



# MEETING NOTES

*Meeting Notes are not official until voted on by the Board of Education at its following Regular Meeting.*

1. The meeting was called to order at 6:30 p.m.
2. Members present: Mrs. Crowley, Mrs. Long, Mrs. Murdoch, Mr. Perry, and Mr. Vorst
3. The Pledge of Allegiance to the Flag
4. The Board of Education adopted the agenda as presented.
5. School Aged Child Care: A Look Back and Look Forward – Kelly Wigg and Team

Hi everyone. As Dave said, my name is Kelly Wigg. I'm the director of the School Aged Child Care Program. We operate in all 14 elementary buildings and both sixth-grade buildings. We are licensed by the Ohio Department of Education, which requires us to follow a ratio of one teacher to 18 students.

Each program has a maximum capacity, which is based on the space that we have available. We typically use the cafeterias, gyms, and playground areas. We currently have three buildings at maximum capacity for the year. Then, we have eight schools that have availability and five that are waitlisted due to staffing reasons.

You can see we're beginning this year with a little more than 1100 children and 90 employees. Now, the 90 employees are employees that count in the ratio. We also use student assistants. We typically get our student assistants from the Academy EDU program. For those unaware, it's a class offered at the ILC for high school students interested in becoming a teacher. And these kids come in invested in our program and want to learn. And most of the time, they're fabulous. They've been a real asset to our program.

I was asked to give you a typical day in the life of SACC. Most of our buildings open either at 6:45 a.m. or 7:00 a.m. At our 6th-grade buildings, the children are there for about an hour. And in our elementary schools, they're there right around 2 hours. It's low-key in the morning as the children trickle in. We

## Hilliard SACC

### Recap of 2022-23 & A look forward to 2023-24




#### Enrollment & Personnel

2022-23 School Year – 1093	Employees Ratio – 89	SA - 20
2023-24 School Year – 1111	Employees Ration – 90	SA – 18

#### 14 Elementary Programs & 2 Sixth Grade Programs

Program Cost	<ul style="list-style-type: none"><li>• Economical</li></ul>
Software Updates	<ul style="list-style-type: none"><li>• Advantages for families</li><li>• Advantages for staff</li></ul>
ODE Licensing Reviews	<ul style="list-style-type: none"><li>• Results</li></ul>
Parent Survey	<ul style="list-style-type: none"><li>• Results</li></ul>

#### Goals for 2023-24 School Year

	Provide a personalized experience for all SACC students
	Tailor PD around the specific needs of each program
	Be able to provide SACC care for all students in the Hilliard City School District

have breakfast there for them, and we have planned activities. We usually offer a gym game or outside time so they can run off all their energy before they get to the school day. They also have a chance to finish up their homework, if they have any. And just things like that, the morning flies by. So then, they go off to class when the school day begins.

At the end of the school day, they all come barreling to us all at once. Again, we offer a snack and have planned activities. We have a curriculum where we offer arts and crafts and science and math activities. We do special clubs. At Washington Elementary, for example, we did a school newspaper. We had editors, photographers, and reporters and published the paper for them—cool things like that. We also offer a space for them to do homework. If we have enough teachers, they can help the students with their homework. We close at 6:00 p.m. So, that's a day in the life. Now, I will pass it over to Amy, our fiscal coordinator.

Hi, my name is Amy Fouts, and I'm the fiscal coordinator. I handle all the kiddos' registration, tuition, billing, and things like that. I'm going to talk about program costs first. We're very economical. We are the most affordable before-and-after-school care program in Central Ohio. We have the most consistent tuition costs for our families. We haven't raised our rates in more than ten years. So, a lot of people, when they come to SACC as kindergartners, they age out with us. Once they're in, they stay forever. To give an example, we have lots of different varieties of rates: part-time, full-time, morning, and afternoon. But our full-time rate, Monday through Friday, morning and afternoon, is \$150, and we charge that bi-weekly.

The next thing I was going to talk about is some software updates. We used to have a very antiquated system. And last fall, we started using a new one called Procure. The ease of it has benefited both families and our staff members. It can be used in desktop form or as an app on their phone. In the past, we had no online billing system except for MyPaymentsPlus, which hopefully everyone knows. And with MyPaymentsPlus, sometimes it would get sent to their lunch account, or it just wasn't an easy online way. But with this, they're able to go online. Before, we were limited on how they could pay. They could only use Visa or MasterCard or mail us a check. And now they have all the options, every card you can think of, and they can even put an ACH there. They're able to set up recurring payments themselves. They can also get their own tax and monthly statements if they need them for reimbursement, which they always had to call in for. Also, they can set up split accounts for multi-household families and set it up by percentages and things like that. Overall, parents generally have much more control over their child's account once they're registered in Procure. They can update emergency contacts, people who can pick up their children, a new phone number, etc. Again, they had to email us or call in all those things.

One of our new program's best features, which helps families and staff, is that it has digital signing in and out. Before, we used binders with a ton of paper. And parents had to sign in and out every day at drop off and pick up. And our site coordinators, the people in charge of each building, had attendance books, and now it's all digital. They come in, there's an iPad on the parent table, they punch it in, they can sign their kid in and out. One of the greatest things about this is that it also gives us live numbers in the office and the site coordinators. We could look and see that right now, there are 25 kids at Beacon. This helps us with staffing, too.

The last thing I'll share about ProCare is its messaging system. It's a version of texting. So, parents and staff can message back and forth through ProCare without the team having to give out phone numbers. When the phone rings, we often can't get to it because it's loud, and we're busy doing fun activities with kids. So, it cuts down on the wait time. It's quick and easy communication, and our staff can also share important information in newsletters.

Hi everyone. My name is Lynn Kerr, and I'll talk to you about licensing with our program. I am one of two site compliance officers, and my co-worker Lisa and I visit the schools frequently, mainly in the afternoons. One thing we do when visiting a program is to see if they have things prepared for licensing visits.

We are visited once a year by the State Department of Education. And when they come, it is an unannounced visit. We don't know when they're coming. So, we try to help all our staff be prepared for that visit. One of the things that the licensing inspector checks during their visit is how many staff and students are on site. As Kelly said earlier, we are required to keep an 18 to 1 ratio with staff and students. We strive to have a lower ratio.

The inspector will also ask to see all the employee files to ensure they have all the appropriate training. The state requires, and we've always been very stringent with, training our employees. They are required to have first aid, CPR, communicable disease, and child abuse training. All staff get 20 plus hours of training in a year.

The inspector may also ask to see the children's files to ensure all required information is present. The inspector also checks to ensure we have sign-in/out areas for parents. We also have information posted in this area, such as our weekly curriculum and snacks. The inspector will also ensure that our fire inspection and food licensing permits are posted in a clear, visible area.

Over the last ten-plus years, we've done very well with our inspections. We've passed them all. I don't want to say with flying colors, but close to that. Occasionally, a signature might be missing here or there that we need to correct, and they allow us time to fix that. And then carry on with our program. Thank you.

My name is Lisa Ferko, and I am Lynn's; I was going to say better half, but.... So, every spring, we send out parent surveys. I think it's nice for the families to give us that feedback because that's how we improve ourselves. So, for the spring of 2023, we had 454 families participate in the survey. And I just wanted to review some of the results we have from that survey. For staff interactions and communication, we had a 97.1% satisfaction rate. For safety and supervision, we had a 99.7% satisfaction rate. For curriculum, we had a 99.3%. And for overall satisfaction with our program, we had a 99.1%.

I will also share two comments parents shared on the survey. The first one says I love Jenna's SACC experience. I love all the staff and love the fun, creative, and friendly environment they create. Jenna loves SACC time, and I appreciate each and everyone working there.

And then, finally, we love and appreciate the Beacon SACC program so much. They collaborated with the district SACC office, Beacon (*Elementary*) office, and the special education department to work it out so our son with special needs could still continue attending the SACC program at Beacon in the afternoons, even though he was transferred to another school for a specialized program. This is a very tough transition for him, and being able to maintain the connection to Beacon SACC means so much to us. He has established great relationships with the SACC team and his friends there. The district SACC coordinators are incredibly responsive also and helpful with scheduling changes, tuition, and updates. Thank you.

Kelly Wigg said I want to close with the goals we've set for the SACC program for the next couple of school years. When we sat down to think about the goals, we wanted to ensure they aligned with the district goals and commitment plan. And when we started to think about that, we said, okay, what are we already doing well? The SACC environment is wonderful for social-emotional learning. We're constantly teaching the children how to get along with each other, build positive relationships with peers and the adults in the program, work through their emotions, make wise choices, work through challenging situations, and come out on top. We do this all day, and we're really good at that. So, how do we expand on it and make the SACC program more personalized for each student? We came up with tailoring our program curriculum and special clubs around the interests and input of the children, enriching our space so that they can learn and explore their own pace, celebrating the diversity in our programs, and just talking about and recognizing the different cultures, customs, and traditions. And then continuing to provide a safe space for our children where they feel valued and respected. So that was the big one that we wanted to focus on.

We also want to make sure our staff feel valued and respected. A lot of times, just providing them with the tools they need to do a good job is what makes the biggest difference. And so, we started thinking about our professional development. We've always provided good professional development, but it's not always focused on specific programs. The challenges at Beacon may be way different from the challenges at Washington. So, we want to do a better job in selecting professional development that meets their needs.

And then the last and big one, and it continues to be our goal, is to be able to provide care for any Hilliard student who needs it. From year to year, our challenges are always space and employees. In starting to think outside the box, I'm on a committee with other districts and their leaders, and we're talking about best practices and things like that. We've even shared staff with other districts. Because some programs don't have morning programs, we might have the employees in the morning, and they have them in the evening. Being a split shift, it gets difficult and tricky to hire. But we've also worked with Hilliard's HR department to offer our staff noon assistants positions in the middle of the day, which gives them a couple more hours per day.

The relationship with the Academy EDU program is the other thing we've done well and want to continue to nurture. Because, as I said before at the beginning of this, they're some of our best employees. And many of them have gone on to be adult assistants while going through college. And then many of them have gone on to teach in the district. So, if we can keep nurturing those relationships

to work out staffing and provide care to everyone, that's it for us. Does anyone have questions for any of us?

Mrs. Murdoch said, first of all, congratulations on those amazing parent scores. My son was in SACC and loved it, and I would give the same scores myself. We had a great experience, too. In terms of that last bullet point there, providing SACC for all students that may need that care, you said you had three buildings at capacity, and then you had three and several that weren't fully staffed. Is that it? Or is there something else that you would ask the board or administration to help? Ms. Wigg said, outside of going into teacher's classrooms and adding space in those programs where we don't have any more space, I don't see that ever going over well. Because we have little hands in every place during the day, it becomes a little territorial, but it's just the smaller buildings. It's the Ridgewoods, the Averys, the buildings that don't have the capacity. And a lot of the programs go in waves. One year, Ridgewood will be packed. And then, three years from that, Ridgewood has barely any children, and then it funnels through another one. So, they go in a cycle.

Mrs. Long said I've heard great things about the program. I'm wondering, when we made the decision to go all-day kindergarten, how did that affect SACC? And what do you think the impact on families has been? Ms. Wigg said I think the families love it. And myself, being a parent, I would have loved it way back when for my child. Because when it was part-time, we could only provide care for those families in the morning if they were in AM kindergarten or the evening if they were in PM kindergarten. And then it just really made it hard for the working family. So, it's been a great thing. We have many littles coming through, and they're my favorite. They still think we're cool. But it's been wonderful, and our enrollment went up when that happened.

Mrs. Long said my other question is, you mentioned space as an issue. Have you been given input to the Master Facilities Plan? Ms. Wigg replied yes. Mrs. Long then asked if there was input we should hear straight from you. Ms. Wigg said no. Like I said, it's just the older, smaller buildings. In some of the other buildings, we have a ton of space. We don't need it in those programs. Mrs. Long said so it moves. Ms. Wigg said it does. I've been here almost ten years now, and it's fluctuated drastically over the years. Hoffman used to have a ten-mile waitlist, and now they have space available this year. It just really fluctuates. New families are moving into the neighborhoods and things like that.

Mrs. Crowley said I want to say thank you to all of you. Both of my kids are in SACC, and they love it. I would give you all a hundred, not ninety-nine. Because that's all they talk about when I pick them up. It takes me about twenty minutes to be like, what did you do at school? And all they want to tell me about is SACC. So, thank you for all the work that you do. Just a personal plug because I'm in the Britton Norwich campus. It would be nice to have the schools communicate somehow. Because when I'm picking my daughter up, and she's got dance, and I'm in a rush, and I've got to wait on her, and then I've got to drive over to Norwich and wait on him. It'd be nice to tell them to get my son ready so that when I pull up, he's got his book bag and is waiting. Ms. Wigg said that maybe we could do that through the ProCare app. The site coordinators all have the app on their phones. We're still working through the whole sign-in and sign-out process. Mrs. Crowley said I love ProCare. I think it's easy to use, and I love the online checkout and everything. And I'm still obviously going in and checking out. It just would be nice to have him waiting. He is a sports kid. He's always out on the playground. Ms. Wigg said we'll put

that on our list. Probably down the road, once we get more comfortable with the program, it might be something they can just send a message to the next program.

Mr. Vorst said I'll piggyback on the kudos from everybody else. I talk to other parents and hear nothing but good things about SACC. It's great to hear their side, and it's great to hear from you guys and hear your side, too. Ninety-nine percent satisfaction rate is... It's hard to find in anything, but achieving that is quite a tremendous accomplishment for you guys. We're proud of you, and keep doing well for us.

Mr. Perry said I want to say thanks as well. But also, I know some people were a little bit worried. You did a great job. Are you worried about Phenomenal? Yeah. 99%. My goodness. Like Zach said, you can't agree, and 99 percent of people don't agree that chocolate chip is better than oatmeal raisin. You guys are going, that's phenomenal work, and it's been consistent. Those scores have been consistent over the past years, which means this isn't a flash in the pan. This is something that we've been building towards, and it's been achieved for a long time. I appreciate the work you guys do.

6. Board Discussion Items – David Stewart, Superintendent

We have a couple of board updates. I will keep this at a 20,000-foot view because all these things have detailed board presentations in October and November. I want to keep you updated on progress.

The first thing is the strategic plan. It is still in progress. As a reminder, there are five components to the strategic plan – teaching and learning, student experience and partnerships, student support, employee recruitment, development and retention, and facilities and finance, which will essentially mirror the MFP. All those teams are meeting, and we get bi-weekly updates on their progress. We will have Coleman back in probably in November, bringing all that together and cleaning it up. We anticipate taking that back to the community steering committee sometime in January.

The master facility planning process is also still underway. The steering committee has had one meeting, primarily to bring all the data together. You may remember we paused to get some educational adequacy data generated. So, we brought the committee back together, shared that data, and did some level setting on everything we had. The cadence of those meetings will be picking up here over the next couple of months. Since that steering committee, we spent two full days with our internal team and facilitators generating some options. So, we looked at building data and grade configurations for two days and developed several options that could be considered down the road. The facilitators will do that mainly with the steering committee. And then you'll get a very detailed update from them in October.

We also have a couple of celebrations. Friday night, I was at the Davidson football game. While I was there, Kristen Clausen got a phone call from the Ohio Association of Secondary School Administrators informing her that she had been named the OASSA Ohio State Assistant Principal of the Year. Very well deserved. She does a fantastic job. She will be honored at a breakfast at Easton on Monday. We'll certainly be sharing that information with our community.

And last, and I know that you all know this, but it warrants being said publicly that we had shared with you the report card. You'll get a detailed report from Molly Walker on the report card in October. But on Friday, we discovered we performed well in one of the key components of that report card: value-added. Value-added is a measure of progress. So, you look at a couple of things – achievement and progress. Achievement is a snapshot in time. Where are students right now? Progress looks at regardless

of where students start in a school year; how far do your teachers move them in a year? And that's value-added. And we learned on Friday that in the composite score for value-added, Hilliard City Schools was ranked first out of over eight hundred and fifty districts, community schools, and charter schools in Ohio. To say that if you send your kids to Hilliard City Schools, our teachers will move them further along in a year than anybody else in the state. I think it speaks volumes about the work that our teachers and our principals are doing. I'm happy to share that with you as well. As I said, we'll dive more deeply into the report card and discuss successes and opportunities. But I thought it was important to share that publicly.

And then my last piece is a reminder that tomorrow night is the ISPTO candidate's night for our board member election. It starts at 6:00 p.m. at Darby High School.

7. At 7:01 p.m., the Board of Education caucused to executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

We do not anticipate any action by the board following the executive session.