



Moody Early Childhood Center giving every Galveston child the opportunity to soar

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**Moody Early Childhood Center Board of Directors**  
**Board Meeting**

**Friday, March 24, 2023 @ 1:00 p.m.**

Randall Rm – Rosenberg Library | 2310 Sealy, Galveston, TX  
& Via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/87175216083?pwd=RkJSamxQZDVoYzNPZFg2LytuQWhRZz09>

Meeting ID: 871 7521 6083

Passcode: 143202

**AGENDA**

1. Call to order
2. Establish quorum / properly posted / conflicts of interest
3. Public Comment
4. Minutes of February 24, 2023 meeting (attached)
5. Financial Reports
  - a. September 2022-February 2023 reports (enclosed)
  - b. Finance Committee meeting notes (distributed separately)
6. Committee Reports
  - a. Governance: Draft MECC board Calendar (enclosed)
  - b. Resource Development
  - c. Scholarship
7. Executive Director Report (enclosed)
8. Discussion/Action: Infant/Toddler 2023-2024 Calendar (enclosed)
9. Update: GISD Contract Extension
10. Adjourn to Executive Session – The board may recess into Closed Executive Session as permitted by the Texas Open Meeting Act Government Code Sections 551.071-551.090 Sub-chapter D and E. Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed meeting then the final action, final decision or final vote shall be either:
  - a. in the open meeting covered by the Notice upon the reconvening of the public meeting; or
  - b. at a subsequent public meeting of the Board upon notice thereof as the board shall determine
11. Reconvene from Executive Session and take any action warranted.
12. Confirm next meeting/adjourn



Giving every Galveston child the opportunity to soar

**Moody Early Childhood Center Board of Directors**  
**Board Meeting**

**Friday, February 24, 2023 @ 1:00 p.m.**

Randall Rm – Rosenberg Library | 2310 Sealy, Galveston, TX  
& Via Zoom

**MINUTES**

1. Call to order

**1:06 P.M.**

2. Establish quorum and ask for conflicts of interest

**Present (in-person): Betty, Angela, Jeri, Weez, Dustin, Karin (Staff)**

**Present (online): Amber, Chiqui, Marcus. Deborah arrived at 1:45 P.M.**

**Absent: Erica, Karen, John**

3. Public Comment

**None**

4. Minutes of January meeting (attached)

**Angela motion to approve, Weez seconded**

5. Financial Reports

**Angela provided an overview of the reports which are included in the meeting packet, and Karin elaborated on the proposed budget adjustments.**

- a. September-January reports (attached)

- b. Finance Committee meeting notes (to be distributed on Wednesday)

- c. Recommendation: YPTC

**Finance Committee recommends that the board consider ending agreement with YPTC and seek out a part-time comptroller**

- d. Recommendation: Revised 2022/23 Budget (to be distributed on Wednesday)

**Jeri/Marcus motion to approve the revised FY2022/2023 budget. Vote was unanimous in favor**

- e. Recommendation: EIDL Loan Payoff Schedule

6. Committee Reports

- a. Governance-

- i. Policy on Executive Director Compensation package (enclosed)

**Jeri/Dustin voted to approve the policy. Vote was unanimous in favor.**

- b. Resource Development (enclosed)

**Betty and Karin elaborated on the immediate need for new infant strollers especially as the infant enrollment goes up.**

**Deborah arrived at 1:45 P.M. and left the meeting at 1:58 P.M.**

c. Scholarship

7. Executive Director Report (enclosed)

**Karin provided an overview of the report that was included in the agenda packet.**

8. Discussion/Action: GISD Calendar (enclosed)

**Jeri/Marcus motioned to approve Draft 2 of the GISD Calendar for use for MECC PreK classes. Vote was unanimous in favor.**

9. Discussion/Action: 2023-2026 Strategic Plan (enclosed)

**Weez/Jeri motion to approve. Vote was unanimous in favor.**

10. Confirm next meeting/Adjourn

**Karin requested a special meeting to be held before close of business on February 28 for the approval of the audit. To be scheduled for 4:00 P.M. on Tuesday the 28th by Zoom.**

**Marcus and Chiqui left the meeting at 2:07 P.M.**

**Next regular business meeting will be held on Mar 24, 2023.**

**Meeting Adjourned: 2:13 P.M.**

Future Meeting Topics:

Note: add Executive Session language back to the meeting agenda in March.

GISD contract - review and comment. Have something ready to propose to their board

**Moody Early Childhood Center**  
**Simplified Financial Statement - Operating Account**  
**For the One Month Ended February 28, 2023**

|                                    |                     |
|------------------------------------|---------------------|
| <b>Starting Balance</b>            | <b>\$342,444.00</b> |
| <b>Income</b>                      |                     |
| Draw Down/Transfer                 | \$50,000.00         |
| CCRF - Child Care Relief Funds     | \$20,119.00         |
| Grants - PEF for Family Engagement |                     |
| Tuition                            | \$47,643.00         |
| GISD Payment                       | \$35,161.00         |
| Workforce                          |                     |
| CACFP                              | \$9,168.00          |
| Scholarship Transfer               |                     |
| Foundation Grant                   | -\$10,000.00        |
| Childcare Expansion Grant          |                     |
| Other Contribution                 | \$114.00            |
| <b>Total Income</b>                | <b>\$152,205.00</b> |
| <b>Expenses</b>                    |                     |
| Payroll                            | \$324,055.00        |
| Food Service                       | \$11,879.00         |
| General Operating                  | \$501.00            |
| Supplies                           | \$2,502.00          |
| Family Engagement                  | \$3,728.00          |
| Education Services                 |                     |
| Professional Fees                  | \$3,950.00          |
| Repairs and Maintenance            | \$15,934.00         |
| Childcare Expansion                |                     |
| Other                              | \$15,000.00         |
| <b>Total Expenses</b>              | <b>\$377,549.00</b> |
| <b>Ending Account Balance</b>      | <b>\$117,100.00</b> |

**Starting Balance** **\$129,500.00**

**Income**

Grants

Other - Transfer **-\$50,000.00**

**Total Income** **-\$50,000.00**

**Expenses**

Draw Down/Transfer

Supplies

Other

**Total Expenses** **\$0.00**

**Ending Account Balance** **\$79,500.00**

*Scholarship*

**Starting Balance**                      **\$465.26**

**Income**

Grants

Other

**Total Income**                              **\$0.00**

**Expenses**

Draw Down/Transfer

Supplies

Other

**Total Expenses**                              **\$0.00**

**Ending Account Balance**                      **\$465.26**

*Closed Operating*

**Starting Balance**                    **\$515.08**

**Income**

Grants

Other

**Total Income**                    **\$0.00**

**Expenses**

Draw Down/Transfer

Supplies

Other

**Total Expenses**                    **\$0.00**

**Ending Account Balance**        **\$515.08**

*Capital*

Moody Early Childhood Center  
Simplified Financial Statement - Money Market Account  
For the One Month Ended February 28, 2023

|                          |                |
|--------------------------|----------------|
| Initial Starting Balance | \$2,411,794.01 |
| Interest Income          | \$7,169.30     |
| Starting Balance         | \$2,418,963.31 |

|                     |                   |
|---------------------|-------------------|
| <b>Income</b>       |                   |
| Grants              | \$0.00            |
| Other               |                   |
| Interest Income     | \$7,442.46        |
| <b>Total Income</b> | <b>\$7,442.46</b> |

|                       |               |
|-----------------------|---------------|
| <b>Expenses</b>       |               |
| Draw Down/Transfer    | \$0.00        |
| Supplies              |               |
| Other                 |               |
| <b>Total Expenses</b> | <b>\$0.00</b> |

|                                      |                       |
|--------------------------------------|-----------------------|
| <b>Ending Account Balance</b>        | <b>\$2,426,405.77</b> |
| <i>Reminder EIDL - \$746000</i>      | <i>\$1,680,405.77</i> |
| <i>20% each month February -June</i> |                       |



# Moody Early Childhood Center

## MONTHLY FINANCIAL SUMMARY

Prepared by Molly Yoon, YPTC

February 2023 (Month Six of Twelve, Fiscal Year 2023)

### HIGHLIGHTS

#### EIDL Loan Still Outstanding

MECC will not have enough cash to repay the \$745k loan in full in March 2023, but a 20% payment is recommended to be made each month from March 2023 to July 2023. If MECC receives additional funding from the Childcare Expansion Grant or funding from the Employee Retention Credit, payoff will be accelerated.

#### Childcare Expansion Funds Expected Next Month

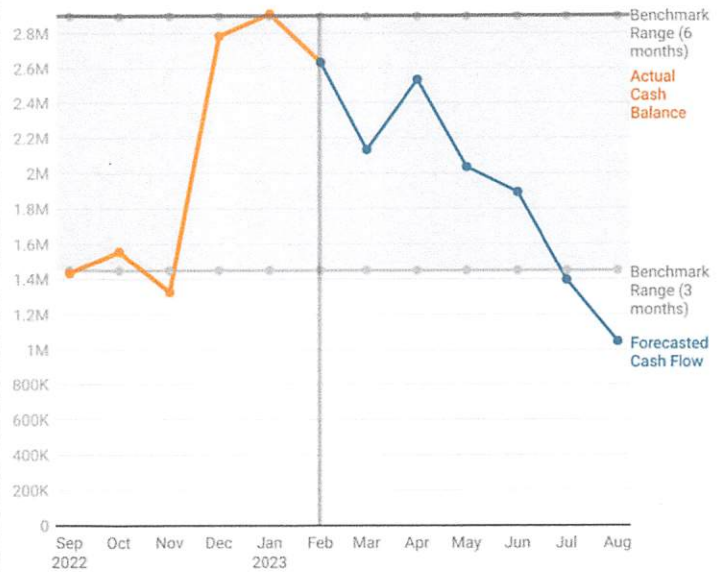
\$39K was received in January 2023, the next round is expected in April.

#### Single Audit Required

MECC is subject to the Single Audit due to the EIDL loan and federal grants received. YPTC is working with the auditor to finalize the report.

#### Forecasted Cash Balance is Projected to Fall Below the 3-6 Month Recommended Benchmark

Unrestricted cash is projected to fall below the 3-6 month benchmark due to repayment of EIDL Loan



Recommended operating cash reserves: 3-6 months  
 Stated amount based on MECC average year-to-date monthly expenses.  
 Chart: Molly Yoon, YPTC • Source: QBO & FY23 Budget • Created with Datawrapper

### STATUS UPDATES



#### Fiscal Year 2022-2023 Budget Prepared

MECC had a net loss of \$1.2M through the end of February 2023. However, this is still better than the budget due to the decrease in payroll and related expenses. The Executive Director has proposed budget adjustments in February and is yet to be approved.



#### The 2022 Audit Is in Process

The preliminary draft report was provided in February 2023, additional documents related to the single audit are still under the auditor's review.



#### Form 990 Extension Filed

# FINANCIAL DISCUSSIONS

## Statements of Financial Position



Cash on hand was \$2.63M as of February 28th, representing nearly 6 months of cash on hand based on the fiscal year 2023 average monthly expenses.

The long-term contribution receivable of \$3.81M represents the three-year pledge from Moody Foundation for general operating support, discounted to present value. \$1.97M was received in December 2022.

Accounts receivable was (\$8.6K) as of February 28th because \$5K of March's tuition was received the last week of February. YPTC will work with MECC to review and clean prior years' outstanding invoices in the coming month.

## Income Statements & Budget Analysis



### Revenues:

Total revenue of \$1.75M was 7% over the budget amount for the six months ending February 2023. This is a result of the \$356K Childcare Relief Fund received early by one month. The childcare expansion grant is \$111K under budget and is expected to be received in April 2023. The GISD Allotment is under budget by \$81K, this is a result of voiding a \$42K duplicated invoice from the prior year. There was also a prior year adjustment for contributions resulting in a negative balance of \$9.9K, the actual contribution for the month was \$114.

### Expenses:

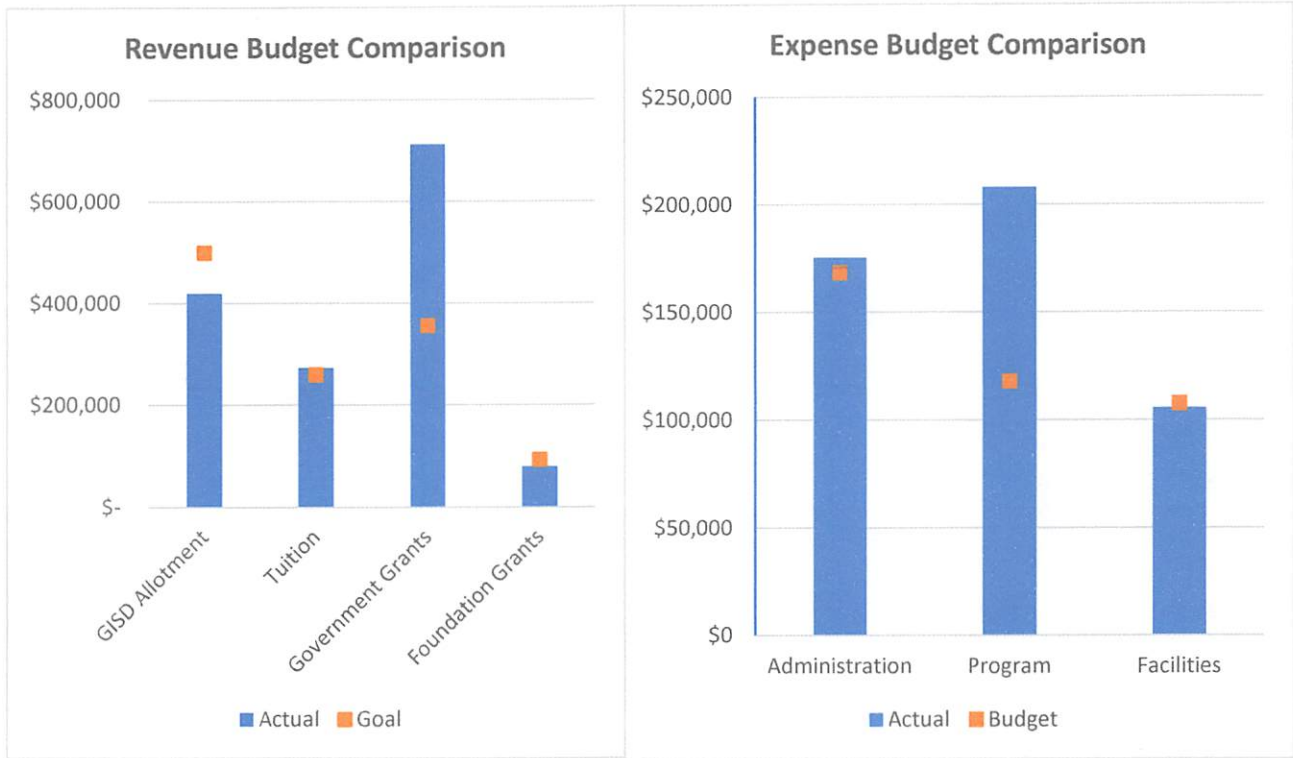
Total Expenses of \$2.92M were over the budget by \$16K. Significant variances are explained as follows:

- Professional Fees were \$7.6K over budget due to 941 Revision performed by Ham Langston, & Brezina, LLP and additional YPTC hours needed for the audit.
- Food services expenses were \$27K over budget due to the State ending the feeding of all students that occurred during COVID. We will monitor and propose adjustments during the mid-year budget revision.
- Supplies were \$39K over budget due to additional purchases of classroom supplies for the start of school.
  - \$61K was spent in December on three new infant rooms, which are reclassified to Childcare Expansion Expense from the supplies in January 2023. Another \$23K is under ED's review to decide if need to reclass as Childcare Expansion Expenses.
- Depreciation expense of \$54K was not included in the budget as it is a non-cash expense.

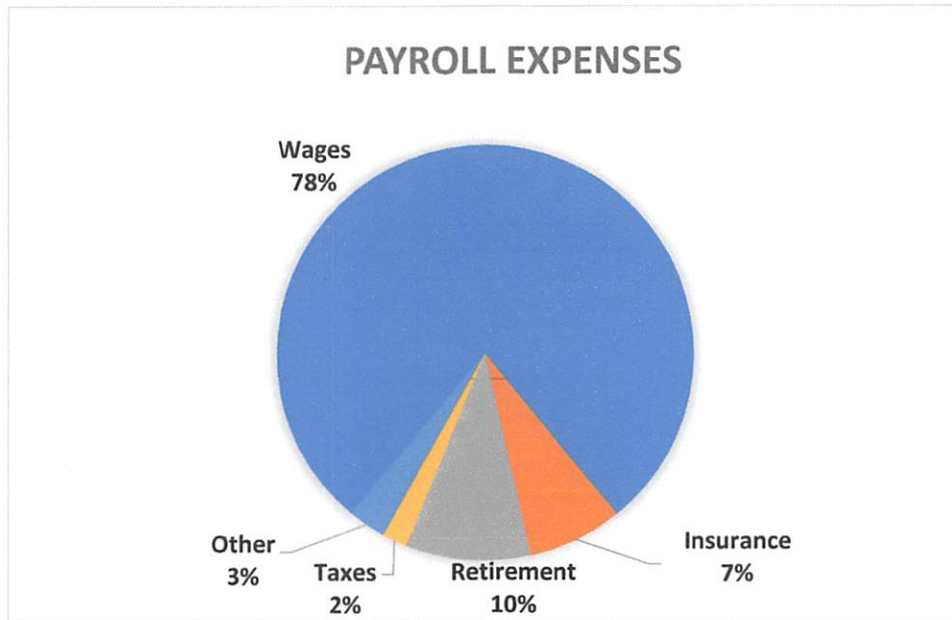
## ATTACHMENTS

- Dashboard
- Statements of Financial Position
- Income Statements & Budget Analysis – Month
- Income Statements & Budget Analysis – YTD
- Statements of Cash Flows
- Rolling Forecast

**Moody Early Childhood Center  
Dashboard  
For the Six Months Ended February 28, 2023**



The above shows actual over/under budget for each major revenue and expense category, with the exception of payroll.



**Moody Early Childhood Center  
Statements of Financial Position  
As of February 28, 2023 and 2022**

|   | <u>2023</u>         | <u>2022</u>         |
|---|---------------------|---------------------|
| <b>ASSETS</b>                           |                     |                     |
| Cash - Operating                        | \$ 125,946          | \$ 444,059          |
| Cash - Professional Development         | -                   | -                   |
| Cash - Scholarship & Capital            | 80,015              | 120,699             |
| Cash - Money Market                     | <u>2,426,406</u>    | <u>1,241,075</u>    |
| Total Cash                              | 2,632,367           | 1,805,833           |
| Accounts Receivable, net                | (8,559)             | (7,137)             |
| Prepaid Expenses                        | 9,504               | 13,037              |
| Other Assets                            | <u>4,500</u>        | <u>4,900</u>        |
| Total Current Assets                    | <u>2,637,812</u>    | <u>1,816,633</u>    |
| <br>                                    |                     |                     |
| Long Term Contribution Receivable, net  | 3,805,692           | 5,772,359           |
| Fixed Assets                            | 1,084,227           | 1,063,242           |
| Accumulated Depreciation                | <u>(578,137)</u>    | <u>(467,865)</u>    |
| Total Long Term Assets                  | <u>4,311,782</u>    | <u>6,367,736</u>    |
| <br>                                    |                     |                     |
| <b>TOTAL ASSETS</b>                     | <u>\$ 6,949,594</u> | <u>\$ 8,184,369</u> |
| <br><b>LIABILITIES AND NET ASSETS</b>   |                     |                     |
| Accounts Payable and Accrued Expenses   | \$ 76,325           | \$ 10,888           |
| Payroll Liabilities                     | 87,820              | 70,537              |
| Line of Credit                          | -                   | 70,002              |
| EIDL SBA Loan                           | <u>744,779</u>      | <u>-</u>            |
| Total Liabilities                       | <u>908,924</u>      | <u>151,427</u>      |
| <br>                                    |                     |                     |
| Total Net Assets                        | <u>6,040,670</u>    | <u>8,032,942</u>    |
| <br>                                    |                     |                     |
| <b>TOTAL LIABILITIES AND NET ASSETS</b> | <u>\$ 6,949,594</u> | <u>\$ 8,184,369</u> |

Moody Early Childhood Center  
Income Statements & Budget Analysis  
For the One Month Ended February 28, 2023

|                                | ACTUAL              | BUDGET COMPARATIVE  |                             |             | PRIOR YEAR COMPARATIVE |                             |             |
|--------------------------------|---------------------|---------------------|-----------------------------|-------------|------------------------|-----------------------------|-------------|
|                                | February 2023       | February 2023       | \$ Variance                 |             | February 2022          | \$ Variance                 |             |
|                                |                     |                     | Favorable/<br>(Unfavorable) | % Variance  |                        | Favorable/<br>(Unfavorable) | % Variance  |
| <b>REVENUES</b>                |                     |                     |                             |             |                        |                             |             |
| Tuition                        | \$ 49,703           | \$ 43,333           | \$ 6,370                    | 15%         | \$ 47,780              | \$ 1,923                    | 4%          |
| Contributions                  | (9,886)             | 12,500              | (22,386)                    | -179%       | 5,135                  | (15,021)                    | -293%       |
| Childcare Expansion Grant      | -                   | 25,000              | (25,000)                    | -100%       | -                      | -                           | 100%        |
| Foundation Grants              | -                   | 15,625              | (15,625)                    | -100%       | -                      | -                           | 0%          |
| GISD Allotment                 | 35,161              | 83,333              | (48,172)                    | -58%        | 76,492                 | (41,331)                    | -54%        |
| Federal Food Services          | 9,168               | 3,000               | 6,168                       | 206%        | 1,804                  | 7,364                       | 408%        |
| Federal Child Care Subsidy     | 20,119              | 29,167              | (9,048)                     | -31%        | 15,908                 | 4,211                       | 26%         |
| Interest Income                | 7,442               | 200                 | 7,242                       | 3621%       | 31                     | 7,411                       | 23906%      |
| Other Income                   | 387                 | 1,250               | (863)                       | -69%        | 180                    | 207                         | 115%        |
| <b>TOTAL REVENUES</b>          | <b>112,094</b>      | <b>213,408</b>      | <b>(101,314)</b>            | <b>-47%</b> | <b>147,330</b>         | <b>(35,236)</b>             | <b>-24%</b> |
| <b>EXPENSES</b>                |                     |                     |                             |             |                        |                             |             |
| Payroll and Related Expenses   | 347,122             | 419,127             | 72,005                      | 17%         | 330,447                | (16,675)                    | -5%         |
| Food Services                  | 12,011              | 4,167               | (7,844)                     | -188%       | 2,557                  | (9,454)                     | -370%       |
| Family Engagement              | 235                 | 833                 | 598                         | 72%         | -                      | (235)                       | -100%       |
| Occupancy                      | 900                 | 900                 | -                           | 0%          | -                      | (900)                       | -100%       |
| Professional Development       | 2,236               | 2,083               | (153)                       | -7%         | 8,315                  | 6,079                       | 73%         |
| Board Expenses                 | -                   | 333                 | 333                         | 100%        | -                      | -                           | 0%          |
| Professional Fees              | 8,893               | 7,500               | (1,393)                     | -19%        | 4,532                  | (4,361)                     | -96%        |
| Educational Consultants        | -                   | 3,750               | 3,750                       | 100%        | -                      | -                           | 0%          |
| Supplies                       | 11,823              | 7,917               | (3,906)                     | -49%        | 7,934                  | (3,890)                     | -49%        |
| Repairs and Maintenance        | 16,299              | 16,667              | 368                         | 2%          | 14,190                 | (2,109)                     | -15%        |
| COVID-19 Expenses              | -                   | 1,250               | 1,250                       | 100%        | 7,612                  | 7,612                       | 100%        |
| Depreciation                   | 8,998               | -                   | (8,998)                     | -100%       | 9,369                  | 370                         | 4%          |
| Insurance                      | 3,331               | 3,417               | 86                          | 3%          | 1,488                  | (1,843)                     | -124%       |
| Childcare Expansion Expense    | -                   | 8,333               | 8,333                       | 100%        | -                      | -                           | 0%          |
| Interest Expense               | -                   | 1,400               | 1,400                       | 100%        | 1,002                  | 1,002                       | 100%        |
| Printing and Postage           | 1,937               | 750                 | (1,187)                     | -158%       | 826                    | (1,111)                     | -135%       |
| Dues and Subscriptions         | 533                 | 1,839               | 1,306                       | 71%         | 2,455                  | 1,922                       | 78%         |
| Bank Fees                      | 595                 | 583                 | (12)                        | -2%         | 250                    | (345)                       | -138%       |
| Travel                         | -                   | 1,708               | 1,708                       | 100%        | -                      | -                           | 0%          |
| Technology                     | 1,428               | 505                 | (923)                       | -183%       | 345                    | (1,083)                     | -314%       |
| Marketing                      | (584)               | 1,333               | 1,917                       | 144%        | 1,830                  | 2,414                       | 132%        |
| Other Expenses                 | 1,031               | 375                 | (656)                       | -175%       | 2,251                  | 1,220                       | 54%         |
| <b>TOTAL EXPENSES</b>          | <b>416,788</b>      | <b>484,770</b>      | <b>67,982</b>               | <b>14%</b>  | <b>395,404</b>         | <b>(21,384)</b>             | <b>-5%</b>  |
| <b>TOTAL NET INCOME (LOSS)</b> | <b>\$ (304,694)</b> | <b>\$ (271,362)</b> | <b>\$ (33,332)</b>          | <b>-12%</b> | <b>\$ (248,074)</b>    | <b>\$ (56,620)</b>          | <b>-23%</b> |

Moody Early Childhood Center  
Income Statements & Budget Analysis  
For the Six Months Ended February 28, 2023

|                                | ACTUAL                |                       | BUDGET YEAR TO DATE COMPARATIVE |            |                   |                             | BUDGET COMPARATIVE |  |  |
|--------------------------------|-----------------------|-----------------------|---------------------------------|------------|-------------------|-----------------------------|--------------------|--|--|
|                                | Year-to-Date<br>2023  | Year-to-Date<br>2023  | \$ Variance                     |            | \$ Variance       |                             |                    |  |  |
|                                |                       |                       | Favorable/<br>(Unfavorable)     | % Variance | Annual Budget     | Favorable/<br>(Unfavorable) | % Variance         |  |  |
| <b>REVENUES</b>                |                       |                       |                                 |            |                   |                             |                    |  |  |
| Tuition                        | \$ 272,900            | \$ 260,000            | \$ 12,900                       | 5%         | \$ 520,000        | \$ (247,100)                | -48%               |  |  |
| Contributions                  | 16,378                | 75,000                | (58,622)                        | -78%       | 150,000           | (133,622)                   | -89%               |  |  |
| Childcare Expansion Grant      | 39,000                | 150,000               | (111,000)                       | -74%       | 300,000           | (261,000)                   | -87%               |  |  |
| Foundation Grants              | 80,000                | 93,750                | (13,750)                        | -15%       | 2,087,500         | (2,007,500)                 | -96%               |  |  |
| Government Grants              | 712,131               | 356,066               | 356,065                         | 100%       | 712,131           | -                           | 100%               |  |  |
| GISD Allotment                 | 419,435               | 500,000               | (80,565)                        | -16%       | 1,000,000         | (580,565)                   | -58%               |  |  |
| Federal Food Services          | 35,189                | 18,000                | 17,189                          | 95%        | 36,000            | (811)                       | -2%                |  |  |
| Federal Child Care Subsidy     | 128,479               | 175,000               | (46,521)                        | -27%       | 350,000           | (221,521)                   | -63%               |  |  |
| Interest Income                | 25,528                | 1,200                 | 24,328                          | 2027%      | 2,400             | 23,128                      | 964%               |  |  |
| Employee Retention Credit      | -                     | -                     | -                               | 0%         | 837,000           | (837,000)                   | -100%              |  |  |
| Other Income                   | 19,836                | 7,500                 | 12,336                          | 164%       | 15,000            | 4,836                       | 32%                |  |  |
| <b>TOTAL REVENUES</b>          | <b>1,748,876</b>      | <b>1,636,516</b>      | <b>112,360</b>                  | <b>7%</b>  | <b>6,010,031</b>  | <b>(4,261,155)</b>          | <b>-71%</b>        |  |  |
| <b>EXPENSES</b>                |                       |                       |                                 |            |                   |                             |                    |  |  |
| Payroll and Related Expenses   | 2,382,173             | 2,514,759             | 132,586                         | 5%         | 5,029,518         | 2,647,345                   | 53%                |  |  |
| Food Services                  | 52,063                | 25,000                | (27,063)                        | -108%      | 50,000            | (2,063)                     | -4%                |  |  |
| Transportation                 | 72                    | -                     | (72)                            | 0%         | -                 | (72)                        | -100%              |  |  |
| Family Engagement              | 10,727                | 5,000                 | (5,727)                         | -115%      | 10,000            | (727)                       | -7%                |  |  |
| Occupancy                      | 5,400                 | 5,400                 | -                               | 0%         | 10,800            | 5,400                       | 50%                |  |  |
| Professional Development       | 19,997                | 12,500                | (7,497)                         | -60%       | 25,000            | 5,003                       | 20%                |  |  |
| Board Expenses                 | 3,160                 | 2,000                 | (1,160)                         | -58%       | 4,000             | 840                         | 21%                |  |  |
| Professional Fees (Note 1)     | 52,646                | 45,000                | (7,646)                         | -17%       | 90,000            | 37,354                      | 42%                |  |  |
| Educational Consultants        | 32,949                | 22,500                | (10,449)                        | -46%       | 45,000            | 12,051                      | 27%                |  |  |
| Supplies                       | 86,807                | 47,500                | (39,307)                        | -83%       | 95,000            | 8,193                       | 9%                 |  |  |
| Repairs and Maintenance        | 105,482               | 100,000               | (5,482)                         | -5%        | 200,000           | 94,518                      | 47%                |  |  |
| COVID-19 Expenses              | -                     | 7,500                 | 7,500                           | 100%       | 15,000            | 15,000                      | 100%               |  |  |
| Depreciation                   | 53,772                | -                     | (53,772)                        | -100%      | -                 | (53,772)                    | -100%              |  |  |
| Insurance                      | 22,711                | 20,500                | (2,211)                         | -11%       | 41,000            | 18,289                      | 45%                |  |  |
| Childcare Expansion Expense    | 61,816                | 50,000                | (11,816)                        | -24%       | 100,000           | 38,184                      | 38%                |  |  |
| Interest Expense               | -                     | 8,400                 | 8,400                           | 100%       | 16,800            | 16,800                      | 100%               |  |  |
| Printing and Postage           | 4,765                 | 4,500                 | (265)                           | -6%        | 9,000             | 4,235                       | 47%                |  |  |
| Dues and Subscriptions         | 3,991                 | 11,034                | 7,043                           | 64%        | 22,068            | 18,077                      | 82%                |  |  |
| Bank Fees                      | 6,627                 | 3,500                 | (3,127)                         | -89%       | 7,000             | 373                         | 5%                 |  |  |
| Travel                         | 413                   | 10,250                | 9,837                           | 96%        | 20,500            | 20,087                      | 98%                |  |  |
| Technology                     | 4,870                 | 3,032                 | (1,838)                         | -61%       | 6,063             | 1,193                       | 20%                |  |  |
| Marketing                      | 5,784                 | 8,000                 | 2,216                           | 28%        | 16,000            | 10,216                      | 64%                |  |  |
| Other Expenses                 | 8,581                 | 2,250                 | (6,331)                         | -281%      | 4,500             | (4,081)                     | -91%               |  |  |
| <b>TOTAL EXPENSES</b>          | <b>2,924,806</b>      | <b>2,908,625</b>      | <b>(16,181)</b>                 | <b>-1%</b> | <b>5,817,249</b>  | <b>2,892,443</b>            | <b>50%</b>         |  |  |
| <b>TOTAL NET INCOME (LOSS)</b> | <b>\$ (1,175,930)</b> | <b>\$ (1,272,109)</b> | <b>\$ 96,179</b>                | <b>8%</b>  | <b>\$ 192,782</b> | <b>\$ (1,368,712)</b>       | <b>-710%</b>       |  |  |
| <b>Net Assets, Beginning</b>   | <b>7,216,600</b>      |                       |                                 |            |                   |                             |                    |  |  |
| <b>Net Assets, Ending</b>      | <b>\$ 6,040,670</b>   |                       |                                 |            |                   |                             |                    |  |  |

**Note 1: Professional Fees by Vendor**

|                                  |                  |
|----------------------------------|------------------|
| Your Part-Time Controller, LLC   | \$ 36,955        |
| Ham, Langston, & Brezina, L.L.P. | 12,158           |
| Thompson & Horton LLP            | 3,533            |
| <b>Total Professional Fees</b>   | <b>\$ 52,646</b> |

**Moody Early Childhood Center**  
**Statements of Cash Flows**  
**For the Six Months Ended February 28, 2023 and 2022**

|  | <u>February 28,</u><br><u>2023</u> | <u>February 28,</u><br><u>2022</u> |
|--|------------------------------------|------------------------------------|
| <b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>   |                                    |                                    |
| Total Net Income (Loss)  | \$ (1,175,930)                     | \$ (586,548)                       |
| Adjustments to Reconcile Total Net Income (Loss) to<br>Net Cash (Used)/Provided by Operating Activities: |                                    |                                    |
| Depreciation   | 53,772                             | 54,976                             |
| Changes in Operating Assets and Liabilities:   |                                    |                                    |
| Accounts Receivable  | 207,893                            | 95,167                             |
| Contributions Receivable   | 1,966,667                          | 2,180,176                          |
| Prepaid and Other Current Assets   | 23,768                             | 6,551                              |
| Accounts Payable and Accrued Expenses  | <u>(48,218)</u>                    | <u>(25,005)</u>                    |
| <b>Net Cash (Used)/Provided by Operating Activities</b>  | <u>1,027,952</u>                   | <u>1,725,317</u>                   |
| <b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>   |                                    |                                    |
| <b>CASH FLOWS FROM FINANCING ACTIVITIES:</b>   |                                    |                                    |
| Refundable Advance   | -                                  | (633,100)                          |
| Line of Credit Draw/(Repayment)  | <u>-</u>                           | <u>(212,998)</u>                   |
| <b>Net Cash (Used)/Provided by Financing Activities</b>  | <u>-</u>                           | <u>(846,098)</u>                   |
| <b>CHANGE IN CASH [Increase/(Decrease)]</b>  | <u>1,027,952</u>                   | <u>879,219</u>                     |
| Cash, Beginning of Period  | <u>1,604,415</u>                   | <u>926,614</u>                     |
| <b>Cash, End of Period</b>   | <u><b>\$ 2,632,367</b></u>         | <u><b>\$ 1,805,833</b></u>         |

Moody Early Childhood Center  
Rolling Forecast  
For the Year Ending August 31, 2023

|                                     | ACTUAL              |                  |                     |                     |                   |                     | FORECAST            |                   |                     |                     |                     |                     |
|-------------------------------------|---------------------|------------------|---------------------|---------------------|-------------------|---------------------|---------------------|-------------------|---------------------|---------------------|---------------------|---------------------|
|                                     | September           | October          | November            | December            | January           | February            | March               | April             | May                 | June                | July                | August              |
| <b>REVENUES</b>                     |                     |                  |                     |                     |                   |                     |                     |                   |                     |                     |                     |                     |
| Tuition                             | \$ 43,788           | \$ 41,568        | \$ 43,095           | \$ 48,066           | \$ 48,700         | \$ 49,703           | \$ 49,703           | \$ 49,703         | \$ 49,703           | \$ 49,703           | \$ 49,703           | \$ 49,703           |
| Contributions                       | 784                 | 5,010            | 11,019              | 8,451               | 1,000             | (9,886)             | 5,253               | 5,253             | 5,253               | 5,253               | 5,253               | 5,253               |
| Childcare Expansion Grant           | -                   | -                | -                   | -                   | 39,000            | -                   | -                   | 61,000            | -                   | -                   | -                   | -                   |
| Foundation Grants                   | 15,000              | -                | 20,000              | 5,000               | 40,000            | -                   | -                   | -                 | -                   | -                   | -                   | -                   |
| Government Grants                   | -                   | 356,066          | -                   | -                   | 356,065           | -                   | -                   | -                 | -                   | 356,068             | -                   | -                   |
| GISD Allotment                      | 76,855              | 76,855           | 76,855              | 76,855              | 76,855            | 35,161              | 35,161              | 35,161            | 35,161              | 35,161              | 35,161              | 35,161              |
| Federal Food Services               | 1,917               | 3,586            | 6,069               | 7,413               | 7,037             | 9,168               | 9,168               | 9,168             | 9,168               | 9,168               | 9,168               | 9,168               |
| Federal Child Care Subsidy          | 23,069              | 20,442           | 20,404              | 18,860              | 25,584            | 20,119              | 20,119              | 20,119            | 20,119              | 20,119              | 20,119              | 20,119              |
| Interest Income                     | -                   | 4,070            | 2,232               | 4,614               | 7,169             | 7,442               | 7,442               | 7,442             | 7,442               | 7,442               | 7,442               | 7,442               |
| Employee Retention Credit           | -                   | -                | -                   | -                   | -                 | -                   | -                   | 837,000           | -                   | -                   | -                   | -                   |
| Other Income                        | 355                 | 40               | 16,480              | 1,904               | 670               | 387                 | 387                 | 387               | 387                 | 387                 | 387                 | 387                 |
| <b>TOTAL REVENUES</b>               | <b>161,748</b>      | <b>507,837</b>   | <b>196,154</b>      | <b>169,163</b>      | <b>602,080</b>    | <b>112,094</b>      | <b>127,233</b>      | <b>1,025,233</b>  | <b>127,233</b>      | <b>483,299</b>      | <b>127,233</b>      | <b>127,233</b>      |
| <b>EXPENSES</b>                     |                     |                  |                     |                     |                   |                     |                     |                   |                     |                     |                     |                     |
| Payroll and Related Expenses        | 398,326             | 409,001          | 426,082             | 429,603             | 372,039           | 347,122             | 419,127             | 419,127           | 419,127             | 419,127             | 419,127             | 419,127             |
| Food Services                       | 44                  | 10,375           | 10,330              | 10,269              | 9,033             | 12,011              | 4,167               | 4,167             | 4,167               | 4,167               | 4,167               | 4,167               |
| Transportation                      | -                   | -                | -                   | -                   | 72                | -                   | -                   | -                 | -                   | -                   | -                   | -                   |
| Family Engagement                   | 919                 | 206              | 5,684               | 2,995               | 688               | 235                 | 833                 | 833               | 833                 | 833                 | 833                 | 833                 |
| Occupancy                           | 900                 | 900              | 900                 | 900                 | 900               | 900                 | 900                 | 900               | 900                 | 900                 | 900                 | 900                 |
| Professional Development            | 5,096               | 5,793            | 1,406               | 2,665               | 2,801             | 2,236               | 2,083               | 2,083             | 2,083               | 2,083               | 2,083               | 2,083               |
| Board Expenses                      | -                   | -                | -                   | 3,160               | -                 | -                   | 333                 | 333               | 333                 | 333                 | 333                 | 333                 |
| Professional Fees                   | 16,058              | 5,780            | 5,213               | 7,147               | 9,555             | 8,893               | 7,500               | 7,500             | 7,500               | 7,500               | 7,500               | 7,500               |
| Educational Consultants             | 19,561              | 2,776            | -                   | 3,050               | 7,562             | -                   | 3,750               | 3,750             | 3,750               | 3,750               | 3,750               | 3,750               |
| Supplies                            | 24,303              | 10,575           | 8,187               | 74,458              | (42,540)          | 11,823              | 7,917               | 7,917             | 7,917               | 7,917               | 7,917               | 7,917               |
| Repairs and Maintenance             | 10,449              | 26,404           | 19,720              | 17,793              | 14,818            | 16,299              | 16,667              | 16,667            | 16,667              | 16,667              | 16,667              | 16,667              |
| COVID-19 Expenses                   | -                   | -                | -                   | -                   | -                 | -                   | 1,250               | 1,250             | 1,250               | 1,250               | 1,250               | 1,250               |
| Depreciation                        | 9,029               | 9,029            | 8,718               | 8,110               | 9,887             | 8,998               | 8,998               | 8,998             | 8,998               | 8,998               | 8,998               | 8,998               |
| Insurance                           | 5,595               | 3,331            | 3,331               | 3,331               | 3,792             | 3,331               | 3,417               | 3,417             | 3,417               | 3,417               | 3,417               | 3,417               |
| Childcare Expansion Expense         | -                   | -                | -                   | 570                 | 61,246            | -                   | -                   | -                 | -                   | -                   | -                   | -                   |
| Interest Expense                    | -                   | -                | -                   | -                   | -                 | -                   | 1,400               | 1,400             | 1,400               | 1,400               | 1,400               | 1,400               |
| Printing and Postage                | 634                 | 827              | 894                 | 619                 | 755               | 1,937               | 750                 | 750               | 750                 | 750                 | 750                 | 750                 |
| Dues and Subscriptions              | 510                 | 727              | 365                 | 1,143               | 693               | 533                 | 1,839               | 1,839             | 1,839               | 1,839               | 1,839               | 1,839               |
| Bank Fees                           | 1,186               | 1,204            | 1,157               | 1,248               | 1,237             | 595                 | 583                 | 583               | 583                 | 583                 | 583                 | 583                 |
| Utilities                           | -                   | -                | -                   | -                   | -                 | -                   | -                   | -                 | -                   | -                   | -                   | -                   |
| Travel                              | -                   | 413              | -                   | -                   | -                 | -                   | 1,708               | 1,708             | 1,708               | 1,708               | 1,708               | 1,708               |
| Technology                          | 927                 | 976              | 1,086               | 226                 | 227               | 1,428               | 505                 | 505               | 505                 | 505                 | 505                 | 505                 |
| Marketing                           | 1,479               | 1,819            | 175                 | -                   | 2,895             | (584)               | 1,333               | 1,333             | 1,333               | 1,333               | 1,333               | 1,333               |
| Other Expenses                      | -                   | 610              | 933                 | 875                 | 4,231             | 1,031               | 375                 | 375               | 375                 | 375                 | 375                 | 375                 |
| <b>TOTAL EXPENSES</b>               | <b>495,017</b>      | <b>490,747</b>   | <b>494,201</b>      | <b>568,162</b>      | <b>459,891</b>    | <b>416,788</b>      | <b>485,435</b>      | <b>485,435</b>    | <b>485,435</b>      | <b>485,435</b>      | <b>485,435</b>      | <b>485,435</b>      |
| <b>TOTAL NET INCOME (LOSS)</b>      | <b>\$ (333,269)</b> | <b>\$ 16,890</b> | <b>\$ (298,047)</b> | <b>\$ (398,999)</b> | <b>\$ 142,188</b> | <b>\$ (304,694)</b> | <b>\$ (358,203)</b> | <b>\$ 539,797</b> | <b>\$ (358,203)</b> | <b>\$ (2,137)</b>   | <b>\$ (358,203)</b> | <b>\$ (358,203)</b> |
| <b>CASH FLOW ADJUSTMENTS:</b>       |                     |                  |                     |                     |                   |                     |                     |                   |                     |                     |                     |                     |
| Net Income                          | (333,269)           | 16,890           | (298,047)           | (398,999)           | 142,188           | (304,694)           | (358,203)           | 539,797           | (358,203)           | (2,137)             | (358,203)           | (358,203)           |
| Depreciation                        | 9,029               | 9,029            | 8,718               | 8,110               | 9,887             | 8,998               | 8,998               | 8,998             | 8,998               | 8,998               | 8,998               | 8,998               |
| Change in Receivables               | 106,475             | 93,196           | 11,304              | 1,958,290           | 9,969             | (3,773)             | -                   | -                 | -                   | -                   | -                   | -                   |
| Change in Other Current Assets      | 2,794               | 12,455           | 2,793               | 1,754               | (13,659)          | 16,730              | -                   | -                 | -                   | -                   | -                   | -                   |
| Change in Payables                  | 25,863              | (4,807)          | (23,961)            | 6,766               | 8,878             | (10,249)            | -                   | -                 | -                   | -                   | -                   | -                   |
| Change in Other Current Liabilities | 21,931              | 49,502           | 69,200              | (180,517)           | (32,906)          | 21,884              | -                   | -                 | -                   | -                   | -                   | -                   |
| Purchase of Fixed Assets            | -                   | -                | -                   | -                   | -                 | -                   | -                   | -                 | -                   | -                   | -                   | -                   |
| Change in Loans - EIDL              | -                   | -                | -                   | -                   | -                 | -                   | (148,956)           | (148,956)         | (148,956)           | (148,956)           | (148,956)           | -                   |
| <b>NET CASH FLOW</b>                | <b>(167,177)</b>    | <b>176,484</b>   | <b>(229,993)</b>    | <b>1,395,404</b>    | <b>\$ 124,357</b> | <b>\$ (271,104)</b> | <b>\$ (498,160)</b> | <b>\$ 399,840</b> | <b>\$ (498,160)</b> | <b>\$ (142,094)</b> | <b>\$ (498,160)</b> | <b>\$ (349,204)</b> |

UNAUDITED - FOR MANAGEMENT PURPOSES ONLY



Moody Early Childhood Center  
Rolling Forecast  
For the Year Ending August 31, 2023

|                                      | ACTUAL       |              |              |              |              |              | FORECAST     |              |              |              |              |              |
|--------------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
|                                      | September    | October      | November     | December     | January      | February     | March        | April        | May          | June         | July         | August       |
| Beginning, Checking                  | 248,691      | 278,748      | 387,458      | 520,618      | 237,305      | \$ 354,493   | \$ 125,948   | \$ (213,890) | \$ 344,293   | \$ 200       | \$ 200       | \$ 200       |
| Deposits/(Withdrawals)               | (284,251)    | (181,598)    | (232,225)    | (273,313)    | 117,188      | (278,547)    | (498,160)    | 399,840      | (498,160)    | (142,094)    | (498,160)    | (349,204)    |
| Transfer from/(to) Scholarship       | 20,000       | -            | -            | (10,000)     | -            | 50,000       | -            | -            | -            | 50,000       | -            | -            |
| Transfer from/(to) Money Market      | 292,308      | 292,308      | 365,385      | -            | -            | -            | 158,333      | 158,333      | 29,167       | 29,167       | 29,167       | 29,167       |
| Ending, Checking                     | 276,748      | 387,458      | 520,618      | 237,305      | 354,493      | 125,948      | (213,890)    | 344,293      | 200          | 200          | 200          | 200          |
| Beginning, Money Market 11010        | 1,330,709    | 1,040,476    | 1,106,230    | 743,077      | 2,411,794    | 2,418,963    | 2,428,406    | 2,268,073    | 2,109,740    | 2,080,573    | 2,051,406    | 2,022,240    |
| MM Deposits/(Withdrawals)            | 2,074        | 358,062      | 2,232        | 1,668,717    | 7,169        | 7,443        | -            | -            | -            | -            | -            | -            |
| Transfer from/(to) Checking          | (292,307)    | (292,308)    | (365,385)    | -            | -            | -            | (158,333)    | (158,333)    | (29,167)     | (29,167)     | (29,167)     | (29,167)     |
| Ending, Money Market                 | 1,040,476    | 1,106,230    | 743,077      | 2,411,794    | 2,418,963    | 2,426,406    | 2,268,073    | 2,109,740    | 2,080,573    | 2,051,406    | 2,022,240    | 1,993,073    |
| Beginning, Scholarship & Capital     | 25,015       | 120,015      | 120,015      | 120,015      | 130,015      | 130,015      | 80,015       | 80,015       | 80,015       | 80,015       | 30,015       | 30,015       |
| Transfer to Checking                 | (20,000)     | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            |
| Scholarship & Capital Deposit/(Draw) | 115,000      | -            | -            | 10,000       | -            | (50,000)     | -            | -            | -            | (50,000)     | -            | -            |
| Ending, Scholarship & Capital        | 120,015      | 120,015      | 120,015      | 130,015      | 130,015      | 80,015       | 80,015       | 80,015       | 80,015       | 30,015       | 30,015       | 30,015       |
| Beginning, Total Cash                | 1,604,415    | 1,437,238    | 1,613,702    | 1,383,709    | 2,779,114    | 2,903,471    | 2,632,367    | 2,134,207    | 2,634,047    | 2,036,887    | 1,893,793    | 1,385,633    |
| Checking Deposits/(Withdrawals)      | (304,251)    | (181,598)    | (232,225)    | (273,313)    | 117,188      | (278,547)    | (498,160)    | 399,840      | (498,160)    | (142,094)    | (498,160)    | (349,204)    |
| MM Deposits/(Withdrawals)            | 2,074        | 358,062      | 2,232        | 1,688,717    | 7,189        | 7,443        | -            | -            | -            | -            | -            | -            |
| Scholarship & Capital Deposit/(Draw) | 135,000      | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            |
| Ending, Total Cash                   | \$ 1,437,238 | \$ 1,613,702 | \$ 1,383,709 | \$ 2,779,113 | \$ 2,903,471 | \$ 2,632,367 | \$ 2,134,207 | \$ 2,534,047 | \$ 2,036,887 | \$ 1,893,793 | \$ 1,395,633 | \$ 1,046,429 |

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Giving every Galveston child the opportunity to soar!

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Board of Directors

March 17, 2023

Betty Massey –  
President

To: MECC Board of Directors

Jeri Kinnear –  
Vice President

From: Governance Committee

Angela Brown –  
Treasurer

Re: Policy MECC Board Calendar of Activities

Dr. John Prochaska–  
Secretary

Here is a draft calendar, based on input from Karin, and my research having looked through MECC board agendas over the past couple of years, as well as the bylaws.

Erica Adams

A couple of general questions/comments:

Dr. Amber Brown

Weez Doherty

Dustin Henry

Dr. Deborah Jones

Elizabeth Kennedy

Marcus Parker

Dr. Karen Ratcliff

Karin Miller –  
Executive Director

The Governance Committee reviews and provides a recommendation to the Board at the June meeting for the Executive Director's performance review and compensation recommendations. This happens at the same time the board is reviewing a second draft of the proposed budget for the next FY. Is that enough time between the June and July meetings for the budget to be adjusted to reflect any proposed changes to the ED compensation?

The Governance Committee has reviewed the Conflict of Interest policy in past years in May/June. Thought we may want to move this activity to October/November when there are fewer committee responsibilities (budget, elections, ED review, etc.).

Moody Early Childhood Center • Galveston, Texas • 409-370-0284



*The Moody Early Childhood Center is a United Way Partner Agency*



## **DRAFT POLICY FOR BOARD CALENDAR OF ACTIVITIES**

### **Background**

The affairs of Moody Early Childhood Center (MECC) shall be managed by its Board of Directors, in accordance with the MECC bylaws adopted on January 11, 2016 and revised on July 30, 2021.

The following is a calendar of annual activities, duties, and responsibilities of the board and its executive director. The Governance Committee of the board shall periodically review and revise this calendar.

**Key:** GC = Governance Committee  
 Budgetary  
 Board Composition  
 Board Development

| January   | February  | March   |
|---|---|---|
| <ul style="list-style-type: none"> <li>Reminder of Annual Board Training Requirements</li> <li>GISD Presentation</li> </ul>   | <ul style="list-style-type: none"> <li>Budget Amendments</li> <li>Review IRS Filings (Form 990)</li> </ul>  | <ul style="list-style-type: none"> <li>Calendar Approvals</li> </ul>  |
| April   | May   | Jun   |
| <ul style="list-style-type: none"> <li>Parent Handbook Approval</li> <li>GISD Contract (if needed)</li> <li>GISD Presentation</li> </ul>  | <ul style="list-style-type: none"> <li>Budget Amendments</li> <li>Review 1st Draft of Next FY Budget</li> <li>Employee Handbook Approval</li> <li>Review Board Training Hours</li> <li>GC prepares recommendations for ED Performance Review and Compensation</li> <li>GC recommendations on possible Board candidates</li> </ul> | <ul style="list-style-type: none"> <li>Review 2nd Draft of Next FY Budget (and/or Approve)</li> <li>GC presents ED Performance Review and Compensation Recommendations</li> <li>Procedural Handbook Approval</li> <li>Review banking relationships and policies/review signatures required by bank; update if needed.</li> <li>GC recommendations on possible Board candidates</li> </ul> |
| July  | August  | September   |
| <ul style="list-style-type: none"> <li>Approve Next FY Budget</li> <li>GC Prepares Nominations for Board Officer Positions</li> <li>Board votes to accept GC recommendations on Board candidates</li> <li>GISD Presentation</li> </ul>  | <ul style="list-style-type: none"> <li>Budget Amendments</li> <li>Renewal of Board terms</li> <li>Election of Board Officers</li> <li>Request for Committee Assignments</li> <li>Insurance Policies Approval</li> <li>Review/Approve Financial Audit</li> <li>Board Training Hours Due 8/31</li> </ul>                            | <ul style="list-style-type: none"> <li>New FY Begins</li> <li>Committee Assignments Finalized</li> </ul>  |
| October   | November  | December  |
| <ul style="list-style-type: none"> <li>Policies Review: Review Conflict of Interest Policy, Board Code of Conduct Policy, Employee/Volunteer Handbook, Code of Conduct Policy, &amp; Anti-Harassment &amp; Anti-Discrimination Policies</li> <li>GISD Presentation</li> </ul> | <ul style="list-style-type: none"> <li>Budget Amendments</li> </ul>   |   |

**Resources/References:**

- Council of Nonprofits [Annual Board Tune-up List](#)
- Stanford Law [Sample Annual Board Calendar](#)
- <http://www.nonprofitlawblog.com/nonprofit-board-calendar-agenda/>

## **Certificate of Adoption of Policy**

I do hereby certify that the above stated Policy of the Board of Directors of Moody Early Childhood Center was adopted by the board of directors.

Adopted Date: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Secretary: \_\_\_\_\_

Date: \_\_\_\_\_



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**MECC: Executive Director  
Board Report  
March 24, 2023**

**A. MECC 101**

- i. Quick overview of Departments, the staff, and their activities
  1. Safety
  2. Family Engagement (Recruitment, Scholarships, Community Partners, Programs, etc.)
  3. Texas Rising Star and Child Care Provider Expansion Initiative
  4. Administrative Services (Enrollment, Attendance, PEIMS, Tuition, Financial Procedures etc.)
  - 5. Education (Infant/Toddler, PK, Enrichment)**
  6. Family Services (Student Referral Process Social/Emotional Learning, Counseling, Programs, etc.)

**B. Information**

- i. GISD
  1. Updating MOU
- ii. Education – Extension Activities
  1. Spring Break – mini camp
  2. Summer
- iii. Audit
  1. In process
  2. Received extension for adult education classes
- iv. Workforce
  1. Child Care Relief Funds
    - Payments
      - i. April = \$356,065.50
      - ii. August = \$356,065.50
      - iii. October = \$356,065.50
      - iv. January = \$356,065.50
      - v. 5<sup>th</sup> Payment (April?) = \$356,065.50
  2. Child Care Provider Expansion Initiative
    - i. Rooms are open
    - ii. Once licensing sends the new capacity, we will send to Expansion for funding

**C. Events**

- i. GOFM Harvest
  1. Radishes, Peppers, Lettuce and Swiss Chard
- ii. PK Field Trips
  1. Rosenberg Library Story Time
- iii. Fatherhood Initiative Starting

**D. Action Items Consideration**

- i. Calendar – Infant/Toddler



# Moody Early Childhood Center

## Infant and Toddler

### 2023-2024

<http://moodychildhoodcenter.org/en/>  
 1110 21st Street Galveston, Texas 77550  
 (409) 761-6930  
 Fax (409) 750-7177

#### MECC Hours

Infants and Toddlers 7:00 a.m. - 6:30 p.m.  
 Early Release 3:00 p.m.

#### MECC Holidays Closures

|                   |                            |
|-------------------|----------------------------|
| September 4, 2023 | Labor Day                  |
| November 23, 2023 | Thanksgiving Holiday       |
| November 24, 2023 | Thanksgiving Holiday       |
| December 25, 2023 | Christmas Holiday          |
| December 26, 2023 | Christmas Holiday          |
| January 1, 2024   | New Years                  |
| January 15, 2024  | Martin Luther King Jr. Day |
| March 11, 2024    | Spring Break               |
| March 29, 2024    | Good Friday                |
| May 27, 2024      | Memorial Day               |
| June 19, 2024     | Juneteenth                 |
| July 4, 2024      | Independence Day           |

#### Early Release @ 3:00 p.m.

|                   |
|-------------------|
| November 3, 2023  |
| November 22, 2023 |
| December 22, 2023 |
| March 28, 2024    |
| May 24, 2024      |
| July 3, 2024      |

#### AUGUST 2023

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    | 1  | 2  | 3  | 4  | 5  |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 |    |    |

#### FEBRUARY 2024

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    | 1  | 2  | 3  |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 |    |    |

#### SEPTEMBER 2023

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

#### MARCH 2024

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 |    |    |    |    |    |    |

#### OCTOBER 2023

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 |    |    |    |    |

#### APRIL 2024

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 |    |    |    |    |

#### NOVEMBER 2023

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |    |    |

#### MAY 2024

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 |    |

#### DECEMBER 2023

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 |    |    |    |    |    |    |

#### JUNE 2024

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    |    | 1  |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 |    |    |    |    |    |    |

#### JANUARY 2024

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 |    |    |    |

#### JULY 2024

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 |    |    |    |