



EARLY LEARNING COALITION OF BREVARD COUNTY, INC.



MINUTES: Board of Directors Meeting
DATE/TIME: Tuesday, October 18, 2011 at 4:00 p.m.
LOCATION: Early Learning Coalition Rockledge Office, 1018 Florida Ave, Rockledge, FL 32955
MEMBERS PRESENT: Marci Brilley, Mildred Coyne, Lori Duester, Mike Durante, Ian Golden, Nancy Grzesik, Natalie Jackson, Cindy Leckey, Mona Potter, Althea Puzio, Myrna Shimei, Shannon Smithwick and Doug Workman
EXCUSED ABSENT MEMBERS: Priscilla DeNino and Karen Street
UNEXCUSED ABSENT MEMBERS:
STAFF PRESENT: Sky Beard, Jessica Beecham, Kevin Carraro, Sue Falcioni, Karen Heinly, Gwen Hertlein-Haber, Cathie Odom
GUEST/PUBLIC: Staci Faenza, Sally Shinn
CALLED TO ORDER: Shannon Smithwick, Board Chair called the meeting to order at 4:03 p.m. Self-introductions were conducted and quorum was established.

AGENDA ITEM	SUMMARY/DISCUSSION	ACTION/FOLLOW-UP
<p>Consent Items</p>	<p><u>Minutes: September 20, 2011:</u> There are no changes to be made to the September Minutes.</p> <p><u>Directors Report:</u> Sky Beard, Executive Director, reported the following to the Board: <u>AWI/OEL Update:</u> The Office of Early Learning has completed Florida's Race to the Top Early Learning Challenge application. The application is due to the federal government on October 19 and is to be submitted by the Governor's office. States will know in December if they have been selected as a recipient of the funds.</p> <p><u>Coalition Update:</u> The Coalition is in the midst of an exciting United Way campaign. Staff is enthusiastic and interested in continuing their support of United Way and a 60% increase in contributions has been established as the goal. Incentives have been created and it is highly likely that the goal will be obtained. The Coalition continues to partner with United Way in a variety of ways, including visiting business with United Way staff and speaking about the benefits of giving to United Way and how families served by partner agencies benefit due to community support.</p> <p>The leadership of the Coalition attended a two day Leadership Symposium conducted by the Association of Early Learning Coalitions on October 11 – 12 in Orlando. The symposium was designed to allow staff from Coalitions around the state an opportunity to talk with each other about best practices and shared strategies centered on the most common challenges.</p> <p>As of October 14, 2011 there were 2,176 children representing 1,712 families on the waiting list. During the month of September, 138 children representing 116 families went on the waiting list.</p>	<p>Lori Duester motioned for minutes to be approved. Myrna Shimei seconded the motion. The motion passed unanimously by all Board members.</p>

	<p>Finance Report: Cathie Odom reported the following to the board regarding the Coalition’s Direct Service Utilization Report for the month of September 2011 (see attached): Currently there is a surplus of \$396,356.38; this is after a full month of not serving school aged children. Due to such a large amount of a surplus, a change was requested to Priority III.3, where it was stated “Do Not Enroll” and was changed to “Enroll” and families are being called off the wait list. Currently Coalition staff is working on contacting the first two hundred (200) families that have been on the wait list starting in January 2010 through May 2010. There is also a change in the eligibility process where parents will be contacted by the Eligibility Specialist that will be working with the family through the entire process and families will be submitting their information for the specialist to review before the initial appointment. With this change it is anticipated that an appointment that would take up to an hour and a half before (1.5), will not take only thirty (30) minutes.</p>	
Committee Reports:	<p>Executive/Finance Committee: Shannon Smithwick reported to the board that the Executive/Finance Committee did not meet during the month of October 2011.</p>	No Action Required
Old Business	<p>Return of A/P Vendor Listing Related Party Disclosure Forms: Cathie Odom asked the Board members to turn in the forms to Jessica Beecham. If the members did not have the forms with them or did not receive them, Jessica had extras for them to fill out and return by the end of the meeting.</p>	No Action Required
New Business	<p>VPK Readiness Rates and LPP: Sky Beard presented the Board members with a Power Point (see attached) regarding the changes to the VPK Readiness Rates and the Low Performing Providers (LPP) and explained the impact the changes will have on the local providers and the Coalition. Sky informed the Board that Section 1002.69(6)(b), Florida Statutes., was revised during the 2011 legislative session removing the requirement that “the minimum rate must not exceed the rate at which no more than 15 percent of the kindergarten readiness rates of all private prekindergarten providers and public schools delivering the Voluntary Prekindergarten Education Program in the state would fall below the minimum rate.”</p> <p>In addition, 1002.69(5) requires that “the methodology for calculating each provider’s readiness rate must include the percentage of students who meet <u>all</u> state readiness measures.”</p> <p>For 2010-11, the recommendation by the State Board of Education for the readiness rate is that at least 70% of children served by a provider must score ready on both measures (ECHOS and FAIR) of the Florida Kindergarten Readiness Screener (FLKRS).</p> <p>This change is expected to increase the number of providers considered low performing statewide from 798 to 2,500 (out</p>	A survey regarding the Coalition’s current Mission/Vision/ Values statements, the Board members priority, committees, and potential board members contact information will be designed and sent out before the November Board meeting.

of 6,384 total VPK providers).
DOE is submitting a legislative budget request that would support the purchase and implementation of a pre-post assessment in VPK along with funding for providers to implement an evidence based curriculum.

Results of the 2010 – 2011 readiness rates will be shared with the State Board of Education no later than March 2012.

Sky informed the Board of the impact this change might have on Brevard County Providers could be as follows:

2009 – 2010 School Year Program LPPs in Brevard:

- Private Providers: 6 total (2 already closed)
- Public Schools: 1

If new calculation was used for 09 – 10 readiness rates:

- Private Providers: 42 (10 already closed)
- Public Schools: 12
- 27% of Brevard VPK providers would be considered Low Performing

Currently the support the local LPPs have is only one (1)

Coalition staff that and give support to the current seven (7)

LPPs. With the projected numbers this one staff member will not be able to offer the same level of support to all the LPPs.

The Coalition is holding a meeting on October 20, 2011 to meet with the private providers that are projected to be LPPs for this current past year.

FY 10.11 Annual Report: Sky Beard had the Board review their copy of the FY 10.11 Annual Report and no questions were presented at that time. Sky informed the Board that the Coalition was looking into having a more “user friendly” format of the report available for the community and once the new format is printed the Board members will receive a copy.

Election of Officers: The ballots were passed out to the board members and the members casted the votes silently. The Officers for the FY 11.12 are as follows: Marci Brilley, Secretary; Nancy Grzesik, Vice Chair; Myrna Shimei, Treasurer.

Board Self-Assessment: The Board was shown a video about the importance of quality child care before reviewing the self-assessment survey. Sky reviewed the self-assessment results with the board members.

Mission/Vision/Values: The Board was presented with the Coalition’s current mission/vision/values statements. After reviewing the current statements it was suggested that a survey be sent out where the board can review and revise the current mission/vision/values statements.

Board Established Priorities: Sky provided the board with a list of possible priorities for the remainder of the fiscal year. The board decided that a section should be added to the already discussed survey where the Board members could choose the top priorities they feel the Coalition should concentrate on for

	FY 11.12; along with a section regarding committees the individual board members would be interested in joining. The survey will also include a section where the board can provide the contact information for potential board members.	
Board Updates	<p>Providers: Lori Duester and Doug Workman requested an email regarding the VPK LLP meeting and include the link to the DOE LPP list.</p> <p>Licensing: Cindy Lackey informed the Board that the “food issue” has been rescinded and any food management courses that teachers have already attended will go towards in-service hours.</p>	No Action Required
Public Comment	No public comments	No Action Required
Adjournment	The meeting was adjourned at 5:32 pm	
Next Meeting	November 15, 2011	

October 2011 Board of Directors Minutes Approved:

Respectfully Submitted,

Approved

Signature

Date

Signature

Date

Business Coordinator

Executive Director

**Board of Directors Meeting
Tuesday, October 18, 2011 4:00 pm
Annual Meeting**

AGENDA

- I. Call to Order
- II. Coalition Roll Call by Self Introduction
- III. Consent Items
 - a. Minutes: September 20, 2011
 - b. Director's Report
 - c. Finance Report
- IV. Committee Reports
 - a. Executive / Finance Committee
- V. Old Business
 - a. Return of A/P Vendor Listing Related Party Disclosure Forms
- VI. New Business
 - a. VPK Readiness Rates and Low Performing Providers
 - b. FY 10.11 Annual Report
 - c. Election of Board Officers
 - d. Board Self-Assessment Discussion
 - e. Mission/Vision/Values
 - f. Board Established Priorities
- VII. Board Updates
 - a. Providers (Priscilla DeNino, Lori Duester and Doug Workman)
 - b. Licensing (Cynthia Leckey)
- VIII. Public Comment
- IX. Adjourn

Next Meeting: November 15, 2011



EARLY LEARNING COALITION OF BREVARD COUNTY, INC.



MINUTES: Board of Directors Meeting
DATE/TIME: Tuesday, September 20, 2011 at 4:00 p.m.
LOCATION: Early Learning Coalition Rockledge Office, 1018 Florida Ave, Rockledge, FL 32955
MEMBERS PRESENT: Priscilla DeNino, Mike Durante, Ian Golden (representative), Nancy Grzesik, Natalie Jackson, Cindy Leckey, Mona Potter, Althea Puzio, Myrna Shimei, Shannon Smithwick, and Doug Workman
EXCUSED ABSENT MEMBERS: Marci Brillely, Mildred Coyne, Lori Duester Althea Puzio and Karen Street
UNEXCUSED ABSENT MEMBERS:
STAFF PRESENT: Sky Beard, Jessica Beecham, Kevin Carraro, Sue Falcioni, Karen Heinly, Gwen Hertlein-Haber, Cathie Odom
GUEST/PUBLIC: Mona Stevenson, Staci Faenza, Sally Shinn
CALLED TO ORDER: Shannon Smithwick, Board Chair called the meeting to order at 4:12 p.m. Self-introductions were conducted and quorum was established.

AGENDA ITEM	SUMMARY/DISCUSSION	ACTION/FOLLOW-UP
<p>Consent Items</p>	<p><u>Minutes: August 16, 2011:</u> There are no changes to be made to the August Minutes.</p> <p><u>Directors Report:</u> Sky Beard, Executive Director, reported the following to the Board:</p> <p><u>AWI/OEL Update:</u> The Office of Early Learning’s transition from the Agency for Workforce Innovation to the Department of Education is effective October 1, 2011. Office moves are underway and Coalitions have been assured that the transition should be relatively seamless to staff and child care providers.</p> <p>Monitors from the Office of Early Learning’s Accountability Unit visited the Early Learning Coalition of Brevard from September 12 – 14, 2011. The review consisted of School Readiness and VPK file reviews, payment validations, policies and procedures, and Coalition Plan elements such as parent education and family literacy. In addition, a provider focus group was held the evening of September 13, 2011. A preliminary exit interview will be held via conference call within the next few weeks.</p> <p>A series of statewide meetings were held September 14 – 16 in Orlando. Sky Beard attended meetings of the Association of Early Learning Coalitions as well as Executive Director meetings held in conjunction with staff from the Office of Early Learning. The Early Learning Advisory Council (ELAC) met on September 16 as well.</p> <p><u>Coalition Update:</u> The Coalition will be launching a new system of service delivery for families currently enrolled in the School Readiness program. Beginning in December 2011, families in need of a redetermination appointment (already in services but need to check back in to verify employment, etc.) will be able to submit their documents directly to an assigned Eligibility Specialist for review prior to their appointment which will allow for the majority of the work to be done</p>	<p>Myrna Shimei motioned for minutes to be approved. Pricilla DeNino seconded the motion. The motion passed unanimously by all Board Members.</p>

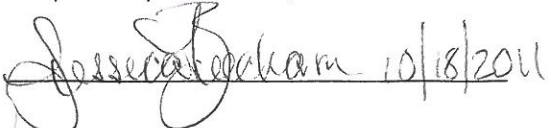
	<p>without the client needing to be present. It is anticipated that appointment times will be reduced and the call volume to Coalition scheduling staff will become more manageable. A similar approach was piloted previously for clients coming off the waiting list and tremendous efficiencies were identified.</p> <p>The Coalition hosted two Provider Meeting sessions on August 24, 2011. The meetings provided an opportunity for providers to obtain updates and reminders regarding the School Readiness and VPK programs as well as information on inclusion services, reimbursement, screening and assessment and the upcoming parent education campaign. The importance of provider and parent involvement in the legislative process was also highlighted.</p> <p>As of September 14, 2011 there were 2,066 children representing 1,615 families on the waiting list. During the month of August, 205 children representing 158 families went on the waiting list.</p> <p>Finance Report: Cathie Odom reported the following to the board regarding the Coalition's Direct Service Utilization Report for the month of August 2011 (see attached). The month of August closed as of September 19, 2011. The report showed that enrollment has decreased by 120 children; this is due in part to attrition and the change that was made to the priorities in the month of August. Currently the Coalition is reporting a surplus of about \$200,000; the Board Chair, Shannon Smithwick, voiced his concern that there is a need to find a way to lower the large surplus this early in the year. Sky Beard reminded the board that with the approved changes to the priorities, the next step would be to call families off the wait list. The board asked that the Coalition staff research the numbers and report how many families from the wait list could be contacted for eligibility appointments.</p>	
Other Items	The board discussed the need to address the surplus and the opportunities to call families off the wait list.	<p>Nancy Grzesik motioned for the Coalition staff to research and determine the number of families that could be removed from the Wait List according to the revised priorities. Coalition staff is to begin the process of calling families off the wait list based on this evaluation. Michael Durante seconded the motion. The motion passed unanimously by all Board Members. Priscilla DeNino and Mona Potter abstained from the vote.</p>
Committee Reports:	<p>Executive/Finance Committee: Shannon Smithwick reported to the board that the Executive/Finance Committee met on September 12, 2011. At the time of the meeting Sky Beard gave the committee a legislative update and the information will be discussed later in the agenda. The committee looked at where the Coalition ended fiscally for FY 10.11. In addition the</p>	No Action Required

	<p>committee also looked at July 2011 spending and discussed the importance of watching the numbers closely so that we can adjust accordingly. The agenda item regarding the Bank Card signature approval was tabled until after election of officers in October. The committee discussed the upcoming Board Self Assessment; this item is also to be discussed later.</p>	
<p>Old Business</p>	<p><u>Early Learning Legislative Updates:</u> Sky Beard attended the Local Legislative Delegation Meeting on September 7, 2011 at the government building in Viera, FL. At the meeting, the Coalition was able to present to the Delegates before they go to Tallahassee. During and after the meeting, Sky Beard was able to speak with members of the Brevard County delegation about the important services provided by the Early Learning Coalition as well as the need for continued funding. Sky informed the Board that she met individually with Representative John Tobia to discuss the ELC budget, seeing as he is the local representative that is on the Education Committee that will be involved in determining the early learning budget for the FY 12.13. Sky discussed with Rep. Tobia the importance of the local ELC service delivery model, funding for School Readiness services and the importance of funding a high quality VPK program.</p> <p><u>Race to the Top Early Learning Challenge:</u> Sky Beard presented a power point presentation to the board regarding the Race to the Top Early Learning Challenge (see attached). The application must be submitted to the federal government from the Governor’s office by October 19, 2011. States will receive their funding December 31, 2011. Michael Durante asked how the allocation will come back to the states. Sky informed the board that the budget is being worked on this week and the money will be for slots and an improved state early learning system.</p>	<p>No Action Required</p>
<p>New Business</p>	<p><u>Presentation By Rockledge Rotary:</u> Mona Stevenson from the Rockledge Rotary Club spoke to the board about the annual Derby Day that is put on the Rockledge Rotary Club. She explained it was a 12 month process that ends with the event on Derby Day. In the last three years the event has been a success with the help of ELC of Brevard staff, the children and child care providers. This year the Rotary members look forward to more involvement from the ELC of Brevard’s board members; whether it is by attending the event, corporate sponsors or simply donation of items.</p> <p><u>Related Party Disclosures – Vendor Listing:</u> Cathie Odom present to the board the Related Party Disclosures list and informed the board that one of the requests from the OEL monitoring was that the lists be updated. The board members will be turning in the completed forms at the October meeting.</p>	<p>No Action Required</p>

	<p>Annual Meeting (October 18, 2011):</p> <p><u>Election of Officers:</u> This will be done at the October Board meeting using the ballots provided.</p> <p><u>Board Self-Assessment:</u> Sky informed the board that it is best practice to complete a Board Self-Assessment every 2-3 years and the last one completed by the ELC Board was in 2007. There will be a survey sent out to the board members electronically and the results will be discussed at the October meeting.</p> <p><u>Mission/Vision/Values:</u> Sky discussed that currently the Mission and Vision statements are in need of updating. This is a function of the Board of Directors and will be discussed at the October meeting.</p>	
Board Education	Professional Development Initiative: This item will be tabled for next month due to the amount of members not in attendance at the September meeting.	No Action Required
Board Updates	<p>Providers: Doug Workman mentioned the VPK assessment transition and the benefit of allowing private kindergarten teachers to perform the assessment.</p> <p>Pricilla DeNino asked that her position be sent out to the providers again due to the fact that there was some that were unaware of her position and her role on the board.</p> <p>Licensing: Cindy discussed the struggle regarding the change in the food requirements for child care providers. Doug Workman inquired if all volunteers were also required to have the food handler license. Cindy informed him that as the bill is currently written, all persons handling any food must meet the requirements. Currently there is a bill filed to amend the requirements.</p>	No Action Required
Public Comment	Mona Potter informed the board about the conflict in legislation between the class size amendment and the VPK class size statute. Doug Workman asked if the Public Schools were receiving Title 1 funds to offer extended care, and if so could private and faith based providers be able to receive the same funding. Mona informed Doug she would ask the Title 1 office for the information and report back to the board at the following meeting.	No Action Required
Adjournment	The meeting was adjourned at 5:15 pm	
Next Meeting	October 18, 2011	

September 2011 Board of Directors Minutes Approved:

Respectfully Submitted,


 10/18/2011

Signature

Date

Business Coordinator

Approved

 10/18/11

Signature

Date

Executive Director



LAUNCHING A CHILD'S FUTURE

Director's Report October 2011

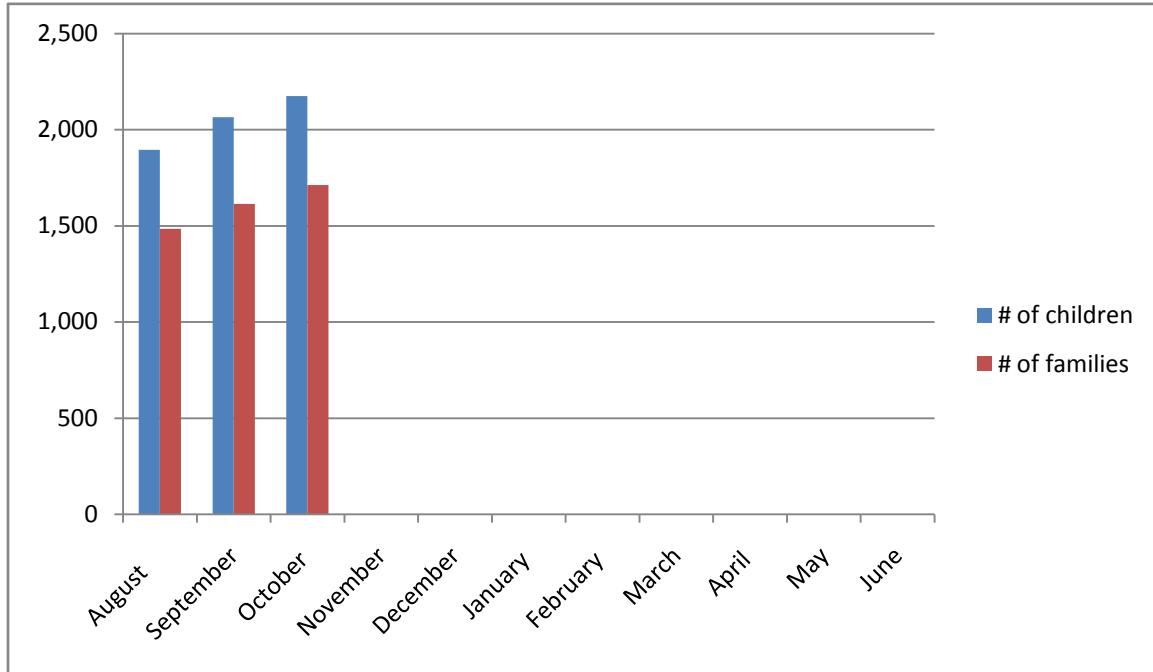
Office of Early Learning (OEL) Update:

- The Office of Early Learning has completed Florida's Race to the Top Early Learning Challenge application. The application is due to the federal government on October 19 and is to be submitted by the Governor's office. States will know in December if they have been selected as a recipient of the funds.

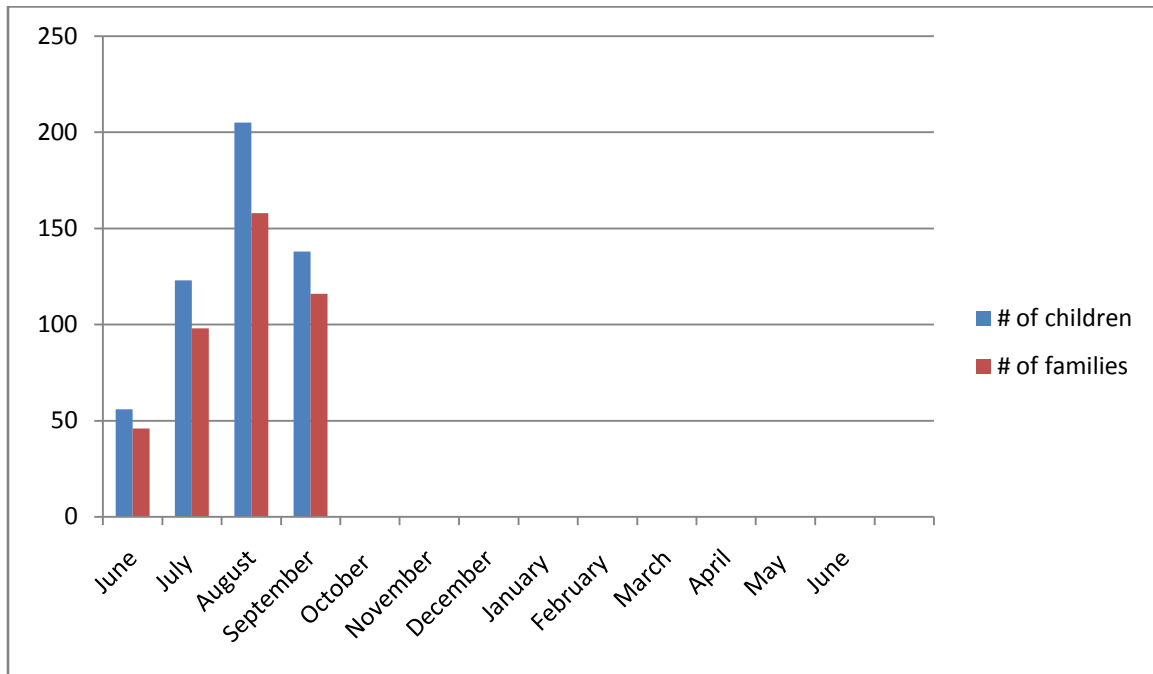
Coalition Update:

- The Coalition is in the midst of an exciting United Way campaign. Staff is enthusiastic and interested in continuing their support of United Way and a 60% increase in contributions has been established as the goal. Incentives have been created and it is highly likely that the goal will be obtained. The Coalition continues to partner with United Way in a variety of ways, including visiting business with United Way staff and speaking about the benefits of giving to United Way and how families served by partner agencies benefit due to community support.
- The leadership of the Coalition attended a two day Leadership Symposium conducted by the Association of Early Learning Coalitions on October 11 – 12 in Orlando. The symposium was designed to allow staff from Coalitions around the state an opportunity to talk with each other about best practices and shared strategies centered on the most common challenges.
- As of October 14, 2011 there were 2,176 children representing 1,712 families on the waiting list. During the month of September, 138 children representing 116 families went on the waiting list.

**Waiting List Status
August 2011 – June 2012**



Number of New Children/Families Added to the Waiting List



ELCB FY 11.12
Direct Service Utilization Report

Billing Period	Children SERVED (unduplicated)	Per child Cost	97PP0	97R00	97G00	97GSD	97P00	97GNW	Total Direct Service Expenditures*	Monthly Direct Service Allocation	Match required**	Match obtained
July-11	3,919	\$ 310.73	\$ 9,083	\$ 232,135	\$ 63,527	\$ 110,387	\$ 665,446	\$ 146,274	\$ 1,217,769	\$ 1,298,415	\$ 39,926.75	\$ 21,795.67
August-11	3,793	\$ 276.24	\$ 10,926	\$ 231,131	\$ 62,006	\$ 98,241	\$ 521,704	\$ 134,685	\$ 1,047,768	\$ 1,176,454	\$ 31,302.24	\$ 21,843.67
September-11	3,247	\$ 275.56	\$ 11,347	\$ 222,627	\$ 56,299	\$ 89,229	\$ 410,114	\$ 116,470	\$ 894,738	\$ 1,081,763	\$ 24,606.82	\$ 37,601.93
October-11									\$ -		\$ -	
November-11									\$ -		\$ -	
December-11									\$ -		\$ -	
January-12									\$ -		\$ -	
February-12									\$ -		\$ -	
March-12									\$ -		\$ -	
April-12									\$ -		\$ -	
May-12									\$ -		\$ -	
June-12									\$ -		\$ -	
Final Invoice									\$ -		\$ -	
TOTALS	3,653	\$ 287.51	\$ 31,355	\$ 685,892	\$ 181,832	\$ 297,858	\$ 1,597,263	\$ 397,430	\$ 3,160,275	\$ 3,556,632	\$ 95,835.80	\$ 81,241.27
											Remaining Match Required	\$ 14,594.53

* For internal utilization purposes - includes Gold Seal and Project Safety Net expenses, DOES NOT include CCEP direct services

** Match required does not have to be obtained monthly, overall total must be obtained by end of fiscal year and may include in-kind.

OCA above	Billing Group
97PPO	CCEP (Child Care Executive Partnership)
97ROO	BG-1 (Protective Services / DCF referrals)
97GOO	BG3W, BG-5 (TANF / TCC (transitional child care) referrals)
97GSD	GOLD SEAL DIFFERENTIAL
97POO	BG-8 (working poor / income eligible)
97GNW	BG-3, BG-3R (TANF referrals)

YTD Spending Rate (overall)	23.15%	Expected YTD Spending Rate	26.05%
YTD Surplus / Deficit (overall)	\$396,356.38		

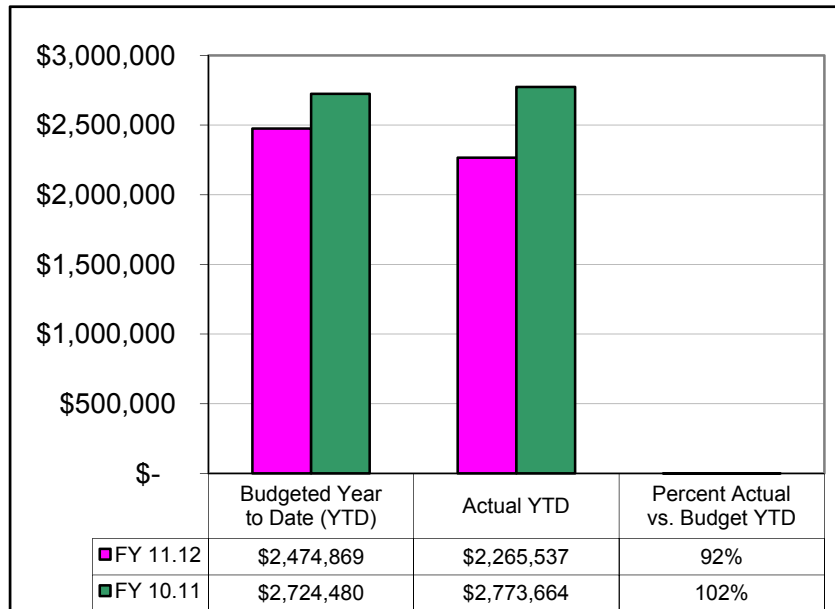
CCEP YTD Spending Rate (overall)	12.47%	Expected YTD Spending Rate	25.00%
YTD Surplus / Deficit (overall)	\$31,519.92		

ELCB FY 11.12
Direct Service Utilization Report

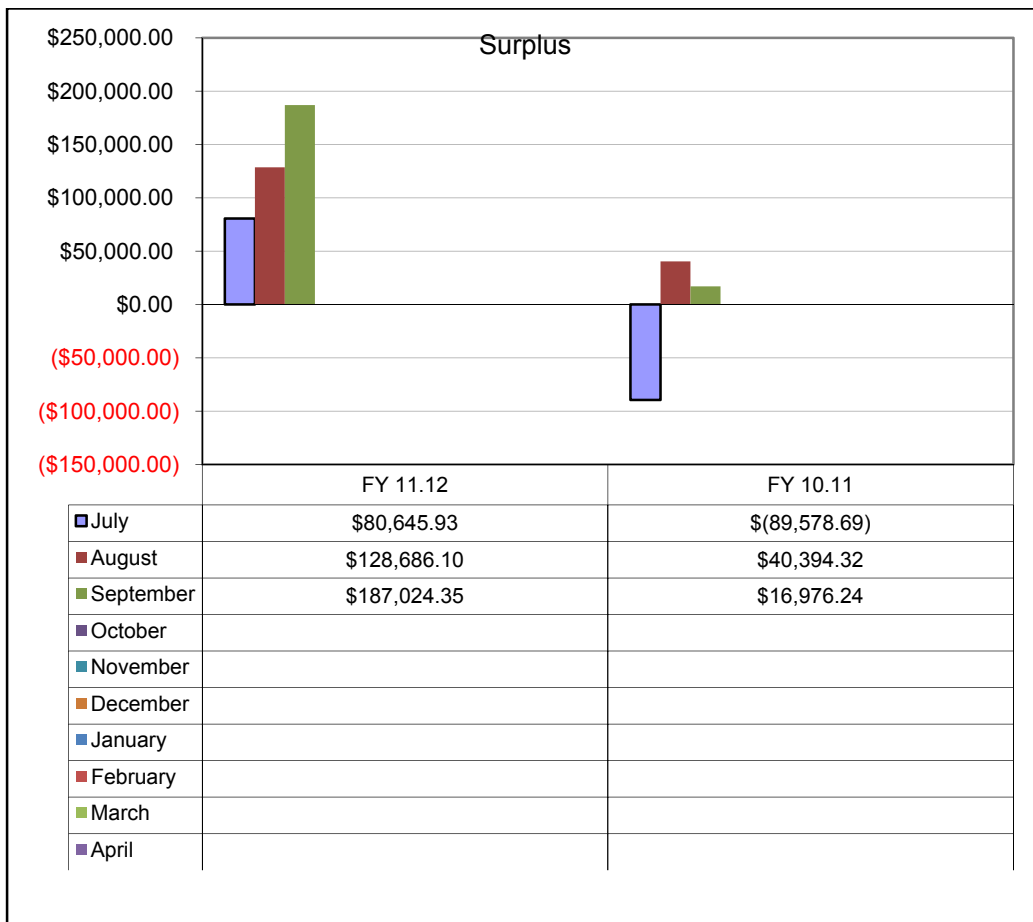
Month	Target Enrollment	# of Children Served	Avg Daily Rate / Child	# of Days	School Age Notes	Overall Expected Child Care	Overall Actual Child Care	Spending Rate	Surplus / Deficit	YTD Expected	YTD Actual
July	4083	3919	\$14.80	21	FT (21 days)	\$1,298,415.25	\$1,217,769.32	93.79%	\$80,645.93	\$1,298,415.25	\$1,217,769.32
August	4083	3793	\$12.56	22	FT (6 days)	\$1,176,453.81	\$1,047,767.71	89.06%	\$128,686.10	\$2,474,869.06	\$2,265,537.03
September	3600	3247	\$12.53	22	FT (2 day)	\$1,081,762.51	\$894,738.16	82.71%	\$187,024.35	\$3,556,631.57	\$3,160,275.19
October	3600			21	FT (1 day)	\$1,051,863.44	\$0.00			\$4,608,495.01	
November	3600			22	FT (4 days)	\$1,066,470.67	\$0.00			\$5,674,965.68	
December	3600			23	FT (8 days)	\$1,172,227.34	\$0.00			\$6,847,193.02	
January	3600			21	FT (6 days)	\$1,025,763.38	\$0.00			\$7,872,956.40	
February	3600			20	FT (1 day)	\$1,004,411.45	\$0.00			\$8,877,367.85	
March	3600			23	FT (5 days)	\$1,196,851.01	\$0.00			\$10,074,218.86	
April	3600			21	FT (1 days)	\$1,115,870.83	\$0.00			\$11,190,089.69	
May	3600			23	FT (5 days)	\$1,207,636.08	\$0.00			\$12,397,725.77	
June	3600			22	FT (22 days)	\$1,253,776.71	\$0.00			\$13,651,502.48	
Final Invoice											
YTD Totals		3653	\$13.29	261		\$13,651,502.48	\$3,160,275.19	88.52%	\$396,356.38		

Early Learning Coalition of Brevard County Inc.
 Year to Date Comparison – September 2011

Slot Utilization FY 11.12 to FY 10.11

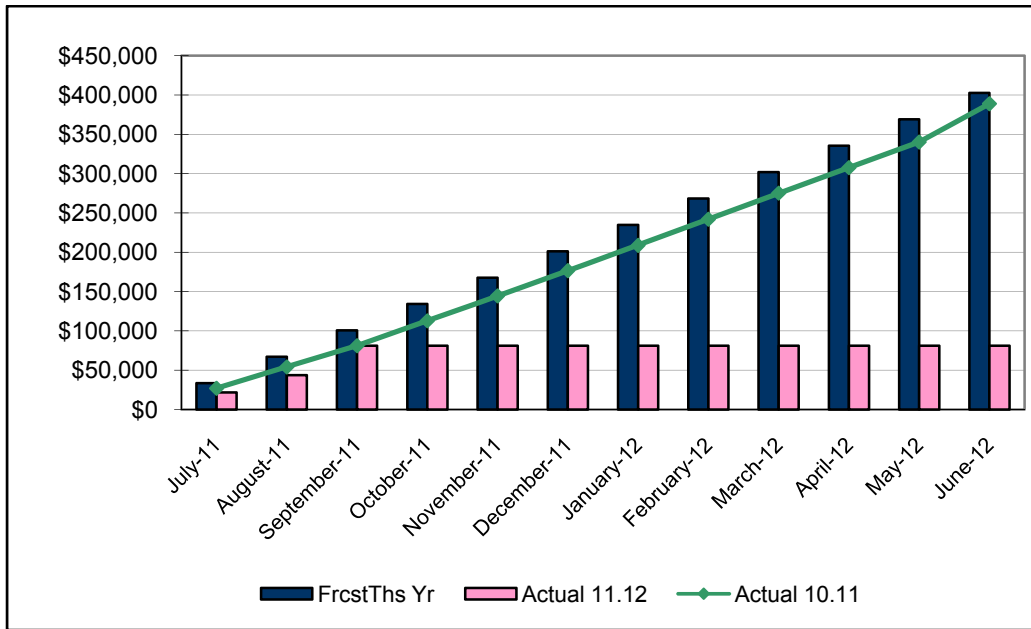


FY 11.12 – FY 10.11 Comparison – Surplus/Deficit

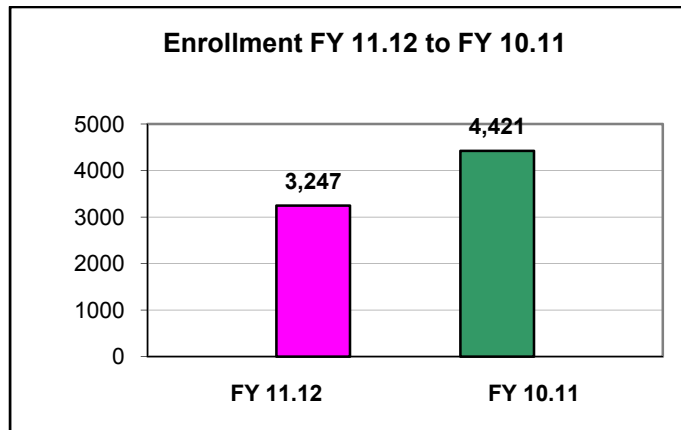


Early Learning Coalition of Brevard County Inc.
 Year to Date Comparison – September 2011

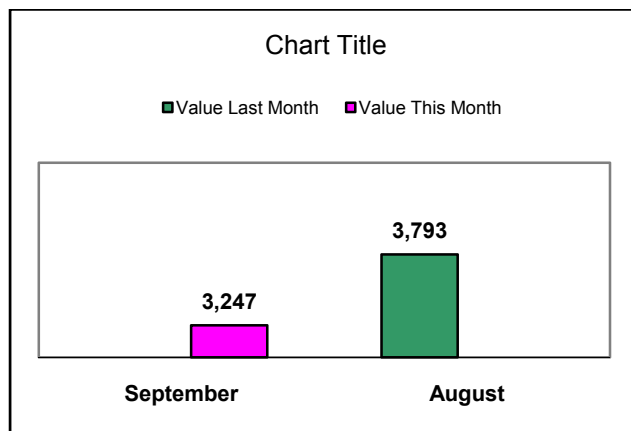
School Readiness Match – Actual to Forecast & Comparison to FY 10.11



Enrollment FY 11.12 Compared to FY 10.11 (Month of Sept)



Comparison: Prior to Current Month Enrollment



Early Learning Coalition of Brevard County, Inc.

Originally Established October 1, 2008

Revised Effective July 1, 2011

School Readiness Eligibility Priorities for New Enrollments

These priorities pertain only to families new to School Readiness services that are served through a priority referral, called off the Unified Waiting List, or are contractually required to be served or are served during a period of open enrollment. These priorities determine who is served first when funding is available.

All items are listed in order of category to be served within each priority.

Priority I (Federal, State or contractual requirements state we must serve families listed in Priority I regardless of funding availability or according to contract specifications)

Enroll	1. Children (age's birth up to thirteen or up to nineteen if physically or mentally incapable of caring for themselves) of families participating in the Brevard Workforce program who receive temporary cash assistance and are subject to federal work participation requirements (TANF) as determined by the Agency for Workforce Innovation or designee.
Enroll	2. Protective Services children birth up to kindergarten eligibility that are determined by the Department of Children and Families or designee as children at-risk for abuse or neglect. Children birth up to kindergarten eligibility whose caregivers are receiving relative caregiver funds through the Department of Children and Families – Economic Self-Sufficiency but are not subject to federal work requirements.
Enroll	3. Children birth up to kindergarten eligibility whose care is funded through a Community Development Block Grant (CDBG) agreement as defined by the local funder.
Enroll	4. Children birth up to age 12 whose care is funded through an approved Child Care Executive Partnership Program (CCEP) agreement as defined by the local funder and availability of funding.

Priority II

Enroll	1. Protective Services/foster care children (kindergarten up to age nine), as determined by the Department of Children and Families or designee. Children kindergarten eligibility up to age 9 whose caregivers are receiving relative caregiver funds through the Department of Children and Families – Economic Self-Sufficiency but are not subject to federal work requirements.
Enroll	2. Children birth up to age 3 that have been identified with special needs by the Florida Department of Health/Children's Medical Services Early Steps Program and children with special needs age 3 up to kindergarten eligibility that have been determined eligible as students with disabilities by programs of Brevard Public Schools.
Enroll	3. A child birth up to kindergarten eligibility whose parent(s), up to age 20, attends an educational program and is not enrolled in the Student Parent Program through Brevard Public Schools or whose parent attends the Student Parent Program and is employed in addition to the program hours.
Enroll	4. Children birth up to kindergarten eligibility whose caregivers are receiving cash assistance through the Department of Children and Families – Economic Self-Sufficiency but are not subject to federal work requirements (those receiving TANF-only child benefits when parents are not in the home).
Enroll	5. Children birth up to age 9 whose parent(s) is participating in the welfare transition program or are at risk of welfare dependency (Referrals from DCF's designee, Brevard Workforce, for Transitional Child Care).
Enroll	6. Children birth up to kindergarten eligibility from a working family whose income does not exceed 200% of the federal poverty level and are currently receiving services in another Florida county.

Priority III	
Enroll	1. Infants (birth up to age one) of siblings currently receiving School Readiness services.
Enroll	2. Children with documented special needs age kindergarten up to age 13.
Enroll	3. Children birth up to kindergarten eligibility from a working family whose income does not exceed 150% of the federal poverty level. Children in this category are on the Coalition's waiting list or in the absence of a waiting list are first served based on the date of the School Readiness application submitted by parent.
Priority IV	
Do Not Enroll	1. Children kindergarten eligibility up to age 9 whose caregiver is receiving cash assistance through the Department of Children and Families – Economic Self-Sufficiency but are not subject to federal work requirements (those receiving TANF-only child benefits when parents are not in the home).
Do Not Enroll	2. Children with documented special needs age 13 up to age 19.
Do Not Enroll	3. School-age children (kindergarten up to age nine) from a working family whose income does not exceed 150% of the federal poverty level.
Do Not Enroll	4. School-age children from a working family whose income does not exceed 200% of the federal poverty level and are currently receiving services in another Florida county.
Priority V	
Do Not Enroll	1. Children of migrant farm workers.
Do Not Enroll	2. Any other child eligible under federal law or regulations governing those federal funds, state law, and the parameters set forth by the Coalition.

School Readiness Eligibility Priorities for Families Already Enrolled in Services (Only relates to those rolling over into the BG8/income eligible category)	
<p>These priorities pertain only to families who are currently being served in the School Readiness program and their current method of eligibility expires or needs to be reevaluated. These priorities assist in decision making related to who to rollover into other billing groups when funding is available to continue serving families in this category of services. In order for families to rollover into another billing group, they must meet the eligibility requirements for billing group they would be transferred into. In all priority groups, approval of continued services will be made in accordance with Coalition policy.</p> <p>All items are listed in order of category to be rolled over within each priority.</p>	
Priority I	
Rollover	1. Children (age birth up to kindergarten eligibility) of families who previously participated in the Brevard Workforce program and received temporary cash assistance and were subject to federal work participation requirements (TANF) as determined by the Agency for Workforce Innovation or designee. Continued services only authorized if cash assistance ended for reasons other than non-compliance with the program.
Rollover	2. Protective Services/foster care (not including Protective Investigations) children younger than kindergarten eligibility who are determined by the Department of Children and Families or designee as children at-risk for abuse or neglect. Children birth up to kindergarten eligibility whose caregivers were receiving relative caregiver funds through the Department of Children and Families – Economic Self-Sufficiency but were not subject to federal work requirements. Continued services only authorized if relative caregiver funding ended due to a change in child's income.
Rollover	3. Children birth up to kindergarten eligibility whose care is funded through an approved Child Care Executive Partnership Program agreement in accordance with Early Learning Coalition policy.
Priority II	
Rollover 5 – 6 year olds with reduced services only; no rollovers for 7 – 9 year olds	1. Protective Services/foster care (not including Protective Investigations) children age kindergarten eligibility up to age 9 who are determined by the Department of Children and Families or designee as children at-risk for abuse or neglect. Children kindergarten eligibility up to age 9 whose caregivers were receiving relative caregiver funds through the Department of Children and Families – Economic Self-Sufficiency but were not subject to federal work requirements. Continued services only authorized if relative caregiver funding ended due to a change in child's income.
Rollover 5 – 6 year olds with reduced services only; no rollovers for 7 – 9 year olds	2. Children kindergarten eligibility up to age 9 whose care is funded through an approved Child Care Executive Partnership Program agreement in accordance with Early Learning Coalition policy.
Rollover 5 – 6 year olds with reduced services only; no rollovers for 7 – 9 year olds	3. Children birth up to age 9 whose caregiver was receiving cash assistance through the Department of Children and Families – Economic Self-Sufficiency but were not subject to federal work requirements (those receiving TANF-only child benefits when parents were not in the home). Continued services only authorized if TANF funding ended due to a change in child's income.
Rollover 5 – 6 year olds with reduced services only; no rollovers for 7 – 9 year olds	4. Children birth up to age 9 eligibility whose parent(s) successfully completed the welfare transition program.

Priority III	
Rollover 5 – 6 year olds with reduced services only; no rollovers for 7 – 9 year olds	1. Children (age kindergarten eligibility up to age 9) of families who previously participated in the Brevard Workforce program and received temporary cash assistance and were subject to federal work participation requirements (TANF) as determined by the Agency for Workforce Innovation or designee. Continued services only authorized if cash assistance ended for reasons other than non-compliance with the program.
Rollover	2. Children birth up to kindergarten eligibility who were adopted through the Department of Children and Families or their designee.
Priority IV	
Do Not Rollover	1. Children kindergarten eligibility up to age 9 who were adopted through the Department of Children and Families or their designee.

School Readiness Eligibility Priorities for Reducing Services and/or Disenrolling Those Currently Served

These priorities pertain only to families who are currently being served in the School Readiness program and funding is no longer available to serve all families currently enrolled. These priorities assist in decision making related to whom to reduce services to when funding is no longer available. The specific funding situation will determine the ultimate impact and severity of reduced services and/or disenrollments. A reduction in services should be considered prior to disenrolling children from services. Other strategies that could minimize the impact on children, families and providers should be considered prior to reducing services and/or disenrolling children.

All items are listed in order of category to be reduced/disenrolled within each priority.

	1. Reduce school-age children with the exception of those served under <i>“School Readiness Eligibility Priorities for New Enrollments”</i> Priority I, II(1) and II(5).
	2. Disenroll school-age children with the exception of those served under <i>“School Readiness Eligibility Priorities for New Enrollments”</i> Priority I, II(1) and II(5).
	3. Limit enrollments under <i>“School Readiness Eligibility Priorities for New Enrollments”</i> Priority IV and V.
	4. Limit continued services under <i>“School Readiness Eligibility Priorities for Families Already Enrolled in Services”</i> Priority II (4) and III(2).
Currently here as of July 2011	5. Limit enrollments under <i>“School Readiness Eligibility Priorities for New Enrollments”</i> Priority III.
	6. Limit continued services under <i>“School Readiness Eligibility Priorities for Families Already Enrolled in Services”</i> Priority 1.
	7. Limit enrollments under <i>“School Readiness Eligibility Priorities for New Enrollments”</i> Priority II



Early Learning Coalition of Brevard County, Inc. 2010-2011 Annual Report

Mission Statement:

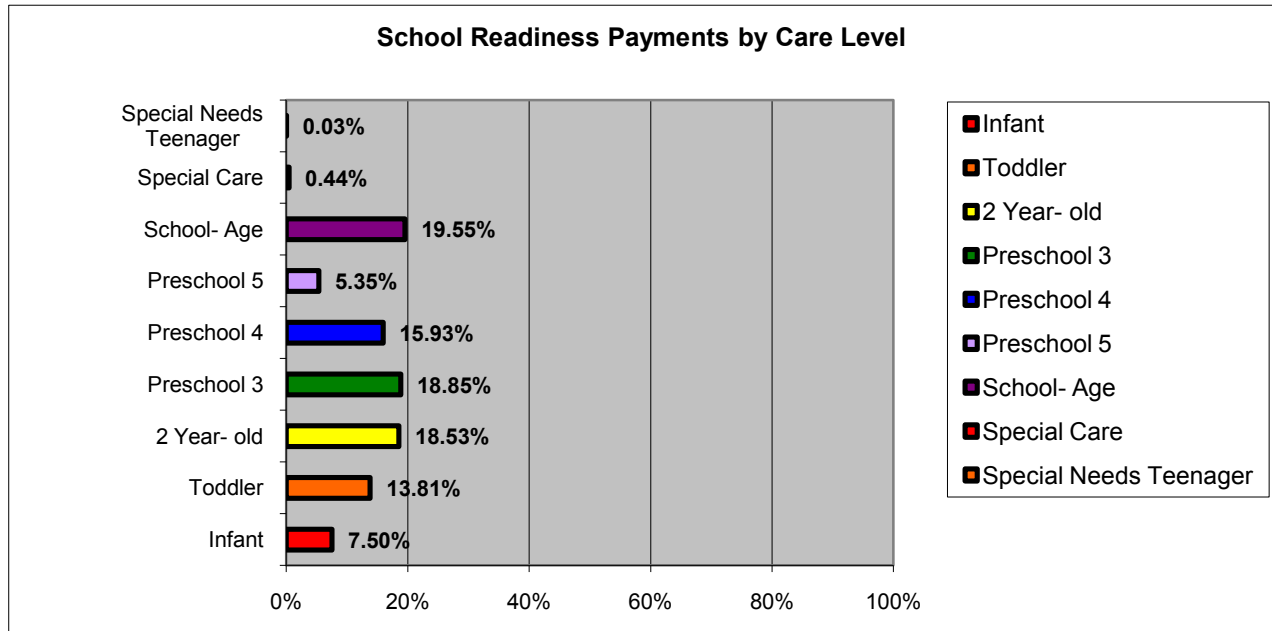
The mission of the Early Learning Coalition of Brevard County, Inc. is to provide leadership and oversight for School Readiness and Voluntary Pre-Kindergarten Programs ensuring children have the opportunity to benefit from the quality of early learning environments.

Data Summary: The following information is based on data collected from July 1, 2010- June 30, 2011.

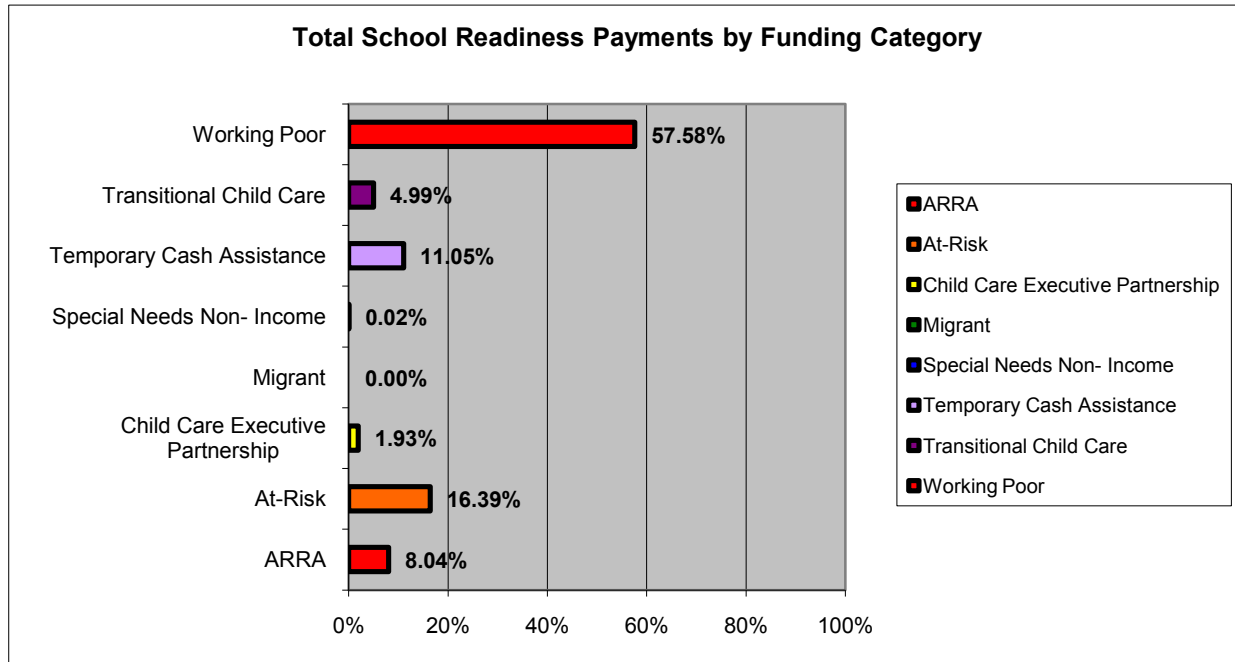
Number of unduplicated School Readiness (SR) children and families:

6,648	SR Families
6,648	4,094

School Readiness: Percentage of total payments (including match) by care level:



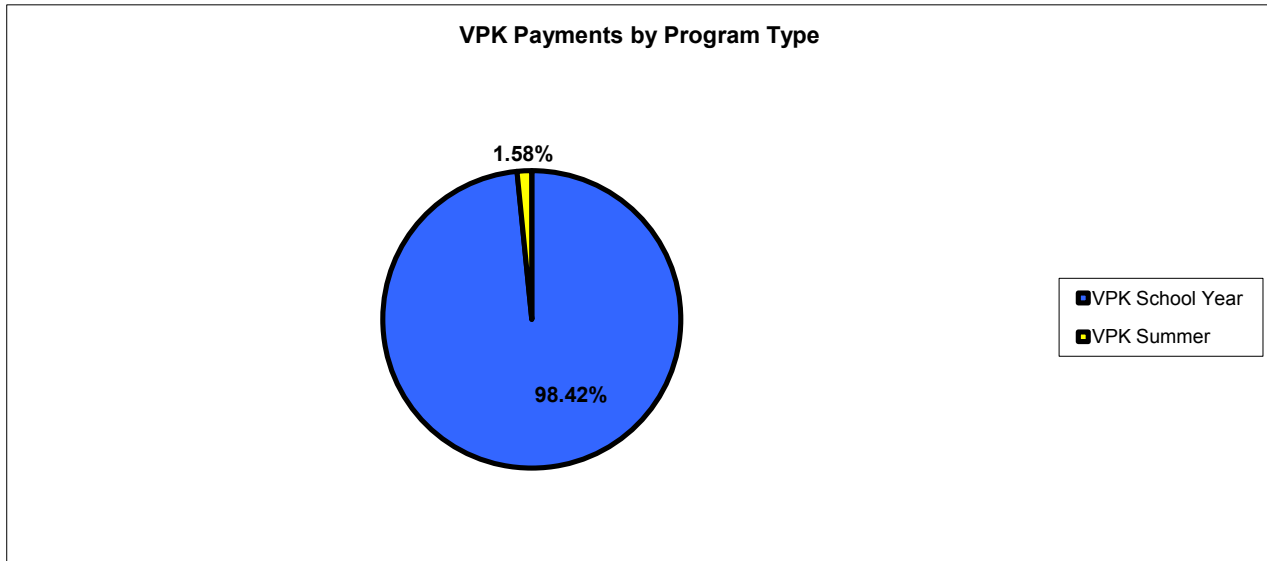
School Readiness: Percentage of total payments (including match) by funding category:



Number of unduplicated Voluntary Prekindergarten (VPK) Education children and families:

VPK Children	VPK Families
4,815	4,736

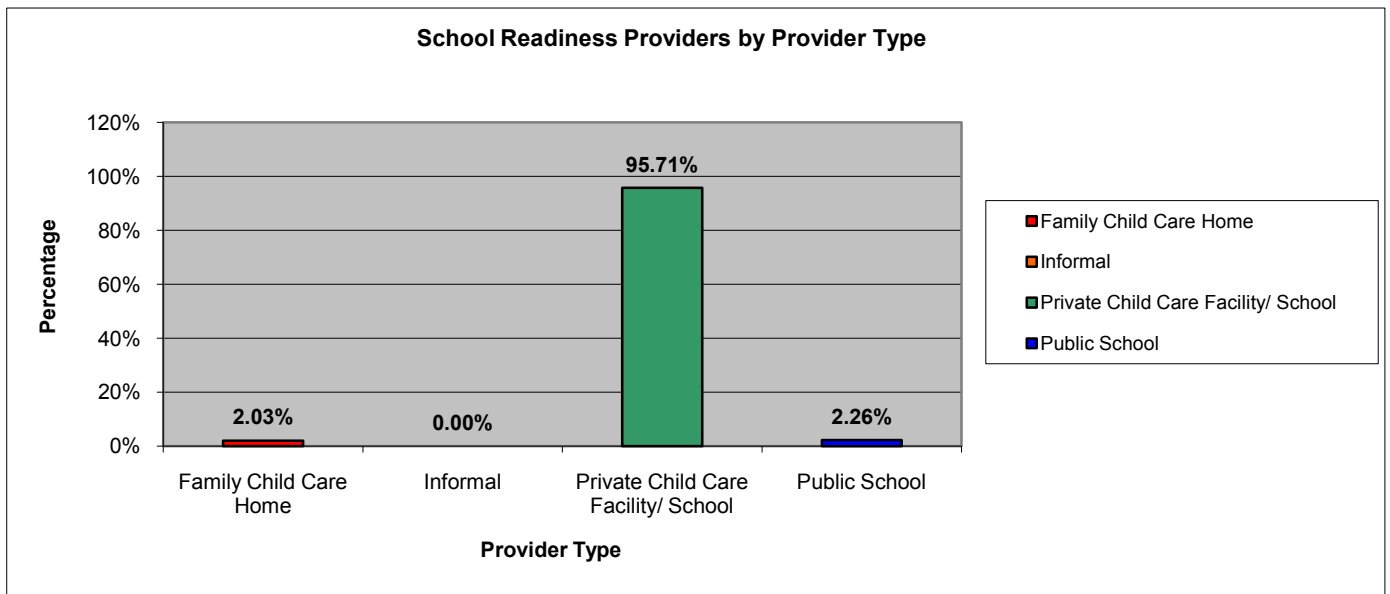
Total percentage of VPK payments by program type:



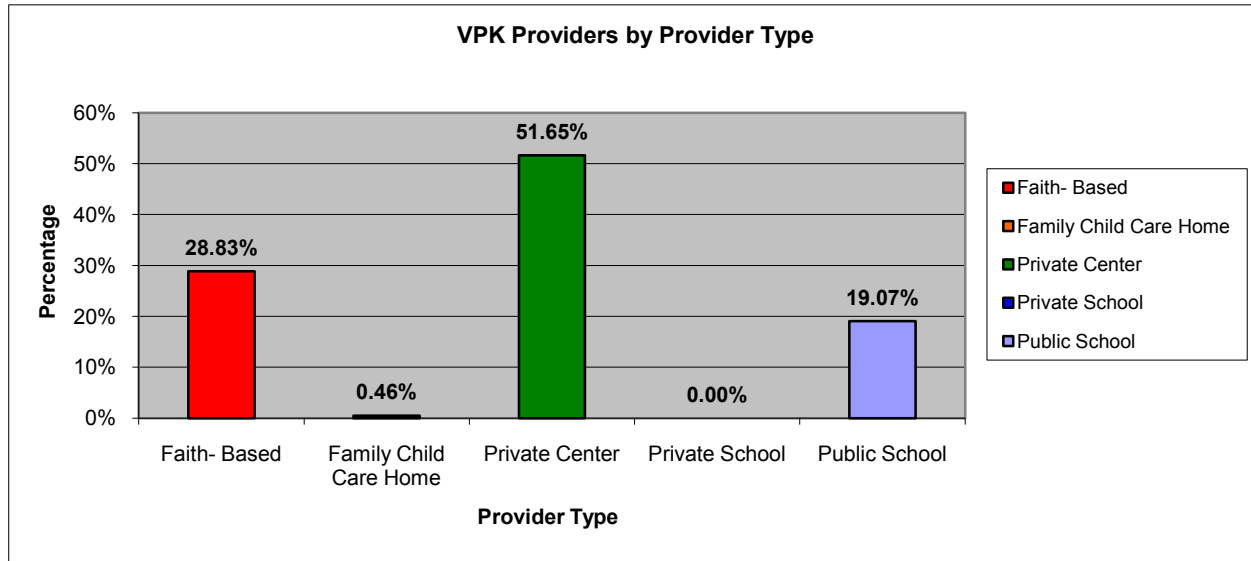
Total number of providers that participate in the coalition's early learning programs:

School Readiness Providers	Voluntary Prekindergarten Education Providers
193	196

Participating School Readiness providers by provider type:



Participating VPK providers by provider type:



Service Delivery Summary:

During fiscal year 2010 – 2011, the Early Learning Coalition of Brevard County, Inc. continued to administer the following services in-house:

- School Readiness and VPK eligibility
- School Readiness and VPK provider reimbursement
- School Readiness and VPK provider eligibility and compliance monitoring
- Screening and assessment
- Inclusion services
- Child Care Resource & Referral

Throughout the same fiscal year, the Coalition contracted program assessment responsibilities (Environment Rating Scale) and some aspects of provider training to the Florida Children’s Forum. In addition, the Coalition provided funding to the local Brevard County School District for the Florida First Start Program.

Quality Activity Summary:

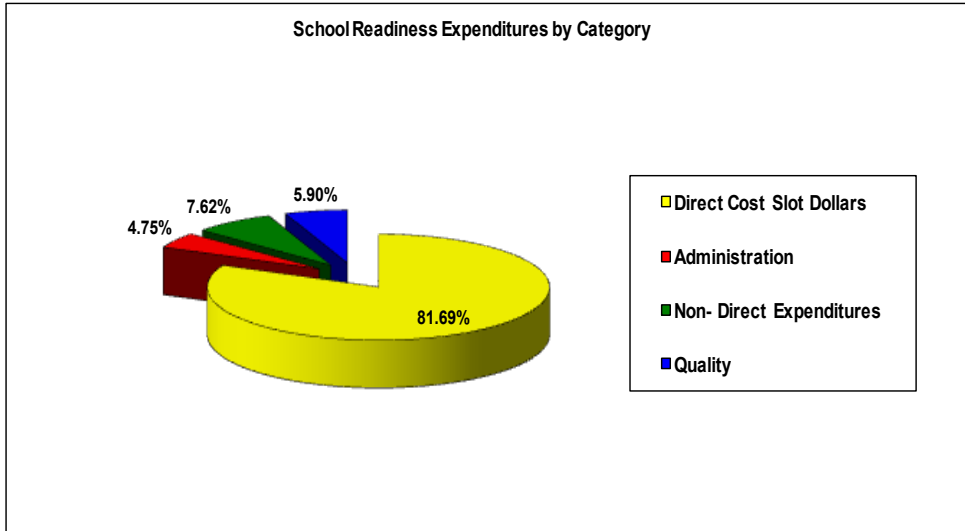
Activity	Narrative
What opportunities are offered by the Coalition for comprehensive consumer education?	<p>The Coalition continues to administer Brevard County's Child Care Resource and Referral program. CCR&R provided parent education and information regarding the selection of quality child care environments as well as information about a wide variety of additional community resources that are available.</p> <p>Coalition staff provided information to families about the VPK program at the approximate 20 VPK round ups held from March through August 2011. Staff provided information to families about how to check VPK provider readiness rates, the structure of the VPK program as well as discussing other child care services available such as the School Readiness program.</p>
Provide a list of grants or loans to providers to assist in meeting State and local standards.	<p>The Coalition continued to support the continued professional development of early childhood educators. The Coalition continued to fund the Learn to Earn program as well as the Higher Learning Stipend Program. Learn to Earn provides a stipend to teachers based on their attendance at a variety of early childhood education related trainings attended during the year. The Higher Learning Stipend Program provides reimbursement for higher education coursework and materials that support continuing education in the field of early learning.</p> <p>The Coalition provided scholarships for a select number of family child care providers to attend the Florida Family Child Care Association Conference in June 2011.</p> <p>The Coalition continued to operate the Provider Store during FY 10.11. Provider Store vouchers with designated point values are awarded to providers throughout the year as a way to acknowledge compliance and "above and beyond" activities that they do throughout the year. At designated times, providers are able to "cash in" their vouchers for items that can be used in their classrooms and are related to achieving high standards of quality as</p>

<p>Describe the process for monitoring compliance with licensing and regulatory requirements.</p>	<p>measured on the Environment Rating Scale.</p> <p>Child care providers in Brevard County are licensed by the local Department of Health Environmental Health office. In addition to the local licensing agency being represented on the Coalition’s board of directors, Coalition staff continued an open, communicative, respectful working relationship with licensing staff. The regular communication as assisted both agencies by ensuring that everyone involved has up to date and accurate information.</p> <p>In addition to the monitoring for compliance conducted by Brevard’s local licensing agency, the Coalition also monitors providers for compliance and consistency with School Readiness attendance as well as monitoring of VPK providers.</p>
<p>Provide a list of available professional development opportunities that the coalition offers, including training, education, and technical assistance</p>	<p>The Coalition continued to provide ample opportunities for professional development during the fiscal year. All professional development opportunities are posted to the Coalition’s website (www.elcbrevard.org). The following is a sample of topics and opportunities offered and is not inclusive of all that was provided:</p> <ul style="list-style-type: none"> • The Early Learning Coalition of Brevard hosted the 2nd Annual Provider Conference titled “Best Practices in Planning the Early Childhood Curriculum” on February 18 – 19, 2011. The conference is a joint venture between the Coalition and the Florida Children’s Forum. • Trainings were held throughout the year on a variety of topics such as program assessment (ERS), VPK Standards, phonological awareness, screening and assessment, inclusion, curriculum, Healthy Habits for Life, Bringing Nature to the VPK Classroom and playground safety. • Technical assistance continued to be made available continually throughout the year by Coalition staff as well as staff of the Children’s Forum.

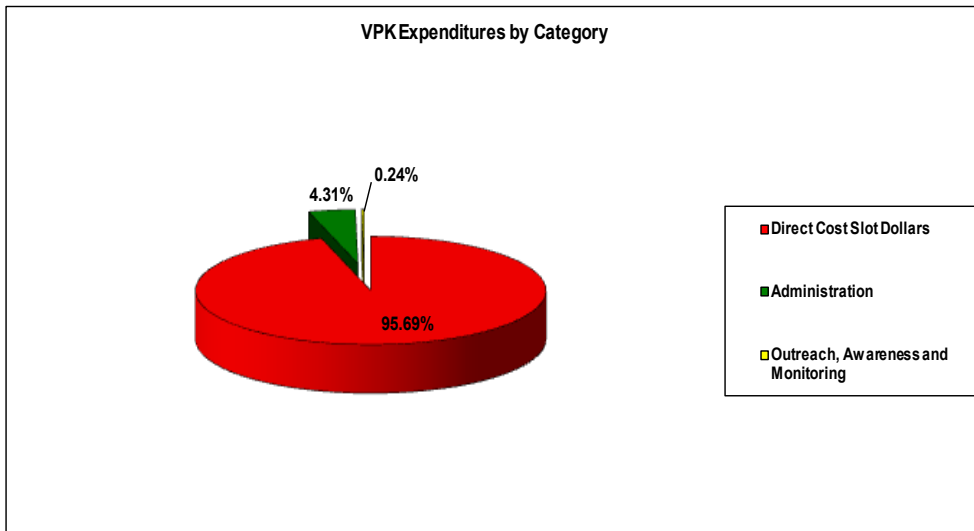
	<p>Opportunities were offered for technical assistance in terms of support for items related to the Environment Rating Scales, inclusion needs, contract and compliance issues and other topics of interest to providers.</p>
<p>Describe initiatives by the coalition to improve salaries and other compensation for child care providers.</p>	<p>The Coalition continued to operate the Learn to Earn program which provides a stipend to early childhood educators based on professional development opportunities that they attend.</p> <p>In April 2011, the Coalition assisted the Brevard Workforce staff with collecting data regarding salaries and projected openings in order to be able to continue to provide technical assistance and support to those in the field of early childhood education. Through this effort, the Coalition advocated for additional supports (fiscal and otherwise) for the industry.</p>
<p>Describe activities to support a Quality Rating System.</p>	<p>Other than the use of the Environment Rating Scale for program assessment, the Early Learning Coalition of Brevard is not fully implementing a QRIS program. Coalition staff and its board of directors are eager to move forward with a system once the parameters have been established for a statewide QRIS.</p>
<p>Provide information on activities in support of early language, literacy, pre-reading, and early math concepts development.</p>	<p>The Coalition's funding of the Florida First Start demonstrates its commitment to supporting initiatives related to early language, literacy and pre-reading. Through the Florida First Start program, home visiting services are provided to teen parents and activities are conducted that encourage parent-child interaction as well as early literacy skills.</p> <p>Trainings were also conducted related to:</p> <ul style="list-style-type: none"> • Language/Cognitive Development • Phonological Awareness • Teaching Science Through Pre-Primary Children's Literature
<p>What activities has the coalition implemented to promote inclusive child care?</p>	<p>During FY 10.11, the Coalition's Inclusion Specialist attended training on the P.I.E.C.E program and began implementing the project with local providers. The</p>

	<p>Coalition has seen much success utilizing this model and the providers who participate are well engaged in the process. In addition, training related to inclusion topics were conducted during the fiscal year including:</p> <ul style="list-style-type: none"> • Benefits of an inclusive model and identifying delays • Nutrition for Children with Special Needs • Teaching Tools for Young Children with Challenging Behaviors
<p>How does the coalition conform to Healthy Child Care America and other health activities including those designed to promote the social and emotional development of children?</p>	<p>Many trainings were offered during the year relating to the social and emotional health of children:</p> <ul style="list-style-type: none"> • Conscious Discipline • Social/Emotional Development Series • Early Brain Development • Music and Social Development • Play is FUNdamental <p>The Coalition also partnered with Nemours Health and Prevention in order to bring the Healthy Habits for Life training session to the providers of Brevard. The sessions covered the importance of modeling good nutrition and physical activity for children and being an agent for change in the fight against childhood obesity.</p>
<p>Please describe other quality activities that increase parental choice, and improve the quality and availability of child care. (§98.51(a)(1) and (2))</p>	<p>Child Care Resource and Referral continues to provide information to parents and community members about the importance of selecting high quality child care providers.</p>

Fiscal Summary: During the 2010 - 2011 fiscal year, the coalition's total **School Readiness Program** operating budget was \$20,156,851.08. Below is a breakout of expenditures by category.



During the 2010 - 2011 fiscal year, the coalition's total **Voluntary Prekindergarten (VPK) Education Program** operating budget was \$11,783,568.50. Below is a breakout of expenditures by category.



Program Year Summary:

Fiscal year 2010 – 2011 provided an opportunity for the Early Learning Coalition of Brevard to continue to provide quality services to many children, families, providers and community partners. With a focus on improving quality of child care providers and increased opportunities for professional development, the Coalition continued its efforts to serve the early childhood education community.

As stated by clients served during the fiscal year:

- *The Coalition was “very helpful with providing me information in regards to helping me with family resources.”*
- *“I am very pleased with the service and very thankful for the help. I’m a full time student and having this assistance will help me with the continuation of my education.”*
- *“Please keep the program going. This program helps families that are trying to make a living. Parents don’t want to leave children at home by themselves.”*
- *“I have told all my friends who have children whom like me have been in hard times and whom also need child care for their small children.”*
- *“This program is very important to me. It helps a lot of young mothers to work and go to school while child care is being provided.”*



Mission Statements:

- ✓ Your reason for being
- ✓ Should be clear, succinct, inspiring and compelling
- ✓ Should state the obvious
- ✓ Describes who you are, what you do and who you serve
- ✓ Guides decision-making

Our Mission

The mission of the Early Learning Coalition of Brevard County, Inc. is to provide leadership and oversight for school readiness and voluntary pre-kindergarten programs ensuring that children have the opportunity to benefit from the quality of early learning environments.

Vision Statements:

- ✓ Showcase the organization's view of the future
- ✓ Represent the highest bar to strive for
- ✓ Should be realistic and ambitious; should be challenging but not overwhelming
- ✓ Could reflect what a perfect world would look like or what would a world that no longer needed ELC would look like
- ✓ Can be motivating and a reminder that there is still lots of work to be done

Our Vision

To provide children in Brevard County quality programs, resources and services necessary to succeed in school.

Values Statements:

- ✓ The central beliefs of the organization
- ✓ The principles by which the organization lives and breathes
- ✓ How the vision and mission are carried out

Our Values Statement:



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Early Learning Coalition of Brevard Leadership Team Value Statements

Stewardship: We recognize that we have been entrusted with the oversight of programs that have a significant impact on children, families and our community. We are conscious of the impact that our leadership has on our organization. We are committed to serving all members of the organization in a way that demonstrates effective and efficient management practices.

Excellence in Service: We strive to create an environment that allows all to perform at their personal and collective best. We demonstrate our dedication to a higher level of service through our communications, actions and attitudes. We are committed to developing a workplace that promotes high quality service delivery where each individual, team and department feels that they are part of the greater vision.

Integrity: We uphold integrity by showing ongoing commitment to the highest ethical standards. We believe in establishing a work culture that is comprised of relationships based on honesty, sincerity and trust.

Accountability: We strive to hold ourselves and each other accountable for all acts of leadership within our organization. We are willing to accept responsibility for our actions and are accountable to those that lead us, to each other and those we serve. We will ensure that all those we lead and are responsible for are given every resource and tool necessary for success.

LAUNCHING A CHILD'S FUTURE!

ELC STAFF VALUE SELECTIONS

Valued words	Pink	Green	Yellow
Respect	6	4	3
Quality	8	3	2
Integrity	6	15	1
Efficient	1	1	2
Dedication	1	3	3
Diversity	0	0	1
Positive Impact	1	1	4
Bright Future-Steppingstone	0	3	2
Excellence/purpose	2	1	0
Knowledge	0	2	2
Comprehensive	0	0	0
Informative	0	2	5
Skill developer	0	0	0
Sincerity	0	0	0
Compassionate	2	0	4
Loyalty	0	0	1
Supportive	1	0	1
Citizenship	0	0	0
Pro-active	0	0	0
Advocates	14	2	3
Commitment	3	4	1
Leadership	0	2	2
Equality	0	1	0
Effective listening	0	0	0
Enthusiasm	0	0	0
Sense of purpose	0	0	1
Future oriented	0	0	1
Consistency	1	1	4
Accountability	0	2	5
Strength based	0	1	0
Stewardship	3	1	0

Pink = first choice

Green = second choice

Yellow = third choice