

2024 STAFF COMPENSATION APPLICATION AMENDMENT USER GUIDE

WAGE ENHANCEMENT AND CANADA WIDE
EARLY LEARNING AND CHILD CARE
FUNDING



Search Head Office and Site Selection

Head Office:

 1

Enter at least three characters to search and click on "Head Office Search"

Head Office / Agency Search Results

Click on your head office to show related child care sites.

Head Office
Happy Valley Inc, (o/a Bugs & Bunny Inc.)
Bumble Happy Bee

2

Corporation Name:

If your Head office is not listed in the table above, add your head office into the system by clicking here:

Click on your site below to display related information.

Site Name
Bugz Bunny
Donald Duck
Mickey Mouse
Goofy
Minnie Mouse

3

Site Name: Bugz Bunny

If your site is not listed in the table above, add the site into the system by clicking here:

HEAD OFFICE INFORMATION

Corporation Name Happy Valley Inc, (o/a Bugs & Bunny Inc.)	Business Type Profit	Address 14b West Drive
City/Town Newmarket	Postal Code: L3X4T6	
Contact Name Candice Trotter	Email azar.saneei@york.ca	Phone 111-222-3344

PROGRAM INFORMATION

Child Care Name Bugz Bunny	Service Type Centre Based	License Number: 75738
Site Address: 14h West Drive	City/Town Newmarket	Postal Code: L9B 2G6
Phone 111-222-3333	Email Candice.Trotter@york.ca	

Reference ID **4**

Please enter your most recent Wage Enhancement Reference ID then click outside of this box

1

- Type at least three characters of your Head Office name
- Click on "Head Office Search"
- The enter key will not generate a search

2

- Click on your head office name
- Click on "Add Head Office" if this is the first year applying

3

- Click on your site name
- Click on "Add Child Care Site" if this is the first year applying or the site is not populated

4

- Type in your most recent 2024 Staff Compensation Application Reference ID – you can find this in the email you received after submitting the 2024 Staff Compensation Application or contact your Contract and Funding Coordinator to request it

Site Information and Employee Position Details

APPLICANT DETAILS

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Head Office: Happy Valley Inc, (o/a Bugs & Bunny Inc.) **Child Care Name:** Bugz Bunny *Reference ID:*
Business Type: Profit **Service Type:** Centre Based *Application Status:* New
Address: 14b West Drive, Newmarket, L3X4T6 **License Number:** 75738 *Funding Year:* 2024
Contact Name: Nadia Boismier **Site Address:** 14h West Drive, Newmarket, L9B 2G6 *Application Type:* Create SCA 2024
Email: nadia.boismier@york.ca **Site Email:** Nadia.Boismier@york.ca
Phone: 111-222-3344 **Site Phone:** 111-222-3333

Service Data for staff who are not eligible for wage enhancement

Staff who receive a base hourly salary that exceeds \$30.58 per hour are ineligible for wage enhancement.

* Number of ineligible* RECES * Number of ineligible* Supervisors
 * Number of ineligible* Non-RECES * Number of ineligible* Home Visitors

EMPLOYEE / POSITION INFORMATION

WORKFORCE COMPENSATION

This section will collect staff compensation details to determine eligibility for wage enhancement, minimum wage offset, wage floor and annual increase funding. Complete this section by entering or updating position details for RECE program staff, RECE Supervisor and Non-RECE program staff.

Staff Name	Category	Age Group	Estimated Number of Hours in 2024	Base Hourly Wage	Attention Required
Dorothy Davis	Supervisor	All age groups	2,080	\$22.00	
Linda Brown	RECE	Preschool	2,000	\$20.00	
John Williams	RECE	Toddler	2,000	\$15.75	Yes
Maria Roderiguez	NON-RECE	Preschool	1,980	\$15.50	Yes
James Brown	NON-RECE	Toddler	1,980	\$15.50	Yes
Susan George (floater)	NON-RECE	All age groups	1,300	\$16.00	Yes
Kenneth Jackson (cook)	NON-RECE	All age groups	1,820	\$15.50	Yes
staff1 new hire	RECE	Toddler	2,000	\$15.75	Yes
staff2 new hire	Supervisor	Kindergarten	2,300	\$16.00	Yes

There is an issue with one (or more) positions. The age group for each staff should be selected and hourly base rate must be between \$16.55- \$30.58.

Wage Enhancement Compensation		CWELCC Workforce Compensation	
Salary Component	<input type="text" value="\$32,190.00"/>	Annual Increase	<input type="text" value="\$24,393.00"/>
Mandatory Benefit Component	<input type="text" value="\$5,633.25"/>	RECE Wage Floor	<input type="text" value="\$32,451.15"/>
Supplemental Grant	<input type="text" value="\$1,377.00"/>	Minimum Wage Offset	<input type="text" value="\$8,648.31"/>

CWELCC Participation Status: Opt-In

5 • From this page, scroll down to bottom section titled: New Hires & Replacements

6 • Please add new hires in this table
• Click on "Add"

New Hires & Replacements

6

NEW: Please add new hires in this table:

Staff Name	Category	Age Group	Hourly Wage	Estimated Hours Worked	Hire Date	Replacement
There are no submissions.						

Wage Enhancement Compensation (Amendment)		CWELCC Workforce Compensation (Amendment)	
Salary Component	<input type="text" value="\$0.00"/>	Wage Enhancement	<input type="text" value="\$0.00"/>
Mandatory Benefit Component	<input type="text" value="\$0.00"/>	Supplemental Grant	<input type="text" value="\$0.00"/>
RECE Wage Floor	<input type="text" value="\$0.00"/>	Minimum Wage Offset	<input type="text" value="\$0.00"/>

Wage Enhancement is Funded by: **The Government of Ontario**
 CWELCC is Funded by: **The Government of Canada**

Employee Position Details

Add Entry 7

* Staff Name * Hire Date Is the hire a replacement?

* Age Group
 Infant Toddler Preschool Kindergarten School Age All age groups

* Category
 RECE NON-RECE RECE Child Care Supervisor Home Visitor Director Approved Non-RECE Supervisor

* Hourly Wage * Estimated Hours Worked * % of Time in Eligible Position

* Estimated Hours April 1, 2024-December 31 2024

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- Add any new and/or replacement position information to this screen accordingly
- Add the staff name, their hire date (date should be after your 2024 Staff Compensation Application submission), age group and position category
- Add the hourly wage, estimated hours worked from their hire date to the end of the year and the % of time in an eligible position.
- For Non-RECE positions (Non-RECE, Director Approved or Non-RECE Supervisor), estimated hours from April 1, 2024 to December 31, 2024 is required to calculate Minimum Wage Offset
- Click on “Add”

New Hires & Replacements

NEW: Please add new hires in this table:

Staff Name	Category	Age Group	Hourly Wage	Estimated Hours Worked	Hire Date	Replacement
There are no submissions.						

Wage Enhancement Compensation (Amendment)

Salary Component Wage Enhancement

Mandatory Benefit Component Supplemental Grant

CWELCC Workforce Compensation (Amendment)

Annual Increase

RECE Wage Floor Minimum Wage Offset

Wage Enhancement is Funded by: **The Government of Ontario**
 CWELCC is Funded by: **The Government of Canada**

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8

- Add each new record accordingly and then select “Go To Next Page”

Certification and Submission

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CERTIFICATION

As a signing authority for this organization, I certify that the information included in this application is accurate and represents the positions that are counted towards adult to child ratios under the Child Care and Early Years Act (CCEYA) as of 01/10/2024

▲ The value entered is invalid

* Name of Signing Authority Reference ID #: 367648653816

Nadia Boismier

* Title * Date:

Supervisor 1/10/2024

* Email

nadia.boismier@york.ca

[Return to main page](#) [Save and Close](#) [Complete and Submit](#)

Wage Enhancement is Funded by: The Government of Ontario
CWELCC is Funded by: The Government of Canada

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- The individual who has signing authority must certify and submit this application
- If you wish to save and continue your application at a later time, click Save and Close. Be sure to write down your new Reference ID so you can load and complete your application later
- Click Complete and Submit once you are finished the application

