

## EARLY LEARNING AND CHILD CARE DIVISION CIRCULAR

**Date:** June 27, 2022

**CIRCULAR NUMBER:** ELCC-2022-12

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

**Subject:** Operating Grant Increase and Implementation of Wage Grid

**Effective Date:** July 1, 2022

<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"/> Centres	<input checked="" type="checkbox"/> Information Only
	<input type="checkbox"/> Licensing	<input checked="" type="checkbox"/> Nursery Schools	
	<input checked="" type="checkbox"/> Financial	<input type="checkbox"/> Family/Group Homes	
	<input type="checkbox"/> Subsidy		

This circular is being sent to advise all centres and nursery schools about an operating grant increase effective July 1, 2022, and the next steps for implementing the new Early Learning and Child Care (ELCC) Wage Grid as outlined in Manitoba’s Action Plan under the Canada-Manitoba Canada-Wide ELCC Agreement.

### Improving Quality

Qualified, skilled and appropriately compensated early childhood educators (ECEs) are essential in the delivery of high-quality ELCC services. The Manitoba government is committed to improving quality and supporting the recruitment, retention and growth of the ELCC workforce, including the implementation of a Wage Grid in the non-profit ELCC sector.

The Wage Grid provides guidance to the non-profit ELCC sector in developing equitable wage scales across employee classifications and positions. As facilities operate as private businesses, their boards of directors are responsible for establishing wages. The Wage Grid provides wage targets based on the position and classification of the employee, to assist facilities in developing levels/steps within a range that can be supported with revenue from operating funding and parent fees. Facilities are encouraged to pay wages that exceed the targets on the Wage Grid, if the facility’s budget permits. This approach preserves the authority of boards while ensuring consistent and better wages are provided to the ELCC workforce.

### Operating Grant Increase

To provide on-going financial support for the Wage Grid in non-profit centres, operating grant rates will be increased effective July 1, 2022, as outlined in the following table.

<b>Maximum Annual Grant Rates for ELCC Centres Effective July 1, 2022</b>					
Space Type	Infant	Preschool	School Age	Nursery School 1 to 5 sessions/week	Nursery School for each additional session up to 10 sessions/week
Annual amount per approved, funded space	\$13,676	\$5,331	\$2,277	\$1,495	\$299

### **Unit Funding Model**

Operating grant increases for centres are based on the unit funding model, which was designed to help centres generate equitable and sufficient revenue to cover operating costs, including salaries.

The model is based on the regulated child-to-staff ratios; a unit is 4 infant, 8 preschool or 15 school age spaces. Each unit type generates the same daily revenue from combined parent fees and operating grant funding. The operating grant increase is based on a 12 per cent increase in revenue for infant, preschool and school age units.

### **Updates to Child Care Online (CCO) Operating Grant Assessments**

#### Centres

- Current operating budget submissions will be reassessed in CCO to adjust upcoming quarterly payments based on the new operating grant rates. The quarterly payment for July to September will be issued July 1, 2022.

#### Nursery Schools

- Current nursery school annual operating grant submissions will be reassessed in CCO reflecting the new operating grant rates. The quarterly payment for July to September will be issued July 1, 2022 for facilities that remain open in July and August.
- Operating grant payments for nursery schools that are closed during July and August, will be calculated based on the 2022/23 rates once applications are received on or after July 1, 2022.

### **Next steps for Boards of Directors**

As the employer, the board of directors is responsible for the development of the facility's salary scale for employees, from frontline staff to directors.

To guide boards, the ELCC Wage Grid provides a starting point for hourly wages to be paid by funded non-profit child care centres, as well as target wages for different positions and classifications province-wide. This Wage Grid is first step to ensuring fair and similar wages across the non-profit sector.

To implement the Wage Grid, boards of directors should:

- Review and compare your facility's current salary scale to the hourly wages listed in columns titled "Starting Point" and "Target" in the following chart.
- Adjust your salary scale accordingly.
- Adjust your budget to reflect the increased operating grant revenue and increased costs for proposed staff wages.

- Review and approve your revised salary scale and budget according to your facility's bylaws, policies and procedures.
- Provide payment to employees at your facility's new salary levels effective July 1, 2022.

<b>2022/23 Early Learning and Child Care Wage Grid</b>		
	<b>Hourly Wage</b>	
<b>Position and Classification</b>	<b>Starting Point</b>	<b>Target</b>
<b>Director with ECE III classification</b>		
151-200 spaces	\$33.75	\$36.84
51-150 spaces	\$30.32	\$32.54
50 spaces or less	\$27.27	\$29.23
<b>Director with ECE II classification</b>		
151-200 spaces	\$31.69	\$33.60
51-150 spaces	\$28.43	\$30.58
50 spaces or less	\$25.58	\$27.40
<b>Assistant Director</b>		
ECE III	\$27.20	\$29.25
ECE II	\$24.53	\$26.30
<b>Supervisor</b>		
ECE III	\$25.84	\$27.67
ECE II	\$23.32	\$25.00
<b>Floor Staff</b>		
ECE III	\$22.29	\$23.77
ECE II - 2 plus years experience	\$20.90	\$22.29
ECE - Entry Level	\$19.53	\$20.20
CCA with 40-hour training requirement completed	\$16.05	\$17.17

## **Reporting Requirements**

### Centres

Increased funding must be used to ensure that your salaries meet the targets on the Wage Grid. The increased revenue from the operating grant and increased expenditures for staff wages must be demonstrated in your next annual operating budget submission and your annual audited financial statements.

### Nursery Schools

Increased funding must be used to ensure that your salaries meet the targets on the Wage Grid. The increased revenue from the operating grant and increased expenditures for staff wages would be reflected in your next annual operating budget submission and your annual financial statements.

## **Upcoming Webinars**

To provide additional support in implementing the Wage Grid, ELCC has scheduled webinars for board members and directors on the following dates:

- Wednesday, June 29 from 10:30 a.m. to 12:00 p.m. for Directors
- Tuesday, July 5 from 6:00 to 7:30 p.m. for Board members

- Wednesday, July 6 from 2:00 to 3:30 p.m. for Directors
- Thursday, July 7 from 6:00 to 7:30 p.m. for Board members

An email invitation to register for these webinars will be sent separately. As some programs close for the summer months, we acknowledge that some directors and board members may not be able to attend this round of webinars. To accommodate staff of these programs, and others that can not attend on the scheduled dates, the Department is planning to host additional webinars for directors and boards of directors in September 2022.

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

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

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