



**Sunshine Academy**

[www.sunshineacademy.com](http://www.sunshineacademy.com)

**Parent Advisory Board Meeting Minutes  
October 16 – 18, 2018  
4:30 – 5:45 PM**

- Discussed emergency preparedness plan
  - Sunshine has an Emergency Preparedness Handbook that was written in collaboration with the Brookline Police, Fire, and Parks Departments.
  - Sunshine conducts monthly fire practice drills and regular shelter in place drills.
  - All teachers are first aid certified (biannually) and CPR certified (annually); certification is paid for by Sunshine Academy.
- Discussed teacher benefits
  - See handout titled “Summary of Teacher Benefits 2018” for full details.
  - All teachers are salaried (and eligible for overtime) because they are educators, not babysitters, and all have degree(s) in early childhood development or a related field.
  - Teachers are observed given feedback every 60 days, and each teacher is graded based on a set of 40 metrics, and
  - Every 6 months, teachers are eligible for a pay increase of up to \$3250 (average pay increase is \$2000 per review which is equivalent to approximately \$4000 per year); no salary cap.
  - Teachers are provided with enough tuition reimbursement/seminar funding to cover their required yearly continuing education requirements.
  - Suggestions from Parents regarding teacher benefits:
    - Partner with local businesses to get discounts for Sunshine teachers
    - Look into joining the Brookline Chamber of Commerce
    - Look into offering short term disability insurance
- Discussed Facebook
  - Sunshine Academy is now on Facebook! Purpose: communicate with current families and attract new families.

## **Action items:**

1. Mark your calendar:
  - a. Parents are welcome to join the First Aid/CPR certification day on February 16 (CPR is at 9am and first aid is at noon). You will receive an American Red Cross certification card for completing the course.
  - b. Halloween Parade and Party: Friday October 26 430-6 at Sunshine Park and Washington Square Outdoor Classroom
  - c. Winter Music Shows: Tuesday January 29 (Sunshine North); Wednesday January 30 (Sunshine South); Thursday January 31 (Washington Square)
  - d. Next Parent Advisory Board Meetings: January 8 (Sunshine South); January 9 (Washington Square); January 10 (Sunshine North)
  - e. For an update of all events click here:

<http://sunshineacademy.com/events/>

2. Send ideas for teacher benefits to Andrew via [andrew@sunshineacademy.com](mailto:andrew@sunshineacademy.com)
3. "LIKE" Sunshine Academy on Facebook
4. Send ideas for Facebook Content to Andrew via [andrew@sunshineacademy.com](mailto:andrew@sunshineacademy.com)
5. Parents can dress up for the Sunshine Academy Halloween Party, too!