



Durham Region Child Care Forum

ANNUAL GENERAL MEETING REPORT 2015-2016

*Presented: October 1, 2016
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 ongoing development of a strategic plan for child care should be carried out within a community context.

KEY STRATEGIC DIRECTIONS

ANNUAL CONFERENCE

- Continue sponsoring the annual conference as a core function of DRCCF
- Develop a detailed succession plan for the key roles in conference planning and hosting

OTHER PROFESSIONAL DEVELOPMENT ACTIVITIES

- Continue to offer other professional development opportunities for front line staff
- Focus some professional development events on the needs of supervisors\
- Continue to inform both front line staff and supervisors of the role and impact of the College of Early Childhood Educators
- Provide training on policy changes and other significant sector changes so action can be taken in response, and publicize that it is available and important
- Develop a contingency plan in case funding does not continue through the Region of Durham for capacity building

NETWORKS AND ALLIANCES

- Continue to organize the supervisor's network
- Explore the feasibility of creating and operating additional networks for Executive Directors and for front line staff, based on children's ages
- Maintain strategic alliances with the Region of Durham

ROLE OF DRCCF

- Explore scenarios with the Best Start Child Care Sub Committee that would result in a clear delineation of roles and in enhanced co-ordination between the two

GOVERNANCE

- Enhanced succession planning to the executive positions on the Board of Directors
- Enhance other aspects of the governance of DRCCF

ANNUAL GENERAL MEETING AGENDA

Welcome	Jody Chapman
Minutes 2015 A.G.M.	Denise Cashley
Introduction of Current Board	Jody Chapman
President's Report	Jody Chapman
Secretary/Treasurer's Report	Denise Cashley
Financial Statements	Denise Cashley
Professional Education & Training Report	Lauren Goldsmith
Election of Officers	Lauren Goldsmith
Adjournment	Jody Chapman

CURRENT BOARD OF DIRECTORS

Lynn Brennan, RECE	YMCA of Greater Toronto
Lisa Carson, RECE	EduKids Child Care Centre—Uxbridge
Denise Cashley	Resources for Exceptional Children and Youth - Durham Region
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
Jennifer Hughes, RECE	P.R.Y.D.E., Learning Centres,
Heather Mott, RECE	Fairy Glen Day Care Centre

EX-OFFICIO MEMBER

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

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

Stephanie Bruce
Lisa Carson
Marlene Connolly
Jackie Dick
Dianne Elliott
Julie Gaskin
Lauren Goldsmith

Zeena Golwala
Lesley Henderson
Huguette Labine
Carla Laidley
Marcia MacKay
Heather Mott
Cathie Sonderskov



PRESIDENT'S REPORT 2015 - 2016

We are 15 years into the 21st century and a lot has changed in child care in this century. One thing that stays the same century after century, though, are children and their need to play, be nurtured, to have a sense of belonging, well being, to be engaged, and able to express themselves. Although we may not have used this language, we knew the importance of this for children.

As I recently cleaned out a chest from college that I packed away in the 20th century, I noticed some similarities to what we as educators did “back then” and what we do now.

One particular note I came across was from observation booth #1. It said “What is the Big Idea? What are the children doing? What can I do to engage their learning when I am with them tomorrow?” I was aware that the theme that week was colours and that the educators had so many planned activities to assist children in learning this theme.....I also knew the importance of following that theme. But as I watched from booth #1, the plan for a colour activity was about to change! The children had just spent thirty minutes at the overhead projector, exploring the shadows they created on the wall, before the educator came along and unplugged it to prepare for outdoors. I noted the disappointment on the children’s faces and heard one say “Ms. Smith can we play with this thing again?” The teacher responded kindly “that is not a toy Alexander that is for the teachers”. From this was born my plan for the next day to follow that groups interest; bring in flashlights a tent, blankets and use them to investigate shadows. The activity took over the daily activities that they had planned! I did get spoken to about planning “outside the theme” but the educators in the room noted that all the children in the room were so engaged, that the following week’s theme was changed to shadows, there were 2 overhead projectors brought in to the room, and the activities were expanded over the next 2 weeks.

These notes that I happened upon, brought me back full circle and again made me appreciate the value of play, learning, and the curiosity within a child. It made me grateful to be working in a field that such documents as *Think, Feel, Act, How Does Learning Happen?*, and *E.L.E.C.T.* are part of child care’s program statements and planning for the future of children.

This year the DRCCF’s main focus has been on Professional Education and Training, mentoring, and networking. We have worked closely with the Region of Durham to plan and implement quality events for all educators in the field of childcare and learning. The launch of *Pedagogical Inquiry: Exploring “How Does Learning Happen?”* through the Best Start Network - Child Care Sub Committee, provides brief, yet empowering activities for child care teams to embark on in order to bring the HDLH? document alive. DRCCF and the Best Start Network - Child Care Sub committee share activities and support each committee’s “next steps” in the best way possible.

I must thank the DRCCF members for their dedication and commitment to the child care sector and applaud the Professional Education and Training Committee for endless planning, for giving up evenings to both facilitate and attend evening events, as well planning for the 11th Annual DRCCF Conference. In addition, many thanks to Resources for Exceptional Children and Youth for your endless in-kind support and to the Region of Durham’s Children’s Service Division for always providing us with resources to make so much happen in Durham. On behalf of the Forum and the community, I also want thank the Ministry of Education for the CCEYA; amending, changing, and eliminating the DNA to bring child care into the 21st century. We might dispute some of the changes, but one thing we can agree on is that the **child** remains the main focus of all change with a vision on quality.

Respectfully submitted,
Jody Chapman
Jody Chapman, RECE, President



SECRETARY/TREASURER'S REPORT 2015 - 2016

During the 2015/16 year, the DRCCF continued to demonstrate its commitment to “support our community’s capacity to deliver quality services for children through professional development, networking and other collaborative initiatives.” The Statement of Operations found on page 7 of the Annual General Meeting report clearly demonstrates the committee’s commitment to the DRCCF Mission Statement.

The DRCCF continued to demonstrate fiscal responsibility in its operations over the 2015 - 2016 year. In addition to over \$29,000 raised through the conference held in 2015, the DRCCF has also received Capacity Building funds from the Regional Municipality of Durham to support the delivery of individual and conference workshops. Over the last year, the DRCCF incurred costs for the delivery of the conference as well as the Gala which was held to celebrate the DRCCF’s 10th anniversary. The DRCCF continues to report next assets of over \$72,000 that will ensure ongoing sustainability for the DRCCF.

The activities of the DRCCF would not be possible without the commitment from the community. In particular, I would like to recognize:

The **Professional Education and Training Committee**. This group of dedicated and resourceful individuals continue to coordinate quality learning opportunities in Durham Region that respond to areas of learning identified by the Early Learning and Care community

The **Regional Municipality of Durham, Children’s Services Division**. The Children’s Services team continue to provide in-kind and financial support to the activities of the DRCCF. Creative support in the development of the GROW Newsletter and financial support to the workshops and conference continue to have a significant positive impact on professional learning in our community.

Resources for Exceptional Children and Youth – Durham Region. Noelle Miley provides administrative support to the DRCCF Board of Directors and Conference and Andrew Belyea provides Financial Administrative support to the DRCCF. The commitment of Noelle and Andrew to supporting the activities of DRCCF is invaluable.

The DRCCF continues to meet its reporting expectations by submitting a Corporate Income Tax Return to the Canada Revenue Agency. Due to the limited income of the DRCCF, it is applicable to prepare an unaudited statement for submission. The statement for the year ending March 31, 2016 was prepared by the Financial Administrative Assistant at Resources for Exceptional Children and Youth –Durham Region and was passed by the Board of Directors on May 10, 2016.

Strong leadership, community support and dedicated volunteers are the foundation of the DRCCF. To all who contribute to the success of the Durham Region Child Care Forum by offering space, attending meetings, facilitating trainings....and everything else.....THANK YOU!

Respectfully submitted,
Denise Cashley
Denise Cashley, Secretary-Treasurer

STATEMENT OF OPERATIONS
FOR THE YEAR ENDED MARCH 31, 2016

	<u>2015/16</u>	<u>2014/15</u>
<u>Revenue</u>		
Conference revenue	\$ 29,636	\$ 26,215
Conference facilities and other expenses	(16,005)	(10,702)
Conference speaker expenses	(5,498)	(6,342)
Net revenue from conference	<u>\$ 8,133</u>	<u>\$ 9,171</u>
Capacity Building funds for workshops	\$ 3,800	\$ 3,800
Workshop fees and honorariums	(40)	(12)
Net revenue from workshops	<u>\$ 3,760</u>	<u>\$ 3,788</u>
Interest	<u>\$ 535</u>	<u>\$ 649</u>
	<u>\$ 12,428</u>	<u>\$ 13,608</u>
<u>Expenditures</u>		
Conference (10th Anniversary) Gala Dinner (net of contributions)	\$ 9,237	\$ -
Annual General Meeting (AGM)	587	587
Bank charges	75	51
Other	158	182
	<u>\$ 10,057</u>	<u>\$ 820</u>
Excess of Revenue over Expenditures	<u>\$ 2,371</u>	<u>\$ 12,788</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
- All corporation income tax returns (T2) have been submitted and assessed by CRA with nil tax balances since the year ended March 31, 2008.

STATEMENT OF FINANCIAL POSITION

AS AT MARCH 31, 2015

	<u>March 31</u> <u>2016</u>	<u>March 31</u> <u>2015</u>
<u>Assets</u>		
Current:		
Cash and savings	\$ 72,637	\$ 77,487
Interest earnings receivable	<u>162</u>	<u>354</u>
	<u>\$ 72,799</u>	<u>\$ 77,841</u>
 <u>Liabilities</u>		
Current:		
Accounts payable and accrued liabilities	\$ 12	\$ -
Deferred conference revenue **	<u>-</u>	<u>7,425</u>
	<u>\$ 12</u>	<u>\$ 7,425</u>
 <u>Net Assets</u>		
Beginning net assets	\$ 70,416	\$ 57,628
Net revenue over expenditures	<u>2,371</u>	<u>12,788</u>
Ending net assets	<u>\$ 72,787</u>	<u>\$ 70,416</u>
	<u>\$ 72,799</u>	<u>\$ 77,841</u>

**Funds received by DRCCF prior to March 31, 2015 for use between April 1/15 and March 31/16;

APPROVED BY THE BOARD OF DIRECTORS ON MAY 10, 2016

PROFESSIONAL EDUCATION & TRAINING COMMITTEE REPORT 2015- 2016

The Professional Education and Training Committee has had another fantastic year, successfully planning and presenting a wide variety of networking and training opportunities to the Durham Region Child Care Community. As part of a collaborative partnership, we have been able to utilize Capacity Building Funding, managed by the Region of Durham – Children’s Services Division, to continue offering training at no cost to participants.

The year’s workshop training highlights:

- Age Specific Professional Networking Sessions
- Durham Region Operating Criteria Review Sessions
- Professional Practice Sessions
- Documentation Study Sessions
- Behavioural Skills Training
- Make & Take Workshops for a variety of programs
- Variety of relevant topics through the Supervisors Network
- Literature Review: Leading Change in the Early Years
- And Many More...

The 2015 DRCCF Conference celebrated its 10th anniversary, with a Gala. Participants enjoyed an evening of entertainment, good food and networking with their peers within the community. The 10th Annual Conference offered a wide range of topics of interest. A highlight of the day was the keynote address from Marc Battle, who lit up the stage with his guitar sing-a-long finale! Registrations hit an all-time high of 360!

A huge thank you to all of you who continue to participate in the learning opportunities through the DRCCF! It’s always enjoyable learning from the participants and sharing knowledge and information across the Child Care Community. We are looking forward to another successful year, full of exciting opportunities!

For more information regarding our workshops and networking opportunities please consult the GROW Newsletter posted on the Children’s Services Division website at www.durham.ca/childrensservices. In the coming year, the website will continue to be utilized for on-line registrations, which allows an opportunity to send workshop reminders and advise participants of any changes. The website continues to stay current with updated learning opportunities in Durham Region, so remember to check in regularly!

Respectfully submitted,
Lauren Goldsmith
Lauren Goldsmith, RECE
Chair



SLATE OF OFFICERS

Jody Chapman, RECE - continuation of the term 2014 - 2016 as President

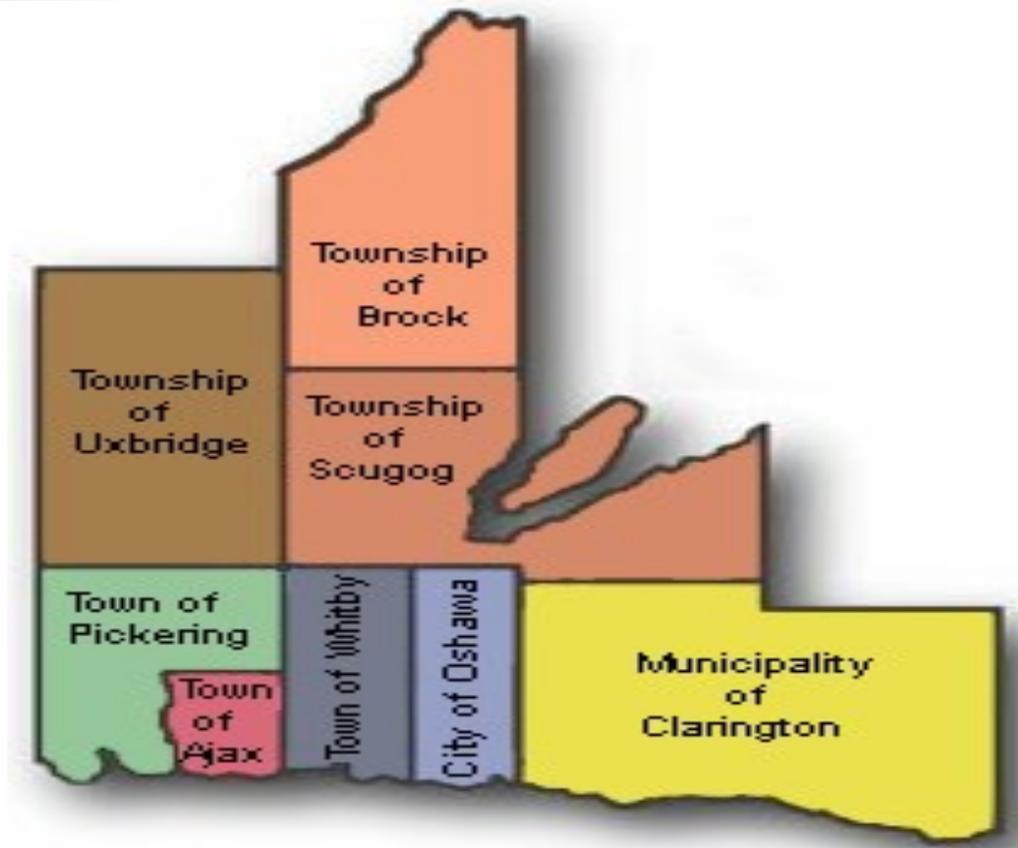
Jody Chapman is a Registered Early Childhood Educator and the Executive Director of Fairy Glen Day Care Centre. She joined the Board in 2004 and co-chaired the Raising the Bar Committee in 2011. She also continues to participate at an executive level on other boards in our community.

Lynn Brennan, RECE - nomination of the term 2015 - 2017 as Vice-President

Lynn Brennan is a Registered Early Childhood Educator with over 30 years of experience in the Child Care field. Lynn is the General Manager with the YMCA Child and Family Development in Durham Region. She participates in a number of child care committees across the Region with a goal of increasing the quality of child care for children, families and staff.

Denise Cashley, – continuation for the term 2015 - 2016 as Secretary/ Treasurer

Denise holds an Honors Bachelor of Arts in Psychology and Child Studies and a post graduate diploma in Assessment and Counselling from the University of Toronto. She has worked with Resources for Exceptional Children and Youth - Durham Region for over 25 years and became Executive Director in 2011. Denise is involved in a variety of community initiatives including co-chair of Durham's Best Start Network.



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

Resources for Exceptional Children and Youth – Durham Region

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 - 905-723-7000

Lynn Brennan - 905-943-9622

Denise Cashley - 905-427-8862