

Point Neighborhood Child Care Cooperative

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Table of Contents

Project	
Abstract	3
Executive Summary.....	4
Community Needs Assessment	5
The Problem.....	7
Target Community.....	8
Addressing the Problem.....	9
Stakeholders.....	11
Project Goals.....	12
Project Design.....	14
Review of the Literature.....	14
The Program	15
Participants.....	15
Community Role.....	15
Host Organization.....	16
Organizational Chart.....	16
Method.....	17
Products and Outputs.....	17
Project Implementation	18
Implementation Plan	
Staffing Patterns.....	19
Budget.....	19
Budget Pro-forma.....	20
Management & Information Systems.....	21
Performance Indicators.....	22
Plan Reporting.....	23
Sustainability Plan.....	25
Sustainability Elements.....	25
Institutional Plan.....	25
Results	26
Recommendations.....	27
bility & Consent Forms.....	28
References.....	31

Abstract

Point Neighborhood Childcare Cooperative an affordable childcare cooperative for the residents of the Point Neighborhood in Salem, MA whereby the targeted local low-income Latino residents will be primary supervisors of an organization that will also incorporate entrepreneurship training modules that will promote community empowerment. Moreover, this project will intend to democratically offer the members of these programs sole power over their organizations. This will be accomplished by giving them the proper educational and management tools in order to help the Cooperative to enhance and increase its capacity to operate at a larger scale. The cooperative will provide these seven participants the opportunity receive free childcare services (i.e. potential program membership, free childcare services and a safe environment in which children can develop socially). Answering a community need for affordable and accessible childcare, the Cooperative also allow for increased economic stability of the individual residents.

Using the help of the local Salem Harbor CDC management workshops, participants will be trained in professional development classes and other job training courses. These Programs will advocate for local participants' professional development. Therefore, the participants will use these training sessions and workshops to increase business management skills and to help them provide perceptual direction for the cooperative. In addition, it will provide adequate services at affordable price.

The outcomes of the cooperative will be evaluated by (1) how many of the local 7 initial participants residents take part and continue to use these services; (2) by how many of these participants will complete the entrepreneurship training modules; and (3) how many parents/clients are able to either (a) maintain their employment status, (b) increase their working hours, and/ or (c) obtain employment.

Executive Summary

The Point Neighborhood Childcare Cooperative will help low-income Latino families have an opportunity to receive low cost childcare services in order to help them stabilize or increase household income. Thusly, the cooperative will provide a non-profit organization owned and operated by the resident participants of the Point community. The Point community is located about ½ a mile from downtown Salem (MA) populated by mostly Latino immigrants from Dominican Republic and Puerto Rico. The neighborhood is the primary sector of low-income housing residence in the city of Salem. City officials identify the community as a point of accessibility to the availability of narcotics, and it is called by the Spanish name of El Punto (the Point). However, the community as been able to set aside this stereotype image with the help of the local Harbor CDC and the participation of active resident leaders who have commenced working on potentially new housing developments and entrepreneurship programs for the community. These efforts are giving the community a chance for hope in creating a strong sustainable neighborhood.

The Point neighborhood still lacks various economic enhancement mechanisms that still impede a great number of residents from achieving economic growth. One of those would be the lack of affordable childcare in the community and the surrounding area of the North Shore. This creates difficulties for those parents who have underage children in need of care during hours of work. Parents sometimes cannot sustain a full

time status at their institution of employment, withholding them from economic growth for the household.

One of the most important goals of the organization was to help the economic disadvantage families of the area by providing affordable and dependable services to them in their local communities. Also, the project intends to help parents who were unable to work full time shifts become able to earn more income, search for adequate employment or professional development opportunities.

During the past year the cooperative has been able to provide services to a small group of individuals, providing them the opportunity to enhance their economic status for themselves and their households. The cooperative has provided participants with childcare services and workshops on financial literacy (basics of banking) in order to help the families understand the importance of financial organization in their day-to-day lives.

Community Needs Assessment

The city of Salem has a total population of 40,407 residents according to the 2000 US Census, in which 2,264 are children under the age of five and 2,453 under the age of ten. 719 of these children (6.9 %) attend nursery schools and preschool, and 456 (4.4 %) attend kindergarten. However, 2,319 are females (5.7 %) that have been

reported as head of household, with one source of income. Also, 692 (7.1 %) out of 9,750 families fall in between the medium income range, which varies, between \$15,000 and \$24,999, and 1, 131 (11.6 %) families fall in between \$25,000 to 34,000; this is based on single parents. In addition, 2, 738 families (28.1 %) rent in the area for a 2 bedroom home costs between \$ 800 to \$ 1,000 per month.

With these percentages in mind we can see that only 1,175 (22%), of the children of Salem are being reported as receiving official childcare services. This indicates the 3,542 (75%) of the children or not currently reported as obtaining any official type of childcare services. This leaves a very high amount of children without receiving appropriate childcare.

Figure 1

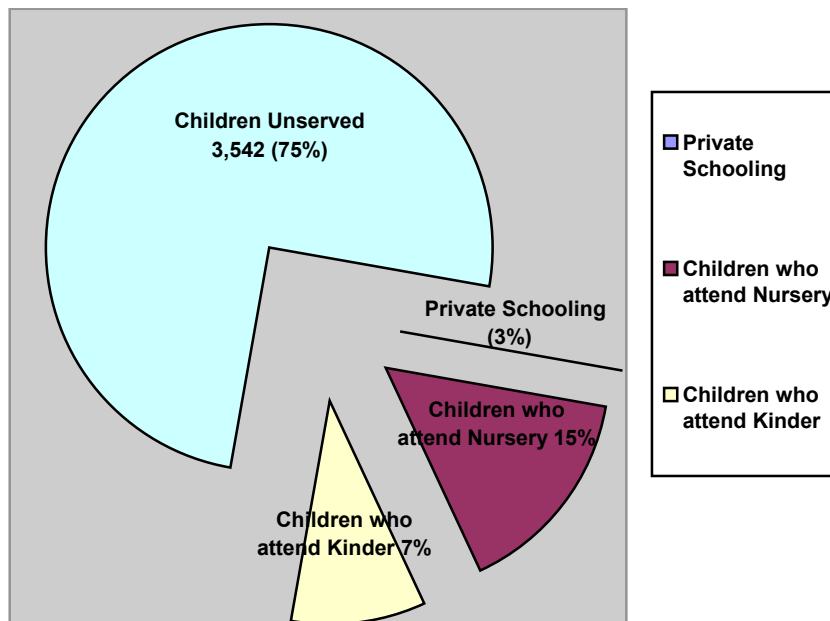
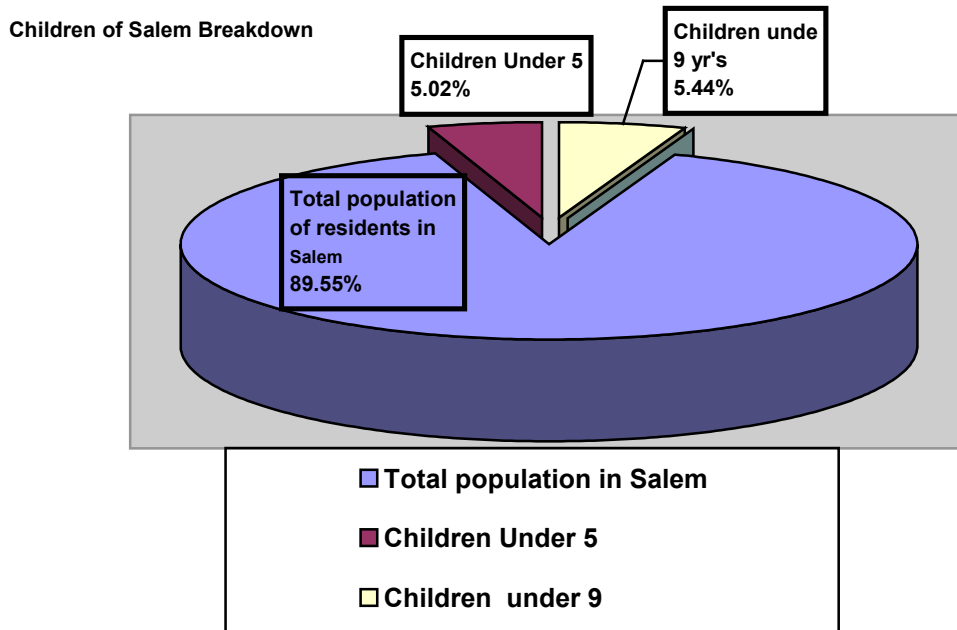


Figure 2



Source: U.S Bureau of the Census 2000

Also, we can see that a great number of single parents fall under the medium wage income. This means that single parents are not producing sufficient income due to the lack of affordable childcare. This, in turn, is limiting their working hours because of the obligation to care for their children. However, the cooperative will try to alleviate these income strains by acting as a dual function entity that will provide childcare at no cost and in return it will give parents the opportunity to search for employment, education/professional development or increase work hours. In the area of the Point there is only one daycare that supervises 8 to 10 children ranging from 2 year old to 5 year old. Their working hours are from 8 pm to 6pm Monday through Fridays. They offer services for all residents of the point, both low-income and medium income. The

residents of the Point are forced to search for childcare providers outside their community, in the surrounding towns (i.e. Danvers, Peabody, Marblehead, Beverly and Swampscott) due to higher cost than the other providers in Salem charge.

II-Problem

Salem seems to be absent of affordable childcare services specifically in the area of the Point neighborhood where there is only one small daycare center. However, there are smaller babysitting homes considered underground providers because of their unofficial status or lack of state certification. However, the purpose of the cooperative will not be to provide certification to members but to give them freedom to create a childcare that will fit their individual needs and the needs of the community. We can assume that having these few networks the neighborhood can provide some methods of childcare, but not all these providers' serve the vast amount of non-traditional hours of childcare needs specifically for those parents that work during a second shift (3pm to 11pm). Some residents that do not qualify for childcare services because of the lack of economic ability are apt to rely on family members or friends to care for their children. However, this can provide obstacles for these families in some instances by having them to search for available people on a day-to-day basis. The cooperative will alleviate these stresses and restraints currently facing these participants and will help them develop a support group among the members and the community.

Also, affordability continues to be an issue for many parents – specifically for those that can't maintain stable employment because they lack adequate childcare. As I mentioned before the majority of the residents of the Point Neighborhood are low income and cannot afford some of the prices presented by the local childcare provider located at 90 Congress St in Salem. The average price of services range between \$200 to \$250 a week depending on the age of the child; in addition, the average rent in the area can be as high as \$1000 or more plus other costs. The prices escalate if parents continue to search outside the radius of the neighborhood.

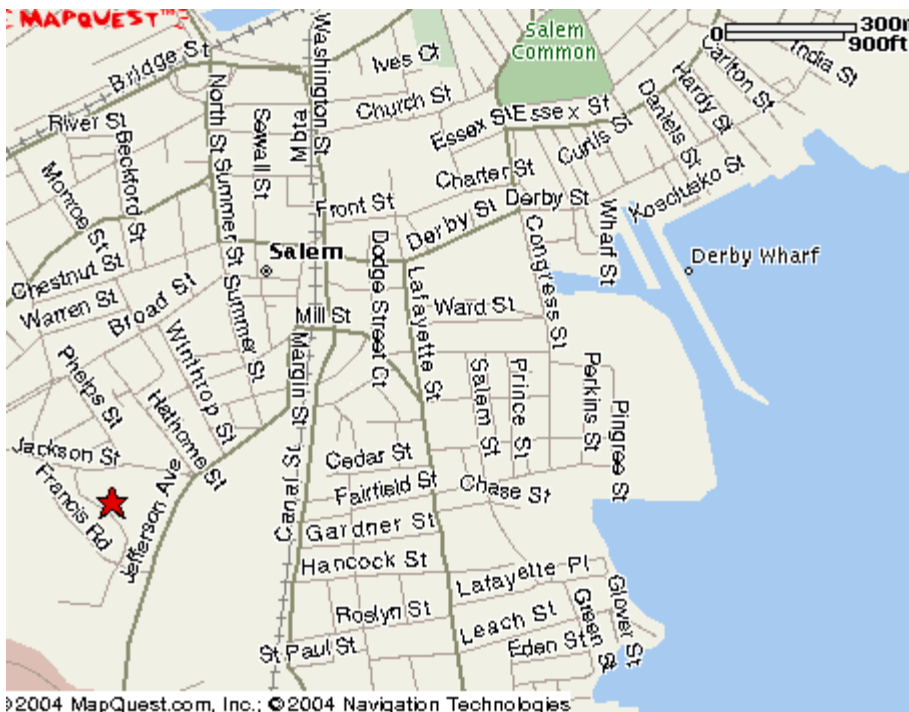
Some families are able to receive some subsidized financial assistance through government programs that assist low-income families with part of the cost. However, these programs have been overwhelmed with the amount of families that are in need of assistance, creating insufficient funds to cater a large group of parents. Also, the budget crisis that is affecting the state of Massachusetts has also been limiting these programs from receiving more funds towards their mission.

Therefore, a vast majority of parents have to reduce working hours with their present employers in order to stay at home to take care of their children, thus preventing them of earning an income to better their economic situation. Some parents do receive Temporary Assistance for Needy Families (TANF) that in some cases might alleviate some of the economic burdens. Another way that families cope with these

issues is by relying on relatives and friends. The obstacles with this informal network are:

- (1) A great number of residents do not have relatives nearby.
- (2) The liability issues are very high.
- (3) Problems with time availability or schedule conflicts.

Target Community



The targeted community is composed of a vast amount of minority Latino immigrants that are centralized in the neighborhood called the Point in Salem, MA. The community is known for hosting low-income housing and residents. However, the area has been making more opportunities for the Latinos residents by creating professional development programs available to the residents.

Addressing the Problem

To address these problems community residents were presented with the idea of a childcare cooperative that will offer affordability and flexibility to parents in need of these services. The cooperative will offer unemployed parents the opportunity to search for jobs, receive developmental work training, and seek educational advancement, and/or any other professional development tools. This will eventually provide these families with increased income that will help the economic status of their households and community. Moreover, the members will have control of this organization where they can elect board members and establish bylaws and other administration duties that will make this self-help democratically controlled and the program community owned. This will also reaffirm the participants of their empowerment.

The cooperative will offer a traditional and inexpensive model of operation. The cooperative will use the Parent/Point model. This type of model is composed of parents who have formed an association to provide quality childcare for their children by using a tracking system measure the time and effort of each parent. In addition, it will also incorporate the traditional steps of the cooperative model where members contribute an initial membership fee towards the capitalization of the program and also elect a board of directors on a one-member one-vote basis. The boards will set bylaws and policies and also supervise the program's management. The members of the cooperative decide the Point system operation at the beginning stage of the program. Daytime care will be

provided at members/sitters homes; also evening or night care will be provided at either participant's house depending on circumstances.

The Sample Point Scale that will be used will be the following:

- 4-points will be awarded for an entire shift of eight hours.
- 3-points per child for a shift of four hours or 1/2 a shift.
- 2-points per child for two hours.
- 1-point per child for one hour.

For each shift used, points will be deducted

There will be no limit on the amount of points that a member can accumulate however members will be informed weekly of the amount of points earned and for those that have not earned points will be sent warning notice informing them of the lack of participation in the cooperative. These notices will be filed by the secretary and reviewed by the board and members in the bi-weekly meetings.

The cooperative will follow a three step warning agreement.

- 1- The member/participant after 15 days will be sent a warning notice after informing the matter of lack of usage of the program.
- 2- The member/participant will be sent a letter of probation if points have not been accumulated 15 days after the first warning by the elected secretary.
- 3- The member will be sent a notice of dismissal after 30 days of not using the service or responding to the first and second notice. In which case the member will be asked to appear in front of the board and members to review its case or status in the cooperative.

Stakeholders

Stakeholders are accumulation of local groups and organizations, which are also, involve in supporting and advocating for the Cooperative a formal breakdown is given below in the Stakeholder chart (fig 1.1).

Table 1.1

Name of the stakeholder group and/or organization	What is their opinion of the project & its goals?	Potential Benefits (+) Cost (-)	Project discussed w/this group or organization?	What is their Role in the project?
<i>Children or clients</i>	<i>N/A</i>	<i>+(Benefits) Adequate care and better Development for the child.</i>	<i>N/A</i>	<i>The child will receive adequate care and more one on one attention that will help in the development of the child</i>
<i>Salem Harbor CDC</i>	<i>Interested, but still will like to see more research on the matter. However, it will offer members meeting locations and small business managerial training.</i>	<i>+(Benefit) Continue to provide services and present good results to legislators and community residents.</i>	<i>Yes</i>	<i>They will offer training and educational workshops to those members that are interested in improving their work skill and improving their money management skills. Will provide grant and fundraising activities to keep the cooperative sustainable economically.</i>
<i>Members/ Parents of the Salem Point Neighborhood</i>	<i>Enthusiastic and willing to participate in the cooperative. Also, interested in changing their financial status by acquire more free time in their schedule</i>	<i>+(Benefits) Adequate care at affordable price. Multilingual staffs to provide better interaction with the children and Parents. Also, opportunity to pursue economic ventures</i>	<i>Only with a small group more residents need to sampled and informed. Residents do see the need for more community owned organizations in the community. A program that can provide economic relief to some residents</i>	<i>Will be sole owners of the cooperative and will have the power to delegate their board of directors. Also, have power over all operations of the program.</i>

Project Goals

As a result of the lack of affordable childcare services within the area of the Point Neighborhood, residents will be provided with a vehicle aimed at helping economic disadvantaged families. Therefore, the goals of this project are:

- To help economic disadvantage families by providing affordable and dependable services.
- To help parents who are unable to work full time shifts or search for employment and earn more income and other professional development opportunities.
- To create a community entity that will be supervised by community resident participants, offering a community economic development aspect.
- To help participants create links with the parents of the children who are also residents of the area.
- To provide management training to staff member in order to successfully run this program and maintain proper bookkeeping and staff information filed.

Project Objective

The objectives that have been set for the cooperative and the participants are the following:

For the Cooperative

- 1-Have 6 to 7 members registered or selected by summer of 2004
- 2-Have board of directors and employees selected by summer of 2004
- 3-Establish rules and regulation of the Cooperatives Management by summer of 2004
- 4- Have an adequate location /space where the cooperative can hold bi-weekly/monthly meeting for members.
- 5- Identify a program secretary in order to start operation effectively and adequately.
- 6- Starting day of operation for the cooperative will be September 2004

Financial Operations

- 1-To have in place all government funding or donations ready for use by August 2004

2-Members joining fee will be \$50 per member, paid at the start of the fiscal year, to be used for supplies needed for member meetings. The low-income participant members would not have to be held accountable to pay any other fee throughout the rest of year by August 2004.

3-By May 2004, submit loan proposal application to the Cooperative Development Foundation in order to qualified for any possible available grants or other types of financial aid.

The funds requested will be used for operational costs and to provide nourishments for the children, developmental toys and books that will help enhance the children educational and social development.

Participants Outcomes

1-By November 2004 have updates of the numbers of member's employment status for those who start without employment.
3 to 4 months after the start of the cooperative.

2-By April 2005 have 70% of the members enrolled in employment or academic development activities.

Design

Literature Review

Childcare cooperatives have existed in the United States for hundreds of years. However, organized childcare cooperatives became recognized in the 1900's. Moreover, at the end of the 1980's mothers began to head back to the workforce (Engle, 2000). Childcare cooperatives offer quality care for children while their parents work. They offer full daycare and more and more parents acquire interest in this system because of its great services and affordability (Willer, B. 1987).

The 193 responding cooperatives that provide care for about 9,000 children also provide 203 full-time and 435 part-time jobs, thus making these programs source of income to low-income members. However, to make successful members we have to come up with different ways of running the childcare cooperative. Michele Randall gives an example of one cooperative where they use Popsicle sticks to keep track of each member's contribution and hours earned by caring for other members child's (*Henley, J. R, 2000*).

Gary Myers mentions in his book *Smart Mom's Baby Sitting Co-op* "You will be surprised at the number of moms who cross your path to tell you how interesting it is to be part of a cooperative. He mentions the satisfaction of parents to know that their children are well cared and are part of a family environment. (Myers, 2000).

Two key points have been establish in the office of work force development and planning to be key factors in the stability of families around America should have. One of these points is 1) to help parents continue to sustain employment and workforce advancement. 2) To increase affordability of childcare services for these low income families. (Strawn & Martinson 2000).

Program

The Point Neighborhood child care cooperative has been created to help and support parents who have been reluctant or unable to search for employment and educational development due to lack of affordable child care services in the area of the Salem Point Neighborhood.

Participants will use a point system that will serve as a time keeping management tool that will keep track of every member's worked time and earned compensation time. This will help reduce stress among the members and establish a tracking system of all the employers. Also, the cooperative will have a head secretary that will administer filing, bookkeeping and other administrative duties. Moreover, the program will keep track of and wages earned and distributed by the board members and other members.

Participants

Six to seven local low-income Latinos (LLIL) members will be selected to participate from a pool of local low-income Latinos who will be organized by the secretary. However, the cooperative's board of directors will not take part of this election process in order to keep it impartial. Members or participants will be selected

by looking to see how qualified they are to receive services. Criteria will include parent's income status, employment status, and educational background to determine eligibility.

Community Role

The community participants involved will be affected and will continue to receive many rewards offered by this program. Also, the workers and members will be owners and follow day-to-day operations of the program. However, the Salem CDC and the Neighbor-to-Neighbor Association are community development groups will also take part in the structuring of the cooperative by helping in fundraising activities, referring eligible volunteers and by offering educational/ job training workshops to the members.

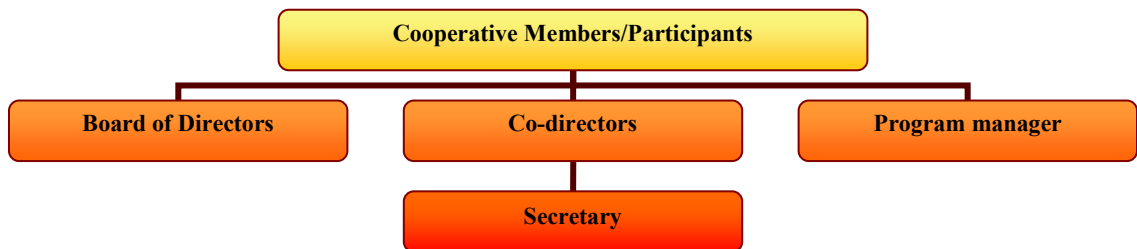
Host Organization

The Salem Harbor CDC is a non-profit corporation that has offered many opportunities for the low-income community of the Point neighborhood. It has used many different tools to redevelop the community to better economic status, by focusing on housing and professional development. By creating housing developments the CDC has been able to house many low-income families in secure and reliable apartment complexes. Also, the CDC has helped with the mobilization of entrepreneurship or small

business programs to become operational by offering small start up grants and entrepreneurship educational programs.

The Salem Neighbor to Neighbor is a community-based organization that is also helping reshape the community by educating the community political participation by providing increasing voter turnout, policies advocacy and building grass roots coalitions. These actions also bring community members to participate in local leadership roles. Moreover, this organization will help us in recruitment of member by offering background and reference information of each selected member or volunteer.

Organizational Chart



Method

The first step would consist of identifying and recruiting the participants and securing sufficient funding for the basic material and supplies that will be consumed in the day-to-day operations of the cooperative.

The second step would be to provide proper training to all member workers in understanding the management and operation of the cooperative. However, another step to keep the cooperative and participants protected is evaluating every employee's references and making extensive background checks. Each participant will be responsible for a child at all time so we want to make sure that the proper security measures are taken.

Participants will share core duties and will participate in the day-to-day supervision of the program. Proper information regarding the members and point accumulation will be filed and reported week to week.

Product and Outputs

- Determine budget for cost and expenses
- Interview participants and potential members
- Review references from the participants
- Establish education and employment status
- Child early development and individual care
- Create membership files
- Coordinate fundraising activities that will involve local community programs

- Provide structured guide of rules and regulations
- Increase participants income
- Provide nontraditional childcare shifts 5pm to 10pm

Implementation

<i><u>Chart One</u></i>	<u>Jan 04</u>	<u>Feb 04</u>	<u>Mar 04</u>	<u>Apr 04</u>	<u>May 04</u>	<u>Jun/July 04</u>	<u>Aug/Sep 04</u>	<u>Oct/Nov 04</u>	<u>Dec 04</u>	<u>Jan 05</u>	<u>Feb 05</u>	<u>Mar 05</u>	<u>Apr 05</u>
<i>Community needs assessment</i>	█	█	█										
<i>Submit proposal application to CDF</i>	█	█	█	█	█	█	█						
<i>Establishment of the board</i>					█	█	█						
<i>Member interviews and selection</i>					█	█	█						
<i>Recruitment of eligible participants</i>						█	█	█					
<i>Ensure operation location for member meetings and activities</i>						█	█						
<i>Have first member meeting</i>							█						
<i>Starting Date of Operations</i>							█						
<i>Establish evaluation forms and listing of members</i>								█	█				
<i>Evaluation data report</i>										█	█	█	█

Staff chart breakdown

Cooperative members

The members of the cooperative have sole power over the organization and will also take part in forming bylaws. However, decisions will be taken collectively. They will

also have to safeguard the children's care and well being as well as taking on managerial responsibilities. Each member will be allowed the opportunity to take part of the board of directors once a year in order to uphold equal opportunity among the members.

Board of directors

The board of directors will be responsible for organizing the members by establishing ground rules that will uphold the bylaws created by the members. Also, the board of directors will keep track of meetings and participant events or workshops. Moreover, the board of directors will also maintain log and information sheets of the overall day-to-day operations.

Co-directors

Co-director will be responsible to ensure that all members and participants are engaging in all the scheduled activities. Also, they will ensure that all the members are following the rules and regulations of the organization. In addition, they will have to create recruitment plans throughout their term.

Secretary

The secretary will be responsible for updating the members' information sheets and bookkeeping of the points earned and used by the members of the cooperative. However, each member will have an opportunity to be a secretary in the cooperative. Moreover, the secretary will also collect membership fees and contact all members when meetings are taking place.

Budget

Supply Costs

- 1. Copies of Bylaws for existing members \$20.00 Kinko's \$.25 per copy/est. 10 Pages/est. 8 members*
- 2. Copies of Phone list for existing members \$4.00 \$.05 per copy/ 8 members/1 page List*
- 3. Food for monthly meetings \$180.00 \$15 per month/12 months*
- 4. Informational flyers for members and new members\$10.00*
- 5. Supplies for meetings and elections \$50.00 Paper, pens, funds for copies, etc.*
- 6. Miscellaneous \$100.00 (i.e. nourishments, children toys, books location fee if any).*
- 7. Supply Costs \$364.00*

TOTAL COST \$364.00

<i>Expenditures for Year 1</i>			
<u>Items</u>	<u>Cost</u>	<u>Units</u>	<u>Total</u>
Bylaws Copies	\$0.25 per page	8 copies	\$20.00
Phone list copies	\$0.05	8 copies	\$4.00
Nourishments	\$15.00 per month	12 month	\$180.00
Flyers	\$0.05 per page	200	\$10.00
Supplies (pens, paper, pencils)	\$3.10	16 packs	\$50.00
Miscellaneous			\$100.00
<i>Ending Total</i>			<u>\$364.00</u>

Sustainability plan

Annual membership dues \$50.00 7- 8 members=\$350-\$400 annual Collection

The ongoing cost would consist of items # 2 to # 6.

<u>Expected Income</u>	<u>Amount</u>
Membership Dues	\$50.00 per/member
Fund raising Activities	\$100.00 per year
Total	\$464.00

Monitoring/Evaluation

Management Information Systems

The data will be collected through interviews and meetings with the participants/members of the cooperative. The information will be placed or transferred to an excel spreadsheet database program and also some information will be done in Microsoft Word program. However we will also keep a file cabinet with file (hard copy).

Information regarding changes and updates of the project will be kept in a Microsoft Word document file.

In order to collect participant's information the participants will be asked to sign a personal information sheet waiver form. This will provide better record keeping of personal information from the participant/member. Moreover, each member will be given a copy of all the documents signed by them and the director for their own record keeping.

The evaluation forms will try to determine the following:

- Successful tracking balance sheets and records of earned and used points
- Educational development /before and after program participation.

- Number of children accepted throughout each month.
- Household income.
- Employment status before/after program participation
- Housing status.
- Ethnic group/gender evaluation (who uses are services)
- Financial planning workshops (learn how to save your money)

Different aspects will evaluate the outcomes of the program. The participant will have to provide certain information to the board after six to seven months of membership.

- Provide status of employment (steps the participant has taken to obtain employment in those six month track record)
- Financial planning workshops (these will workshops will help participants have a better understanding of their finances and teach them how to save once employed).
- Household financial stability
- The child's developmental growth while participating in the program.

Performance Indicators

In order to measure the success of the cooperative these performance indicators will be used:

- Retention of program participants and number of participants that join after commencement
- The capability of the members to locate jobs and receive employment and experience professional development

- Number of members affected positively by participating in the program (maintained jobs, obtained new jobs, etc.)
- Increase in household income per family or member
- Reduction in childcare cost and expenses

Implementation

<u>Activities</u>	<u>Supervisor</u>	<u>Time Period</u>	<u>Resources Needed</u>
<i>Project Objective 1:</i> Establish board of Directors	Community participant with the help of resident leader and other local groups.	Achieved summer 2004.	Meetings with community members
<i>Project Objective 2:</i> Recognize/Recruit potential members/participants	PNCCC board of directors with the help of Ivan Pina	Finalized Summer 2004.	PNCCC used the help community leaders and other nonprofit organization to outreach recruits
<i>Project Objective 3:</i> Establish Rules and regulations	Board of Directors and Ivan Pina	Finalized Winter of 2004.	Board members researched related topics of cooperative childcare and services.
<i>Project Objective 4:</i> Meeting and gathering location for co-op members and Board	Ivan Pina	Finalized Summer 2004.	Salem Harbor CDC & Salem State College permits and confirmations forms
<i>Project Objective 5:</i> Present fundraising plan to potential Funders	Co-op participants, Ivan Pina and Board members	Finalized Fall 2004	Acquire grant information and prepare fundraising agenda
<i>Project Objective 6:</i> Provide month-to- month update performance reports	PNCCC administrative assistant and Ivan Pina	Ongoing activity	Updated files of members and day-to-day reports

Plan Reporting

√ = These activities have been accomplished

↔ = These activities are still in progress

Blank = those activities have still not occurred

Month	<u>Activities Breakdown</u>
September:	<ul style="list-style-type: none">√ -First member meeting and introduction of guidelines√-Start date of operation or services√ - Named first secretary for the first month√- Collection of member's information
October:	<ul style="list-style-type: none">√- Provide evaluation forms and listing of members to participants√- Provide fourth meeting for members√- Create fundraising activity schedule for the month√- Gather evaluation of worked timed (check participants increase of hours)√- Have members participate in the Salem State Hunted Happenings for Kids
	<ul style="list-style-type: none">√- Evaluation of children participants' developmental progress
November:	<ul style="list-style-type: none">√- Provide board of director's first updates of operation√- Review of bylaws for any updates or disparities√- Elect new secretary for the month√-Update members with co-op operational budget and transaction if any√-Monthly meeting with members√-Provide monthly update of the children
December:	<ul style="list-style-type: none">√- Select secretary for the month√- Provide first Fundraising activity for the year (bake goods sale)√- Have members attend basic banking workshops provided by St Joseph Credit Union√- Send out disciplinary letter to members if necessary√- Gather evaluation of worked time of each member↔- Recruitment incentives for new members
January:	<ul style="list-style-type: none">√-Select secretary for the month√-Gather evaluation forms of member's time worked√- Monthly meeting with members

<ul style="list-style-type: none"> √-Review members information sheet of members update any changes √- Monthly update of each child's development √-Update members with Co-op operational budget and transaction <p>February:</p> <ul style="list-style-type: none"> √-Select Secretary for the month √-Provide Directors Board with program evaluation √-Monthly meeting with members √-Second fundraising activity (Valentine's Day Raffle) √-Fire Safety workshop provides ladder 16 Salem Fire Department <p>March:</p> <ul style="list-style-type: none"> √-Gather evaluation of worked timed (check participants increase of hours) √-Monthly meeting with members
<ul style="list-style-type: none"> √-Selection of secretary for the month √-Revise member's files for updates √-Search initiative for potential new members √-Evaluate member's increase in worked hours <p>April:</p> <ul style="list-style-type: none"> √-Present results of evaluation √-Continue operations

EVALUATION

<u>Organizational Goals</u>	<u>Status</u>
Recruit eligible Low income members/participants	Ongoing
Recognize and develop Board of Directors	Completed
Selection of final candidates	Completed
Finalize organization bylaws and objectives plan	Completed
Training of staff and information gathering	Completed
Establish the organizations financial plan	Completed

<u>Participants Goals</u>	<u>Status</u>
Updated individual members files	Completed
Assessments of participants available working hours	Ongoing work schedules change day-to day for each person
Member meeting	Ongoing
Develop members progress report plan	Completed
Participant in professional development workshops provided by the Local CDC	Ongoing
Develop an outreach program to recruit new members	Ongoing
Develop funding activities for the Local Hispanic Festival of Salem	Not yet achieved

Sustainability Plan

The sustainability of the program has been discussed with the future participants and they have expressed concerns about how the whole community will accept the cooperative. However, the parents and future member have also expressed a vast amount of concern over the lack of affordable and reliable childcare providers in the area of Salem. In addition, the model of the program would be continued to provide opportunity for new incoming members who would be attracted to save money in childcare services. The data regarding the success of the program will be provided once implementation process has been established.

Sustainability Elements

The Salem Harbor Childcare Co-Op will be the start-up program that will help low income parents have the opportunity to increase family earnings also have proprietorship in an organization. Moreover, as the Co-Op grows in numbers this will help the organization to expand and have the opportunity employ more participants and help them establish more economic stability. Additionally, the cooperative will like to have a separate location where it can house and offer affordable childcare to 15-20 members of the community by the end year 2006. Reports show that members tend to remain active members of a cooperative when it is reliable and efficient.

Institutional Plan

The Salem Harbor CDC has offered to continue to advertise and provide support for the cooperative plan. The Salem CDC is the most influential community program builder in the area and has a strong tie with the residents of the area of the Point in Salem. Additionally, they will also provide information on the benefits of the program and also help with the financial planning and small business grants. This will help the organization cover for some of its financial coast.

Results

The goals and objectives of this cooperative have in some instances changed directions in order to obtain sustainable results. The project will continue to evolve and hopefully create more opportunity of growth with the end goal of serving a larger group of residents in the Point neighborhood. The project intends to help low-income residents by providing childcare assistance and has taken some wide turns since the idea was first presented to the residents and local organizations. Some concerns of the have been voiced regarding the system, which does not provide direct financial compensation to members. This created a cloud of uncertainty amongst the local organization supporting the cooperative. However, members have continued to express heartwarming remarks on how the cooperative has helped them increase their income levels by providing them with more workable time.

We have considered changing some areas of operation in which the members can acquire direct financial incentives for the time and effort. The work of converting the cooperative to a time dollar system has been of constant discussion in the last two months. The cooperative would prefer to fulfill the initiated mission proposed at the start of this project. In addition, the cooperative has taken into consideration that the majority of the members are satisfied with the early results up to this date.

While the cooperative tackles operational issues it also continues to remain focused on its mission to serve the community and create opportunities for residents in need of services.

Recommendations:

For CED Practitioners-

- *Make sure to understand your community needs*
- *Create a connection with community leaders and activists in order to have strong community participation.*
- *Familiarize yourself with cultural backgrounds (when dealing with diverse population). You must understand what traditions and beliefs the residences in the community value.*
- *Learn as much as possible about the political climates in the area -- you can establish leverage for your organization and community.*

For Students-

- *Understand that your project will take a life of its own once you start your implementation.*
- *Please consider your availability with time when deciding on your project; your project will demand a great amount of your personal time and the participants' time.*
- *Make sure to understand what are the financing issues of your project when choosing. Is your program fundable or not?*
- *Take in consideration all of the advice from your classmates, instructors and T.A's as much as possible. This advice will save you some headaches.*

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Appendix A

Salem Point Neighborhood Child Care Co-op

CHILD HEALTH HISTORY

Child's Name _____ Sex _____ Birth date _____

Address Phone _____

S.S. # ____ - ____ - ____

Mother's Name _____ Father's Name _____

Child Lives With: __ Mother-- Father—Both--Guardian

School/Daycare Last Attended Address _____

Physician Name: _____ Phone() - _____

In Case of Emergency:

Contact Person: _____

Phone: _____

Child Developmental History

Birth weight Length At what age did your child: _____

Sit Crawl Stand _____

Toilet Trained Yes --- No

Hand Preference _____

Habits _____, _____, _____, _____

Eating Problems _____

Any Behavior Issues _____, _____, _____

PLEASE USE BACK FOR ADDITIONAL INFORMATION

Placement: Grade Teacher

Registration Date: _____ Starting Date: _____

MEDICAL HISTORY AND OTHER HEALTH INFORMATION

Has your child ever had any of the following?

No Yes No Yes

___ ___ Lyme Disease ___ ___ Anemia

___ ___ Hepatitis ___ ___ Bladder/Kidney Infections

___ ___ Neuromusc. Dis. ___ ___ Bronchitis/Chronic Cough

___ ___ Asthma ___ ___ Concussion

___ ___ Chickenpox (list date) ___ ___ Eye Problems _____

___ ___ Convulsive Dis. ___ ___ Frequent: Colds/Sore Throats

___ Diabetes ___ Headaches
___ Encephalitis ___ Nosebleeds
___ Heart Disease ___ Stomach Aches
___ Meningitis ___ Hearing Loss (under care?)
___ Mononucleosis ___ Hernia
___ Otitis Media ___ High Fever (over 104°)
___ Pneumonia ___ Leg/Joint Pain
___ Rheumatic Fever ___ Skin Problems
___ Strep Infection ___ Scarlet Fever
___ Tonsillitis ___ Wears Glasses
___ Tuberculosis ___ Frequent Ear Infections

Does your child have an allergic reaction to?

Foods _____

Medicine _____ (we only use basic Tylenol)

Bees or other _____

Please Explain:

Is your child taking any medication? If yes, please indicate the reason/name/dosage/
frequency _____

Has your child had?

Serious illness/serious injury/broken bones (Date and Explanation):

Hospitalizations/Operations (Date and Explanation):

Dizzy Spells/Fainting/Blackouts/Unconscious (Date and Explanation):

Is there any further health information that might affect your child's education?

Date Parent/Guardian Signature