

Board of Directors Meeting
Tuesday, September 15, 2015 4:00 pm

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Coalition Roll Call by Self Introduction
- IV. Consent Items
 - a. Minutes: August 18, 2015
 - b. Director's Report
- V. Committee Reports
 - a. Executive / Finance Committee
 - b. Key Result Area Committee Reports
- VI. Old Business
 - a. Finance Report and Waiting List/New Enrollment Update
- VII. New Business
 - a. Legislative Priorities
 - b. Review of School Readiness Priorities and Children Served
- VIII. Public Comment
- IX. Adjourn

Next Meeting: October 20, 2015 (Annual Meeting)



EARLY LEARNING COALITION OF BREVARD COUNTY, INC.



MINUTES: Board of Directors Meeting
DATE/TIME: Tuesday, August 18, 2015 at 4:00 p.m.
LOCATION: Early Learning Coalition of Brevard, Conference Room 1018 Florida Ave, Rockledge, FL
MEMBERS PRESENT: Terri Barlow, Cathy Beam, Donna Beettam, Alan Bergman, Marci Brilley, Mark Broms, Priscilla DeNino, Jeffery Harrison, Beth Mills, Tom Peer, Althea Puzio and Myrna Shimei
EXCUSED ABSENT MEMBERS: Lori Duester, Mike Durante, Robert Green, Natalie Jackson, Mica Layne, and Travia Williams
UNEXCUSED ABSENT MEMBERS: Ian Golden
STAFF PRESENT: Shamprell Baumgardner, Sky Beard, Jessica Beecham, Sue Falcioni, Gwen Hertlein-Haber, LaShaundra McGhee, Sally Mobley, Cathie Odom, Emily Orndorff, Jennifer Shields, and Tina Snyder
GUEST/PUBLIC:
CALLED TO ORDER: Alan Bergman called the meeting to order at 4:05 p.m. Pledge of allegiance took place and introductions were conducted. Quorum was established.

AGENDA ITEM	SUMMARY/DISCUSSION	ACTION/FOLLOW-UP
Consent Items	a. Minutes: June 16, 2015 b. Directors Report c. OEL Fiscal Monitoring Report	Beth Mills motioned for the Consent Items to be approved. Jeffrey Harrison seconded the motion. The motion passed unanimously by all Board members.
Committee Reports:	<p><u>Executive/Finance Committee:</u> Alan Bergman reported to the Board that the Executive/Finance Committee meeting for July 13, 2015 was cancelled. However, the Committee met on August 10, 2015. The following agenda items were discussed:</p> <ul style="list-style-type: none"> • Approval of meeting minutes • Final 15.16 Budget – to be discussed later in meeting • OEL Fiscal Monitoring Report – approved with consent items • Contract Authorization for ED – Granted Sky approval to apply for, accept and negotiate grant applications and awards • Annual Meeting Options – to be discussed later in meeting 	No Action/Follow-up
Old Business	<p><u>Finance Report and Waiting List/New Enrollment Update:</u> Cathie Odom presented the Board with the Grant Earmarks and Restrictions (see attached). Cathie explained that there was not enough funds to cover the end of year expenses for FY 14.15 and the Coalition had to use dollars from the FY 15.16 grant. Cathie reviewed the following items from the end of FY 14.15:</p> <ul style="list-style-type: none"> • 4% more than the required amount of spending in Direct Services • All minimum earmarks were met and the Coalition did not go over any of the set maximums. 	No Action/Follow-up

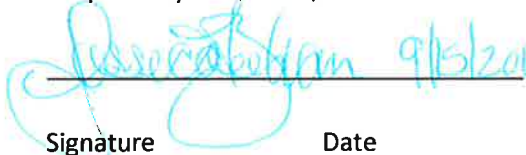
	<p>Gwen reported to the board that there is a reduction in the wait list numbers because Coalition staff has began calling about 20 families off the list per week. In addition to calling families off the wait list, the number has decreased because school age children are not entering services. The Board inquired about the reporting process and options within the Family Portal. Gwen discussed the limitations and that it is requiring significantly more work when compared with the previous system.</p>	
<p>New Business</p>	<p><u>Revised FY 2015-2016 Budget:</u> Sky reminded the Board that the budget that was approved at the June meeting was only preliminary because the State funds for FY 15.16 had not been allocated at that time. The final State budget has been approved and OEL has allocated the FY 15.16 funds. The Executive/Finance Committee has approved the Operational Budget and is bringing the recommendation to the Board to approve the presented FY 15.16 Agency Budget (see attached). The Board approved the revised FY 15.16 Agency Budget as presented.</p> <p><u>Annual Meeting – October 20, 2015:</u> Historically, the Annual Meeting has been scheduled for the October Board meeting date so this year the meeting will be held on October 20, 2015 and will be all day. Currently, Coalition staff is working to secure a location.</p> <p>The meeting will include the following agenda items:</p> <ul style="list-style-type: none"> • Election of Officers • Coalition Satisfaction Surveys • Annual Report • Component of The Performance Imperative: Pillar 1: Courageous, Adaptive, Executive and Board Leadership • Provider visits <ul style="list-style-type: none"> ○ Working on scheduling the visits for late September/early October ○ Two provider visits ○ Coalition staff will go with the Board Members • Focus on the QRIS <ul style="list-style-type: none"> ○ Have other Coalitions that use the QRIS come and discuss the process <p><u>Florida Prepaid Partnership:</u> Sky informed the Board about the partnership with The Association of Early Learning Coalitions and Florida Prepaid (FPP). This partnership has allowed all ELCs to have VPK calendars to be given to all VPK families at no cost to the Coalitions or families. All Coalitions received calendars customized to their county and included board member information and local community contacts. The calendars were passed out to the Board members to review. Sky presented the Board with a PowerPoint presentation (see attached) that explained the partnership and FPP.</p>	

	Key Result Area Committee Meetings: The Diversified Funding Committee will not be meeting as they are meeting at times outside of the board meeting schedule.	
Public Comment	N/A	
Adjournment	The Full Board meeting was adjourned at 4:42	Jeffrey Harrison motioned for the adjournment of the Board meeting. Priscilla DeNino seconded the motion. The motion passed unanimously by all Board members.
Next Meeting	September 15, 2015	No Action/Follow up

August 2015 Board of Directors Minutes Approved:

Respectfully Submitted,

Approved

 9/15/2015

 9/15/15

Signature Date
Executive Coordinator

Signature Date
Executive Director



Director's Report September 2015

State and Office of Early Learning (OEL) Update:

- Coalition staff continues to be involved in the development of Florida's new Family Portal. The portal is the online process by which parents apply for School Readiness and Voluntary Prekindergarten services. The implementation of the new web based system has been challenging and ELC staff are participating in development workgroups and providing regular feedback about system glitches. Workgroups also are underway related to the development of the Provider Portal which is scheduled to go live in early 2016. Coalition staff is also participating in those workgroup calls.

Coalition Update:

- The long standing child care provider fraud case has been settled with a plea agreement. The Coalition received a restitution payment of \$12,700 which was then returned to the Office of Early Learning.
- The Coalition will be hosting a mandatory Provider Meeting on October 14. The meeting will focus on updates for providers related to VPK GOLD assessments, the local QRIS pilot, Early Learning Florida professional development opportunities and other important topics.
- ELC hosted an Early Learning Florida Partner Meeting on September 3. Staff from ELC, Brevard Public Schools and Eastern Florida State College participated in a discussion that provided updates to the state's plan for implementation of the Early Learning Florida initiative as well as planning for local implementation. Follow up questions were submitted to the University of Florida and clarifying responses were received. The online professional development courses and corresponding technical assistance and coaching will assist in increasing the quality of local early learning programs.
- The second year of the Performance Funding Pilot is underway. In Brevard, 17 providers have applied. A random sample will determine who is invited to participate in each county. ELC staff will support the initiative in all required components including CLASS assessments, payments to providers, verifying benchmarks and ongoing technical assistance.
- Sky Beard will be presenting at the 2015 Brevard County Legislative Delegation Meeting scheduled for Tuesday, September 22. The annual meeting provides an opportunity for members of the local legislative delegation to hear updates from key state agencies, local nonprofits as well as citizens about issues important to them.
- 2-1-1 Brevard, along with its community partners, has been awarded a Help Me Grow contract as a First Year Affiliate. Along with Brevard Public Schools, Early Steps, The Scott Center, United Way, Healthy Families, Healthy Start and other community partners, the partnership has worked hard to plan for bringing Help Me Grow services to Brevard. The contract is scheduled to begin on October 1, 2015 and the Early Learning Coalition will be an important collaborative partner in the project. Help Me Grow is a national model program that helps

connect children at-risk of developmental delays with services within their communities. The Brevard program will utilize the national model as a framework but will be tailored to the specific needs of Brevard County children and families.



Early Learning Coalition
Of Brevard County, Inc.



Minutes: Parent Education and Family Engagement Committee Meeting
 Date/Time: Tuesday, August 18, 2015
 Locations: Early Learning Coalition of Brevard County, Space Room, 1018 Florida Ave, Rockledge, FL 32955
 Members Present: Beth Mills, Donna Beettam, LaShaundra McGhee, Priscilla DeNino
 Excused Absent members: Michelle Dockery and Lori Duester
 Unexcused Absent Members:
 Guest/Public: None
 Start Time: January 20, 2015 4:30 pm

Agenda Item	Summary/Discussion	Action/Follow-up
Internal ELCB initiatives	<p>LaShaundra led the discussion which focused on the new Parent Education and Family Engagement plan at ELCB (PowerPoint attached) spearheaded by Gwen (DPI) and LaShaundra (DQA). The purpose is to encourage parents to become empowered and actively engaged as their child’s first teacher.</p> <ul style="list-style-type: none"> • Parent Tool Kits: Approx. 750 bags on hand. Bags will contain resources selected to engage parents at various skill levels and include materials related to parenting, literacy and self-sufficiency as well as books to promote early and family literacy; <i>Try This</i> activities to encourage parent:child interaction; Healthy Habits handouts; Growth Charts, info about community resources, early learning and developmental milestones; and, quality child care checklists. • Parent Newsletter: Newsletter will be made available to families participating in early learning programs and posted to ELCB website. • Parent Workshops: Series of workshops held at contracted child care provider sites for parents/families. • Snuggle Stories App: 500 codes for a 30-day no cost subscription to access the BabyFirst cable television company’s online digital library targeted for children 0 – 3 (appropriate for 0 – 5). • Scholastic Literacy Buddies (Tentative): ELCB would choose one of the following options or a combo of both. Adopt-a- 	

	<p>center: Solicit local businesses, social clubs, special interest groups and civic organizations to adopt a school or classroom within their community. Adopt-a-buddy: ELC staff and Board members serve as literacy buddies to children participating in either the school readiness or voluntary pre-kindergarten program. Face-to-face interaction optional not required. For both components the literacy buddy would agree to receive letters from a child age 3 or 4; purchase books consistent with the child's interest and respond to his/her letter; and agree to a minimum of four (4) exchanges.</p>	
<p>BPS</p>	<p>Beth provided updates regarding the upcoming <i>Parenting In Today's World</i> event, which is hosted annually by BPS in collaboration with several community organizations. Event scheduled for Oct 10th and will be held at EFSC. This year's theme "Parenting 2.0: Reconnecting Families in the Digital World" focuses on recognized opportunities for families to connect in a digital world and using technology to maximize family interactions. Keynote presenter is Robbie Stokes. Breakout sessions will include the following topics: social media safeguards; stress management; bullying (Weight of the World); developmental sensory issues.</p>	
<p>Other</p>	<ul style="list-style-type: none"> • Beth reported the new Superintendent for BPS seems really supportive of 0 – 3 education and filling educational gaps is one of his top priorities. • Take Stock in Children workshop will be held Saturday, August 29th, 10:00 AM, at the Porcher House in Cocoa Village. Topic: Understanding Poverty. Beth Mills to facilitate. 	

Prior Committee Minutes Approved: None

Respectfully Submitted,

Approved

Signature Date

Signature Date



EARLY LEARNING COALITION OF BREVARD COUNTY, INC.



MINUTES: Quality Initiatives Committee Meeting
DATE/TIME: Tuesday, August 18, 2015
LOCATIONS: Early Learning Coalition of Brevard County, Conference Room, 1018 Florida Ave, Rockledge, FL 32955
MEMBERS PRESENT: Cathy Beam, Sue Falcioni, Althea Puzio, Jennifer Shields, Myrna Shimei, Travia Williams, and Mark Broms
EXCUSED ABSENT MEMBERS: Beth Mills
UNEXCUSED ABSENT MEMBERS:
GUEST/PUBLIC:
START TIME: August 18, 2015 at 4:50 pm

AGENDA ITEM	SUMMARY/DISCUSSION	ACTION/FOLLOW-UP
Quality Initiative	<p>Florida Child Care & Development Fund (CCDF) Statewide Plan is projected for March, 2016</p> <p>Committee feels that a strong push for Quality Rating Improvement System (QRIS) pilot to begin in Brevard in the new year, 2016.</p> <p>Discussed offering the pilot county wide, open to all who want to apply for the pilot. Suggest that no more than 5 pilot sites be chosen.</p> <p>Discussed that at the October 14th provider meeting the QRIS pilot be introduced and invite providers to apply. Committee members can be available to attend the provider meeting if needed. Committee and staff would review and select providers for pilot.</p> <p>Draft list of incentives from staff to be shared with committee. What's important to providers, provide technical assistance and give value for provider initiative. There will be different levels and all have opportunity to go to next level.</p> <p>Discussed the possibility of perhaps a broad based self-assessment activity without incentive, look at possibly choosing different needs: IT, parent involvement, professional development to see outcomes; then application</p> <p>Ask providers what they need? As well as list ELC possibilities. Messaging to owners/directors the cost/reward of QRIS. Message to teachers – what can they have for classroom?</p>	

Adjourned	<p>Next steps: Have Jessica send state model to Committee. Create application; draft ready at Board meeting;</p> <p>Discuss at September Board Meeting</p> <p>How many ELC's publish their ratings? Provide to committee.</p> <p>5:30pm</p>	
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August, 2015 Committee Minutes Approved:

Respectfully Submitted,

Approved

Althea Puzio *9/14/2015*

Signature

Date

Signature

Date



State Legislative Priorities 2015-16

Support the economic stability of Florida's families with young children by restoring School Readiness funding to support working families and children at-risk

- Restore School Readiness funding levels to those provided during FY 2001-02 (state and federal funding was \$681,392,070) to assist working families in being economically stable (there are over 58,000 children on the waiting list)

Maximize School Readiness investments by linking funding to performance standards, good business practices, and informed families

- Align Florida Statutes with federal Child Care Development Fund reauthorization requirements
- Link performance standards to a quality improvement tiered payment structure to support good provider business practices and ensure accountability for School Readiness investments
- Help inform families' decision-making regarding selecting good early learning settings by ensuring clear and concise information about School Readiness programs through a quality improvement recognition system
- Utilize nonrecurring funds for quality improvement system building (e.g., establishment of a professional development registry for providers and trainers, development of training and technical assistance capacity to support providers)
- Clearly establish DCF Office of Child Care Regulation and Background Screening as the responsible entity for licensure and the DOE Office of Early Learning as the responsible entity for child care performance standards and accountability by transferring responsibility for the Gold Seal program and professional development requirements to the Office of Early Learning
- Establish child assessment requirements to inform classroom practices and document child progress

Ensure accountability in Florida's Voluntary Prekindergarten Program (VPK) by linking increased investments to performance standards that improve kindergarten readiness

- Restore VPK student funding levels to those provided during FY 2007-08 (school year base student allocation was \$2,677 versus \$2,437 for 2015-16) and tie funding increases to benchmarks: staff to child ratios of 1:10 or better; 15 hours annually of in-service training; increased specialized training and education requirements; and vision, hearing, health, and developmental screenings

Florida's economic growth strategy starts at birth by investments in early childhood; Lack of investment in the productivity of the next generation is a deficit strategy, not a growth strategy

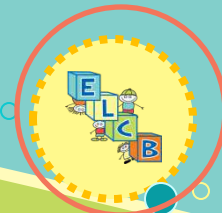
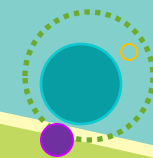
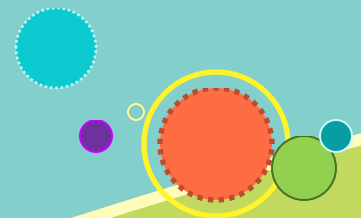
SCHOOL READINESS PRIORITIES

- Priority 1: Must serve population regardless of funding
 - Parent receives TCA and subject to work program requirements. Referral required
 - Serve children birth up to age 13
- Priority 2: At risk population with referral
 - Serve children birth up to age 9
- Priority 3: Economically disadvantaged - wait list families
 - Serve children birth to kindergarten



SCHOOL READINESS PRIORITIES CONT.

- Priority 4: Population transitioned from the work program to employment Referral required
 - Serve children birth to kindergarten
- Priority 5: At risk population with referral
 - Serve children age 9 up to age 13
- Priority 6: School age children of economically disadvantaged families
 - Serve up to age 13



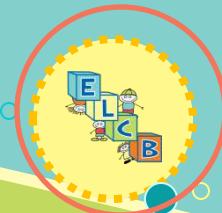
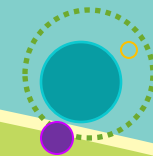
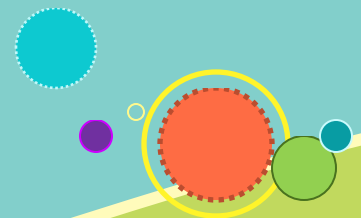
SCHOOL READINESS PRIORITIES CONT.

- Priority 7: School age children of families transitioned from the work program to employment. Referral required
 - Serve up to age 13
- Priority 8: Special needs children with an IEP from age 3 to kindergarten
- Priority 9: Children who meet eligibility of priorities 1-4 and are also in Head Start and VPK



ELIGIBILITY PROCESS

- Initial application
 - Children enrolled if they haven't started kindergarten
 - School age siblings remain on wait list
- Redetermination of services
 - Track for age 13 only, children stay in service until redetermination regardless of age



CHILDREN ENROLLED BY CARE LEVEL

3,263

Birth to Five

INF < 12 mo - 189
TOD -12 mo < 24 mo - 403
2 YR - 24 mo < 36 mo - 525
PR 3 - 36 mo < 48 mo - 526
PR4 – 48 mo < 60 mo - 574
PR5 – 60 mo < 72 mo - 57

Total Birth to Five – 2,274

70% of enrollment

School Age

Priority 1 - 63
Priority 2 - 388
Priority 3 - 506
Priority 4 - 16
CCEP - 16

Total School Age – 989

30% of enrollment



WAIT LIST - 962 CHILDREN

Birth to Five

Age 0 - 139

Age 1 - 176

Age 2 - 180

Age 3 - 134

Age 4 - 117

Age 5 - 43

Total Birth to Five – 789

82% of wait list

School Age

Age 6 - 41

Age 7 - 40

Age 8 - 34

Age 9 - 28

Age 10 - 17

Age 11 - 11

Age 12 - 2

Total School Age – 173

18% of wait list

