



741 S. Pennsylvania Ave.  
Winter Park, FL 32789  
407-647-0505

April 6, 2022

City of Winter Park  
ATTN: Peter M. Moore, Budget and Performance Measurement Manager  
401 South Park Avenue  
Winter Park, FL 32789

RE: Mid-Year Funding Report 2021 – 2022 funding

Dear Peter:

We are so grateful to be a recipient of funding from the City of Winter Park for this fiscal year. Winter Park Day Nursery has worked hard this year to continue supporting our students and their families as we all navigate our way through this pandemic. We are proud to say we have been back to full enrollment with a growing waitlist. We were down to 67% enrolled shortly after the start of the pandemic. The City's support has been a great asset to WPDN as tuition for many families has been a struggle even more now than it has in recent years.

With the \$17,500 Winter Park Day Nursery received in November 2021 we were able to subsidize the tuition of 6 students whose families reside in Winter Park. Thanks to your funding, these children of lower-income families received 28 weeks of high-quality early childhood education along with screenings and family support services as needed. The heads of household of the 6 families that benefitted from the funding were able to maintain employment and further their education. As a result, they have made progress toward being better able to provide for their families in the years to come.

Outcome 1: Increase Children's Readiness for School Indicators:

- 85% of children are demonstrating the achievement of appropriate developmental milestones on the Ages & Stages Questionnaire (ASQ). The ASQ screen demonstrates appropriate level of developmental progress in each developmental domain as compared to their established cut-offs.
- 80% of children identified with behavioral challenges are showing decreases in problem behaviors as demonstrated by staff observation and parent report.

Outcome 2: Increase parent's/guardian's ability to have a strong, positive influence in the lives of their children.

*Mission:*

*The Winter Park Day Nursery provides a secure, nurturing and educational environment that is affordable and supports family diversity.*

- We are hoping to restart our on-site family education classes after having been on hold throughout the pandemic. However, we have continued to provide information via parent communication app, email and social media to families to help them learn how best to work with their children, especially considering the current circumstances.

Outcome 3: Increase children's physical health and development through educational activities and a monitoring/screening program.

- Winter Park Day Nursery uses a variety of screening tools to ensure that we fully understand each child's development.
- We ask parents to participate in the screening process by completing any and all questionnaires at enrollment and two times per year thereafter. The questionnaire will be handed out during your child's birth month and six months thereafter and/or at other intervals as needed.
- Parents receive a copy of the scored results from all screening tools and may be asked to attend a meeting with the teachers and/or Program Director to plan educational activities, or to determine if further evaluation or referral is needed.

Please see the attached updated board list and current board meeting minutes as requested. Feel free to contact me with any questions or further information you may require from us. Again, thank you so much for your support.

Sincerely,



Alessandra (Ali) DeMaria  
Executive Director  
Winter Park Day Nursery

*Mission:*

*The Winter Park Day Nursery provides a secure, nurturing and educational environment that is affordable and supports family diversity.*

Winter Park Day Nursery  
Board of Directors  
As of March 2022

<b>Name</b>	<b>Business</b>	<b>Title/ Appointment Date/Gender</b>
1 Dr. Janelle Barfield	Owner & Medical Director Growing Together Pediatrics	Director / 09/2020 / Female
2 Peg Cornwell	Associate to the President for College & Community Relations Rollins College	Director / 02/2020 / Female
3 Annette Dennig	Vice President Health Systems South West, Walgreens Co.	Director / 03/2022 / Female
4 Nicole R. Finegan	Partner HMS Certified Public Accountants, PA	Board Chair / 07/2012 / Female
5 Christian (Chris) Iselin	Owner/Operator Business Development Consultant	Director / 09/2011 / Male
6 Charles Kulmann	Retired - Community Volunteer	Director / 03/2005 / Male
7 Alan Leeds	Retired - Community Volunteer	Director / 03/2019 / Male
8 Emily Lemieux	Real Estate Agent RE/MAX 200 Realty	Vice Chair / 02/2017 / Female
9 Amy Maitner, Esq.	Associate Attorney, Winderweedle, Haines, Ward & Woodman, P.A.	Director / 03/2022 / Female
10 Hannah Menard	Analyst Alvarez & Marsal Holdings, LLC	Secretary / 11/2019 / Female
11 Cecilia Scott	Director of Grant Programs Girl Scouts of Citrus	Director / 11/2016 / Female
12 Amelia Storer	Coordinator, Grassroot Services United States Tennis Association	Treasurer / 11/2017 / Female
13 Fred Szydluk	Retired - Community Volunteer	Director / 2/2018 / Male
Ali DeMaria	Executive Director Winter Park Day Nursery	Executive Director 01/2005 (11/2011) Female



**Board Meeting Minutes**  
**March 10, 2022**

**ATTENDANCE**

<b>Board Directors:</b>			
✓	Peg Cornwell	✓	Emily Lemieux
✓	Nicole Finegan	✓	Hannah Menard
	Chris Iselin		Cecilia Scott
✓	Charles Kulmann		Amelia Storer
✓	Al Leeds	✓	Fred Szydlak
		✓	Dr. Janelle Barfield
<b>Others:</b>			
✓	<i>Ali DeMaria</i>	✓	<i>Annette Denning</i>
✓	<i>Amy Maitner</i>		

**INTRODUCTION**

*Call to Order*

Emily called the meeting to order at 8:07 am.

*Meeting Minutes*

Peg moved to approve the January minutes, Emily seconded, and all were in favor.

**ACTION ITEMS**

<b>Committee</b>	Details	<i>Assigned to</i>
<b>Finance</b>	Ali to reach out to David Isaacson regarding a second opinion on our investment portfolio	<i>Ali</i>
<b>Governance</b>	Fred to update and circulate bylaws	<i>Fred</i>



### *Ongoing Action Items*

All board members should continue to refer people for virtual school tours and steward donors as appropriate. Finally, board members are encouraged to tell Ali if they are connected to anyone relevant to WPDN grant proposals.

### **ACTION ITEMS UPDATE**

1. Everyone has been making their assigned donor calls
2. We will not be getting the University Club grant this year
3. 990 was submitted
4. Ali's signing limit was increased and all previously accepted by-law changes were incorporated

### **DEVELOPMENT COMMITTEE REPORT**

- 90 Day Focus report review
  - Able to achieve short term goals of analyzing current infrastructure/IT, elevating Ali as a subject matter expert (Op Ed sentinel, radio segment, "Ali's Corner"), improved donor retention
  - Will pivot to focus on social media, community recognition, board member development and reaching out to our potential major gift donors
- Revenue summary
  - 70% of revenue collected for 67% of the year
    - \$40,000 for sponsorship and tickets from OBJ
    - New butterfly society member
    - Monthly donor base hasn't increased
- Grant Report: this is an off-cycle time for grants so no major developments to report
- **OBJ meeting is 3/18 at noon at Interlachen for a walk through**

### **FINANCE COMMITTEE REPORT**

- January and February financials presented
- Over budget in revenue by \$50,000
  - Fees are up substantially
  - The city gave us ARPA funds which weren't expected
- Over budget in expenses slightly due to business insurance payment and payroll
  - Insurance is paid up front and our rate increased significantly which is the reason for the large difference between our cash and accrual expenses



- Insurance rates are up across the board, this isn't a WPDN specific issue
- Will look next calendar year at reducing insurance coverage, but due to current (from 2018) legal issue (child with injury; family is presenting a case) this will wait
  - There are payroll timing differences at the end of the year
- Net income is over budget by ~\$21,000
- New pay structure went into effect for March
  - The budget is not updated once it has been formalized, so we will be over in expenses related to payroll for the rest of the year
  - Annually, we estimate we will be ~\$93,000 over budget
- Investment proposal: Ali to get a second opinion to compare investment approach and management fees

### GOVERNANCE COMMITTEE REPORT

- Updated by-laws to be sent out by Fred for Board Review
  - Term limit of 9 years
  - Emily (or current Vice Chair) will become Chair of Nomination Committee
- Fred moved to approve Amy Maitner and Annette Dennig as members of the board, Al seconds, all approve

### PROGRAM UPDATES

- **COVID-19 Updates**
  - The COVID taskforce will meet on March 11<sup>th</sup> to discuss masking policies

### OTHER BUSINESS

- WPDN had 3 interviews for teacher candidates as a result of the new pay structure
  - Extended 2 offers, 1 accepted (so far)
  - In need of more staff as they're operating at the bare minimum
  - Goal is to be fully staffed by April

### CONCLUSION

The next board meeting will be our annual meeting **in person on May 11<sup>th</sup> from 5:30 pm – 7:30 pm at Peg's house.**

Nikki adjourned the meeting at 9:37 am.