

Parent Advisory Committee

September 24, 2025 5:00 pm

AGENDA

1. **Welcome and Introductions:** regrets: Tara Jors- consultant, Anda Dima-RODS Board
2. **Old Business**
 - a. Smith St front door procedure- from Sept 29 onward the doors will be locked all of the time. There are some concerns with parents letting in non-daycare people when they come in and causing security issues. Committee suggested to send out notification of a procedure that all parents have to put in the code and not let anyone in with them, add a bell/buzzer, post security signs, use a monitor camera, block off second floor stairs. Donalee will discuss further with RODS to see if additional measures can be implemented.
 - b. Relocation/Expansion update-approval for expanded spaces finally came from the Ministry at the end of August. We have now had the contractor walk through the space with our rough design/layout drawings to get some initial feedback. Biggest construction challenge will be plumbing for laundry and a shared washroom for 2 preschool classrooms and the potential cost for putting in sprinklers if the city requires us to do so. The contractor will set up a meeting with their architect to discuss further and do up drawings. The Ministry needs to approve the architectural drawings before we can begin any construction. My prediction for relocating will be spring 2026 but we will know more when construction actually begins. Donalee still has concerns with doing this level of a project prior to knowing what the Ministry funding is going to look like moving forward as this has been pending for over 2 years while they “research and gather data.” We are also very concerned with creating a 90 space center on a 26-space budget (expanded spaces only) since we have been told by RODS upper management that is the only budget we have to use.
 - c. Fundraising- discussed the idea of fundraising to help with renovation costs to the staff bathroom at the new space since that will be at the bottom of the budget list. Little fundraisers do not offer much return for the time and energy spent so we would rather not do that. A parent suggested doing holiday donations towards that project instead of doing gifts for staff- parents would have the option of donating cash, doing their own gift or not giving at all. Fashia Richards will draft some messaging regarding this and see what the other committee members think

3. Program Report

- a. Changes to the preschool environment- the two separated preschool zones were not working as well as we hoped so we have now gone back to one open space. We are working on simplifying the environment to ensure there are not too many materials to overwhelm the children and to follow best practices in early childhood education. We are really trying to promote a lot of collaboration among teachers in all areas regarding setting up the environment within their spaces
- b. Developmental assessments- we will be starting our third round of developmental assessments on the children in October using our new Looksee program. We are liking the simplicity of this program which involves completing skill checklists that are done twice per year with teachers completing the assessments with Amber's assistance as needed. Parents are then given the completed checklist/report to see if there are any areas of concern and some ideas for helping their child advance their skills. Parents can request meetings to discuss further
- c. Storage Room- Donalee has completed a two-month long project going through our entire collection of stored materials to clear out unwanted, damaged and inappropriate items that do not meet best practices in early learning and organize, organize, organize! Staff were not allowed in the storage room during this time and could only request materials. They now have limited access and must sign out materials to try and keep things in good order moving forward.
- d. Park Safety- we are currently working a procedure for all staff to follow when taking children to Victoria Park to ensure the playground is safe to play on – ex. Checking for unsafe items to be removed before the children can play. Procedure will also include measures to ensure staff safety as well

4. New Business

- a. Licensing 2025- October/November are preparation months for a licensing review that occurs in December. Health/Fire/Alarm/Boiler/Elevator inspections all need to be completed as well as prepping for requirements for the Ministry to review
- b. Closure days- PD-the Ministry has approved for all licensed daycares to close up to 2 days per year for professional development/training for staff as a group. The only requirement is to provide 6 weeks notice to parents of the closure. There is also an individual staff requirement of 6 hrs of PD per year. This will likely begin for us for the 2026 licensing year as it must be legislated first

- c. Festive season family event- we are looking for ideas for a festive family event. Science Center was used last year. One suggestion was Fenek Farms. Parents can email any further ideas
- d. Separate website for the daycare- due to the nature of the sector now with a lot of new centers and additional spaces, we feel that we need to have a stronger digital presence to ensure we can remain competitive and be able to fill our spaces when we expand and moving forward as well as hiring staff. Additional LINC spaces are not needed due to federal funding cuts and have resulted in a very small waiting list and a reduced number of LINC spaces. Donalee will talk with RODS management about creating a separate website
- e. Amber announcement- Amber announced that she will be leaving RODS, tentatively at the end of December, as she is opening up a new centre in east Regina that is currently under construction. Sadly she will not be part of our relocated, expanded new centre.

5. Parent Questions/Comments- none

6. Next Meeting: February 2026