Minutes of Meeting  
December 6, 2016

Present: A. Tillou, S. Lippman, J. Bower, V. Cortinez, A. Taylor, B. Kohaya, J. Tambe, R. Chavoya, M. Goldstein

Absent: H. Coller, D. Oliveira, S. Slyomovics

Staff: Annie Speights

Call to order and approval of minutes
With a quorum present, the meeting was called to order at 1:05 pm. The November 8th meeting minutes were approved.

Early Care and Education Center Update
Jayanti Tambe, the Executive Director of the Early Care and Education Center, and Rosemary Chavoya, the former Assistant Dean for Administration at GSEIS, joined the committee to provide an update on the current state of the Early Care and Education Center. The ECE program has undergone a few major transitions with staff and teachers, and of course these issues have caused an overwhelming amount of concern. Chair Tillou invited Director Tambe to visit the committee and address these concerns.

Director Tambe opened the meeting by thanking the committee and informing members of the ECE hierarchy. She informed members that she reports directly to Brad Erickson, the Executive Director of Administration. She oversees three sites, 3 directors and a facilities director. Each center serves children from the ages of 2 months to 5 years old. Each center also has it’s infant and pre-school licenses. The ECE program is regulated by at least 4 sets of regulations including Title 22 and Title 5 programs. The center staffs 120 students and interns. Director Tambe started in February 2015, however, she notes that there was a 7 month gap that ECE functioned without an Executive Director. Within the first 3 months of her tenure as the ECE Executive Director, two site directors resigned. Unfortunately, due to the change in Executive Directors, a comprehensive accreditation review took place shortly after her arrival. She informed the group that she has responded to all of the citations which resulted from that review and that a final report from the licensing agency is pending.

Director Tambe passed out a list of proactive improvement measures she has taken at each site over the past few months. One of the major improvements has been a reduction in class size. Class sizes were reduced from 25 to 20 children. This specific measure was taken after the center was cited for lack of adequate child supervision in classrooms. Another major change included building a fence around each site and connecting restrooms to classrooms. Teachers are now able to monitor students using restrooms, without leaving their classrooms unattended. The total amount of renovations and improvement projects costed a total of $700, 000. Director Tambe assured the committee that there is an ongoing commitment to children’s safety. In addition to her commitment to safety, she is also committed to adhering to all licensing matters. Director Tambe hired a consultant to advise her on best practices of child care licensing.
Director Tambe assured the committee that improving communication between staff, teachers and parents were high on her list of priorities. At the start of her tenure, Director Tambe spent an equal amount of time at each site, now she spends 100 percent of her time at the Fernald site filling in for the site director who is on leave of absence. She has been able to schedule parent meetings at the Krieger site, however, she has yet to schedule any meetings at the Fernald site. Committee members suggested having monthly meetings at the Fernald site to develop trust with concerned parents. Unfortunately, all of the changes within the center have affected the moral of teachers and staff. Director Tame admitted to not communicating about licensing and staffing problems. However, she has attempted to relive some of the communication issues with the publishing of a weekly newsletter that provides helpful updates about each childcare site. She is also hiring an associate director to help her supervise each site.

A member of the committee asked if Director Tambe made any changes to the curriculum and she replied that she has added assignments and trips that cater to the arts, but has not made any changes to the science curriculum. Chair Tillou asked about the center’s waiting list and Director Tambe replied that the waiting list length depends on certain age groups. The infant waiting list is always longer in comparison to other age groups. She also informed the committee that she is considering moving towards age dedicated classrooms. This will allow non-ambulatory children to dwell in one room and ambulatory kids to dwell in another room. However, certain parents would like to keep multiage children together in classrooms. Director Tambe will make the final decision on the classrooms by late December. Once, the decision is made, it will take 6 months to convert the classrooms into functioning classrooms for targeted age groups.

**Early Care and Education Review Committee Update**

Michael Goldstein, the ECE taskforce chair, joined the group to provide an update on the task force. The task force is in the process of finishing interviews. So far the task force has interviewed at least 50 staff members. On December 5, 2016 members of the ECE taskforce and members of administration met with Fernald parents to discuss their concerns with the program. Roughly 80-90 parents attended the town hall meeting. This meeting allowed parents to express their concerns and receive feedback from EVC Waugh. There will be a second town hall meeting in the winter quarter. Chair Goldstein reiterated that the real issue at the ECE center is communication, a lack of trust between staff, teachers and parents and low morale. However, Chair Goldstein reassured the committee, once again, that children are safe even if parents are opposed to changes made by the Executive Director.

With no further business to conduct the meeting was adjourned at approximately 2:45 pm.