

**Burlington Children's Space
Board of Directors
Meeting Minutes
January 24, 2025
Zoom Video Conference**

Board Members Present:

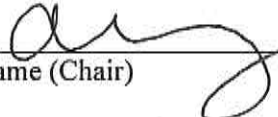
Alan Matson, Alissa Carberry, Charlotte Blend, Julie Springer, Megan Mossey, Molly Scaife (non-voting), Molly Lawrence, Victor Prussack, Kate Cowles

Board Members Not Present:

Call to Order	The meeting was called to order at 12:03 pm.	Next Steps
Minutes	Minutes from December 2024 were reviewed and were unanimously approved.	
Introductions	NA	
Director's Report (Molly S)	<ul style="list-style-type: none"> • 4 teachers leaving in next 3-7 months. • Behavioral challenges in both PS rooms. Only 9 kids in this room with 4 adults, and 4 kids need extra support. Other PS room is full, and 1-2 kids need extra support. Requires a lot of staff time, including Molly in the classroom. Very stressful. <ul style="list-style-type: none"> ○ Handbook covers child behavior procedures. We will review the handbook and start working on next steps. Possibilities include reduced hours and temporary or permanent exclusion. ○ Look at referral to BSD. Victor feels it would be a good fit. • Finalizing NAEYC materials. • CACFP visit Feb 19. CVHS cook coming to do a review with BCS cook before visit. • Friends letter: Letter is written. Needs to be merged and mailed. 	<p>Put in a referral to BSD with parent permission and Howard for situations where there are safety concerns.</p> <p>Talk to CVHS re: next steps based on Handbook procedures.</p> <p>Board member can email Alan if they are free to help with mailing.</p>

Financials (Alan)	<ul style="list-style-type: none"> • Feb meeting - will do a complete update with EOY 2024. • 2024 Net: About \$41,552 total loss: wages and payroll processing were higher than expected. 	
Staff Retention and Enrollment Forecast	<ul style="list-style-type: none"> • Alan and Molly S. brought up concerns about staff retention and challenges with preschool enrollment, and have suggested having stakeholder meetings to discuss the strategic direction of BCS. We discussed the importance of including all partners: staff, parents, BSD, CVHS, the board. Ideas included: focusing on the BCS mission; offer multiple sessions for all partners (not siloed). We feel that the board should first meet and be clear about what we are looking for from these strategic direction meetings, and also develop a matrix of stakeholders and outcomes desired. A few possible ideas include classroom structure and partnerships. We want multiple perspectives and for those members to hear from each other. Much better than collated perspectives. 	<p>Agreed to a special meeting of all board members who can attend to discuss framework, partners to include, dates, process for this strategic direction plan. Victor will send out an email to all to find a date.</p>
Board Vacancies	<ul style="list-style-type: none"> • Alissa Carberry was nominated as new chair. Approved unanimously. 	
Recognizing Julie Dumas	<ul style="list-style-type: none"> • Tabled until February 	
Executive Session	<ul style="list-style-type: none"> • NA 	
<i>Adjournment</i>	<ul style="list-style-type: none"> • Meeting adjourned at 1:02 pm. 	

Next scheduled meeting: Friday, February 28th, 12-1pm on Zoom.

Signed:  3/10/2025
 Name (Chair) Date