

**Committee Meeting of the Whole - Board of the Trustees of Elk Grove Township  
Elk Grove Township Hall, 2400 S. Arlington Heights Road, Arlington Heights IL  
February 10, 2018**

**MINUTES**

- I. Call to Order: Supervisor Sweeney called the meeting to order at 9:30 a.m.
- II. Roll Call: Trustees Satern, Niewiardowski and Supervisor Sweeney – Present. In Attendance: Deputy Clerk/Administrator Pioch.
- III. Public Comment: None
- IV. Discussion of Elk Grove Township Day Care Voucher Program Framework and Operations: Supervisor Sweeney began the discussion by presenting seven (7) items that he felt could be agreed upon regarding a basis for establishing the framework for a Day Care Voucher Program. The points were as follows:
  - 1) Each family must complete an application that has been pre-approved by the EGTBoard
  - 2) EGTCDC children will be given priority in the application process and will be guaranteed vouchers until they “age out” or no longer qualify for State of Illinois subsidies.
  - 3) Families must reside in Elk Grove Township.
  - 4) Additional vouchers will be granted as funds become available.
  - 5) Children must attend a State-qualified Day Care Center.
  - 6) Families must qualify twice/year (No change to current Day Care requirements.)
  - 7) Voucher value was mentioned and then Ms. Capuani advised it was something she had a handout for that she would be presenting later in the meeting when the Supervisor was finished.

Supervisor Sweeney asked if the Trustees if there were any questions about the points he just reviewed or regarding the items Ms. Capuani had presented at the January 6<sup>th</sup> COW Meeting. There were no questions or objections from the Trustees in attendance regarding the seven points presented to use as a basis to move forward with needed guidelines and documentation.

Supervisor Sweeney then turned the floor over to the Elk Grove Township Community Day Care Executive Director, Annette Capuani, to distribute information that she had completed based upon the current number of children in each category that are presently attending the Day Care facility. In explaining the calculations Ms. Capuani was not sure if the state’s child care subsidy goes up to age 12 or if it is based on grade level. She will check and advise.

Ms. Capuani stated that “Subsidy parents” do not receive a rate discount. Supervisor Sweeney asked that Ms. Capuani consider and discuss with her Board the possibility of providing a 10% rate discount to the Township like the “Full Pay” families receive since the Day Care would be made whole based on the Day Care’s individual rates and the fact that the Township’s Voucher would be bridging the gap with any difference between the Day Care’s Rate less the amount of the State’s reimbursement and parents’ payment. She stated she would consider and discuss with her Board.

Other points mentioned by Ms. Capuani during her presentation:

- 1) Billing amounts will change each month based upon the number of children and interim additions throughout the month.

- 2) The amount parents pay out-of-pocket for a child/children at Day Care include the following:
  - a. \$145 – Registration Fee
  - b. \$140 – Fundraising Choices (2 times/year)
  - c. \$40 – Transportation Fee
  - d. \$10 - \$25/child - Field Trips
  - e. \$10 – Sunscreen
- 3) Ideas to consider for Application content:
  - a. Identifying information (State Case #)
  - b. Name of Day Care Center attending (Child needs to remain at the Center for entire month)
    - i. If change during the month then need to complete “Change of Provider” form
  - c. Training – May want to have parents be responsible for some of the Empowerment issues would want to have families participate in
  - d. Day Care Center should have some of the burden to have parents attend the workshops because they derive the benefit (Parents receive no direct funding from the Township, but the Day Care Center does.)

Trustee Satern commented that the empowerment items such as ESL classes, learning new skills, budgeting, community college partnerships for programs sound good. (EGTCDC has 3 individuals that have taught ESL classes in the past and could do so again.) She also asked how the Day Care currently attracts new clients. Ms. Capuani advised that most clients find out through word-of-mouth or through the schools.

Supervisor Sweeney advised we could coordinate information broadcasts through the Township’s Community Resource Board, Face Book page, Newsletter or other vehicles the Township currently uses.

- 4) Ms. Capuani advised that most Day Care Centers accept infants more often than school age children, but the Centers are usually limited on the number of infants they can take.
- 5) Ms. Capuani will create the initial framework for an Application and will complete so it can be circulated at the February 20<sup>th</sup> monthly Board Meeting. A comment was also made that there needs to be a set cut-off time for families to qualify for a Day Care voucher and was suggested that any current Day Care clients as of March 15, 2018 would qualify as existing clients when being considered for priority status during the voucher application process.

Supervisor Sweeney asked if there were any additional thoughts or questions from the Board that they wanted to discuss. There were not any additional comments or questions.

- V. Adjourn: There being no further business, a motion to adjourn was made by Trustee Satern and seconded by Trustee Niewiadowski. The motion was carried by voice vote. The meeting was adjourned at 10:15 a.m.

Respectfully submitted,



Paul Pioch - Elk Grove Township Deputy Clerk for  
George Busse - Elk Grove Township Clerk George Busse