

Community Services Advisory Commission Meeting  
October 14, 2015  
6:30 PM

Present: Deb Butterworth, Tara Simopolous, Sara MacColl, David Hillman, Amy Lombardo, Trish Brigham

Staff: Russell Packett, Kelly Phinney

1. **June minutes** were presented. They were amended to reflect that Davis Hillman was present at the June meeting.

**2. Staff Update- Kelly Phinney, Director of Cape Care provided an update on the program:**

- Pre-school program in its third year, things are going well. Majority of the children attend 3 days/week; about split between half and full-day. Students in this program are age 3-5.
- The After-care program is doing well. There are lots of kindergarten students attending- approximately 44-50 students on most days, so the program is full.
- It has been challenging finding qualified teachers/staff people. It is an issue across the industry as Kelly heard at a recent conference she attended. This is particularly noted in the after school program. Kelly has tried some creative approaches by hiring high school students and advertising at USM and SMCC child care programs.
- Cape Care is currently going through an accreditations process for national certification. . It is a time consuming process involving various reviews and preparation of program and classroom portfolios. Once received, the accreditation could enable Cape Care to be a "quasi-public" pre-school associated with the Cape public schools. Cape Care is also maintaining its state licensing and is taking steps to comply and improve the center.
- One particular challenge of the program is the lack of a playground which is available to the children at all times of the day. Currently the program is using the Pond Cove playground but this poses some scheduling and logistical challenges.

**3. Playground** -Estimated cost of a new playground is \$50 thousand. Several options to pursue:

- Salvage some equipment from Pond Cove as it undertakes an update of its program
- Establish a fundraising committee
- Contact CEEF re: submission of a grant
- Natural landscaping is the trend and a tentative plan has been drafted. This will require less equipment and potentially lower the cost

The specific location of the playground will be determined at a later date. It would be ideal to have it on the premises of Community Services. Staff also feel that having a playground would attract additional students.

**4. Office Update**

- 20 hour a week Admin Clerk was hired (Jane Anderson). It has been going well. Jane has a Marketing background that is proving very beneficial. Establish a fundraising committee

## **5. Pool Update**

- DecTron (pool dehumidification system) needs to be replaced. \$550,000 price tag. The timeline is as follows: 3 months to build it and 8-12 weeks installation. It will hopefully be replaced next summer. As information starts coming out, the Advisory Board will be updated so we are better equipped to answer queries. Expect potential negative pushback from community.

## **6. Upcoming Meeting Dates**

- December 2, January 20, February 23, April 13, May 18 & June 15

## **7. Other**

- **CECSAC Openings** – Nikki Dresser has resigned and Trish & Deb's terms are up in December. Trish and Deb will send a note to Andrea in the Superintendent's office to indicate a desire to continue for another term. Dave Hillman, SB rep and getting off the SB indicated a desire to fill Nikki's slot and will contact Andrea also.

Meeting Adjourned 7:45