

## Children's Program Committee Report for Rep Com – 3/1/2014

The Children's Program Committee met for the first time this year by conference call, 1/27, to begin planning the Children's Program for the Annual Session. Current members of the committee are: Terrill Keeler, clerk, David Forbes, Heather Levien, Nate Secrest, Davetta Williams, and Denise Williams. As last year's Children's Program Coordinator, Keenan Lorenzato is also serving on the committee.

At the first meeting, without Keenan being present, we considered his interest in serving again this year as coordinator. It was agreed that he had done an outstanding job of supporting teachers and children alike during the 2013 session and the committee gratefully accepted his offer to be coordinator this year.

We also discussed the coordinator pay which has been \$599 for the past three years. This amount was decided upon by the committee following at least two years in which it had been \$3000. According to the collective memory of those present, the reduction was made when the committee thought it was "too much" given the duties performed, and \$599 was chosen, in part, to avoid payroll and individual taxes. However, given the numerous duties expected both before and during annual session, as outlined in the job description, it was agreed that \$599 seemed too little. Suggestions were made for persons to ask to be on an ad hoc committee to consider this topic. The ad hoc committee's recommendations follow at the end of this report.

The other main topic of our first meeting was curriculum and how to deepen the Quaker experience for the children participating in the program. As one committee member expressed it, "How can we make their experience different from any other summer camp or program they might attend?" It is our goal to bring in more Quaker activities and content, while also maintaining the high level of fun and fellowship the children have come to anticipate and to enjoy.

A second conference call meeting before Rep Com has been scheduled for 1/24. Agenda items for that meeting will include: Discussion of the Annual Session Draft Schedule and ways that will impact the Children's Program; beginning the process of selecting teachers; creating a timeline for the tasks to be done before the annual session, both for the coordinator and the committee; and, a review of the application and background check process for teacher applicants.

### Recommendation for an Increase of the Children's Program Coordinator Pay

The Children's Program Committee has been concerned that the current pay of \$599 for the Children's Program Coordinator is inadequate for the amount of work and skill involved. An Ad Hoc Committee was formed to consider an increase. Members of the committee were Joe Magruder, longtime member and Clerk of the CPC for six years; Ed Flowers, past Pacific Yearly Meeting Treasurer and member of the Finance Committee; Heather Levien, two time Children's Program Coordinator, teacher, and past and current member of the committee; and Terrill Keeler, current CPC Clerk. This committee met by conference call 2/13/14.

Factors discussed at the meeting were: the history of payment of the coordinator; comparison with North Pacific Yearly Meeting's Children's Program Coordinator; and

whether the Coordinator should be considered an employee or an independent contractor. The range of payment, according to those present, has been from nothing beyond a fee waiver for the annual session, to \$3000 per year. NPYM has recently hired a ¼ time (500 hours) employee at \$15 per hour to serve as their Coordinator. (Efforts to contact IMYM for similar information were unsuccessful.) Based on the current job description for the PYM Children's Program Coordinator (see the PYM website), it is estimated that it takes 100 hours to fulfill the duties required, prior to, during and following the annual session. Using NPYM's rate of \$15 per hour, this would be \$1500. PYM would also be responsible for approximately \$150 for payroll taxes. The Ad Hoc Committee sees the Coordinator as an employee vs. an independent contractor in that the person is fulfilling duties outlined by the Children's Program Committee and is supervised by that committee.

Based on the above, the Ad Hoc Committee recommends that the Children's Program Coordinator be paid \$1500 per year as an employee of Pacific Yearly Meeting.

Respectfully submitted,

Terrill Keeler, Children's Program Committee Clerk