights, lamps, sockets, wiring and other components to restore sign illumination as needed only. Client must request and approve complete replacement of lamps. Client may choose to pay for a site survey wherein we will inspect the sign illumination and will provide an itemized list of replacement components the sign needs.

ARTHUR CONTRACT AND SECURITY CONSULTANT
1610 Kapalua Drive, Oxnard, CA 93036
Cell (310) 339-1601

Mount Cross Child Development
Attn: Amy Vega
102 Camino Esplendido
Camarillo, CA
(805) 207-8045
CDC@mountcross.com

April 20, 2022

PROPOSAL

CLOSE CIRCUIT TELEVISION CCTV/CAMERAS

- 1 – NVR 8 port digital recorder with 4 TB hard drive
- 6 – K-4 low light eyeball camera with glass lens
- 1 – Monitor 26”
- 1 – Wall mount bracket

Using CAT 6 cable and connectors.

CAMERA LOCATIONS

- 2- Facing the approaching path parking area to building
- 1- Underneath awning at classroom facing playground
- 1- Back of building facing playground
- 2- In classrooms

Camera equipment	\$2,100
Wire, cable, labor and miscellaneous	<u>\$1,600</u>
TOTAL DUE:	Total <u>\$3,700</u>

Please give me a call if you have any questions. Write check to Arthur Contract and Security Consultants.

Bill Arthur

Mount Cross CDC Board Meeting: Monday, August 15, 2022

Attendees:

Lisa Saner	Amy Vega
Wendy McClary	Kate LaCalamita
Patti Stouch	Laura Ripley
Joe Zimmerly	Kelli Hernandez

Absent: Pastor Julie

Call to Order: Meeting called to order at approximately 7:35 pm

Approval of June Minutes: Patti 1st, Wendy 2nd, unanimous

Next Meetings: Second Tuesday of the month

Tuesday, September 13th

Tuesday, October 11th

Tuesday, November 8th

Youth Director Report:

- VBS had 20-30 current and past CDC kids
 - o VBS needs to make sure toys stay inside and are put away
- CDC let VBS use the space as-is; great partnership
- Back to School Meet and Greet: September 1st 9:30 am to 11 am
- Fall programs start September 14th: details coming
- Church Picnic: September 18th focusing on homecoming
 - o No blessing of the backpacks this year
- Trunk or Treat night: October 28th
- Playdate Sunday: intentionally inviting CDC parents/kids

President's Report:

- Lisa & Amy attending Church Council on 8/16 to give powerpoint presentation
- New Turf: The board recommends moving forward with the various ground materials including the turf (complete), the wood chips (proposed by Agromin), the river walk (proposed), the sand (current, but new by State ReadyMix) and the dirt (current).
- New shed to be installed on Sept 26/27 (during school)
- Cabinets: The board recommends removing the four tall cabinets on the west wall which are unused to create more space for the kids. Walls should be ok but base boards may need repair.
- Baby gates: Property is requesting new baby gates that are permanently drilled into the doors so that they do not have a tripping hazard. Propose adding no-trip baby gate ramps instead.
- Paper supplies: CDC purchases toilet paper/trash bags/paper towels for the entire church and school. Need clarification on Facility Usage Fee and what that covers. (Wendy will bring that up with Council.) We will assess and track paper supply usage over the fall before discussing with the church.
- The Marroquins: Kate to reach out about Cooper
- Teachers and Subs:
 - o Young 3's: Debi Murphy (Louise Van Horst - aide)
 - o Older 3's: Sandie Mier (Louise Van Horst - aide)
 - o 4's: Lana Lee & Evelyn Ramirez
 - o DK's: Evelyn Ramirez (Andrea Walker – aide)

- Extended care: Jennifer Silva
- Low Enrollment: Advertisement in The Acorn. Could consider digital marketing optimization (expensive).

Director's Report:

- Tuition Assistance: Need to receive the Cathy Channels Scholarship Funds (\$2,815). The board recommends we accept both applications at the amount of assistance requested. Reserves will make up the difference.
 - Lisa to discuss flow of funds for scholarship fund with Rick.
 - CDC needs to look into an online giving platform

Treasurer's Report:

- July Financials: Combined financials between the old and new company. Net revenue will be moved to money market account.
 - Need to work with Joe to create campaigns to donate to the CDC from the church
 - Amy to create an Amazon wish list for the CDC
 - Patti 1st, Kate 2nd, unanimous

Closed at 10:10 pm

CDC Board Meeting

August 15, 2022

Enrollment: 22/23 School Year:

2 days

Young 3's:

4 - 8:30 to 11:30

1- 8:30 to 1:30

2-8:30 to 3:30

Total: 7/11

Older 3's:

1- 8:30 to 1:30

0 - 8:30 to 11:30

1-8:30 to 3:30

Total: 2/16

4's:

2- 8:30 to 1:30

8 - 8:30 to 11:30

0-8:30 to 3:30

Total: 10/16

3 Days

Young 3's:

7- 8:30 to 11:30

0- 8:30 to 1:30

0- 8:30 to 3:30

Total: 7/11

Older 3's:

1- 8:30 to 1:30

7- 8:30 to 11:30

2- 8:30 to 3:30

Total: 10/16

4's:

6- 8:30 to 1:30

9- 8:30 to 11:30

0- 8:30 to 3:30

Total: 15/16

Developmental Kindergarten (DK):

1- (3 days)-8:30 to 11:30

4- (3 days)- 8:30 to 1:30

0-(5 days)-8:30 to 11:30

2- (5 days)- 8:30 to 1:30

3- (5 days)-8:30 to 3:30

Total: 10/16

Total Enrollment:

Tuesday/ Thursday: 22/57

Monday/Wednesday/ Friday: 42/57

New Business:

- Outdoor classroom: power point
 - Sheds: installation Sept 26th
 - Wood Chips 12 cubic yards \$842.34
 - Sand
- Ventura County Office of Education Quality Counts program has given us \$2000.00 to be in the program, we just received an additional \$1000.00
- Safety Committee (Church)
- Employee "Contract"
- Book Library
- Baby Gates
- Extended Care Fees
- Tuition Assistance
- Mom's of Camarillo
- VBS-playground
- Mural in Luther Hall

Old Business:

- Water testing for lead: Done, no lead in water, waiting for proper documentation
- Air Conditioning vs. Fans (thermometers in the classrooms)
- Sign a Rama: Please see quote
- Trees: playground
- Fencing for side playground: donated

Mount Cross CDC Board Meeting: Tuesday, September 13, 2022

Attendees:

Lisa Saner	Amy Vega
Wendy McClary	Kate LaCalamita
Patti Stouch	Laura Ripley
Joe Zimmerly	Kelli Hernandez
Pastor Julie	

Call to Order: Meeting called to order at approximately 7:31 pm

Approval of August Minutes: Wendy 1st, Patti 2nd, unanimous

President's Report:

- Lisa gave the floor to Amy

Director's Report:

- Review of enrollment (see separate file)
- Resolution for Toddler Program
 - o Interested in changing the age to 2 years and up – added to the Young 3's class
 - o **Need** Kate to make a resolution in writing to submit to licensing
 - o Would need a diaper changing table with a sink near by – is the bathroom enough?
 - o Should we include potty training tips/classes?
 - o Might need to re-work the schedule for a separate play area
 - o Motion to create resolution: Kate 1st, Kelli 2nd, unanimous
- Business Agreement: Lisa and Joe
 - o Lisa needs to review the communication we had from last year on basecamp called "Church and Center Agreement" and an email from Nov 11th with a list of items
- New Tuition Assistance
 - o Motion to approve: Kelli 1st, Laura 2nd, unanimous
- Covid Relief from the State
 - o Received \$5000 check from the state
 - o Three Portable A/C Units purchased, need one more
- Property Committee
 - o Amy is now on the property committee as a liaison to the CDC
- Baby Gates
 - o Cy Johnson is donating five new gates
 - o Gates will be permanently attached to the walls/door frames
- New Board Members: Should we ask parents?
 - o Yes, Laura has been reaching out to Stephanie Stroot
 - o **Need** Laura to make a document that gives a brief overview of what the Board does for potential members
 - o Perhaps we bring in new parents in other "chair" positions as an intro to the board
 - Committees for events and fundraising
 - Room moms
 - o No room to bring on new board members until May of 2023 (Kelli, Lisa, Patti, Wendy's terms end)
 - o Lisa & Laura will be on point to coordinate ideas on bringing in new board members

Pastor's Report:

- Church staff was present at Orientation, Meet & Greet and First days of school

Youth & Family Minister Report:

- Lots of events are starting up and Joe is communicating through Amy via email as well as flyers at pick up

Church Council Liaison Report:

- Lots of progress made with relationship between CDC and church council
 - o Impromptu meeting with Kate, Wendy, Amy and property committee happened and helped give them a vision
 - o Prayer garden is finished and beautiful!

Treasurer's Report:

- August Financials:
- Revised budget as of 9/13/2022
 - o Motion to approve: Pastor Julie 1st, Kate 2nd
 - o **Need** Wendy to bring the cost of separation to council to ask for help paying for it.
 - o Motion withdrawn: Decision was made not to approve revised budget and to wait until we have more data (December)

Open Discussion:

- Add to newsletter communication about extended hours
 - o Reiterate that the preschool is a closed campus, not open

Next meetings:

Tuesday, October 11th
Tuesday, November 8th
Tuesday, December 6th

Closed at 9:15 pm

CDC Board Meeting

September 13, 2022

Enrollment: 22/23 School Year:

2 days

Young 3's:

4 - 8:30 to 11:30

1- 8:30 to 1:30

2-8:30 to 3:30

Total: 7/11

Enrollment '21 (10)

Older 3's:

2- 8:30 to 1:30

1 - 8:30 to 11:30

1-8:30 to 3:30

Total: 4/16

Enrollment '21 (9)

4's:

1- 8:30 to 1:30

8 - 8:30 to 11:30

0-8:30 to 3:30

Total: 9/16

Enrollment '21 (12)

3 Days

Young 3's:

7- 8:30 to 11:30

01 8:30 to 1:30

0- 8:30 to 3:30

Total: 8/11

Enrollment '21 (9)

Older 3's:

2- 8:30 to 1:30

9- 8:30 to 11:30

2- 8:30 to 3:30

Total: 13/16

Enrollment '21 (11)

4's:

5- 8:30 to 1:30

9- 8:30 to 11:30

0- 8:30 to 3:30

Total: 14/16

Enrollment '21 (16)

Developmental Kindergarten (DK):

1- (3 days)-8:30 to 11:30

5- (3 days)- 8:30 to 1:30

0-(5 days)-8:30 to 11:30

2- (5 days)- 8:30 to 1:30

4- (5 days)-8:30 to 3:30

Total: 12/16

Enrollment '21 (12)

Total Enrollment:

Tuesday/ Thursday: 26/57

Monday/Wednesday/ Friday: 47/57

Last Year Enrollment '21:

Tuesday/Thursday: 39/57

Monday/Wednesday/Friday: 46/57

New Business:

- Resolution for Toddler Option Program
- Business Agreement: Lisa and Joe
- New Tuition Assistance
- Covid Relief from the State: Portable A/C Units purchased
- Property Committee
- Baby Gates: Cy Johnson is donating new gates
- New Board Members: Should we ask parents?

Old Business:

- Water testing for lead: Done, no lead in water, waiting for proper documentation
- Air Conditioning vs. Fans (thermometers in the classrooms)
- Sign a Rama: Please see quote
- Trees: playground
- Fencing for side playground: donated
- Outdoor classroom: power point
 - Sheds: installation Sept 26th
 - Wood Chips 12 cubic yards \$842.34
 - Sand
- Ventura County Office of Education Quality Counts program has given us \$2000.00 to be in the program, we just received an additional \$1000.00
- Safety Committee (Church)
- Employee "Contract"
- Book Library
- Baby Gates
- Extended Care Fees
- Tuition Assistance
- Mom's of Camarillo
- VBS-playground

Mount Cross CDC Board Meeting: Tuesday, October 11, 2022

Attendees:

Lisa Saner	Amy Vega
Wendy McClary	Kate LaCalamita
Patti Stouch	Laura Ripley
Joe Zimmerly	Kelli Hernandez
Pastor Julie	
Guests: Cy Johnson and Mark Saner	

Call to Order: Meeting called to order at approximately 7:30 pm

Approval of September Minutes: Wendy moved; Laura 2nd; unanimous approval

President's Report:

- Property & playground updates
 - o Cy will circulate the side grass area being replaced with extra turf tomorrow and cleaning up the planter under the tree
 - o Next property clean up day is October 29th
 - o Sand pile needs to be removed so the parking lot can be sealed
 - o New shed is being removed on the 20th and Tuff Shed is being put in on the 24th

Director's Report:

- Enrollment is a bit lower than last year especially in the 2 days a week. Advertised 2-3 months in the Acorn. Nothing digital.
- VCOE Quality Counts money will be used for training staff on delays
- Toddler Option application was submitted. Waiting on inspection from fire department then licensure.
- Fundraiser through Nothing Bunt Cakes for Thanksgiving and turning down the All About Local Ventura County cards.
- Property related: Need to get Cy to bring a sign idea brought to committee. Need to request trees to be pruned if not removed. Baby gates donated but need to be installed.
- Re-sell existing baby gates on facebook marketplace or through Kelli - TBD

Pastor's Report:

- Amy annual review completed
- Chapel theme is Creation this month

Youth & Family Minister Report:

- Trunk or Treat is free this year on October 28th @ 5 to 7
- Lock the playground to prevent mistreatment

Church Council Liaison Report:

- Endowment is waiting on Property recommendations but did reach out for a receipt for the shed. Should know more in the next couple weeks.

Treasurer's Report:

- **Patti** to look into setting up an Amazon Smile account
- **Wendy** to take the details of donated materials/time/equipment to council
- Motion to approve September financials: Wendy moved, Julie 2nd, unanimous approval

Open Discussion:

- Chair position would be an intro to the board position: Stephanie is interested. No voting rights. Would attend meetings.
- Name for the position: Parent Representative; Social Media Representative

- Should we consider Time & Talent sheets with the parents of the school? Include in registration packet next year
- **Amy** to look into T-shirts for the school with new logo
- **Patti** to research apron or bags for the teachers for Christmas
- **Wendy** to make a few more baby blankets for moms who have a new baby

Next meetings:

Tuesday, November 8th

Tuesday, December 6th

Closed at 8:48 pm

Mount Cross CDC Board Meeting: Tuesday, November 8, 2022

Attendees:

Lisa Saner	Amy Vega
Wendy McClary	Kate LaCalamita
Patti Stouch	Joe Zimmerly
Kelli Hernandez	Stefanie Stroot (guest)

Call to Order: Meeting called to order at approximately 7:31 pm

Approval of October Minutes: Wendy 1st; Kate 2nd; unanimous approval

President's Report:

- December meeting will be skipped
- Shifting Roles: Patti & Lisa are ending their terms in May. Kelli will be stepping down as Treasurer in January. Kate will take over as temp Treasurer. Her business will continue supporting us in bookkeeping.
 - o Need new board members – possible candidates:
 - Bill Stoll
 - Marissa Cruz
 - Henry or Jen Moraga

Director's Report:

- Enrollment update: 2 additional kids since last month but still below last year because of tues/thurs enrollment
- The Shed is done!! Additional turf was put down along chain link fence. Got approval from Cy to fix plants around Cross
- Ventura County Fire Inspector: New baby gates are installed. Need to keep kitchen doors closed during operating hours. Recommended a new fire alarm system. Required change to smoke alarm/carbon monoxide alarm.
 - o Next step is licensing to come out to assess for toddler option program
- Ventura county office of Ed will observe staff to get an additional \$1000 and give us a rating
- Nothing Bundt Cake fundraiser – due Nov 10th
- Christmas sing a long on Dec 15th at 6 pm
- Tuition increase – called a few schools and some are planning to but not sure how much.
 - o Registration opens in January. Need to consider an annual increase. Finalize on January meeting.

Youth & Family Minister Report:

- Great connection between church and CDC

Church Council Report:

- Wendy to present By Laws to reassure council on CDC being around long term
- Endowment fund paid for shed. Council paid ~half of incorporation costs
- Piano needs to be removed. Amy needs to bring up the piano to property committee.

Treasurer's Report:

- Review of October financials: Net loss for the month because of outdoor classroom
- Need to decide on what to do with end of year profit – scholarship fund or savings?
- Motion to approve financials: Patti 1st, Wendy 2nd, unanimous approval

Old Business:

- Aprons are done and ready to be packaged up.

- Stefanie to connect with Patti offline to see if she can produce the T-shirts cheaper. Patti to create an order form.

Open Discussion:

- Stefanie Stroot Intro
- Website: Lisa will contact her sister in law to fix the website. Kate 1st, Kelli 2nd, unanimous approval
- Anonymous Letter received from parent addressing issues with changes in staff and direction.
 - o Written by Flavia

Next meetings:

No December Meeting
Tuesday, January 10th

Closed at 9:31 pm