

Burrillville Extended Care (BEC)

Board of Directors

Minutes

March 5, 2012

Called to Order and Attendance/Review Agenda:

Meeting called to order-by Juliette Lopez-Recinos

**Members Present-Juliette Lopez-Recinos , Town Council Liaison
Kevin Heitke, Esq. Laura Fontaine**

**Members Absent-, Jennifer Briere, Dr David VanDyke, School
Committee Member Mary Karmozyn**

Members Excused- Newt Steven

**Others Present: BEC Interim Assistant Director Lisa Nault and
Interim Director Kelly Cournoyer; BEC Office Manager Shannon
Murphy; Parks & Recreation Director, Cheri Hall**

**Minutes Minutes for the October 3, December 5 will accepted at a
special meeting TBA**

Welcome:

Juliette Lopez-Recinos welcomed all board members.

Good and Welfare:

None

Correspondence:

None

Old Business:

1. Financials – Kelly Cournoyer handed out folders for all the board members with updated information. Kelly Cournoyer informed the board that we are up to date with financials, except for benefits were paid up December and wages to end of January. Shannon Murphy stated that she is just waiting for Rose’s final input of our year end transfers. Kelly stated that we are a little more than at the half way point. Cheri Hall stated that everything looks good. Shannon Murphy informed the board that there is a line item of a discrepancy error, which is a transfer that was made by the town that needs to be to carry over for the next fiscal year.

2. Program Updates- Lisa Nault stated that Kelly Cournoyer has been working on her monthly report for Mike Wood and has handed a copy to the board members to share any program updates. Cheri Hall informed Kelly Cournoyer to make a correction to the memo and address it to the Town Council instead of Mike Wood. Kelly Cournoyer informed the board members that she updates information in her memo as events happen. Kelly Cournoyer explained that we are working with Jen Bergin on a grant, which is provided by the Afterschool Alliance and The United Way, to assist children with the summer slide. The grant is for thirty thousand, which will be used for our program as well as working with Jen Bergin. If we receive the grant, we will be working with the school department and utilizing their curriculum by adding an education component into our summer

program. Kelly Cournoyer explained that the children will not be aware that they are learning and we are going to make it fun. We have not heard back in regards to the grant.

New Business:

1. **Block Booking** - Lisa Nault informed the board members that she has attended block booking with other local Rec Departments and has booked some children performers for the summer. She will be presenting the board with the performance at the next board meeting. Judy Lopez-Recinos asked Lisa Nault where the performances will be held. Lisa Nault explained that the performances will be held at the Town Gazebo. Judy Lopez-Recinos was questioning why the performers are at night time and not during the day time.

2. **Easter Egg Hunt** – Kelly Cournoyer explained that there is a flyer in each packet for the Easter egg hunt. The Easter egg hunt will be held on Saturday April 7. She explained to the board members that this year we will have staged times and each age group will be in 10 minute increments. Kelly Cournoyer felt this is a great idea to help families who have more than one child in different age groups. Kelly Cournoyer informed the board that the Easter Bunny will be there and we will have refreshments for the children. Cheri Hall clarified to the board members that the event will be rain or shine.

3. **Bright Stars Assessment** – Kelly Cournoyer explained to the board members about Bright Stars Assessment and that she has met with Shannon (a representative from Bright Stars) to go over our program and to see if we qualify for Bright Stars. Kelly Cournoyer explained to

the board that Bright Stars is a rating system for the state of RI and they come out and rate your program on a scale, which Bright Stars has created. There are only two afterschool program in the state, which are star rated programs. We would be the first afterschool program in the Northeast corner. Kelly Cournoyer informed the board that it is a 3 month process and we are looking at trying for a 3 or 4 star rating. Kelly Cournoyer explained that Shannon, from Bright Stars, will be coming out once a month to evaluate the center. Lisa Nault shared, that there is no cost to be part of the Bright Stars Program. Kelly Cournoyer recalls there was a cost for it in the past, but it seems they have informed us that there was never a cost to participate. Cheri Hall shared with the board, that Kelly Cournoyer, Shannon Murphy and Lisa Nault are doing a fantastic job; they really picked up the boot straps, and are doing really well. Mike Wood has asked her about the program and how it is going and she has informed him that they are doing a fantastic job. Judy Lopez-Recinos feels that they have been there for a long time it makes it easy for them to do so well. Kelly Cournoyer just wanted to address with the board members that we have put out a parent survey and we are offering after hours for parent teacher conferences again. She also informed the board that we are trying something new this year and we are hosting Friday Night Fun at BEC, it is extra day care and it will be for four Fridays. Cheri Hall asked Kelly Cournoyer if we have received good response for the Friday nights. Kelly Cournoyer informed them that the flyers have not gone out yet. It is just something new we would like to offer to our families. Judy

Lopez-Recinos asked Kelly Cournoyer and Lisa Nault if they have attended any of the Burrillville Youth Coalition meetings. It has been mentioned at the Rec Commission meetings. Lisa Nault stated that she only has been to one meeting and Judy Lopez-Recinos wanted to know if anything new has come from the program. Kelly Cournoyer responded that the Burrillville Youth Coalition were suppose to hear back in regards to their grant and Cheri Hall shared that they have not heard anything and she believes they have not had another meeting. Lisa Nault shared with the board that The Burrillville Youth Coalition hosted a pitch tournament and all the money they raised from the event went to support their teen program. Lisa Nault spoke to Mr. Brissette in regards to their grant application, because we did pose some concerns and he felt it would not affect us. If they do get the grant we can move forward and discuss the program with them. Mr. Brissette informed me that he did help them write the grant and he is very supportive of our program. The grant is basically to help the children who are struggling in school. Judy Lopez-Recinos did inform the board that she would like to see Kelly Cournoyer and/or Lisa Nault attend the meeting and get information on the program. Lisa Nault stated she is very supportive of their teen program and Cheri Hall mention there were concerned of the space being used at Callahan. Kelly Cournoyer shared with the board that summer registrations have begun. Our existing families' registration process started March 1 and any new families may register starting April 1. Cheri Hall shared with the board that BEC will be at Spring Lake one day a week.

Meeting adjourned: Adjourned unnoted

**Next Meeting: Monday June 4, 2012, 6:30 p.m., Burrillville Parks &
Recreation Offices; 92 North Main Street, Pascoag, R.I**

Submitted by:

Lisa A Nault

Burrillville Extended Care Interim Assistant Director