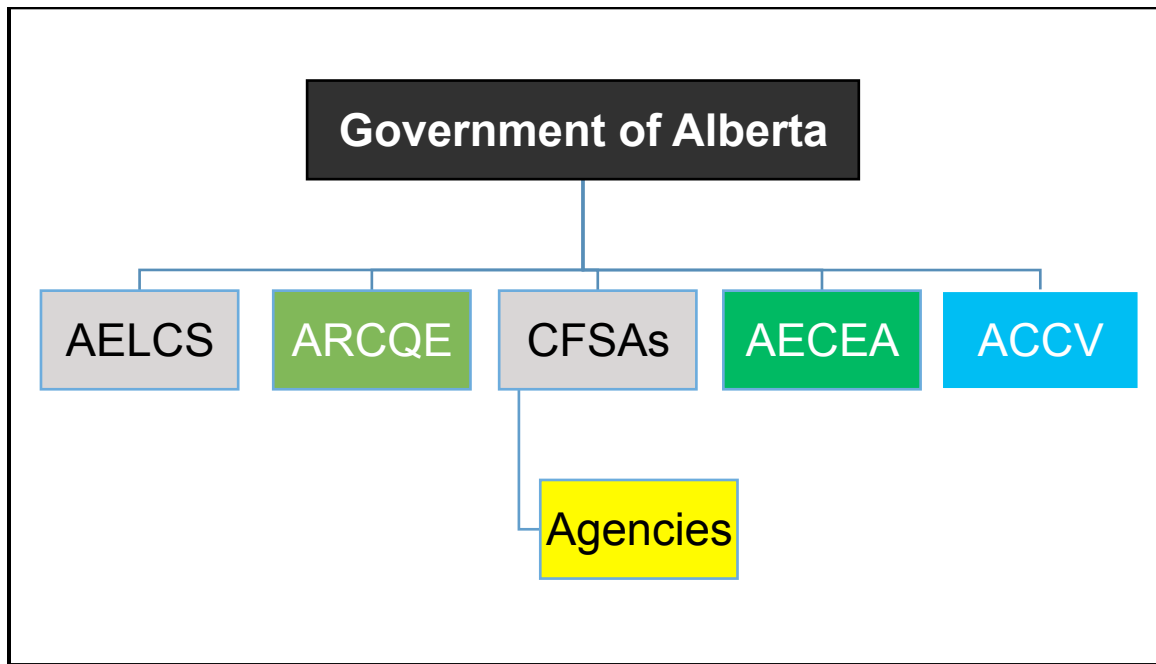


Since April 2016

Over the past year, the FPFA has embarked on a full-scale project to help Francophone child care centres across the province. It thus determined 10 categories of services that it could offer its members. Currently, these services are available to all child care centres, but in English only. The establishment of the Francophone child care network aims at providing services in French otherwise funded by the province. Chart1 illustrates the organizational structure of child care services in Alberta. The colored boxes represent the equivalent English service provided by the FPFA.

Chart 1

Organization of Day Care Services in Alberta



The various categories of services offered by the FPFA are listed in Table A4.1. They have been regrouped similarly to Anglophone organizations that provide similar services. It should be noted that each of these organizations receives provincial funding.

Table A4.1: Services Offered by the FPFA in its Child Care Network

Service categories	Description
1 Registration Management	<ul style="list-style-type: none">• Establishing waiting and placement lists at the FPFA.• Registering children in the management software.• Verifying documents required for licensing.• Setting-up a computer connected to the network.• Creating and distributing Custom Access Numbers.• Redacting an individualized monthly presence report.
2 Human Resources Management	<ul style="list-style-type: none">• Establishing a recruitment system for new educators.• Verifying documents required for hiring.• Setting-up a computer connected to the network.• Creating and distributing Custom Access Numbers.• Redacting an individualized monthly presence report.
3 Obtaining / Maintaining the license	<ul style="list-style-type: none">• Familiarity with provincial licensing regulations.• Familiarity with municipal bylaws for opening a daycare centre.• Support with the collection of required documents.• Assistance in drafting development permits.
4 Provincial Grants	<ul style="list-style-type: none">• Assisting parents applying for government grant programs.• Managing grant claims.
5 Obtaining / maintaining accreditation	<ul style="list-style-type: none">• Familiarity with of provincial accreditation regulations.• Support for the collection of required documents.• Assistance with the preparation of the annual report.
6 Educator Training	<ul style="list-style-type: none">• Organizing workshops to ensure the professional development of educator.• Supporting continuing education.
7 Financial Management	<ul style="list-style-type: none">• Managing parent payments.• Issuing monthly and annual invoices.• Managing employee payroll.• Issuing pay stubs and Record of Employment.• Writing periodic financial reports.• Assisting with financial planning.
8 Communications	<ul style="list-style-type: none">• Managing the organization's website.• Creating individualized promotional tools.
9 Governance	<ul style="list-style-type: none">• Creating financial reports to help parent decision-making.• Developing template policies for daycares.
10 Growth and Expansion Planning	<ul style="list-style-type: none">• Writing business plans.• Providing long-term projection studies.• Establishing financial flows.

Despite limited promotion, several centres have already contacted the FPFA for support. Many contributions have been made as exemplified in Table A4.2 which summarizes the activities initiated and completed in the past year.

Table A4.2: FPFA Activities Related to the Francophone Day Care Network		
Centre	Project	Today
Centre d'expérience préscolaire et parascolaire (CEPP) Edmonton	Managing the organization	Member of the FPFA Network (244 children)
Prématernelle La Bicyclette / Société des parents de l'école Claudette-et-Denis Tardif Sherwood Park	Managing the pre-kindergarten and pre-school daycares, and the pre-school service	Member of the FPFA Network (49 children)
Prématernelle Les Explorateurs / Société des parents de l'école Sans-Frontières Lloydminster	Managing the pre-kindergarten and pre-school daycares, and the pre-school service	Under discussion to determine the right model to establish (24 children)
Garderie préscolaire de Canmore Canmore	Enrollment and Attendance Management	Member of the FPFA network (24 enfants)
Garderie les Petits Rayons Edmonton	Managing enrolments and attendance Support for obtaining service accreditation	Service Agreement (41 children)
École Nouvelle-Frontière Grande Prairie	Managing the pre-school service	On hold (25 children)
École aux Quatre-Vents Rivière-la-Paix	Establishing a complementary nursery school	On hold (6 children)
Garderie Les Petits Chaussons Beaumont	Managing the organization	In negotiation (47 children)
Service d'après-école à l'école La Prairie Red Deer	Support for obtaining service accreditation	Agreement not yet reached (25 children)
5 garderies en milieu familial Edmonton	Support for establishing service	One signed agreement (30 children)

The FPFA has supported 14 child care centres in the past year. Overall, 515 children benefited from the expertise of the FPFA child care network. As of now, three centres and a family daycare are officially part of the FPFA network for a total of 323 child care spaces. Of these, 93 are new spaces that did not exist in April 2016.

To continue fulfilling its mandate, the FPFA has identified needs to be addressed. The current provision of these services is based on service fees charged to network members.

Table A4.3: Identification of needs		
Need	Description	English
Accounting Service	<ul style="list-style-type: none"> • Developing a business plan • Writing financial reports • Budget planning assistance • Payroll management 	Alberta Child Care Ventures
Support for accreditation	<ul style="list-style-type: none"> • Site visits • Accumulating support documentation • Preparing accreditation reports • Improving programs and program delivery 	Alberta Resources for Quality Enhancement
Obtaining grants for parents	<ul style="list-style-type: none"> • Need daycare licensing 	Agence
Grants for the Continued Development of Educators	<ul style="list-style-type: none"> • Recognition of the CCA Early Years Program • Ability to evaluate requests and educator assessments 	Association of Early Childhood Educators of Alberta
Communication program	<ul style="list-style-type: none"> • Developing promotional materials for child care centres • Developing francisation resources 	Alberta Child Care Ventures