



**ROGERS CHILD CARE CENTER**  
growing together



Rogers Elementary Out of School Care Society's 2016/17

# Annual General Report

December 1, 2017

## Board Chair Report

As I reflect on this past year I think about the staff, the other members of the board of directors, and of course the families and children that we are here to serve. I think of my daughter who has begged to be in after school care and not just morning care, and how Pro-D days are the best days ever because she gets to stay all day. My experiences as a Board member leave me in awe of the work that is done frontline and behind the scenes. I am thankful for the

fun, safe, and positive environment that is an extension of our school community, providing varied opportunities for our children to grow and feel cared for.

### PROPOSED 2018 Board of Directors

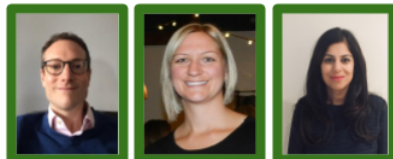


**Regan  
Pemberton**  
*Chair*

**Sadie  
Greco**  
*Past Chair*

**Jane  
Rizhanofsky**  
*Secretary*

**Lorena  
Milkert**  
*Treasurer*



**Greg  
Perrins**  
*Member-at-  
Large*

**Tracey  
Schmitz**  
*Member-at-  
Large*

**Nisha  
Bathe**  
*Member-at-  
Large*

Amber, our Centre Director, has worked closely with key support, programming and frontline staff this past year, consistently showing up with enthusiasm while modeling values like collaboration, professionalism, respect and an openness to support

change in response to community needs. Under her leadership a sense of team has flourished allowing for the Centre's growth and continued success this year.

The investment to update the office space was an important decision that was long overdue – finally there is a work space which reflects the important value that staff bring.

A survey to the membership done at the end of the school year highlighted what families appreciated most – program hours, convenience, snacks, fees, physical and emotional safety, programs, staff and quality of care. The board took time through the summer to review all feedback and we strive to improve communications about board decisions while engaging parent involvement. Our review of the mission, vision and values for the Centre has supported ongoing work to develop strategic priorities based on our society's constitution and we will continue to strive to provide high quality childcare to those of the Rogers Elementary out of school care community.



Recent interest from others wanting to be more involved has been encouraging, and in preparation for those newly joining, the Board has updated and refreshed the Board manual in an effort to provide clear references and direction. And so it is with confidence

and optimism that I welcome new Board members to the team while acknowledging the dedication of those who are staying on another year.

As I pass the baton to Regan Pemberton, incoming Chair, I want to express my gratitude for the solid team that has made up the Board of Directors in the past 3 years that I have been involved. The time and expertise that is offered in this volunteer capacity is largely invisible, but it is such an integral piece of

what allows Rogers Child Care Centre to be the great place that it is. I look forward to my continued involvement as I stay on as Past Chair.

***Sadie Greco***

*Current Board Chair (better known as Antona's mom)*

## **Finance Report**

The Centre's financial position remains strong and stable. Finances for 2016-2017 fiscal year came in essentially as expected. It was a year of investing in the Centre, the objectives being stability of staff for continuity with the children, and streamlining of administration to better serve our members.

There is a brief breakdown of the Centre's revenue and expenses for the year included in this report with our complete financial report available for 2016-2017 in the office to all members; please request a copy if you'd like more detailed information.

In the coming year, our focus will be on continuing to strengthen our core of staff, seek out administrative efficiencies, explore alternative funding and practice good financial stewardship.

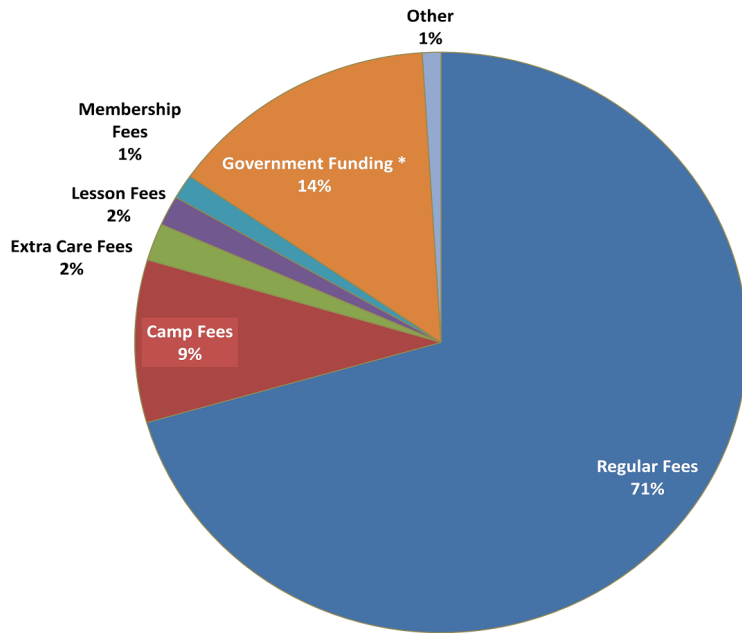
***Lorena Milkert***

*Current Board Treasurer*

***Caitlin Bingham***

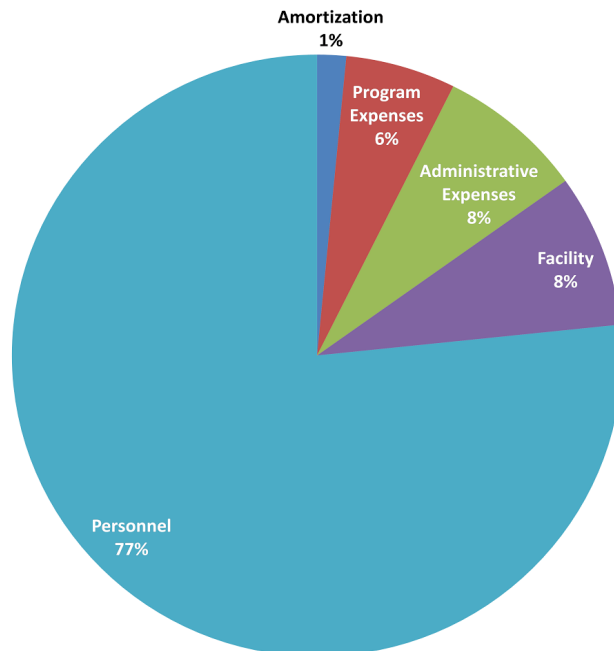
*Finance Coordinator*

## 2016-2017 Revenue Summary



\* Note: The Centre did not apply for or receive funding from BC Gaming in 2016-2017

## 2016-2017 Expenses Summary



## **Administration Report**

I have really enjoyed being a part of the administration team this year and have seen positive growth as we've brought on many changes to accommodate our members and staff.

In the office renovation, we added a reception area (decorated by the kids), a Debit/credit terminal to take payments, a rest area for kids and, a much needed, staff break room.



We made the change over to the digital world and started using Sandbox Child Care Software. This has allowed us to move to digital check in/out and has given families the ability to update their profiles, see enrollments and billing information and communicate with staff via the Parent Portal.

We also made ourselves more accessible online by creating our Facebook page and doing a full update of our website. Since going digital we have improved communication with our membership and have seen growth in our registrations for Extra Care Days and Camps. Thank you to our

membership for your continued support. I look forward to another year here at Rogers.

***Shannon Phelps***  
*Office Coordinator*

## **Operations Report**

It has been a busy year for The Centre, and thus it was with the physical building here at Rogers Child Care Centre. For the first time, the Centre has an employee dedicated to the upkeep of our building, equipment and logistical considerations... This also means I will be spending much more time with “Gustavo” or Gus the Bus, our faithful out-trip bus as the principal driver. *(Remember to check the online calendars posted on our website for any out-trips your child may be on!)*

Up in the office, it is a whole new world, as RCCC took the summer to renovate the office space, leaving us with a clean, new look. After years of antiquated furnishings, crusty carpet, mass clutter, and that odd day-old split pea soup green paint, it was time for a change!

Room 2 will be transforming into an auditorium over the next year, as evidenced by our the new stage, complete with a detachable wheelchair ramp. You could say that the stage will be set for many exciting performances to come!

Exciting new additions for the year ahead include a new sound system and outdoor storage shed, both to be installed very soon. Thanks for being part of our community!

***Shawn Eddie, Operations Coordinator***



## Child Care Report

### Early Years

We had a wonderful year in our Early Years program. It has been a delight and a privilege for the teachers to play a positive role in the day to day learning and discoveries of the children in our program.

As always the EY program has put a strong emphasis on being outdoors and celebrating nature. In the summer we spent a lot of our time outside and going for walks and in the Winter we had some exciting snow days!



The EY gang also hiked all the way to the top of Christmas Hill several times over the year. We also went on many bus out-trips. Some of the fun places we visited include Gyro park and beach, Victoria Compost Centre, a tour of



the View Royal Fire Hall, Galey's farm for Halloween, and Goldstream to experience the Fall salmon run.

Closer to home the children planted, grew and harvested vegetables in our EY garden (including such favourites as Pumpkins and peas). The teachers also created a fairy garden in the outdoor play area for the children to explore. There were also some fun theme days such as water days where the children got wet and mud day where the children got muddy! The children also got to do a wide variety of open ended and some directed art projects.

Thank you to all the children, families, and staff for making it a fun and memorable year!

## Before and After School Care

This last year has been a year of positive change here at Rogers Childcare Centre. We have successfully expanded enrollment in both our before and after school programs!



The introduction of in-house lessons to our after school program have been very successful. The cooking classes, Lil' Hoots Theatre, soccer lessons, and Glee club have provided the children with greater variety and a beneficial way to learn some life skills.

One of the highlights of the year was the dinner theatre we held last June. There was a great turn out and it was wonderful to see so many families come together for the event. It really created something we value strongly - a sense of community! We also took advantage of the natural resources that we are so fortunate to have located so close to us. Walking trips to Swan Lake, Beckwith park, and hikes up Christmas hill have been a regular part of our programs.



As much as we love using our bus, we value the opportunity to have the children get active and use their legs. After all, healthy kids are happy kids.

Our Winter, Spring, and Summer camps were a lot of fun! Our theme filled camps were filled with daily out-trips and some exciting and innovative activities. Among some of the new adventures were hunting for jewels at the Scratch Patch, exploring the cave on Mt Doug, going on a fairy walk at Mystic Vale, checking out the Raptors in Duncan, swimming at the YMCA, visiting the UVIC astronomy tower, and running around in Hamster balls! We also did some popular tried and true activities such as horseback riding at Briarpatch farm, Day camping at Goldstream, and paddling dragon boats on the Gorge.

We continue to look forward to being a fun, positive, and creative part of the lives of the children and families we serve.

Take care and have fun!

***Glenn Perlstrom, ECE***  
*Child Care Coordinator*

## **Director's Report**

Thank you for a great year! It was my first full year as a part of the Rogers Child Care community and it was a privilege to share time and space with you all.

I am a relational person and so, if I could chat face-to-face with all of our members everyday, I would. So much of the Director's role is at a desk and in front of a screen but, that is not my preference. I love people and the enthusiasm of children running to and fro. It's exciting to be a part of facilitating so much fun. But, there are challenges and subtleties to the work that require patience and this past year required much of that.

In 2016/17, digitizing the Centre operations was of paramount importance to our team as we are first and foremost, caregivers and we need to be appropriately focused on working with your children. Streamlining our tools and increasing our fiscal accountability has directly benefited our members and their children and, with the future at our doorstep, we are better poised to face the future.



Child care in Victoria is in a state of 'near' crisis. Everyday we hear more stories of not enough care options and we receive constant requests for Rogers Elementary school children to be placed on our waiting lists. To be a member at Rogers Child Care Centre and have your child enrolled in one of our regular programs is a privilege that many families are desperate to share in. And, as a society formed to answer the call for care to Rogers Elementary, we need to be thinking: How we can do more?

Our current staff team is hard at work planning for what lies ahead and we are excited to be able to partner with the Board of Directors and our members to grow and expand our care and programming in the years ahead.

Looking forward,

***Amber McMillan***

*Centre Director*

# Minutes from Last AGM

## Fri Jan 20 , 2017 @ 5:00pm

**Board members present:** Abbi Pittman, Sadie Greco, Regan Pemberton, Jane Rizhanovsky

**Voting members present:** Aaron Foster, Beverly Chan, Christina Knowles, Jade Allnut, Sanjeev Anand, Matt Belvedere, Carly Bird, Oliver Booth, Jennifer Boutilier, Nicolas Braam, Chloe Brozuk, Angela Bull, Beverly Wise, Treena Cook, Kimberly Curry, Eyad El Hag Ali, Trish Simoes, Sydney Fuller, Zoe Grey, Roohi Bansal, Chris Jefferies, Nisha Bathe, Elizabeth Harries, Charlene Kwan, Alex McCuaig, Amy Machin, Susan Wood, Jenny Wang, Erin Kozicki, Kelly McGuire, Jacqueline Best, Christine Yu, Sheryl Murdoch, Nick Burdge, Jeff Panter, Karen Ramsay, Debra Craig, Kaveh Sarmast, Kath Milinazzo, Michelle Schadt, Lisa Quellette, Vicky Seaburg, Urmila Sharma Meipina, Shelley Duquette, Jasprette Bahtia, Rosanna Stone, Andrew Tishenko, Dawn Van Galen, Kelly Vijandre, Sumeet Wadhwa, Debbie Webb, Efa Wong, Jami Wood, Jocelyn Pransky, Christopher Wright

### **Previous Meeting Minutes printed in AGM report**

- Reviewed items from prior minutes
- Reviewed & approved 2015/16 AGM minutes
  - **Sadie Greco moves we accept the minutes as read. Beverly Chan seconds. All in favour, none opposed.**

### **AGM Report**

- membership to review throughout evening, ask questions of BoD up until vote at 6:15

#### **AGM Agenda**

5 p.m. – 6:30 p.m.

5:00 p.m.	Dinner	– catered and buffet or station/rotation style
5:40 p.m.	Kids Performances	– music from EY and theatre from OSC
5:50 p.m.	Heather Tunkow Tribute	– presentation to family of commemoration item
5:55 p.m.	Years in Review	– high level points from Sadie/Amber
6:00 p.m.	Financial Statement Review	– high level numbers from Abbi; accountant copies <b>(vote to approve 2015/16, no new Board members, no questions/concerns voiced)</b>
6:10 p.m.	Happy Birthday Centre	- sing with candles, cupcakes, open gift
6:15 p.m.	Closing Remarks	– thank you for coming <b>(vote to adjourn, open call for new Board members)</b>

### **Financial update**

- **Sadie Greco moves we accept the AGM report and financials, as read. Chloe Brozuk seconds. All in favour, none opposed.**

### **Next AGM Meeting:**

- TBD - ideally Jan. 2018

### **Future agenda items for discussion:**

- New Board members must be acquired; promotional advertising and relational communication needed