

## EARLY LEARNING AND CHILD CARE DIVISION CIRCULAR

**Date:** August 3, 2022

**CIRCULAR NUMBER:** ELCC-2022-15

**To:** Early learning and child care centres and nursery schools, Early Learning and Child Care Division staff

**Subject:** Tool Kit for Boards: Implementation of Wage Grid

**Effective Date:** Not applicable

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

This circular provides a tool kit for boards of directors of non-profit child care centres and nursery schools to assist them in the implementation of the 2022/2023 Early Learning and Child Care (ELCC) Wage Grid as outlined in Manitoba’s Action Plan under the Canada-Manitoba Canada-Wide ELCC Agreement

The document entitled *Tool Kit for Boards of Directors: Implementation of Wage Grid* provides a description of the other attachments, as well as links to board governance and management resources that may be helpful to boards.

If you have any further questions regarding the information in this circular, please contact your Child Care Coordinator or Child Care Information Services at [cdcinfo@gov.mb.ca](mailto:cdcinfo@gov.mb.ca), 204-945-0776 or toll free at 1-888-213-4754.

To review circulars and webinar materials related to the implementation of the Wage Grid, visit [https://www.gov.mb.ca/education/childcare/childcare\\_news/current\\_circulars.html](https://www.gov.mb.ca/education/childcare/childcare_news/current_circulars.html).

To learn more about ELCC initiatives, and Manitoba’s action plans under the agreements with Canada [www.manitoba.ca/education/childcare/actionplan.html](http://www.manitoba.ca/education/childcare/actionplan.html).

Thank you for your ongoing patience as we work towards continued improvements to better support the ELCC workforce and to advancing the quality and responsiveness of ELCC services in Manitoba.

Early Learning and Child Care Division

Attachments

- *Tool Kit for Boards of Directors: Implementation of Wage Grid*
- *Wage Grid FAQs July 2022*
- *Developing - Revising Salary Scale based on Wage Grid July 2022*
- *Operating Budget Template July 2022 (Excel spreadsheet)*
- *Annual Budget Guidelines July 2022*
- *Centre Funding Policies and Procedures July 2022*
- *Funding Policies and Procedures - NS Spaces July 2022*
- *Financial Statements Requirements for Nursery Schools - Jan 2021*
- *Policies and Procedures - Fees for Additional Services (distributed in November 2018)*
- *Letter - Policies and Procedures - Fees for Additional Services (distributed in November 2018)*