



**MARYLAND STATE CHILD CARE ASSOCIATION**  
**BOARD OF DIRECTORS MEETING - FULLY VIRTUAL**  
**Board Meeting DRAFT MINUTES**

**Thursday, Apr 18 2024**

1pm-3pm

**Meeting Call to Order at**

<b>Board Members</b>		<b>Chapter Representatives</b>	
Executive Director- Chris Peusch-		Anne Arundel County—Courtney Feather	X
President-Lisa Dickinson	X	Baltimore City— OPEN	
1 <sup>st</sup> Vice Pres.- Ruthi Claytor	X		
2 <sup>nd</sup> Vice Pres.- OPEN		Baltimore County—Quandra Greene	X
Secretary- Astrid Crookshank	X	Baltimore County—Caitlyn Holley	X
Treasurer—Kim Ritchey	X	Carroll County—Amanda Beacham	X
Immediate Past President—Marina Maier		Carroll County - Mariah Shiffman or Samantha	
Business Rep—Barry Benesch	X	Frederick Co/ -Cindi Webb	X
Member-at-Large—Barb Dubik		Harford County—Julie Dobies	X
Member-at-Large—Kristen Miller	X	Howard County—Randi Albertsen	X
Member-at-Large—Deb Kamplain	X	PG County—Deborah Williams	X
Member at-Large —Imani Angela Rose	X	MoCo County—Jan Williams	X
Member-at-Large—Carolina Reyes	X	MoCo County - Tracey Clay	
Member-at-Large- Syretha Storey	X	Washington County—April Singleton	X
Pres Emeritus/Wash Co—Charles Wainwright	X	Guest —	
Guest - -			
Guest-			

**BOARD OF DIRECTORS MEETING**

**Board Meeting Agenda**

**Thursday, April, 2024 (virtual only)**

1:00 PM-1:00 PM

**Outcomes for meeting:**

1. *MSCCA Passion for Excellence Grant chair present 2024 grant applications for approval and funding.*
2. *Updates on progress of two regional PreK grant support pilots.*
3. *Share final legislative recap from session 2024!*
4. *MSCCA Nominating Committee formed and May, June meetings with final guidance from Bylaws documents.*
5. *Final updates and Board assignments for the biggest MSCCA statewide Conference ever!*

**Call to Order** (Turn your cell phones 'OFF'/or 'vibrate' ONLY)

President, Lisa Dickinson

Introductions of Board Members and Guests

Chris Peusch, Executive Director

Minutes- March 2024 Board meeting minutes

Astrid Crookshank, Secretary

**Motion 1 - Approve the March minutes as they stand. Ruthi/Kim -**

**Treasurer's Report (Budget and Finance)**

Kim Ritchey and Chuck Wainwright, Treasurer & Emeritus Chairs

March Profit and Loss and financial snapshot distributed to MSCCA Board

March 2024 Minutes distributed to Board. YTD 140k better than last YTD. Chris brought up option for Money market at our current bank. Discussion of minimum, but general good idea.

**MOTION 2 : Move Funds as determined by the Treasurer and Exec Direct afte meeting with the bank into a Money Market to earn some interest. Astrid/Deb Motion passed**

**MOTION 3: Accept Treasurers Report: Deb/Jan. Motion passed**

**New Business:**

Conference by the Sea 2024- May 2-5<sup>th</sup> record breaking year! Share all Board assignments and responsibilities for success- Chair, Astrid C.

Please Note: Bag stuffing TBD location due to other event at hotel.

Schedule sent out earlier today, please check for where you are assigned. All help is welcome, so if you are not assigned please just check in and let us know you are available.

Raffle Basket collections - please submit your info on the form if you have not already done so.

Facilitators -plenty of facilitators signed up. We have someone dedicated to origin with the laptop to help with chat from virtual. Orientation next week Tues. ZOOM monitors - make sure to hit record.

Booth Contest- most vendors ever, excited to compete for best booth first time.

40th anniv guests. Marc Rosenberg and Mona Criswell. Marc will not be able to be there. will try to get a video or Zoom. Ruthi to reach out to Marc, and Cathy Mehan who lives nearby

Chris to send out SONG lyrics for "We are the Child CAre World"

Review Treebranch REGULAR contract for next year. maintenance of website and social media support.

Current expires end of April. Treebranch had indicated that there may need to be more hours billed to add to the CBTS contract, Chris asked that anything more for CBTS be detailed and submitted separately.

Discussion of whether new companies should be considered. Could we have TBG report their hours, especially during conference. Suggest monthly hours to review how many hours are actually used throughout the year.

**MOTION 4: Add a monthly hourly status report and notification at 150 hrs to the new Treebranch contract before signing.Astrid/Julie Motion passed. 14 for, 1 opposed.**

New regional (Baltimore and Harford Counties) pilot discussion forum on industry issues sponsored by members and led by MSCCA for MSCCA members- March 25th at Michaels in Timonium -report out from attendees. Hosted by Celebree/MSCCA. Smaller than hoped for turn out, but good step in the right direction.

Randi: upcoming primary election, April Howard County chapter meeting included all the candidates for How Co Board of Ed.

Rolling Grants consulting progressing in MoCo.

MSCCA Passion for Excellence Grants 2024- Ruthie Claytor, Chair- subcommittee present final selections and budget for approval. 7 complete applications received and reviewed. Suggest a video tutorial for next year to help with application submission. Committee approved partial or full funding for all 7. range from classroom supplies to curriculum. ASk board to approve a little more to cover shipping costs.

**Motion 5: Approve additional funds up to a total of \$7200 to help cover additional shipping costs for approved Grant award items. Ruthi/Jan. Motion passed**

Ruthi will inform winners right away, and Chris will make large checks for each if they are attending CBTS

Legislative update 2024- Carolina Reyes, Chair- Randi Albertsen and Chris Peusch- report out- see attached draft. Randi/Chris: Draft slides, and recap from Elli will be sent out after meeting. numerous bills, posted on facebook. Lower age for Preschool Teacher to 18, will be in law July 1. Looking for more English lang learners support and first time college support. HB 600 was incorporated into HB1441, for alternative pathways. Removed certification requirements for a Prek teacher in a private program. 3 different pathways, including one option with experience and working toward an AA degree. All classes would need EXcels 3, up to 5 in 5 years, and use of CLASS tool. Use the HUBS tool to bridge between LEAs and Private providers. Also requires 20 hours of PD in Developmentally Appropriate practices. Over 5000 emails were sent in on this bill. Great participation. Next step to send out a thank you for all the support from the legislators. Try to get some to come to the Symposium,

2024 PreK grant opened- overview and MSCCA new initiative for grant writing support for public PreK with funders in Baltimore City. Randi A. -report

Part time Administrative Assistant- job description complete- application and contract next steps to hire.-Chris P said name change , 1099. Full job description, and contract. Job starts apr 30th. Will be sent to Sara Ritchey to complete and then she can begin in May. Hope to have her support at the conference.

Nominating Committee schedule set for virtual meetings in May and in person in June 2024, Marina M., Chair  
MARKet Rate Survey sent out by MSDE, important to complete to give us DATA for out agendas.

**Committee Reports**

ARTICLE XI  
COMMITTEES

The following will be **standing committees**, including, but not limited to: Nominating, Administrative and By-laws, Legislative, Membership and Member Services and Professional Development. The President shall appoint such Standing and Ad Hoc Committees as may be needed. See Committee brief descriptions in your orientation binder.

**Administration and Bylaws Committee**- Chair/s Barry Benesch and Imani-Angela Rose-Imani R. – Imani and Barry provide updates

**Legislative and Public Policy Committee**: Carolina Reyes, Member at Large, Chair

**Pre-K grants – MSDE opened all PreK grants on March 15, 2024.- Closing April 30. Board report updates Changes- Do not need a teacher or certified pathway, just need degreed teacher.**

**Rebuilds grants-** MSCCA initiative with Rebuild Grant on Eastern Shore for membership

**Legislative Task Force meetings- MFN Public Policy and Compass Meetings-** final recap for 2024

**Membership and Membership Services**- Chair/s -Chuck Wainwright, Lisa Dickinson, Caitlin Holley:

Programs	Renewed	New	Total
Centers	286	20	306
Individual	12	7	19
School-Age	9	0	9
Business	16	5	21
Totals	323	32	355

**Professional Development**: Chair- Astrid Crookshank- Conference by the Sea 2024 is almost sold out in person- Ashore Hotel sold out! All Board members please register! We have closed registration with 985 registered for our biggest event. We will need plenty of Board support for the Conference and the PDC will keep you up to date! **PDC needs Raffle Basket donations by April 18th to Caitlin Holley and Lisa Ann Dickinson. Complete the form by deadline or will not be able to add basket/donation. Board schedule uniform assignments.**

**Conference shirts ordered! New onsite schedule will be distributed before the April 18th Board meeting by Astrid C.- See attached registration report. Astrid and Kim report out.**

**Nominating Committee:** Marina Maier and Chapter Presidents' - please provide a schedule for 2024 and the scope of work of policy and procedure manual. Need to meet in May and June 2024. Invitation to go out soon.

**Licensing, Oversight and Regulations:** Waiting on MSDE to share any updates or new regs- MSCCA subcommittee form this year to review and make recommendations on changes to regs

**Workforce Advancement Branch** (formerly Credentialing):

**Maryland EXCELS:**

**Child Care Scholarships:**

What can we do about administrative issues/ How is the provider and parent portal and enrollment confirmations going? One more round of surveys to respond to the major concerns from previous survey- create new survey refining with attention to Tru Up- subcommittee reconvene- timeline.

Write letter collective partner letter- Board of Education public comments- MSCCA received two email/letters of concern- what more can we do as an organization to support? Where are we on this initiative- Survey update?

**State ECAC:** no meeting

**Family Engagement Coalition:** meets quarterly -no meeting

**Lead Commission Meeting:** met April 4th

**Trauma Informed Care Commission:** March meeting cancelled

**Business Member Representative:** Barry B- updates

**Membership/Community Outreach/Communications/Committee:** Ruthie Claylor- we have received 8 Passion for Excellence grant submissions! The grant committee met April 16th to review, score and make recommendations to be presented at April 18 Board meeting.

**National Child Care Association/NECPA:** Recommend a NECPA roundtable for MSCCA members.

**President's Report:**

**Chapter Reports:** *(Please submit your review in writing, meeting schedule and membership roster)*

Anne Arundel County	Courtney Feathers (The Goddard School Millersville)- written report submitted.
Baltimore City	Vacant
Baltimore County	Quandra Green, Precious Ones ELC and Caitlin Holley(The Goddard School-Ownings Mills) written report submitted
Carroll County	Amanda Beecham (Carroll Community College) New- two new co leaders! Samantha Adamson and Mariah Shifman
Frederick County	Forming- Cindi Webb, The Learning Bee and Frederick County Day Montessori
Cecil/Harford County	Julie Dobies, Kaplan Early Learning
Eastern Shore: <i>Upper and Lower</i>	Vacant
Howard County-	Randi Albertsen – Innovations in Education
Montgomery County	Jan Williams St. Francis International School, Montgomery County- Tracey Clay, Hope Grows CDC
Prince George's County	Deborah Williams-Jaycees Kids Care
Washington County (Western Maryland)	Kim Ritchey & April Singelton -Ritchey's Totlot

**Meeting Adjourned: 3:02 pm**