

SOUTH WINDSOR BEFORE AND AFTER SCHOOL CARE ASSESSMENT COMMITTEE (SUBCOMMITTEE OF THE TOWN COUNCIL)

**MINUTES
CAUCUS ROOM**

**PAGE 1
TOWN HALL**

**REGULAR MEETING
June 27, 2018**

1. Call Meeting to Order

Chairperson Matthew Galligan called the meeting to order at 5:30 p.m.

2. Roll Call

Members Present

Matthew Galligan, Chairperson/Town Manager
Vanessa Perry, Assistant Town Manager/Director of Human Resources
Raymond Favreau, Director of Parks and Recreation
Shelby Kosa, Recreation Supervisor/Director of 4th R Program
Anthony Leone, Resident/Parent
Karen Lydecker, Resident/Parent
Craig Zimmerman, Board of Education
Audrey Delnicki, Town Council
Andy Paterna, Town Council

Members Absent

Tiffany Caouette, Principal of Pleasant Valley Elementary School
Beth Esstman, Board of Education

Guests Present

Dr. M. Saud Anwar, Mayor
Kathy Daugherty, Resident
David Joy, Board of Education
Janice Snyder, Town Council
Corre Tracey, Resident

3. New Business

Review Before and After School Care to Date

This topic was covered in the June 26th meeting.

Discussion – Possible Solutions for Before and After School Care

Mr. Galligan said that he, Mr. Raymond Favreau, and Ms. Shelby Kosa will be meeting on June 28th with Rabbi Jeff Glickman of the Temple Beth Hillel Synagogue, and Reverend Poolman of the Avery Street Church. They will be discussing what the Church and the Synagogue have planned for before and after school programming.

Ms. Kosa read an email from a representative of the Indian Valley YMCA. The email stated that a plan has been submitted to license the Synagogue for childcare. If it is approved, it would cover the Pleasant Valley district. The YMCA is looking into the cost of bussing for the other schools.

Mr. Galligan asked for more suggestions for before and after school care solutions.

**SOUTH WINDSOR BEFORE AND AFTER SCHOOL CARE
ASSESSMENT COMMITTEE
(SUBCOMMITTEE OF THE TOWN COUNCIL)**

**MINUTES
CAUCUS ROOM**

**PAGE 2
TOWN HALL**

**REGULAR MEETING
June 27, 2018**

Ms. Karen Lydecker said that she spoke to the pastor at Avery Street Church, who suggested that the Parks and Recreation Department create an alternative program in the schools as a short-term solution. It would be run by staff from the Church or the Synagogue. The parents of the children in the programs would be made aware that as soon as the Temple and the Church facilities are up and running, the programs would be moved there. This would become the long-term solution, and would avoid undermining the private care providers. Mr. Galligan said that a long-term solution would have to include the other daycare centers in Town, including the company that has expressed interest in building a new facility in Evergreen Walk.

Mr. Galligan asked Ms. Kosa to invite the YMCA representative to the meeting with Rabbi Glickman and Reverend Poolman.

Mr. David Joy, Board of Education member, attended the meeting in place of Ms. Beth Esstman. Mr. Galligan asked Mr. Joy to explain what led the Board of Education to change bus routes 10 years ago. This change ultimately led to the creation of the 4th R program. Mr. Joy explained that a transportation consultant had told the Board of Education that transporting children across districts to daycares was a significant expense. The superintendent at the time recommended limiting daycare bussing to licensed facilities or home daycares within each district. The Board of Education recognized that this would create hardships for some parents, so a partnership was developed with the Recreation Department to create the 4th R program.

Mr. Zimmerman said that he met with the Superintendent of Schools, Dr. Kate Carter, to discuss the transportation issue and to confirm that the information that he gave at the June 26th meeting of this Committee was accurate. He said that transportation could be funded by either the Town or the Board of Education. The Board is adverse to funding things that are not education related, as it is difficult to justify those costs to taxpayers.

Mr. Zimmerman said that the Board of Education's current transportation policy is that they only transport children to locations within their school district. The Avery Street Church is at the border between Orchard Hill and Philip R. Smith. The Board of Education would have to change the policy in order to allow the bus to stop at the Church without any additional expense. If this was done, and the Church program could get up and running by September, it could potentially take care of the waitlists for both Orchard Hill and Philip. R. Smith. Mr. Joy added that the assumption that it would not cost any more for the bus to stop at the Church is based on the capacity of the existing bus and on how many children would be added from the waitlist. If another bus ends up being required, there would then be an additional cost.

A Committee member asked Ms. Kosa about the waitlist numbers. Ms. Kosa gave numbers indicating how many individual children were on the program waitlists. The Eli Terry waitlist has two children. The Orchard Hill waitlist has 41 children. The Philip R. Smith waitlist has 18 children. The Pleasant Valley waitlist has 46 children. In total, there are 107 children signed up on the waitlist across all four schools. Ms. Kosa explained that the waitlist numbers given at the June 26th meeting were for the number of slots requested. In some cases there were children signed up for both morning and afternoon care slots.

**SOUTH WINDSOR BEFORE AND AFTER SCHOOL CARE
ASSESSMENT COMMITTEE
(SUBCOMMITTEE OF THE TOWN COUNCIL)**

**MINUTES
CAUCUS ROOM**

**PAGE 3
TOWN HALL**

**REGULAR MEETING
June 27, 2018**

Councilor Paterna said that the Committee should focus on the short-term solution for now. The Avery Street Church and the Temple Beth Hillel Synagogue programs are not going to be up and running by September. They are long-term solutions.

Mr. Favreau said that the Recreation Department had a suggestion for the Committee to consider. He asked Ms. Kosa to explain it. Ms. Kosa said that finding subcontracted programs could take care of the majority of the waitlist. This short-term solution would not undermine the long-term solution, as the contracts would not need to be renewed once they were no longer needed. The Recreation Department does not have enough staff to commit to finding the extra programs themselves. Perhaps someone in the Committee or someone at each school could take on the project. Ms. Kosa said that she can provide information to help the person who takes responsibility. Ms. Kosa said that the schools already offer some outside programs, which could potentially be expanded for the waitlist. The programs are run in classrooms, so they would not be impacting 4th R space. Ms. Lydecker mentioned that Pleasant Valley offers extra-curricular programs called "Echoes". They are run by parent volunteers. Perhaps these parents would be willing to take on the subcontracted programs as a job. Mr. Galligan said that this would have to be discussed with the superintendent.

Ms. Lydecker asked about hiring someone to organize these programs. Ms. Perry said that bringing in a full-time employee on a temporary basis would make the Town liable for unemployment when the employee is no longer needed. A Committee member asked if the employee could be hired as a consultant. Mr. Galligan said that because the Town would be determining the employee's hours, the employee could not be considered a consultant. Ms. Lydecker said that perhaps a new position could be created in Parks and Recreation. Mr. Favreau said that the Department has been asking for more staff for a long time, and that he does not feel that he can put this new position ahead of the others. Councilor Paterna said that the expenses to hire this staff person should come from the expenses of the program, so that it would not take away the opportunity for the Parks and Recreation Department to apply for a new position through the regular budget process. Ms. Perry said that employee benefits have to come from the general Town budget. Ms. Kosa said that the cost of the program would be substantial if it required funding the full-time employee's salary and benefits, as well as paying for the other employees and supplies needed for the project. Councilor Paterna said that parents have stated that they are willing to pay, and therefore this should at least be explored as an option.

Mr. Joy said that the Board of Education decides which nonprofits get the use of Education buildings. Before any nonprofit entity can use the space, they must submit a proposal. The Board can put out a request for information (RFI) or a request for proposals (RFP). Mr. Galligan said having the Board submit a RFI would be fine, but not a RFP. This is because Town policy prevents the Town from competing against private industry. The Town is not in the daycare business, and requesting these proposals would put the Town in that business. Ms. Perry asked if there would be an additional rental fee required for the programs to use the school classrooms. Mr. Zimmerman said that that would have to be discussed by the Board, but it would not be a deal-breaker.

Mr. Galligan said that in his upcoming meeting with the Avery Street Church and the Synagogue representatives, he will ask about using their staff in the schools for the short-term programs.

**SOUTH WINDSOR BEFORE AND AFTER SCHOOL CARE
ASSESSMENT COMMITTEE
(SUBCOMMITTEE OF THE TOWN COUNCIL)**

**MINUTES
CAUCUS ROOM**

**PAGE 4
TOWN HALL**

**REGULAR MEETING
June 27, 2018**

Ms. Kosa said that managing said staff would be a drain on the Recreation Department's resources, and that she cannot guarantee that these people would be appropriate for the job based on 4th R hiring standards. Mr. Galligan said that the intention is that the program would be run separately from the 4th R, and therefore would not be managed by 4th R staff.

Mr. Galligan said that another topic to discuss would be coming up with a cost to hire someone to coordinate subcontracting outside programs. This would determine what the cost would be to residents.

Mr. Zimmerman asked if the Church and Synagogue programs would be run in a classroom, and if separate training would be required. They will not be performing the same services in the schools that they would be at their own facilities. Mr. Favreau said that the programs that are currently subcontracted to run in the schools are independent and not managed by the Town. The Church and Synagogue programs could operate in a similar fashion, in the way that would best allow them to eventually transition to their own facilities.

Mr. Zimmerman said that hiring a part-time employee to arrange subcontracted programs would be much cheaper than the \$181,000 cost of cross-district bussing.

A Board of Education policy was brought up. It states that a for-profit organization cannot run programs in classroom space. Mr. Zimmerman said that the Board would have to hold a special meeting in order to adjust the policy. The YMCA already fits under the policy, as it has a 501C3 designation. If the Rec Department subcontracts a program, it fits under the policy. Mr. Joy said that having the programs be contracted under the Rec Department would be preferable, as changing the Board of Education policy to allow for-profit organizations to use classroom space could lead to future issues.

Ms. Perry asked Ms. Kosa what the hours of the 4th R directors are. The morning shifts are 6:45am- 8:45am at the early schools and 6:45am-9:15am at the late schools. The afternoon shifts are 2:45pm-6pm at the early schools, and 3:15pm-6pm at the late schools. There are also monthly director meetings, and the directors are required to do planning and prep work outside of program hours. That is worked out with individual directors. On the early release days, the directors work 12:15pm-6pm at early schools and 12:45pm-6pm at late schools. The 4th R also runs vacation programs on most major holidays from 6:45am-6pm when schools are closed. There are also programs on snow days from 8:30-6, which are open to 4th R participants only.

Ms. Perry asked if subcontracting programs could take care of all the children on the waitlists for each school. Ms. Kosa said that each subcontractor determines how many children they would like to take. Whoever organizes the subcontractors would have to work with them to determine how many programs would be needed to cover the waitlists.

Mr. Galligan said that at the meeting he will be having with Reverend Poolman, Rabbi Glickman, and the representative from the YMCA, he will ask about two things. One is to check their program organization progress. The other is to see if there is anyone on staff at these organizations who would be willing to work as the coordinator for program subcontracting.

Councilor Paterna said that if someone is hired from the outside groups as a coordinator, the organization that the person belongs to should contribute to the budget. Councilor Paterna also

**SOUTH WINDSOR BEFORE AND AFTER SCHOOL CARE
ASSESSMENT COMMITTEE
(SUBCOMMITTEE OF THE TOWN COUNCIL)**

**MINUTES
CAUCUS ROOM**

**PAGE 5
TOWN HALL**

**REGULAR MEETING
June 27, 2018**

said that the YMCA may already have programs available in their curriculum that would be similar to the subcontracted programs. Ms. Kosa said that the YMCA coordinator was not interested in using school space, as the YMCA does not want to be in competition with the 4th R program. Mr. Galligan said that if the YMCA has a program that would only use classroom space, they could offer that. Ms. Kosa said that this would have to be discussed with the YMCA coordinator.

Mr. Galligan said that any new information gained from the upcoming meeting with Reverend Poolman, Rabbi Glickman, and the YMCA coordinator would be sent to the Committee by email so that it could be discussed in future meetings.

Mayor Anwar thanked the committee for being willing to try and find a solution.

4. Adjournment

The meeting was adjourned at approximately 7:30 p.m.

Respectfully submitted,

Samara Haddock
Recording Secretary