

# SERVICE & ACTIVITY FEE ANNUAL REPORT

## Early Childhood Learning Center: \$595,164

*This program provides good support for student families, although S&A is not able to fund at a higher level. S&A is still interested in a 50/50 split with administration and other funding areas to support ECLC in an effort to provide affordable early childhood learning and care for our student parents. The committee agreed to increase funding for this area to continue to keep costs low and avoid increases for student parents.*

**Fiscal Year:** FY 2023  
**Program Name:** Early Childhood Learning Center  
**Program Manager:** Michelle Hill

**Please list any S&A funded position that have been vacant longer than six (6) months. IF any vacancies exist, please explain how you utilized the funds and what your long term plans are for the position.**

We have one ECPS 3 vacancy that we have not hired. This position was held by the Assistant Director. Now that she is not interim AD we can put forth the request to fill this position in the classroom.

**Please provide an overview of the student-centered programming provided, i.e. type of programs, milestones, number of students impacted, and how they benefited.**

Our passion is to support and 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. We have student staff employees and we have student parents that have their children with us at our Early Learning Center. We have practicum students from Child Life and Elem. Ed Program at ECLC and Rainbow Center. Demographics are student parents that are no or low income, single parent family and first- generation students attending CWU.

The Early Childhood Learning Center is student centered, serving the early learning needs of student parents children ages 4 weeks - 12 years old. We have two sites, Rainbow Center is located inside Michaelsen Hall Room 109 and that is the infant and toddlers, ages 4 weeks-28 months. The Early Childhood Learning Center is located north of campus in Brooklane Village serving ages 2-12 years old. We provide hands on work/learning experiences for student employees, and students earning credit in their related fields of study, such as Child Life and Practicum

students. The ECLC offers a service to student parents that without these the parents may not be able to finish their course of study or hold a job while enrolled at CWU. By offering a full day of early learning the parents are able to attend classes, meet with professors or advisors, participate in study groups. We offer half day am or pm and full day options. We operate 7:30-5:30 daily Monday - Friday. Each quarter we open a day or two before classes start and continue through the end of finals week. Events offered are Harvest fest in November, Winter fest in January, Dr. Seuss in March, Dinosaur Stomp in April, Spring Fling BBQ in June and a Luau at the end of the summer in August. Each year we serve between 90-120 student parents, 40-75 Faculty/Staff and 80 plus student staff working in the classroom and observing. The benefits to parents are the ability to focus on classes and to finish their course of study, knowing that their children are safe, nurturing, educational learning environment. For student employees, they get the benefit of hands-on experiences in working with young children and many of our student employees are now teaching in their own classrooms.

**Please provide a detailed explanation of any fund transfers from one service and activities fund budget to another.**

N/A

**Please provide an explanation for any position or negative fund balances at year end.**

ECLC ended FY23 with a negative fund balance due to increased payroll costs directly related to Cost of Living Adjustments and the onboarding of additional staff post the COVID-19 pandemic. In addition, there was \$58,135 of unexpected expenses caused by permitting and mold abatement, which directly reduced available reserves. These factors, compounded with the 2 year planned reduction of the S&A fee, and less federal grant funding resulted in an ending fund balance of (\$38,830).

**Service & Activities Base Funding  
Financial Overview**  
**For the month ended September 30, 2023**  
Department: Early Childhood Learn Center  
Student Activities  
All Components  
As of 12/18/23

	FY22 Actuals	FY23 Actuals
<b>Revenues</b>		
CWU-Sales and Services	405,658	483,105
CWU-Allocation (Revenue)	542,876	535,648
<b>Total Revenues</b>	<b>948,534</b>	<b>1,018,753</b>
<b>Transfers</b>		
<b>Total Transfers</b>	<b>0</b>	<b>0</b>
<b>Expenses</b>		
CWU-Salary and Wage (Staff)	346,261	519,377
CWU-Student/Temporary/Overtime	352,662	417,191
<b>Total Salaries</b>	<b>698,923</b>	<b>936,568</b>
CWU-Benefits	216,259	293,525
<b>Total Salaries &amp; Benefits</b>	<b>915,182</b>	<b>1,230,093</b>
CWU-Goods	995	(932)
CWU-Services	62	6,684
CWU-Supplies	6,223	17,969
CWU-Utilities	4,777	4,698
CWU-Cost of Goods Sold	12,890	12,496
CWU-Repairs/Maintenance	19,046	6,198
CWU-Insurance	2,346	2,710
CWU-Program	69,171	43,499
CWU-Travel	135	523
CWU-Equipment/Software (Non-Capita)	1,943	0
CWU-Capital Outlays	0	49,238
CWU-Transfer (Expense In)	528	0
Bad Debt	(1,440)	2,173
<b>Total Goods &amp; Services</b>	<b>116,675</b>	<b>145,254</b>
<b>Total Expenses</b>	<b>1,031,857</b>	<b>1,375,347</b>
<b>Net Resources</b>	<b>(83,323)</b>	<b>(356,594)</b>
<b>Projected Beginning Fund Balance</b>	<b>401,087</b>	<b>317,764</b>
<b>Projected Ending Fund Balance</b>	<b>317,764</b>	<b>-38,830</b>