



Trent Child Care

2006 Annual Report



Caring and sharing for over thirty years

Table of Contents

Mission Statement	2
Board of Directors	2
President's Report	3
Executive Director's Message	6
Trent Child Care Staff	10
Recognition Awards	11
Treasurer's Report	12
Fundraising Report	14
Our Programs	15



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Our Mission

Trent Child Care believes that high quality child care is crucial to healthy child development. We provide warm and nurturing learning environments that encourage children to explore their creative, emotional, social, and physical selves. Trent Child Care is committed to providing care that reflects the diversity of the communities in which we live, and that encourages parental involvement in the organization.

2006 Board of Directors

Officers

John Runza, President
Nikki Weatherdon, Vice President
Jamie Benn, Treasurer
Dawn Wilkins, Secretary

Directors

Tracey Campbell, Parent Member – Campus
Marisa Scigliano, Parent Member – Campus
Meredith Richmond, Parent Member – Bridgenorth
Una Weinbrecht, Parent Member – Bridgenorth
Kelly Shafe, Community Member – Fundraising Chair



Trent Child Care Inc. is a United Way agency.

President's Report

On September 27, 2006, at last year's Annual General Meeting I presented a report to this gathering that was full of hope and anticipation for the year ahead. My enthusiasm was well met by a year of wonderful success and new initiatives. Unfortunately, due to constraints of space and time I can only briefly highlight some of the many goals we achieved this year.



Our two new centres were in the very early stages of establishment at this time last year, one at Immaculate Conception Separate School and one at Monsignor O'Donoghue Separate School. I am pleased to report that both of these centres have had excellent starts and have enjoyed quite a positive first year. However, since the change in federal government, the Liberal "Best Start" funding program which created these opportunities is projected to be terminated as of 2009. It is clear that without the funds provided by Best Start, the viability of these programs is in jeopardy. I implore all members of this AGM to speak out against this funding inadequacy, to advocate for our child care centres and to continue to fight to provide much needed licensed care to all families in our community. I am so proud of the work that Sandra Robinson, Sandra Payne, Michelle Weir, Marina Fischer, Ashleigh Wall, Linda Landry, Natalie Dorsett, and Fatemeh Koulaeian have done in order to achieve success at these sites. We can be well assured that our new families will receive the same reputed high level of care that all Trent Child Care sites are known for.



It seems that much of this year has been spent with the Personnel Committee and recruitment; a necessary consequence of growth. I was so impressed by our pool of candidates and even more impressed by those we selected and the gifts that they bring to our centre and our children. I congratulate all of our newly hired staff and those who have been hired from contract to permanent status. I know that you all offer much to make this centre a strong organization brewing with positive staff morale and a whole lot of fun! In addition, I would like to take this opportunity to thank

President's Report

continued

all of our long serving staff for their years of dedication and their continued commitment to excellence; hallmarks of the Trent Child Care difference. Our reputation stands firm in the community and this is due to the standard of care you all provide.

One of the most important responsibilities we as a Board and we as parents must support is our fundraising programs. The dollars raised by the organization through fundraising go directly to support our program needs; from our pockets to our children's care. I would like to extend my heartfelt gratitude to Kelly Shafe who has willingly agreed to stay on as the Chair of the Fundraising Committee. We will be looking at a new organizational structure for fundraising which will include representation and support from all 4 sites. There will be more information about this in the near future. I thank all of our staff who worked so hard to facilitate opportunities for us to give to the centre, who then give to our children. When it comes to Trent Child Care fundraising, we are giving to the centre to give to our kids and I thank our staff for enabling this to happen.



I sought to become a member of this Board after a very discouraging AGM four years ago. At this meeting we had to vote and agree to the removal of 4 infant spaces. I remember how difficult that meeting was, there were tears of frustration and concern because we simply could not maintain the cost of 10 full time infant care spaces based upon the financial climate and funding issues we faced at that time. At the following AGM I volunteered to be a member of this Board with the commitment of returning the infant spaces back to our community. I am pleased to say that we are presently in a very sound financial position (as will be evidenced by our Treasurer's Report) and are now able to return the remaining 4 spaces to our families. This success is really due to the hard work of our staff and the commitment of our Executive Director; her leadership, vision and persistent advocacy has enabled us to bring these infant spaces back to the Trent site. Sandra we thank you for providing us with this opportunity and we congratulate you for your success.

President's Report

continued

At this time I would like to thank your 2006-2007 Board members. We have worked together as a unified team, not always agreeing but definitely respecting each other's thoughts and insights. We have also had a fair bit of fun along the way. It is important for you to know that you have been well served by your Board this year. It has been my privilege to serve alongside Tracey Middleton, Una Weinbrecht, Marisa Scigliano, Kelly Shafe, Nikki Weatherdon, Meredith Richmond, Dawn Wilkins, and Jamie Benn. I particularly would like to thank Tracey, Una, Marisa, Nikki and Meredith who are completing their terms of office. We wish you the very best.

As previously mentioned, but it is worth repeating that we remain in a financially stable position. We continue to recruit and retain staff of the highest quality. We have experienced unprecedented growth without compromise to our financial strength and reputation for quality service. We enjoy the luxury of having an incredibly capable Executive Director with the skills to run what is now a very large organization without losing sight of the fact that children come first. We as parents at Trent Child Care are very fortunate indeed.

In conclusion I would like to inform the AGM that the 2007-2008 year will be my last as President of the Board. It has been my privilege to serve you this year and I look forward to continuing to work hard for you and for our children in the year ahead.

Respectfully submitted,

The Reverend John G. Runza
President of the Board
Trent Child Care Centre

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A Message

*from the
Executive Director*



2006 was an exciting and challenging year for Trent Child Care. It was a year of growth, organizational restructuring and staff changes.

Our year started with the exciting announcement that Trent Child Care had successfully secured the funds to open not just one, but two new programs. These programs are both school-based sites conveniently located in well-established neighbourhoods in East City. Commonly known as the “Best Start” child care projects these programs were funded by the Ontario Government and developed to provide care for children from 2.5 to 12 years of age. On September 17, 2006 Trent Child Care proudly announced the opening of Trent Child Care – Immaculate Conception and Trent Child Care – Monsignor O’Donoghue. At these sites we continue to offer high quality early learning and care in a convenient, easily accessible location for parents. Our partnership with the schools allows us to share both resources and space.

Of course with growth came many changes. Our Board of Directors recognized the inherent need to examine our organizational structure to better meet the needs of our staff, parents and children. In September we introduced a new organizational structure that included the introduction of a Program Supervisor position at our campus program, Site-Supervisor positions at each of the “Best Start” programs and newly defined roles and responsibilities for me as the Executive Director. This reorganization of positions and responsibilities allowed our management team the ability to provide better on-going support to families and staff; program and staff evaluation; regular professional development opportunities for staff; and more time for the administration of programs, marketing and the ever important advocacy work.

Executive Director's Message *continued*



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With the addition of new programs, many new staff and significant changes to team composition at all sites the board decided that now was an appropriate time to review, revise and re-establish an annual performance appraisal system for all staff. This was a lengthy process that involved a lot of time, energy and new learning for everyone. The benefits of course were numerous and the positive outcomes were evidenced in our staffs' day to day performance with the children and in their personal growth. I would like to thank the board for their support through this process and particularly John for his insight, feedback, encouragement and especially his time that he committed to work on this project. We now have a model that is manageable to work with, keeps us growing as professionals and will inevitably continue to move our organization forward in a very positive direction.

Once the restructuring was effectively in place, I was finally able to devote some time to tasks that had taken a back seat to the daily demands that had been placed on me. This year one of my goals was to effectively promote and market Trent Child Care as an organization and to highlight the programs that we offer. This was a rewarding project with very encouraging feedback. The first component of the project was the re-development of our brochure to include information about all Trent Child Care programs and services while at the same time streamlining our registration process for new applicants. Secondly, I wanted to update and revise our web site in order to create a site that would promote TCC's professional image, offer up-to-date information about our organization, provide links to each of our programs and be visually appealing and user friendly. Not only did our web site evolve into being everything I ever imagined and more, this was a really fun project to work on! I'm pleased to say, that our new brochure was printed and ready for distribution early in 2007 and our newly designed web site was launched in June.

*Executive Director's
Message* continued



With all that said and done I've yet to mention the "real" work that brings us here tonight. The children! Every day of every week, precious children – your children, aged from 6 weeks to 12 years enter through our doors ready to begin a new day. Over the course of the year we offered care to more than 300 children at four sites. Daily, we have approximately 180 children in our care at four sites: Bridgenorth, Campus, Immaculate Conception and Monsignor O'Donoghue. Throughout the year the children enjoyed a variety of fun activities as part of the planned curriculum. The ever-popular field trips included a visit to the International Plowing Match, Caza Pumpkin Festival, the Children's Theatre at Showplace, frequent trips to the wonderful Peterborough Zoo and story time at our local libraries. Our special visitors from the Indian River Reptile Zoo were very popular when they visited the Bridgenorth program during the March Break. And of course I can't forget to mention the firefighters who so generously visit our sites and provide amazing tours of the truck and water demonstrations for the children. During the difficult long days of winter the children enjoyed an outdoor winter carnival complete with pancake races, snow coloring and hot chocolate, Action Room Theatre – compliments of our staff and crazy dress-up days during Spirit Week.

It is evident, our staff is exceptional! We have 32 staff that comes to work each day ready to nurture, care for, and love the children in the absence of their parents. Our staff has dedicated their lives to enriching the lives of your children through the provision of high quality early learning and child care programs. Over my 22 years at Trent Child Care I've worked in both an old, weathered, worn out building and a brand new – well designed, award winning building. I've had the privilege of working with staff both young and old – those who have well developed skills and years of experience and those who are new graduates eager to make their debut in the child care field.

*Executive Director's
Message* continued

But you know, some things never change – daily and consistently our staff displays integrity, dedication and excellence. They are committed to providing the best possible environment for the children. The staff are enthusiastic, energetic, patient, nurturing professionals who continuously amaze me with their creativity and new ideas.

I would be remiss if I didn't recognize and applaud Moira Vance, our Program Supervisor in Bridgenorth and Sandra Payne, Program Supervisor of our Peterborough programs for their hard work, persistence, patience and professionalism that they display daily. Over the year they have worked through some very stressful, challenging situations which have tested and confirmed their leadership skills. Many thanks and appreciation also goes to our Site-Supervisors' – Marina Fischer and Michelle Weir who moved into their positions with an eagerness to successfully build and develop these new programs. These individuals were more than successful in both areas.

In closing I want to take this opportunity to express my sincerest gratitude and appreciation to the Board of Directors who generously gives of their time to support and uphold the mission of excellence at Trent Child Care. Without their dedication and hard work we would not have recognized all the successes of this past year. I look forward to another great year!

Sandra Robinson
Executive Director
Trent Child Care Centre



Trent Child Care Staff

Sandra Robinson, Executive Director

TRENT UNIVERSITY CAMPUS

Sandra Payne,
Program Supervisor

Program Staff

Tara Cahorn
Becky Dimech
Kim Harbridge
Bonnie Kimmett
Lisa More
Lena Nadjiwon-Tobey
Katherine Orgill
Rhonda Preston
Karen Troy
Lisa Wacker
Carolyn Warrener

Dietary Staff

Theresa Laing

Custodial Staff

Jim & Jean Burke
Rob McEachern

BRIDGENORTH

Moira Vance,
Program
Supervisor

Program Staff

Delia Frances
Sue Hynd
Tanya Jones
Nancy Northrop
Mary Payne
Debbie
Stephenson

School-Age Staff

Sue Pike
Erin Gill

Dietary Staff

Cathy Nihill

Custodial Staff

Jim & Jean Burke

IMMACULATE CONCEPTION

Marina Fischer, Site Supervisor

Program Staff

Linda Landry
Natalie Dorsett

School-Age Staff

Christina Garant
Megan Law
Dietary Staff
Linda Landry

MONSIGNOR O'DONOGHUE

Michelle Weir,
Site Supervisor

Program Staff

Ashleigh Wall
Fatemeh Koulaeian



Recognition Awards

Every year our Board of Directors likes to recognize and honour our long time employees for their outstanding service and commitment to Trent Child Care. It is our privilege to have such a large number of staff who demonstrates daily their exceptional skills and willingness to put the needs of the children first.

This year it is our pleasure to recognize:

Moira Vance, Program Supervisor – Bridgenorth – 5 years of service

Sandra Payne, Program Supervisor – Campus – 15 years of service

We congratulate and thank you for your dedication to Trent Child Care and the families that we serve.

“One of the most important things we adults can do for young children is to model the kind of person we would like them to be.” – Carol B. Hillman



We said a sad good-bye to:

Campus Program

Sheila Hunter

Kim Harbridge

Lisa More

Carolyn Warner

Jim & Jean Burke

Bridgenorth Program

Delia Frances

Erin Gill

Jim & Jean Burke

Monsignor O'Donoghue

Michelle Weir

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Treasurer's Report

As Treasurer of the Board I am pleased to report that Trent Child Care closed off yet another year with balanced books. I would like to personally thank those volunteer parents, Board Members and all the staff who have dedicated their time and effort to support the successful operation of this organization.

The past year has been one of great change for the Trent Child Care with its share of both trials and tribulations. The restructuring of our administration, with the addition of the Program Supervisor and Site Supervisor roles, has allowed the TCC to grow and has given our Executive Director the time needed to focus on long term planning and advocacy.

The opening of two satellite programs at Monsignor O'Donoghue and Immaculate Conception Schools has proven to be a strong move on the part of the organization to expand our programming within the community. Both sites are off to positive starts. They are enjoying sound financial footing due to a continued rise in enrollment over the course of their first year. While we are still working out details of the lease arrangements at these sites they show great promise.



The Bridgenorth program has seen its share of troubles over the year with issues surrounding the playground and the property adjacent to their site. This property was purchased by a private child care centre, which ultimately resulted in the Bridgenorth program having to move the play structure at considerable financial cost. Over this period the site also saw an increase in costs associated with its renegotiated lease. The site is financially sound, however, and the program continues to grow, develop and serve its community well.



The Trent University campus site continues to be the administrative hub of the organization. The changes to our administrative structure resulted in some anticipated capital costs above and beyond normal operations for office furniture, laptops, etc. The changes have positioned the organization well for the future. This resulted in a small deficit in the fiscal year that will be offset by the surplus in capital funding for this project from the previous year.

Our sources of funding from the City of Peterborough, community partners, subsidies and parent fees have remained consistent with projections over the course of the year. This has allowed the Board to operate the programs to our standards and balance the TCC's books for 2006-2007. However, the organization's cost to operate the programs continues to rise on an annual basis, necessitating an inflationary increase to fees.

Our goal of providing a positive environment for our children and the highest quality of care, as always, remains at the forefront of all the Boards decisions.

Respectfully submitted,

Jamie Benn
Treasurer



Fundraising Report

FUNdraising at Trent Child Care is a community event, intended to bring families, community, and staff together in an effort to raise funds to enhance our wonderful child care programs. Funds raised are allocated to purchasing educational toys, equipment and books.



A variety of events are held each year in order to meet our fundraising goals. These events are chosen very carefully by the fundraising committee, the staff and administration at Trent Child Care to ensure that events are both fun and advantageous to all involved. Recognizing the hard work of the staff, the fundraising committee has been committed to providing events which achieve our goals and maintain the fantabulous working environment at Trent Child Care.

Upcoming events for fundraising this year will provide Trent Child Care Centre and all of its families with fun and exciting events that are affordable and meet our high quality standards. These events include our renowned Spaghetti Dinners, Treat Days, BBQs and our fundiferous Fun Fair. This year, the Fun Fair will be a Trent Child Care Community event which will encompass all of our sites, bringing staff and families together for a night of entertainment, friendships and memories.



Our Programs

TCC ADMINISTRATION OFFICE

1600 West Bank Drive
Peterborough, Ontario K9J 7B8
Tel: 705 • 748 • 1096
Fax: 705 • 748 • 1017
E-mail: trentccc@nexicom.net

TCC TRENT UNIVERSITY CAMPUS

1600 West Bank Drive
Peterborough, Ontario K9J 7B8
Tel: 705 • 743 • 1096
Fax: 705 • 748 • 1017
E-mail: trentccc@nexicom.net
Licensed capacity: 52 children
Hours of Operation:
7:30am to 6:00pm, Monday to Friday



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TCC BRIDGENORTH

832 Charles Street

Bridgenorth, Ontario K0L 1H0

Tel: 705 • 292 • 5471

Fax: 705 • 292 • 7948

E-mail: trentbridge@nexicom.net

Licensed capacity: 62 children

Hours of Operation:

Full day – 7:00am to 6:00pm, Monday to Friday

School-age – 7:00 to 8:40am and 3:00 to 6:00pm

TCC IMMACULATE CONCEPTION SCHOOL

76 Robinson Street

Peterborough, Ontario K9H 1E8

Tel/Fax: 705 • 750 • 0281

Licensed capacity: 31 children

Hours of Operation:

Full day – 7:30am to 6:00pm, Monday to Friday

School-Age – 7:30 to 8:50am, 3:30 to 6:00pm

TCC MONSIGNOR O'DONOGHUE SCHOOL

2400 Marsdale Drive

Peterborough, Ontario K9L 1Z2

Tel/Fax: 705 • 749 • 6621

Licensed capacity: 54 children

Hours of Operation:

Full day – 7:30am to 6:00pm, Monday to Friday

School-Age – 7:30 to 8:50am, 3:30 to 6:00pm



Trent Child Care

TRENT CHILD CARE

1600 West Bank Drive

Peterborough, Ontario K9J 7B8

Tel: 705 • 748 • 1096

Fax: 705 • 748 • 1017

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