

**Regular Meeting of the Management Committee of UWSA Day Care
for February 13, 2025 @ 4:30 pm in person / ZOOM**

Management Committee Meeting

UWSA Daycare

Feb 13, 2025

548 Furby Place Wpg, Mb R3B 2V8

Start time: 4:39 pm

End time: 5:35 pm

Present:

Ioulia Berdnikova (Daycare director)

Kim Paz (Chair)

Joshua Hofmeister (Treasurer)

Vanessa Wiedeman (Secretary)

Erin Panchuk

Annie Laser

Brandon Deamel

Nadine Vroom

Regrets:

Justin Friesen (Vice-Chair)

Marcela Castro Montanares

Chelsea Drane

Sarah Reilly

Robyn Liddle

Sheri – Lynn Skwarchuk

UWSA Representatives

Ted Turner(UWSA)

Tomiris Kaliyeva

1.0 Start Meeting

1.1 Call Meeting to Order by Vanessa W at 4:39 pm

2.0 Agenda and Minutes Approval

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2.1 February 13, 2025 Agenda

2.2 January 9, 2025 Minutes

Motion to approve/adopt by Josh H. & Annie L

3.0 Reports

3.1 Daycare's Director report-attached below

3.2 Financial update-attached

3.3 Formula for CPP and EIA needs to be changed

4.0 New Business

4.1 Licensing update, behind in financial audit, of 2023/24, this could be a provision on our license, possibly coming at the end of March 2025

4.2 AGM; UWSA would like us to not call it an AGM but a Daycare Annual Meeting. Possible date in April, Tuesday April 15th.

4.3 Budget; Proposed budget 2025-26 was discussed.

It includes 3% wage increase.

The budget based on 104% enrollment

All staff wages above target level of ELCC's scale

Budget based on current operating grant.

Management Committee recommended proposed budget for UWSA final approval.

4.4 Security project (emergency doors and panic buttons) update; Waiting at this time for anticipated grant awards to be made in March, as this would provide primary funding for the initiative.

5.0 In-Camera

6.0 Next Meeting Date and Adjournment

6.1 Next Meeting Date: March 27, 2025 @ 4:30

6.2 Adjournment, 5:30PM

Motion to adjourn: Kim, Annie

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	Budget 2024-25	Budget 2025-26 (with 3%wage increase)	Comments
Revenue			
Requesting Operating Grant	\$1,150,896.00	\$1,278,224.00	
Total Revenue	\$2,275,531.00	\$2,354,962.00	
Expenditures			
Salaries and Benefits	\$2,070,666.42	\$2,060,445.52	
Program	\$113,000.00	\$144,944.00	
Office and Building	\$34,000.00	\$34,000.00	
Administrative	\$57,775.00	\$115,151.00	
Other			
Total Expenditure	\$2,275,441.42	\$2,354,540.52	
Annual Surplus (Deficit)	\$89.58	\$421.48	
Revenue			
1 Fees	\$886,086.00	\$886,086.00	32x30x259=\$248,640
			112X20.80x259=\$603366.40
			Total:\$852,006 - 100% enrollment
2 Start Up Grant			\$886086 based on 104% enrollment
			Might be very different depends on # of children with additional support needs
3 Children with disabilities	\$90,000.00	\$44,000.00	
4 Fundraising	\$15,000.00	\$15,000.00	
5 Donations			
6 Interest and investments			
7 Other	\$123,549.00	\$114,652.00	
8 Operating Grant	\$1,150,896.00	\$1,278,224.00	
9 Grants	\$10,000.00	\$17,000.00	Staff replacement grant for workplace student
Total Revenue	\$2,275,531.00	\$2,354,962.00	
1 Fees			
259 days x \$30 x 32 children	248,640.00	248,640.00	259 days x\$30 x 32 children

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259 daysx\$20.80x96 children	603,366.40	603,366.40	259 daysx\$20.80x112children
	886,086.00	886,086.00	104% utilization rate
7 Revenue Other			
Student Levy (UWSA Grant)	\$32,000.00	\$25,000.00	
Pension	\$69,399.00	\$67,502.00	4% from the wage
Registration fee \$50 x 50 children x70	\$3,500.00	\$3,500.00	
Wage replacement grant			
Snack fee (.50 per day)	\$18,650.00	\$18,650.00	.50c a day
Total Revenue Other	\$123,549.00	\$114,652.00	
8 Operating Grant			
\$13676x32	\$479,904.00	\$531,520.00	\$16610*32
\$5331x96	\$670,992.00	\$746,704.00	\$6667*112
Total	\$1,150,896.00	\$1,278,224.00	
Staff Salaries and Benefits	\$2,070,666.42	\$2,060,445.52	
Program Expenditures			
16 Children's Activity Supplies	\$15,000.00	\$20,000.00	
17 Children's Program			
a. Equipment and Furniture			
b. Equipment Repaires	\$1,000.00	\$1,000.00	
18 Food	\$40,000.00	\$55,944.00	
Snack 1.50 per child/day			
19 Kitchen, Cleaning and Laundry Supplies	\$17,000.00	\$17,000.00	
20 Special Events/Outings	\$40,000.00	\$45,000.00	
21 Other		\$6,000.00	\$500 a month a Knowledge keeper honoraruim
Total Program	\$113,000.00	\$144,944.00	
Office and Building Expenditures			
22 a Rent	\$33,000.00	\$33,000.00	
b Mortgage			
c Utilities			
d Taxes			

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23	Contract Cleaning Services			
24	Equipment and Furniture			
25	Repairs and Maintenance	\$1,000.00	\$1,000.00	
26	Leasehold Improvement			
27	Other			
	Total Office and Building			
		\$34,000.00	\$34,000.00	
	Adminstrative Expenditures			
28	Accounting/Payroll Fees		\$7,200.00	
29	Advertising			
30	Annual Meeting	\$300.00	\$300.00	
31	Annual Return			
32	Association Dues and Memberships	\$225.00	\$225.00	
33	Audit Fee	\$2,500.00	\$2,500.00	
34	Computer Software and Supplies	\$7,000.00	\$7,000.00	
35	Financial Service Charges	\$6,000.00	\$6,000.00	
36	Insurance	\$7,000.00	\$7,176.00	
37	Internet			
38	Postage, Office Supplies	\$4,000.00	\$5,500.00	include printing
39	Staff Training/ Conferences	\$6,000.00	\$6,000.00	
40	Telephone			
41	Travel - Employees			
41	Travel - Children			
42	Other	\$6,000.00	\$50,000.00	Security
	Fire Inspection	\$250.00	\$250.00	
	ECE week / Staff Appreciation	\$18,500.00	\$23,000.00	\$10,500 Wellness fund; \$8000 ECE Appreciation
	Total Administration	\$57,775.00	\$115,151.00	

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Ioulia's Notes February 2025

Enrollment

- We are at 101% enrollment
- Wait list is growing. We add several children to the list daily.
- During month of January, family with two children left. Mom just graduated from university. We accepted 2 new student families.

Staff update

- There are 39 staff on a payroll now. This number includes one staff (ECE III) on the long-term disability and another ECE III on a family leave.
- Maria and Lan are enrolled at the workplace program at RRC.
- Jannette and Navjot started CBA PLAR program through ELCC.
- 2 ECEs are taking Developmental Studies courses.
- Staff meeting was on February 11, 2025. We reviewed “behaviour management” and “child abuse reporting” chapters from Licensing Manual for Early Learning and Childcare centers as was requested by coordinator during licencing visit.
- We have one MITT student on practicum in a center (PS4 room).
- I participated at Developmental Studies gathering event on January 18 and at RRC career fair on January 14, 2025.
- We had a Health and Safety meeting on January 15, 2025.

Other items

- I am wrapping up all the grants. My goal is submitting all reports before end of the month.
- I applied to Winnipeg foundation grand for the SLP program (September 2025 – May 2026)
- We are waiting on a multi year grant result. We are expecting it at the end of March.
- Daycare didn't receive ELCC sustainability trust grant.
- I ordered new counter tops for PS 4 and 5 as was recommended by the health and safety committee. It will be the last purchase from the quality enhance grant.

Program

We continue with speech and language program, yoga sessions, guitar Garry and Dee entertainment. We invited Fubuki Daiko to celebrate a Lunar New Year with us (February 3, 2025)
TiBert was our special entertainer for the upcoming Festival du Voyageur (February 11, 2025)

Room 4, 5, 6 (presented by Julianna C.)

As we move into the winter month of January, we focused on the world around us which is white and cold. We introduced snow into the room, and we played outside in the snow. Snow is a medium that lends itself to many different science experiments. The children really enjoy sensory experiences.

To lift everyone's spirits we chose to have a spirit week near the end of January. This included crazy hair day, sports jersey day, costume day, wear the color blue, and again our favorite day pajama day.

At the end of the month, we shared the celebration of Lunar New Year which began on January 29th the year of the Snake. Then in early February we had Fubuki Daiko who are Japanese drummers, come and do a performance for the children.

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Room 1,2,3 (presented by Arlene T.)

Our preschool 123 group has been focusing on I love to read month, Black History, and preparing for Valentines Day and will start on Festival Du Voyageur activities in the coming week.

PS1 has been working on showing empathy with one another by asking if someone is ok when they get hurt or trying to understand what an apology means when they hurt their peers.

PS2 has been working on encouraging children to use their language/words to communicate better with each other by telling each other "I am using it", "Give it back", and telling the adults what they want verses making sounds and pointing.

PS3 has been working on routines and transitions with the adults in the room; learning and adjusting to the different approaches and personalities.

Infant / toddlers program (presented by Yeojin L.)

Our Infant and Toddler rooms celebrated Lunar New year! We had some staff members dress in their country's traditional clothing to show the children the beauty of their culture. The children also did activities related to Lunar New year. The children also received lucky Red Envelopes (part of Lunar New year celebrations in some cultures). Our Infant and Toddler rooms were busy reading a number of different storybooks for "I Love to Read" month. We invited parents and grandparents to come in and read to their children and grandchildren as part of "I love to Read" month. We learned about Garrett Augusta Morgan. Garrett was the person who invented traffic lights. We made our own traffic lights and played games related to Red/Yellow/Green lights. We listened and danced to "Wamkelekile" (which means "Welcome"). The children were excited to dance and play with unique musical instruments like the Djembe drum, Pacay shaker, and the African rain shaker. The children in the Infant and Toddler rooms were really interested in Kitchen drama play. They had lots of fun pretending to be a chef cooking food. We also did some sensory based activities where we had the children taste different fruit and vegetables. They tasted oranges (sour), bananas (sweet), and cucumbers (salty). We did a sorting game with toy fruits and toy vegetables to help the children develop their fine motor skills. The activity also helped the children learn and recognize the names of the various fruits and vegetables. We are continuing with our Indigenous education, yoga, and music class.

Preschool room was also busy celebrating Lunar New year and also did some special activities. The children in the Preschool Room read a lot of books, felt some board stories, did some rhyming and literacy activities for "I Love to Read" month. The children had a lot of fun with our snow painting activity. Our staff members molded and froze snow into various animal shapes. The children then painted the frozen snow animals. We were focused on educating the children on different emotions (by reading books and doing different activities) and how it was okay to express their feelings.

University of Winnipeg Students' Association
Statement of Operations
10 Month(s) Ending 1/31/2025
Day Care 100

Unaudited	Actual Month	Actual Yr to Date	Budget Yr to Date	Variance Yr to Date	Last Yr to Date	Annual Budget
Revenue:						
Grants/Donations	0	82,809	8,333	(74,475)	296,543	10,000
Operating Grant	105,060	1,053,875	959,080	(94,795)	1,141,448	1,150,896
Inclusion Support Program	5,590	79,093	75,000	(4,093)	87,705	90,000
Canada Summer Jobs Grant	0	4,810	0	(4,810)	0	0
Fundraising/Donations Revenue	1,760	15,245	12,500	(2,745)	14,603	15,000
Parent Fees	78,843	752,107	738,410	(13,697)	855,347	886,086
Other Revenue	1,975	61,910	102,958	41,047	408	123,549
Total Revenue	193,228	2,049,849	1,896,281	(153,568)	2,396,054	2,275,531
Expenditures:						
Activity Supplies	7,953	31,312	12,500	(18,812)	37,630	15,000
Audit Expense	0	0	2,083	2,083	0	2,500
Bank Charges	383	5,190	5,000	(190)	4,948	6,000
Cleaning/Kitchen Expense	559	10,059	14,167	4,107	10,977	17,000
Computer Software & Supplies	0	5,551	5,833	282	9,231	7,000
Annual General Meeting Expense	0	432	250	(182)	0	300
Rent/Lease Expenses	2,750	27,965	27,500	(465)	27,500	33,000
Membership Expense	0	0	188	188	210	225
Workers Compensation	0	104	4,216	4,113	6,743	5,060
Office/Bldg Equipment Furniture	0	0	0	0	7,037	0
Childrens' Programming Equipment	0	5,644	0	(5,644)	47,146	0
Food & Food Supplies Expense	4,586	46,307	33,333	(12,973)	39,978	40,000
Insurance Expense	0	5,292	5,833	541	5,162	7,000
Supply Expense	0	379	0	(379)	3,871	0
Copying/Printing Expense	0	3,325	3,333	8	3,156	4,000
Office & Bldg Repairs Maintenance	0	0	833	833	1,533	1,000
Repairs & Maintenance Programming	0	3,486	833	(2,652)	4,058	1,000
CPP Expense	6,798	72,349	58,824	(13,525)	70,017	70,589
EI Expense	2,945	31,365	25,158	(6,207)	29,949	30,189
Health & Post Secondary Education Tax	0	13,291	20,794	7,503	19,030	24,953
Wages Expense	128,429	1,428,574	1,488,867	60,293	1,323,097	1,786,640
Vacation Pay Expense	0	0	2,276	2,276	0	2,732
Employer Health Plan Expense	9,881	100,893	68,833	(32,060)	83,762	82,599
Employer RRSP Expense	7,899	85,556	56,589	(28,967)	19,857	67,907
Professional Development	801	3,177	5,000	1,823	8,431	6,000
ECE Appreciation	1,043	16,210	15,417	(793)	32,376	18,500
Field Trips & Events Expense	2,060	36,186	33,333	(2,853)	49,353	40,000
Honorariums/Gifts	0	500	0	(500)	0	0
Licensing and Permits Fire Inspection	0	0	208	208	0	250
Greenspace Project	0	0	0	0	18,695	0
Other Expenses	600	6,000	0	(6,000)	8,603	0
Total Expenditures	176,687	1,939,144	1,891,201	(47,944)	1,872,352	2,269,441
Surplus (Deficit)	16,541	110,704	5,080	(105,624)	523,702	6,090

