



Burrillville Extended Care (BEC)

Board of Directors

Minutes

May 5<sup>th</sup> 2015

Called to Order and Attendance/Review Agenda:

Meeting called to order-Greg Devlin @ 6:30pm

Members Present- Dawn Williams, Alyssa Iadarolla, Laura Fontaine

Members absent: None

Members Excused: None

Others Present-BEC Director Kelly Cournoyer, BEC Assistant Director Lisa Nault, Office Manager Shannon Murphy

Minutes of March 3<sup>rd</sup> 2015 to be accepted :

Laura Fontaine accepted the minutes Dawn Williams second 2-0 motion passed

Correspondence:

Lisa said they took the kids to Jillians arcade in Worcester for April vacation and received an email thanking BEC for having the kids there and said how organized they were and how well behaved the kids were. With a group of 71 kids in an arcade.

Good and Welfare:

None

Old Business:

**Financials:** Fiscal year 2016 Budget is waiting for approval from the town council.

**April vacation recap:** 60 children everyday with 71 being the highest. On good Friday they took the kids to the movies to see the movie HOME, Monday they stayed on site, Tuesday they went to Jillians arcade, Wednesday they had Mad Science come do a performance a fire and ice demonstration and in the afternoon they had a magic show, Thursday they went to the movies to see either Cinderella or Mall Cop and Friday they went to Newport to Save the Bay did the exploration and went along the beach.

**2015 Summer Program Registration and Activities:** Registration is going well they currently have 134 children registered 111 families still accepting enrollment until June 1<sup>st</sup>, 2015 with spots filling up fast a waiting list has been put in place for days that are already filled.

**New Business:**

**Fiscal Year 2015 current financials** Shannon said we are doing well currently showing a profit of 68,483.69.

**Launch Trampoline:** Greg said he received an email from launch trampoline and received a contact for Lisa a girl by the name of Danielle Dunn. Greg said they have a lot of different programs if Lisa calls and inquires about them.

**Therapeutic Child Care Service:** Lisa said BEC has partnered up with a program called Kids Connect. Children that have some type of special needs or behavioral issues, difficult time with socializing, this program will come in and work with the staff in regards how to handle the children and offer techniques on how to work with them. You have to sign your children up for the program and the children have to have medicaid in order to be eligible. Lisa said they currently have 5 children eligible for the program to participate you have to have 4 kids eligible. A program for children who have downs syndrome, autism or ADHD who need that extra help attending the program the staff will be able to help in those areas. They come from Dr Daycare and come to the center every Tuesday to check in on the kids and program. They haven't started the program yet because they have to have goals for each child so the staff knows what areas to work. Most children will be starting June 1<sup>st</sup>. BEC will get funded through Medicaid to be able to provide this program. A parent called and asked if they were involved with Kids Connect and with that request they looked into it and have now decided it would be a good addition to the program. Lisa said she thinks it's hard for parents to find day cares that have special needs programs for children. Greg wanted to know about advertising and they thought maybe in the fall after they have had a chance to see how it works and Shannon asked about the staff training and Lisa said they have already had the training and will get more training after the kids goals are set.

**2015/2016 School Year Before/after School Program Registration:** Shannon said last year they started on June 1<sup>st</sup> and would like to do that again seemed to work well last year. Will continue to register until August 1<sup>st</sup>. Shannon said she would like to see the rates stay the same. She doesn't see a need for them to change. Remain at 9.00\$ for morning and 13.00\$ for afternoon and the 33.00\$ for full day holiday/vacation rates. We all agreed the rates should stay the same.

Shannon had mentioned a topic of outstanding debts owed to BEC that are still in the books and John Mainville is inquiring on how to get them off the books to be cleared. The thought may need to go before the town council for them to approve BEC to write them off and he's looking for a policy in place due to them not having an issue in years. The dollar amount for the debt is 4,275.55 through numerous audits and collections. Shannon suggests to just charge them off and keep the records for future use if a family should try to enroll again that they would have to pay that debt off before they are able to attend. John is wondering if it's something the board can take care of or the town council has to be addressed. For future issues anyone who has a delinquent account over 30 days it then gets addressed to Kelly as the director of the program and after 90 days it would then go to collections. The tuition is paid in advance weekly 1 week in advance by auto deduction (checking, savings, credit card) if by check then its monthly (month in advance).

**Meeting adjourned:** Adjourned at 6:50 pm Dawn Williams motioned Laura Fontaine second.

**Next Meeting:** Tuesday July 7th @ 6:30 p.m.

**\*\* New Location 915 Steere Farm Elementary School Library \*\***  
915 Steere Farm Road, Pascoag RI 02859

*Submitted by:*  
*Dawn Williams*  
*BEC Secretary*