

Eastminster Presbyterian Church

Eastminster Pre School Responsibilities

The Eastminster Pre School was selected by the Session to be EPC's top mission to the local community of Springettsbury Township, York, PA by ministering to families with young children through the education, nurture and care of the young children enrolled.

With this in mind, the Pre School Board operates under the authority of the Session to:

1. Support and facilitate the work of the teachers and staff of the Pre School. This will include building and enabling a positive relationship between the Pre School staff and Session, as agent of employment and oversight.
2. Work to facilitate the relationship of the Pre School director as a member of the Church program staff, working as a colleague with, and under the authority of, the Pastor, as Head of Staff.
3. Assist the Pre School director in establishing connections with appropriate members of Session, and the committees they moderate, so that programs of outreach, mission, pastoral care and support may be developed within the context of the overall Mission and Ministry goals of the Pre School.
4. Develop annual budgets to be approved by the Session.
5. Provide adequate staffing of classrooms so they are in accordance with state regulations.
6. Insure all staff are properly certified to function in a child care facility.
7. Develop, maintain and enforce proper employee policies and procedures.
8. Maintain proper financial records governing the operation of the Pre School.
9. Insure the financial viability of the Pre School so that it mission to the community can continue.
10. Report to Session on a monthly basis the operations of the Pre School.