



Durham Region Child Care Forum

ANNUAL GENERAL MEETING REPORT 2013-2014

*Presented: October 18, 2014
J. Clarke Richardson Collegiate
Ajax, Ontario*

VISION

The Durham Region Child Care Forum envisions a future that includes an informed, educated and trained Early Learning and Child Care sector.

MISSION STATEMENT

The Durham Region Child Care Forum's mission is to support our community's capacity to deliver quality services for children through professional development, networking and other collaborative initiatives.

VALUES

CONSISTENT, QUALITY SERVICES

Quality early learning and child care services should be available to support children age 0 to 12 years and their families.

COLLABORATION

We believe that the best services are available when providers work together, as well as in partnership with families, in the best interest of the child.

PLANNING

Community-based collaborative planning, founded on clear, non-biased communication, is necessary to ensure comprehensive care for children.

ON-GOING PROFESSIONAL DEVELOPMENT

Early learning and child care professionals benefit from professional development throughout their working lives. An educated, relevant and professional workforce improves the community's capacity to provide quality early learning and child care.

ACCESSIBILITY AND INCLUSION

We believe that all children, regardless of their differences and needs, are entitled to creative, constructive early learning and child care opportunities that help them reach their full potential.

PHILOSOPHY

Families in Durham Region are entitled to a range of child care options that meet their needs. It is the philosophy of the Durham Region Child Care Forum that on-going development of a strategic plan for child care should be carried out within a community context.

KEY STRATEGIC DIRECTIONS

To support the Child Care community through current changes:

- Determine the most appropriate way to move forward with professional development in collaboration with corresponding professionals in the Education sector.
- Support management in the Child Care sector to improve retention of staff through enhancement of the workplace environment and other strategies identified.
- Increase the Durham Region Child Care Forum's capacity to identify common issues and initiate shared solutions by board members' participation in, on or at existing networks and groups whose interests dovetail the work of the Forum.
- Communicate with our members any environmental changes that may affect our sector.

To continue to plan appropriate Professional Development:

- Ensure that current and relevant training needs for staff working with 0-3.8 age group are identified and training is provided through the Professional Education and Training Committee.
- Develop plans to meet the training needs identified through other activities.
- Continue to offer a one day conference and develop guidelines for the annual conference to identify key audience and needs.
- Evaluate the training budget in order to provide identified professional development.

To review the Forum:

- Review governance structure, by-laws, policies and practices.



ANNUAL GENERAL MEETING AGENDA

Welcome	Jody Chapman
Minutes 2013 A.G.M.	Melissa Beaucaire
Introduction of Current Board	Jody Chapman
President's Report	Jody Chapman
Secretary/Treasurer's Report	Melissa Beaucaire
Financial Statements	Melissa Beaucaire
Professional Education & Training Report	Lisa Carson & Heather Mott
Election of Officers	Melissa Beaucaire
Adjournment	Jody Chapman

CURRENT BOARD OF DIRECTORS

Melissa Beaucaire, RECE	Resources for Exceptional Children and Youth - Durham Region
Lynn Brennan, RECE	YMCA of Greater Toronto
Lisa Bruce, RECE	P.R.Y.D.E. Learning Centres Inc. (leave of absence)
Lisa Carson, RECE	EduKids Child Care Centre—Uxbridge
Jody Chapman, RECE	Fairy Glen Day Care Centre
Heather Cook, RECE	Kids' Campus Child Care Centre
Denise Gilbert, RECE	Schoolhouse Playcare Inc.
Lauren Goldsmith, RECE	EduKids Child Care Centres
Rosemary Hamilton, RECE	Stonemoor Day Care
Susan Hartwell, RECE	Durham College, E.C.E. Program
Heather Mott, RECE	Schoolhouse Playcare Inc.– Cadarackque

EX-OFFICIO MEMBER

Roxanne Lambert, RECE	Regional Municipality of Durham - Children's Services Division
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COMMITTEE MEMBERS

We would like to acknowledge the dedicated individuals who work in collaboration with the DRCCF Board of Directors and thank them for their participation.

Professional Education and Training Committee

Anna Belmonte-Buchanan

Kelly Emmons

Karen James

Stephanie Bruce

Cindy Galati

Carla Laidley

Lisa Carson

Julie Gaskin

Jean Lavalley

Marlene Connolly

Lauren Goldsmith

Leigh Ann McCurdy

Dianne Elliott

Lesley Henderson

Heather Mott



PRESIDENT'S REPORT 2013 - 2014

This past year has been a year of change and growth for many of us as predicated 5 years ago with the implementation of full day kindergarten, and play based learning across our Region. For the members of the Forum our goal was to keep you informed, educated and abreast of the fast changes happening in child care in the Region of Durham and across the province.

The members of this board not only volunteer their time and expertise to the Forum, but also are actively involved in other groups such as the Best Start Network Child Care Sub Committee. Many of these other committees are working groups that have the same values as the DRCCF and believe in consistent, quality child care, collaboration of the community to best serve children 0 – 12 and their families, on going professional development and accessibility and inclusion of all children and families.

The 2012 – 2014 DRCCF Strategic Plan is titled *Well Informed. Well Educated* and has been the focus of the DRCCF these past 2 years. We can confidently say that with many community partners we met many goals. This is evident with the change in the community.

When the Strategic Plan was approved and implemented we could never imagine that the Region of Durham, Children's Services Division would receive Capacity Building Dollars in 2013 and again in 2014. These dollars are just one example of community participation, partnership, and collaboration. In 2013, Capacity dollars provided a voucher for one person from each licensed childcare program to attend the DRCCF Conference at no cost. In mid 2014, these funds have been instrumental in eliminating the \$5.00 admittance fee to all of the professional education offered by the DRCCF.

On behalf of the Durham Region child care community, I want to take the opportunity to thank each member of this board for their dedication, community involvement and initiative. The DRCCF is very grateful to the Region of Durham Children's Services Division for their ongoing commitment to the child care community, their support benefits the children and families of Durham Region.

Respectfully submitted,

Jody Chapman

Jody Chapman, RECE
President



SECRETARY/TREASURER'S REPORT 2013 - 2014

The primary source of revenue for the DRCCF is generated through the nominal fees collected from the participants of the Professional Learning Workshops and the Conference registrations. Local agencies and organizations and the Regional Municipality of Durham continue to support the work of the Forum through monetary donations or "in kind" contributions.

In 2013, the Region of Durham received Capacity Building Funding from the Ministry of Education to "support professional development opportunities that build the capacity", in our child care community. As there were many learning events generated through Capacity Building Funding, DRCCF funds were used to secure sought after presenters from across Ontario for the 2013 DRCCF Conference.

The Professional Education & Training Committee, through the leadership of Heather Mott and Lisa Carson, are to be commended for their ongoing dedication to the organization of quality learning events which are reflective of the needs and desires of our Early Learning professionals. The committee continues to plan excellent opportunities keeping in the forefront how to best utilize the dollars which are available.

The DRCCF continues to operate a balanced budget and has built a surplus that provides stability and sustainability. Although the Forum submits a Corporation Income Tax Return to Revenue Canada and because our incomes are slight, the Financial Administrator from Resources for Exceptional Children and Youth – Durham Region has prepared an unaudited statement. This statement was passed by the Board of Directors on May 13, 2014, for the year ending March 31, 2014. On behalf of the Board of Directors, I would like to express our appreciation to Andrew Belyea, who continues to ensure our records are accurate and complete.

Volunteers are the reason the Forum is able to do the work we do. There are numerous agencies and staff who volunteer their time and are committed to ongoing professional learning in the community. Thank you to everyone for your ongoing support of the Forum.

Respectfully submitted,
Melissa Beaucaire
Melissa Beaucaire, RECE
Secretary-Treasurer



STATEMENT OF OPERATIONS
FOR THE YEAR ENDED MARCH 31, 2014

	<u>2013/14</u>	<u>2012/13</u>
Revenue		
Conference revenue	\$ 27,435	\$ 23,680
Conference facilities and other expenses	(10,707)	(7, 671)
Conference speaker expenses	(11,288)	(6,940)
Net Revenue from conference	5,440	\$ 9,069
Contributions from workshop participants	1757	2,760
Interest	523	482
	<u>\$ 7,720</u>	<u>\$ 12,311</u>
Expenditures		
Workshop fees and honorariums	\$ 200	\$ 95
Annual General Meeting (AGM) expenses	712	3,170
Flowers in memory of an associate	77	-
“Mentoring Pairs” for Child Care	(115)	-
May 11&12, 2012 Conference (net loss)	-	7,077
Strategic Planning Meeting – April 19, 2012	-	2,591
Brochures	-	618
Banner Stand	-	495
Postage and photocopies	47	344
Bank charges	49	89
	<u>\$ 970</u>	<u>\$ 14,479</u>
EXCESS OF REVENUE OVER EXPENDITURES		
(EXPENDITURES OVER REVENUE)	<u>\$ 6,750</u>	<u>\$ (2,168)</u>

Notes:

- Incorporated without Share Capital under the Laws of the Province of Ontario
- No Audit has been completed except for the Year Ended March 31, 2008
- The corporation income tax returns (T2) have been submitted and assessed by CRA with nil tax balances since the year ended March 31, 2008.
- The T2 Corporation Income Tax Return for March 31, 2014 has been submitted to CRA on September 3, 2014.

STATEMENT OF FINANCIAL POSITION

AS AT MARCH 31, 2014

<u>ASSETS</u>	March 31 2014	March 31 2013
Current		
Cash and savings	\$ 57,705	\$ 51,125
Accounts Receivable	-	15
	<u>\$57,705</u>	<u>\$ 51,410</u>
 <u>LIABILITIES</u>		
Current		
Accounts payable and accrued liabilities	<u>\$77</u>	<u>\$ 262</u>
 <u>NET ASSETS</u>		
Beginning net assets	\$ 50,878	\$ 53,046
Net revenue over expenditures	<u>6,750</u>	<u>(2,168)</u>
Ending net assets	<u>\$57,628</u>	<u>\$ 50,878</u>
	<u>\$57,705</u>	<u>\$ 51,140</u>

APPROVED BY THE BOARD OF DIRECTORS ON MAY 13, 2014

PROFESSIONAL EDUCATION & TRAINING COMMITTEE REPORT 2013 - 2014

The Professional Education & Training Committee has completed another successful year of creating workshops and learning opportunities for the child care community in Durham Region.

This committee worked collaboratively with the Capacity Building Initiative to offer a wide range of workshops on many different topics such as: Early Learning Framework, Kelso, Management Series, Emergent Curriculum and many more. We were exceptionally pleased to see that many members of the community took advantage of these workshops and learning opportunities. We would like to extend a huge thank-you to the Region of Durham – Roxanne Lambert & Julie Gaskin as well as Resources for Exceptional Children and Youth – Melissa Beaucaire & Tracie Pritchard for working with us to provide these opportunities to the community as well as providing these opportunities at no cost!

We also saw the implementation of the new website link (www.durham.ca/childrensservices) that contains all learning opportunities in Durham Region as well as throughout the province. The creation of this website link has simplified the process for people to register for learning opportunities and see what is coming up without having to wait for centre supervisors to post the monthly calendar. If you have not accessed this website link yet please take a few moments and do so....it's worth checking out!

The Supervisors' Network meetings have been extremely busy throughout this past year. This committee is dedicated to offering these networking sessions as an opportunity for supervisors to get together and be a part of what is happening in the community as well as to have a voice through these changing times. There have been lots of questions/concerns and we hope that this forum has been able to help support supervisors through the changes.

The annual child care conference welcomed Meg Soper as the keynote speaker and she started the day off with a bang! Her sense of humour and positive message set the tone for the rest of the day. We would like to thank the many volunteers that help out with the conference each year as well as the registrants that attend, your support makes this regional conference such a success. We look forward to the 2014 conference in October!

Please keep yourself up to date and informed about what is happening within your community. If there are learning opportunities that you feel would benefit other child care professionals within Durham Region please feel free to email us so that we can investigate your suggestions further. You can contact us at our link on the Resources for Exceptional Children and Youth and the Durham Region websites.

www.rfecydurham.com/community/drccf or www.durham.ca/childrensservices

Respectfully submitted,

Lisa Carson & Heather Mott

Lisa Carson, RECE & Heather Mott, RECE
Co-Chairs

SLATE OF OFFICERS

Jody Chapman, RECE–nomination for the term 2014 - 2016 as President

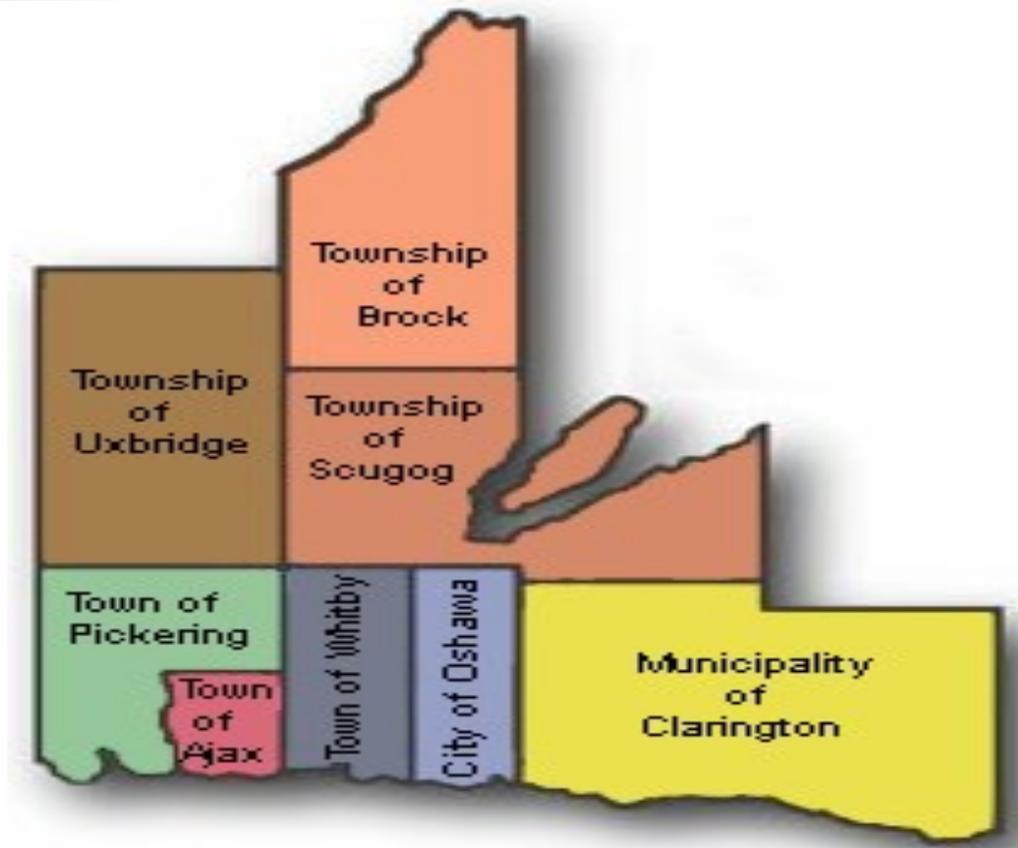
Jody Chapman is a Registered Early Childhood Educator and the Executive Director of Fairy Glen Day Care Centre. She joined the Board in 2004 and co-chaired the Raising the Bar Committee in 2011. She also continues to participate at an executive level on other boards in our community.

Heather Mott, RECE–nomination for the term 2014 - 2016 as Vice-President

Heather Mott is a Registered Early Childhood Educator and graduated from Loyalist College. She is currently working towards her degree in Human Services from the University of Athabasca. Heather has been in the child care profession for over 10 years and is currently employed by Schoolhouse Playcare Centres of Durham as the Supervisor of the Cadarackque location. Heather is the co-chair of the Professional Education and Training Committee.

Melissa Beaucaire, RECE-continuation for the term 2013 - 2015 as Secretary/Treasurer

Melissa Beaucaire is a Registered Early Childhood Educator and has been employed by Resources for Exceptional Children and Youth - Durham Region for 10 years, currently holding the position of Program Manager. Melissa graduated from Algonquin College with a honours diploma in Early Childhood Education and from Ottawa University with a degree in English and Sociology. Prior to her employment at R.F.E.C.Y., Melissa worked for over a decade in the child care field.



Durham Region Child Care Forum

If you are interested in joining the Board of Directors or wish to have more information about the Durham Region Child Care Forum, please contact:

Noelle Miley – Administrative Assistant

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865 Westney Road South
Ajax ON L1S 3M4
Telephone: 905-427-8862, Ext. 337
E-mail – drccf@rfecydurham.com

OR

The following **Directors:**

Jody Chapman - 905-666-3154
Heather Mott - 905-428-3331
Melissa Beaucaire - 905-427-8862