

## CIRCULAR

**Date:** March 31, 2022

**CIRCULAR NUMBER:** ELCC-2022-03

---

**To:** Early Learning and Child Care Centre Board of Directors

**Subject:** Launch of Board Governance Resources: Board Governance Online Training Tool in French, and Two Additional Online Supports available in both English and French

**Reference:**

**Effective Date:** Immediately

---

<b>Type:</b>	<input type="checkbox"/> Policy	<input type="checkbox"/> All Facilities	<input type="checkbox"/> Action Required
	<input type="checkbox"/> Procedure	<input checked="" type="checkbox"/> Centres	<input checked="" type="checkbox"/> Information Only
	<input type="checkbox"/> Licensing	<input checked="" type="checkbox"/> Nursery Schools	
	<input type="checkbox"/> Financial	<input type="checkbox"/> Family/Group Homes	

---

Dear Board of Directors:

In 2018 the Manitoba Child Care Association (MCCA) launched an online board governance tool, The Basics of Effective Board Governance: An Online Board Orientation Resource for Early Learning and Child Care (ELCC) Centres. Funded through the Canada-Manitoba Early ELCC Agreement, this tool was designed to strengthen the governance and administration of non-profit ELCC centres.

Building on the success of this initiative, and upholding our commitment to inclusivity, the ELCC Program is pleased to announce the launch of additional board resources, in both official languages. Utilizing funds from the extension of the Canada-Manitoba ELCC Agreement, MCCA has led the French translation of The Basics of Effective Board Governance: An Online Board Orientation Resource for ELCC Centres (les bases d'une gouvernance efficace du conseil d'administration : une ressource d'orientation en ligne pour les centres d'apprentissage et services de garde des jeunes enfants).

Board members who complete the training series will be more fully informed about the roles, responsibilities, accountability, and authority of boards and learn how to facilitate effective meetings. This training series consists of three modules, between 15-30 minutes in length, which are easily accessible in an online format on MCCA's website.

Additionally, two support modules have been developed in both English and French titled "How to Run an Effective Annual General Meeting" ("Comment nener une AGA

efficace”) and “How to Run an Effective Board Meeting” (“Comment mener une reunion du conseil efficace”). These modules are approximately 10 minutes in length, and supplement the content in The Basics of Effective Board Governance training series.

Please see the attachments for additional information, or visit the MCCA website at [www.mccahouse.org](http://www.mccahouse.org).

Attachment(s):

Board Governance Fact Sheet ENGLISH.pdf

Board Governance Fact Sheet FRENCH.pdf

The Basics of Effective Board Governance ENGLISH.pdf

The Basics of Effective Board Governance FRENCH.pdf