

Child Care Centres Supervisors Network Meeting Minutes

Tuesday October 9, 2018 1:00-3:00pm

Early Childhood Community Development Centre, 33340 Schmon Parkway, Thorold

1. Welcome and Introductions
 - Regrets – Ministry of Education and Niagara Public health
2. Acceptance of Minutes from Last Meeting - accepted
3. Acceptance of Agenda
 - Reviewing the agenda and adding additional areas - accepted
4. Review and update of Hot Dotting Exercise - Discussed areas of need identified from exercise and what resources are available such as the following:
 - Reflective Practice tools – New Reflective Practice Provocation box available for borrowing
 - Tech support – Darlene Drouin is available for Technology and Consulting services here at the ECCDC which includes but is not limited to thing such as hardware and software concerns, upgrades, repairs and security issues.
 - Self-care –
 - Networking – Provided an hour of networking time and catch up prior to the network itself to encourage sharing of information to help contribute to strengthening roles
5. Updates
 - Ministry of Education – The Ministry has reached out regarding their attendance at Supervisors meeting sending their regrets. Due to government commitment with fiscal expenditure management, the Ministry staff will not be able to travel to attend the meetings but could be available for video conference. Ministry staff also ask to still receive agenda and updates related to Ministry requirements and any questions forwarded will be answered to the best of their ability.
 - Niagara Region Children’s Services report – Laura Rasmussen – All sites who took part in the initial pilot project for Naturalized Play Spaces will be receiving follow-up training through Jill Bienenstock for playground consultations related to outdoor gardening. Reminder of Pj shopping party hosted by Niagara Region Children’s Services in partnership with new EarlyON centre at Seaway Mall location. **Please feel free to add regarding playground initiative if I muddled this as I know you dug and got additional info.**
 - Niagara Public Health – report and flyer – The following updates were provided via report:
 - Receipts of groceries, repairs, maintenance, pest control etc. need to be kept for a minimum of a year. If you are a tenant that does not take care of those financial costs its best to keep documentation of what has been repaired etc.
 - Niagara Child Care sector inquired about the request for driver’s license being provided during Public Health visits and centre staff are not required to provide it but can if they feel comfortable doing so.
 - Public Health has now removed the need for following “safety measures” of cooking temperatures as hot or cold holding units have thermometers **I am also unsure of this area and if I recorded it correctly**
 - All things that are kept on wood such as skids have to be wood that is treated and sealed

6. QCCN Update – Priyanka Tan, QCCN Coordinator presented transition of roles, outline of Annual Support visit form, tip sheet and new/updated forms available on QCCN webpage

7. Exercise – Balancing Act as a Supervisor article study

Participants had the opportunity to read the article and work in table groups to reflect on each principle and what it means to them within their role. Everyone was then invited to share their findings back with the group and here are some key learning points for each principle:

Principle 1: Manage your time...and appreciate its returns:

- setting aside time and dates for completing tasks rather than just a to do list that may seem hard to accomplish.
- Tying realistic short and long-term goals both personal and professional and linking it to performance reviews and Continuous Professional Learning for the College of Early Childhood Educators

Principle 2: Learn to let go

- Avoiding being a perfectionist and choosing a champion or more at the centre who can help complete tasks
- Setting realistic goals rather than a large list of items that are too overwhelming to complete
- Setting expectations too high can be setting yourself up for failure
- Be fair and go easy on yourself
- Don't be afraid to ask for help
- Asking if anyone would like to lead a particular project you may not be able to dedicate all of your attention towards completing

Principle 3: Exercise "Rotated Neglect"

- Know your deadlines and gage how long it will take to complete tasks
- Not repeatedly procrastinating the same project

Principle 4: Make time for Self-Care

- You have to take care of yourself before you can take care of others
- Lead by example. If you are telling your staff to take a break, you should carve out time to take one as well
- Model a good work life balance
- Being well and rested contributes to productivity

Principle 5: Be a lifelong learner

- A mindset and disposition for lifelong learning is inspiring to those around you and for yourself
- Share your goals and interests with colleagues and like-minded individuals
- Keep an open mind to gaining knowledge from others

Principle 6: Network

- Share your experiences
- Get the most out of professional development and networking sessions as possible by connecting with folks from other communities

Principle 7: Be an Intentional Decision Maker

- Strategic decision making
- Consider supports needed to be intentional
- Pausing to reflect on current situations and what could be

8. Discussing Issues and Brainstorming Solutions – Great discussion took place around the topic of families requesting that children stay awake without a nap period during the day. Information was contributed, and solutions brainstormed are listed below:
 - Inviting families to observe at nap time
 - Inviting families to offer some sleep time strategies
 - Providing some information on Ministry guidelines for further understanding
 - Providing resources about the benefits of sleep and how children get a lot of stimulation during the day and need to rest
 - Public Health nurses coming in to speak to Infant Mental health and how young children still need their rest
9. ECCDC Resource Display
 - Resource Display – Challenge of Choice, Art of Leadership, The thinking teacher, Facebook marketing and Inspiring Leadership planning and research documents all on display
 - Professional Learning Opportunities offered in the Fall ESTEEM
10. Future Network Development – Participants would like to trial a half hour networking opportunity prior to the network starting and a half hour following to reflect and brainstorm with colleagues
11. Meeting Evaluation