



**For more information, contact:
Catherine Edison, Development Director
603-422-8223**

Mission: To provide high quality child care and early education for children age eight weeks to 12 years, to give priority to children that are in need, and to take a leadership role in advocating for children and families.

Job Description: Board Member

Board membership is critical to the success of the center's mission: To provide high quality child care and early education for children age eight weeks to 12 years, to give priority to children that are in need, and to take a leadership role in advocating for children and families. We serve all families, and have a very diverse population. Over 36% of children at Community Child Care Center are from single parent families, and 29% of families receive state, city, or private scholarships towards child care tuition.

Accountability: Michelle Flynn, President
Staff Resource: Catherine Edison, Development Director
Term of Office: Three Years

Major Responsibilities:

- * Provide wisdom, work and/or wealth
- * Set policies for the Center, including long and short term plans of action
- * Hire the Operations Directors
- * Participate in all Board Meetings
- * Serve on at least one committee
- * Participate in all Center fundraisers

Other Responsibilities:

- * Promote the Center's community and business interests
- * Provide leadership, direction and a sense of vision for the staff
- * Oversee operations to ensure the Center is meeting the needs of the community, as well as the needs of all parents and children
- * Provide expertise in the operation of the Center
- * Monitor financial conditions and approve the budget
- * Elect the Officers of the Center
- * Prioritize the goals and objectives of the Center
- * Commit to quality child care; make individual informed decisions on issues; commit adequate time and effort
- * Bring unfinished business before the Board

Qualifications:

- * Desire to advance the mission of the Community Child Care Center of Portsmouth
- * Ability to work well with other people
- * Monthly Board Meetings held 3rd Tuesday of the month, 7:30AM at Community Campus:
1 – 1.5 hours per month
- * Depending on committee/ project involvement, other meetings may be needed

Statistics: Community Child Care Center of Portsmouth

- A 501 c3 organization
- \$1.8 million budget
- 3rd Largest Licensed Child Care Center in the State (1st and 2nd largest serve Greater Manchester)
- Founded: December 1967, started with 29 children of low income families
- Serve **All** Families of All Backgrounds and Income Levels in the Greater Seacoast
- Prioritize care for children in need (DCYF children needing preventative care and low income families working towards stability)
- Licensed for: 267 Full-Time Children in all programs for ages 8 weeks to 12
- Locations:
 - Community Campus, 100 Campus Drive, Ste 20, Portsmouth, NH
 - Little Harbour Elementary School, PEAK Before and After School Program
 - Dondero Elementary School, PEAK Before and After School Program
 - New Franklin Elementary School, PEAK Before and After School Program
 - Community School, Community Campus, Portsmouth (Partnership with Portsmouth School Dept. and Portsmouth Early Education Program)
 - Community School, at Greenland Central School, Greenland (Partnership with SAU50 and Greenland Central School)
- CCCC (Community Campus) Early Childhood Programs **Accredited** 2008-2013 by the National Association for the Education of Young Children (NAEYC), *The Mark of Quality*
- Program for Elementary Aged Kids (PEAK) **Awarded** Licensed Plus 2009 by State of NH Division of Health and Human Services Bureau of Child Care Licensing
- CCCC partners with Head Start providing afternoon care to these families; CCCC is actively giving and receiving referrals from/to Families First (promoting health and dental care for uninsured)
- Children Served Currently: 280+
- Children Served At Community Campus: 150+
- Children Served At PEAK Program (All 3 Portsmouth Elementary Schools) and Greenland Central School: 130+
- Diversity: 75% white, 25% Asian, Hispanic, African American, Arab or Middle Eastern, or Native American
- Scholarships: over \$252,000 in state tuition assistance and over \$18,000 in scholarships given annually to families at 100% of poverty level, very low to low income, or in DCYF care
- Current Scholarships: 29% of CCCC families receive state assistance or scholarship funds through grants made by NH DHHS, Division of Child, Youth & Families, City of Portsmouth Welfare Department, City of Portsmouth Community Development Department, and private individuals
- Parents: 36% single parent families served (89% are women, 11% are men), 80% of CCCC parents work IN Portsmouth;
- Staff: 7 Administrators, 42 Teachers and Substitutes (35 full-time, 14 part-time)
- Volunteers: 20+ Active volunteers
- Other programs, events: Arts & Children Together (ACT); CCCC Children's Art Show; Annual *Dance for the Stars*, Children's Cup Golf Tournament, CCCC Friendraiser Parties

**Community Child Care Center of Portsmouth
Board of Directors
April, 2011**

NAME OFFICER POSITION	EMAIL PHONE/FAX	PREFERRED MAILING ADDRESS	BACKGROUND
Michelle Flynn, President	mchaissonflynn@gmail.com (W) 431-7894	301 Lincoln Ave. Portsmouth, NH 03801	Heinemann Publishing employee Parent of children at CCCC
Matthew G. Stachowske, Vice President	mstachowske@hpgrlaw.com w) 436-0666	402 State Street Portsmouth, NH 03801	Attorney with Hoefle, Phoenix, Gormley & Roberts
Tim Dempsey, Treasurer	tim@dhkfinancial.com (603) 436-5801 (603) 431-3346 fax	DHK Financial Advisors, Inc. 3 Greenleaf Woods Drive Suite 202, PO Box 4162 Portsmouth, NH 03801	Finance/Investor
Alyssa Murphy	manypennymurphy@gmail.com m h) 917-826-3996	334 Lincoln Avenue Portsmouth, NH 03801	Architect Parent of children at CCCC
Deb Scott	dscott@fsbdover.com (W) 766-3113 fax 766-3115 (C) 498-3243	Federal Savings Bank 1650 Woodbury Ave. Portsmouth, NH 03801	Community Development Marketing
Nancy Andrews	Nancy.andrews@nemoves.com (W) 334-1817 (C) 828-8894	Coldwell Banker 25 Maplewood Avenue Portsmouth, NH 03801	Hampton Elementary School Principal/Educator
Bill Christo	billchristo@aol.com (H) 964-8110	12 Richards Rd. Rye, NH 03870	Parent of children at CCCC Owner, Bill Christo Photography
Sarah Pendleton	Sarah.j.pendleton@comcast.net (H) 373-8551	1051 South St. Portsmouth, NH 03801	Former parent at CCCC
Tracey Melchior	melynch04@comcast.net (C) 988-8265; (H) 433-1143	1061 South Street Portsmouth	Investment analyst at Prime, Bucholz & Associates
Seth McNally	Seth.mcnally@gmail.com ; Cell: 740.971.4667	226 Exeter Road Hampton, NH 03842	Finance/ Investor for Wells Fargo
Deb Stokel Operations Director/Program Director- Early Childhood Education	dstokel@communitycampus.org g w) 422-8223 fax 422-8227	Community Child Care Center of Portsmouth 100 Campus Drive, Suite 20 Portsmouth, NH 03801	Education Early Childhood, Professor of ECE at GBCC
Kelly Lee Operations Director/ Program Director – School Age Programs	klee@communitycampus.org (W) 422-8223 fax 422-8227	Community Child Care Center of Portsmouth 100 Campus Drive, Suite 20 Portsmouth, NH 03801	Education School Age Programs

Community Child Care Center of Portsmouth
Board Meeting Schedule
2010

Board meetings are held on the third Tuesday of each month in the Board Room of the Community Campus.

Tuesday, January 25, 2011	Agency Annual Meeting	6pm at Community Campus Indoor Playspace
Tuesday, February 15, 2011	7:30am	
Tuesday, March 15, 2011	7:30am	
Tuesday, April 19, 2011	7:30am	
Tuesday, May 17, 2011	7:30am	
Tuesday, June 21, 2011	7:30am	
Tuesday, July 19, 2011	Annual Agency Picnic	6pm at Four Tree Island, Portsmouth (optional)
Tuesday, August 16, 2011	7:30am	
Tuesday, September 20, 2011	7:30am	
Tuesday, October 18, 2011	7:30am	
Tuesday, November 15, 2011	7:30am	
Tuesday, December 20, 2011	7:30am	



Strategic Plan Summary

2009 - 2012 Goals for the Community Child Care Center

- 1. Program Quality - *Long term outcome:*** In the next three years, CCCC will still be accredited by NAEYC. The Greenland site will pursue accreditation and PEAK will be practicing identified national standards for school age programming. The Center will be successful in recruiting and retaining teachers to meet accreditation timelines for teacher qualifications.
- 2. Financial Management - *Long term outcome:*** In the next three years, CCCC will have \$400,000 in reserve cash on hand, will operate all finances efficiently and productively, and will have plans for long-term sustainability.
- 3. Community Development- *Long term outcome:*** In the next 3 years, CCCC will be recognized in the community as a premier center.
- 4. Fund Development - *Long term outcome:*** In the next 3 years, CCCC will have a development system in place with an increase in the percentage of grant funds for program operation and/or expansion.
- 5. Leadership Succession Plan - *Long term outcomes:*** In the next three years, CCCC will have developed and implemented a leadership succession plan to ensure the continuity of operations at the Center in the event of changes in the management team.
- 6. Marketing/Branding- *Long term outcome:*** *In the next three years, CCCC will have a solid, established, and recognized brand.*

our website: communitychildcarehh.org

COMMUNITY CHILD
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PORTSMOUTH
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EMAIL US CCCCINFO@COMMUNITYCAMPUS.ORG

Welcome to the Community Child Care Center of Portsmouth

The Community Child Care Center of Portsmouth (CCCC) is a private non profit organization that provides a nurturing and stimulating early learning environment for children in the Seacoast NH area. CCCC provides early education, child care and recreation, including before and after school care, to children ages eight weeks through 12 years old, giving priority to families in need. Cash and inkind donations needed. We appreciate your support!



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