**CASTLE**

**Board of Directors Meeting**

**March 17, 2021**

**MINUTES**

**Present:** Crystal Jahns, Nicole Sargent, Kristen McClain, Jennifer Raulukaitis, Kim Hagan, Jessica Smith, Kim Hagan, Lindsay Therian, Bethany Ackley, Scott Ackley, Kristin Hustus, Eric Page,

**Absent:** Heide Perham, Jenny Carlstrom, Carolyn McConnell

1. Call the Meeting to Order
2. Approval of February 2021 minutes
	1. Motion- Jen; Second- Eric (?)
3. Additions and/or Deletions to the Agenda
	1. None
4. Reports
	1. Treasurer- no questions
	2. Executive Director
		1. Virtual book fair (Usborne)- Starting April 25 and will be open until May 5
			1. Once CASTLE receives $250 in sales, there will be a return of 50% in the value in books
		2. Marketing and advertising
			1. CASTLE included in the newsletter
			2. Banner will go on the green at the end of March
			3. CASTLE to advertise in digital backpack
			4. Registration will open at the end of this week
		3. Saw an increase in registration and will continue to look for ways to boost registration in Preschool
		4. District will increase about 100 students in the fall- could potentially cause boost in enrollment
			1. There is concern for how the pandemic has impacted student performance- risk of some students not moving to next grade
				1. CASTLE to potentially have teachers that might be able to provide support/ tutoring in partnership with the school providing some support
	3. Program Director
		1. Planning stages
			1. April break- carnival theme
			2. Summer planning
				1. Ways to be able to safely do swim trips/ field trips

Swim trips may be possible- waiting to get final verification

* + - 1. Partitions in K-2 area- allows for space configuration
		1. Staff has been able to secure the COVID vaccine at this point
			1. Approximately half and half for the staff that are receiving the J&J (one dose) vaccine and the Moderna/ Pfizer (2 doses)
	1. Preschool Director
		1. Full day teacher attended a 2 day workshop on curriculum development
		2. School day class had winter site visit
		3. School readiness meeting
			1. Preschool expo will be virtual- still planning format
		4. Outdoor playspaces and outdoor learning planning
1. On Going Business
	1. Grants
		1. Found in ED report
	2. COVID Update
		1. No further update
2. New Business
	1. Summer and Fall 2021 Rates
		1. Summer rates
			1. Most electronic votes were for Option 1 (rates to $160 for core hours/ change the core hours to 8-3)
				1. Concern around changing CASTLE core hours from 8-4

Would like to see the hours to mirror the April break: AM care- 6:30-8/ Core Hours- 8-4/ PM care- 4-6

* + - * 1. Concern around dropping core care fees to $160, as there are overhead costs that are present for CASTLE that Parks and Rec do not have to carry
			1. Nicole would be partial to going with Option 2 or keeping the rates same as 2020
				1. Discussion around those options
			2. Has there been consideration based on hours for care?
				1. Parents to have a certain number of hours that they need care each week (ex. 30 hours)
				2. Billing would be challenging
				3. Staffing would be challenging
	1. Online registration
		1. Progress is being made on this system
		2. Not ready for full use yet
			1. Email registration will still be used