

# S&A Annual Financial Report Questionnaire

## Early Childhood Learning Center/Rainbow Center

January 22, 2020

1. Please provide an explanation of how the program plans to spend the budget in each line item of the Annual Financial Report. Items that are vague, such as "contract services" should be clearly explained. Please include an explanation of increases or decreases from the previous year's expenses.

Basically, all of the funds that come into the ECLC are spent on maintaining the operation and services.

Our program plans to spend money from the budget:

Student staff wages: Increase because of minimum wage increasing from 12.00 to 13.50

CWU Salary and wages: Increase with step and COLA increases

Goods and Services: Materials and supplies for classrooms, office and kitchen supplies and food

Repairs and Maintenance: Repairs as needed from facilities, grounds and floor (carpets cleaned)

Insurance: Licensing renewals yearly through DCYF. Dept of Children Youth and Families

Services: Contract charges for parents for their quarterly childcare costs

2. What was your fund balance at the end of the year? If positive or negative, please provide a detail explanation.

Our fund balance is approximately \$443,000. The fund balance is there for various unplanned events (appliance replacement, damages to the facility, inflation, cost of living adjustments, etc.) We have to be mindful about unplanned events that could take place and have the equity available to get through any rough patches.

3. Have alternative (non-S&A Fee) funding sources been pursued to the fullest possible extent? If yes, please elaborate. Please list all funding received for this program and the source(s) of the funding.

We receive the WSAC Grant fall for student parents fall, winter and spring quarter. This child care grants program was established in 1999 to address the need for quality, accessible child care at the public higher education institutions. At our Centers, a total of 22 student parent families were awarded grant monies ranging from \$260-\$463 per parent. The total funds dispersed for the year 2018-19 were \$12,490.

WSAC is the Washington Student Achievement Council. [www.wsac.wa.gov](http://www.wsac.wa.gov)

We have secured 2019-20 WSAC Grant.

4. Are there any long-term obligations or contracts associated with this funding request?

There are not any long-term obligations.

5. Does your program provide employment opportunities for students? Please explain the nature of student employment within your unit, including total FTE and number of students employed.

Yes, we provide employment opportunities for students.

The nature of student employment within our unit is that we employ 55-60 student staff each quarter, 5-10 Practicum Students through the Child Life Program and 1 volunteer through Ellensburg High School. Student staff work anywhere from 5-20 hours a week. We have two sites, Rainbow Center in Michaelsen room 109 is ages 4 weeks-28 months and ECLC is in Brooklane Village and we serve ages 2-12 years old.

For winter 2020 we have 31 student staff at ECLC and 20 at Rainbow Center and 15 Practicum students and 1 volunteer. Each student's schedule changes quarterly due to their availability.

6. How many students utilize the services and activities provided by your program? Describe how statistics are obtained and provide demographics as applicable.

We have student staff workers and we have student parents that have their children with us. We have 31 student parents that are using our services for childcare. See number 5 for the number of students that work and have Practicum hours at both sites. Statistics are obtained by an online waitlist application I utilize. Demographics are student parents that are no or low income, single parent family and first- generation students attending CWU.

7. How do you assess the effectiveness of the services and activities you provide to students? Is student input collected and used in this process?

Measuring the quality of our services in a consistent and accurate manner is central to the success of quality improvement initiatives. Our Early Learning Program assesses the effectiveness of the services and curriculum that is projected to the students through a strong family partnership that is built on trust and respect. Aligning the feedback received to our programs goals and policies is important as we map the process to strengthening our development.

We ask our families to provide feedback via survey monkey and Qualtrics, and during one on one conversations when children are picked up or dropped off at our center. Our teachers are required to meet with families at least once a quarter for a conference setting to discuss the goals and objectives of their children. During this time, teachers and parents work in collaborative efforts to create consistency for the children as they take the steps needed to prepare for kindergarten in the early years of life. This is also another opportunity for parents to provide feedback to the services they are receiving. When looking at self- assessment data, our classrooms are constantly recreating environments and curriculum based on the goals set with children and families. We find ourselves in character of flexibility and adaptability taking in the new ideas and aligning them with our goals to meet the needs of families and students. Collecting information with families and reflecting on the information provided informs our goal-setting, planning and implementation to effectively progress and create outcomes for children, families and our program.

8. Does your program have an advisory committee? If so, in what capacity is it involved in your budgeting process?

Our program does not have an advisory committee.

9. What would be the impact to students if this program's funding were increased by 15-20%?

The impact to students in this programs funding would be increased significantly as we would be able to increase the number of student parent children. We would be able to offer more resources, parenting education classes, evening care, drop in care, as well as enhance the classroom environments and the materials offered to the children currently. We could potentially attain another space or classroom next to Michalesen Room 108 to double the infant and toddler capacity. Therefor being able to offer care to everyone on our waitlist.

What would be the impact to students if this program's funding were decreased by 15-20%?

We would have to increase the student parent rates. There rates have been the same since 2014. This would be a huge cost to them financially and with the rise of childcare cost they may have to end their studies and leave CWU.

10. What are your program goals or learning/operational objectives? How are you assessing the effectiveness of your program in achieving those targets?

With our passion to support and empower all children and families, our early learning operational objectives empower all children and families in our center. We want to encourage and enhance healthy development while collaborating with the parents as the child's first teacher. Together we create positive outcomes and a foundation for future success using mutually respectful relationships and strength-based goal-oriented partnerships with families. On a leadership level, we strive to work alongside the families enrolled in our program to build on their strengths as advocates for their families and as leaders in the program and community. In order to assess the effectiveness of our program in achieving these targets we are looking how we are promoting opportunities for parent advocacy, parent input and the ability to volunteer in our program. We invite families to share about their experiences and provide resources to enable families to participate in child care decisions.

*Michelle Hill*



**Michelle Hill**

Director

Early Childhood Learning Center/Rainbow Center

509.963.1862 desk 509.963.1744 main line

509.963.1124 fax

1900 Brooklane Village Suite 101

Ellensburg, WA 98926

[Michelle.hill@cwu.edu](mailto:Michelle.hill@cwu.edu)

<http://www.cwu.edu/early-learning>