



FINANCE COMMITTEE MEETING
August 30, 2017, 10:00 am
ELC Board Room

- | | | |
|------|---|--------------|
| I. | Welcome & Introductions | Robert Eadie |
| II. | Approval of Minutes | Robert Eadie |
| | A. Motion to approve minutes for the month of July 2017 | |
| III. | Financial Statements | Robert Eadie |
| | A. School Readiness/VPK | |
| | B. Early Head Start | |
| IV. | Resolutions | Robert Eadie |
| | A. 08302017-01 | |
| | B. 08302017-02 | |
| | C. 08302017-03 | |
| | D. 08302017-04 | |
| | E. Informational Item 1 – RFP#ELCMDM2017-08 | |
| | F. Informational Item 2 – RFP#ELCMDM2017-09 | |
| V. | Information Items | Robert Eadie |
| | A. Slot Utilization | |
| | • Miami Dade County | |
| | • Monroe County | |
| | • Early Head Start | |
| | • Title V | |
| | B. Early Head Start Credit Card Report (no charges to report) | |
| VI. | Public Comments | Robert Eadie |
| VII. | Meeting Adjourn | Robert Eadie |

Mission: To promote high-quality school readiness, voluntary pre-kindergarten and after school programs, thus increasing all children's chances of achieving future educational success and becoming productive members of society. The Coalition seeks to further the physical, social, emotional and intellectual needs of Miami-Dade and Monroe County children with a priority toward the ages before birth through age 5.



Finance Committee Meeting
July 26, 2017; 10:00 AM
ELC Board Room

Committee Attendees: Adrian Alfonso (via conference call); Alex Soto (via conference call); Theresa Axford (via conference call); Philip Gassman (via conference call)

Absent Committee: Gilda Ferradaz, Alex Soto

Staff Attendees: Evelio Torres; Angelo Parrino; Lisa Sanabria; Belkis Torres; Alex Sanchez; Mercy Castiglione; Ana Rodriguez; Lisney Badillo; Juan Castillo

I. Welcome and Introductions **Adrian Alfonso**

- B. Eadie called the meeting to order and welcomed everyone. Quorum was established.

II. Approval of Minutes **Adrian Alfonso**

- Motion to approve minutes by T. Axford.
- Motion seconded by A. Alfonso.
- Motion was unanimously passed.

III. Financial Statements **Adrian Alfonso**

- M. Castiglione stated that the financials are in line with where we should be this time of year. M. Castiglione stated that the budget variance is showing a slight surplus but this bridge will be gapped by next month. Early Head Start is showing a deficit because the award letter has yet to be confirmed.

IV. Resolutions **Adrian Alfonso**

- Resolution 07262017-01 authorize the President and CEO to release a Request for Proposal for Human Resource Services Management System and Payroll Services. Fiscal Impact: The contract is for an approximate amount of \$120,000.00, which is subject to the availability of funding. Funding Source: All Funding Sources
 - Motion to approve resolution by T. Axford.
 - Motion seconded by A. Alfonso.
 - Motion was unanimously passed.



- Resolution 07262017-02 authorize the President and CEO to release a Request for Proposal for Janitorial Services. Fiscal Impact: The contract is for an approximate amount of \$90,000.00, which is subject to the availability of funding. Funding Source: All Funding Sources
 - Motion to approve resolution by A. Alfonso.
 - Motion seconded by T. Axford.
 - Motion was unanimously passed.

- Resolution 07262017-03 authorize the President and CEO to release an ITN for IT Equipment. Fiscal Impact: The contract is for an approximate amount of \$1,300,000.00, which is subject to the availability of funding. Funding Source: All Funding Sources.
 - Motion to approve resolution by T. Axford.
 - Motion seconded by P Gassman.
 - Motion was unanimously passed.

- Resolution 07262017-04 authorize the President and CEO to release an ITN for Office Supplies. Fiscal Impact: The contract is for an approximate amount of \$70,000.00, which is subject to the availability of funding. Funding Source: All Funding Sources
 - Motion to approve resolution by T. Axford.
 - Motion seconded by A. Soto.
 - Motion was unanimously passed.

V. Informational Items

Adrian Alfonso

- A. Parrino stated that the wait list for Miami Dade and Monroe counties remain at 0.

- B. Eadie stated that the EHS credit card expenditures is included in the packet for the committee to review.

VI. Adjourn

Adrian Alfonso

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Financial Position

(In thousands \$000)

	Unaudited As of 7/31/2017
Assets	
Cash & Cash Equivalents	12,572
Grants Receivable	16,628
Property and Equipment, Net	298
Other Assets	926
	<hr/>
Total Assets	\$ 30,424
	<hr/> <hr/>
Liabilities	
Accounts Payable	14,617
Deferred Revenues	36
Advances Due to OEL & Other	14,174
Accrued Expenses & Other Liabilities	514
Total Liabilities	29,341
	<hr/> <hr/>
Net Assets	
Unrestricted	677
Temporarily Restricted	406
Total Net Assets	1,083
	<hr/> <hr/>
Total Liabilities and Net Assets	\$ 30,424
	<hr/> <hr/>

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Activities
(In thousands \$000)

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>YTD 7/31/2017</u>
Support and revenues			
Grants	\$ 0	\$ 12,604	\$ 12,604
Contributions and Other	7	2	9
Net Assets Released from Restrictions	<u>12,604</u>	<u>(12,604)</u>	<u>0</u>
 Total Support and Revenues	 12,611	 0	 12,613
Expenses			
Early Education Services	12,260		12,260
Administration	<u>345</u>		<u>345</u>
 Total Expenses	 <u>12,605</u>	 <u>0</u>	 <u>12,605</u>
 Change in Net Assets	 6	 0	 7
 Beginning Net Assets	 671	 406	 1,077
 Ending Net Assets	 <u>\$ 677</u>	 <u>\$ 406</u>	 <u>\$ 1,083</u>

Early Learning Coalition of Miami-Dade and Monroe Counties
Statement of Functional Expenses
(In thousands \$000)

	<u>Administration</u>	<u>Early Education Services</u>	<u>Preliminary YTD 7/31/2017</u>
Expenses:			
Payroll & Employee Benefits	132	1,224	1,357
Direct Child Care Services	-	9,958	9,958
Contracted Services-Subrecipients	-	220	220
Dues & Subscriptions	2	-	2
Occupancy Costs	9	295	304
Telephone & Communications	2	32	33
Equipment Repair & Maintanance	36	-	36
Postage & Freight	3	9	12
Printing	-	9	9
Professional Fees	39	335	374
Travel & TranspoRtation Expenses	13	10	23
Program Supplies	-	105	105
Meetings & Conferences	1	3	4
Insurance-General & Liability	2	39	41
Office	104	12	117
Other Administrative Costs	2	10	12
Total Expenses	\$ 345	12,260	12,605

Early Learning Coalition of Miami-Dade and Monroe Counties
Statement of Cash Flows
(In thousands \$000)

	Preliminary YTD 7/31/2017
Cash Flows From Operating Activities	
Change In Net Assets	7
Adjustments to reconcile change in net cash provided by	
Depreciation Expense	0
(Increase) Decrease in Assets:	
Grants Receivables	(7,583)
Other Assets	(11)
VPK Prepayment	0
Increase (Decrease) in Liabilities:	
Accounts Payable-Vendors	(4,362)
Other Accrued Expenses & Other Payables	13
Advances Due to OEL	13,743
Advances Due to Other Grantors	0
Deferred Revenues	0
Total Adjustments	0
Net Cash Flows From Operating Activities	1,807
Cash Flows from Investing Activities:	
Purchase of furniture and equipment	
Net Cash Flows From Investing Activities	
Change in Cash	1,807
Cash - Beginning of Period	10,766
Cash Balance End of Period	\$ 12,572

BUDGET VARIANCE

July
2017

In 000'S

School Readiness					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	116,849	10,586	10,586	90.94%	91.67%
EXPENDITURES					
Salary and Fringe	11,721	1,015	1,015	91.34%	
Child Care Services	98,460	8,993	8,993	90.87%	
Contractual Services	2,204	165	165	92.53%	
Occupancy	1,553	212	212	86.38%	
Travel/Conf/Dev	261	25	25	90.47%	
Program Activity	1,775	84	84	95.25%	
IT	667	21	21	96.91%	
Other	207	72	72	65.05%	
TOTAL EXP	116,849	10,586	10,586	90.94%	91.67%

VPK					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	56,714	376	376	99.34%	91.67%
EXPENDITURES					
Salary and Fringe	1,437	63	63	95.62%	
Child Care Services	54,533	286	286	99.48%	
Contractual Services	63	3	3	94.52%	
Occupancy	124	15	15	87.98%	
Travel/Conf/Dev	13	1	1	90.42%	
Program Activity	401	0	0	100.00%	
IT	72	2	2	97.64%	
Other	73	6	6	91.86%	
TOTAL EXP	56,714	376	376	99.34%	91.67%

EARLY HEAD START					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
Office of Head Start	15,453	1,278	1,278	91.73%	91.67%
EXPENDITURES					
Salary and Fringe	2,731	194	194	92.91%	
Child Care Services	7,127	515	515	92.78%	
Contractual Services	405	316	316	22.01%	
Occupancy	4,304	204	204	95.26%	
Travel/Conf/Dev	374	7	7	98.24%	
Program Activity	147	21	21	85.61%	
IT	104	5	5	95.27%	
Other	262	18	18	93.21%	
TOTAL EXP	15,453	1,278	1,278	91.73%	91.67%

OTHER					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
The Children's Trust	5,330	186	186	96.51%	
Other	565	54	54	90.51%	
Refugee	1,350	127	127	90.60%	
Teen Parent	1,045	7	7	99.36%	
	8,290	373	373	95.50%	91.67%
EXPENDITURES					
Salary and Fringe	907	81	81	91.10%	
Child Care Services	3,290	165	165	94.98%	
Contractual Services	3,386	111	111	96.72%	
Occupancy	30	3	3	88.82%	
Travel/Conf/Dev	126	4	4	96.64%	
Program Activity	430			100.00%	
IT	47			99.49%	
Other	74	1	1	98.15%	
TOTAL EXP	8,290	366	366	95.58%	91.67%
NET		7	7		

TOTAL	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	173,563	10,962	10,962	93.68%	
Office of Head Start	15,453	1,278	1,278	91.73%	
The Children's Trust	5,330	186	186	96.51%	
Other	565	54	54	90.51%	
Refugee	1,350	127	127	90.60%	
Teen Parent	1,045	7	7	99.36%	
TOTAL REVENUE	197,306	12,613	12,613	93.61%	91.67%
EXPENDITURES					
Salary and Fringe	16,796	1,352	1,352	91.95%	
Child Care Services	163,409	9,958	9,958	93.91%	
Contractual Services	6,058	595	595	90.18%	
Occupancy	6,011	434	434	92.79%	
Travel/Conf/Dev	774	37	37	95.23%	
Program Activity	2,752	105	105	96.17%	
IT	890	27	27	96.91%	
Other	615	97	97	84.18%	
TOTAL EXP	197,306	12,606	12,606	93.61%	91.67%
NET	-	7	7		



Early Learning Coalition Finance Committee Meeting

August 30, 2017

Resolution: 08302017-01

Action Requested: This resolution presents a recommendation to cancel RFP#ELCMDM2017-07 (Parenting Education) based on the consideration described in the background section of this resolution.

Fiscal Impact: The original fiscal impact was an approximate amount of \$200,000.00 for fiscal year 2017-2018, subject to the availability of funding.

Funding Source: U.S. Department of Health and Human Services, Administration for Children and Families, The Children’s Trust, Florida Office of Early Learning

Strategic Goal:

<input checked="" type="checkbox"/> Neediest Children	<input type="checkbox"/> Providers
<input checked="" type="checkbox"/> Youngest Children	<input type="checkbox"/> Internal Capacity
<input checked="" type="checkbox"/> Educate All	<input type="checkbox"/> Funding

Resolution: 08302017-01

THIS RESOLUTION PRESENTS A RECOMMENDATION TO CANCEL RFP#ELCMDM2017-07 (PARENTING EDUCATION) BASED ON THE CONSIDERATION DESCRIBED IN THE BACKGROUND SECTION OF THIS RESOLUTION.

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the “Board”), and shall recommend that the Board approve this action at the next meeting of the Board.

Background:

On May 1, 2017, Resolution #05012017-07 was approved to release a Request for Proposal for Parenting Education. On May 3, 2017, RFP #ELCMDM2017-07 Parenting Education was released. On May 19, 2017, the Early Learning Coalition received two (2) proposals from the following proposers: Scholastic Inc. and Urban Strategies. On May 22, 2017, the proposals were reviewed by three (3) evaluators who made up the Evaluation Committee. On May 30, 2017, at the second Evaluation Committee Meeting, the committee moved and passed a motion to recommend that the Early Learning Coalition negotiate and execute a contract with Scholastic Inc.

After review and consideration during negotiations, it was deemed that the curriculum presented in Scholastic Inc's proposal did not correspond to the parenting engagement curriculum sought in the Request for Proposal. As a result, it was recommended that the Early Learning Coalition request authorization to cancel RFP #ELCMDM2017-07 Parenting Education.



Early Learning Coalition Finance Committee Meeting

August 30, 2017

Resolution: 08302017-02

Action Requested: Authorize the President and CEO to negotiate and execute an amendment to contract CSA16-21 with H.A. Contracting Corp. or procure new vendor(s) to purchase and install playground shades for Early Head Start Child Care Facilities.

Fiscal Impact: An approximate amount of \$1,700,000.00 for fiscal year 2017-2018, which is subject to the availability of funding.

Funding Source: U.S. Department of Health and Human Services, Administration for Children and Families

Strategic Goal:

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

RESOLUTION: 08302017-02

AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE AN AMENDMENT TO CONTRACT CSA16-21 WITH H.A. CONTRACTING CORP. OR PROCURE NEW VENDOR(S) TO PURCHASE AND INSTALL PLAYGROUND SHADES FOR EARLY HEAD START CHILD CARE FACILITIES.

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

Background:

The Office of Head Start (OHS) is committed to the provision of services in good quality facilities with safe indoor and outdoor learning environments. Head Start base grant funds in approved budgets may be used for repairs and minor renovations to facilities. The Early Head Start (EHS) Program has purchased playground equipment for all 26 sites.

On July 19, 2016, The Early Learning Coalition entered into a Construction Services Agreement with H.A. Contracting Corp (CSA16-21), for general contractor services that included playground equipment and installation.

After the purchase and installation of playground equipment, the Early Head Start program has remaining unused funds in the program in approved budgets. In the Head Start Design Guide, the U.S. Head Start Bureau recommends that approximately half of the play area space be shaded. Additionally, the Florida Child Care Standard 65C-22.002(4)(c)(1) requires child care centers to provide shade in the outdoor play area. In accordance with the aforementioned, the program would utilize the unused funds to purchase and install shades on the playgrounds.

This resolution is requesting authorization to negotiate and execute an amendment to contract CSA16-21 with H.A. Contracting Corp., for the purchase and installation of shades on the playgrounds for Early Head Start Child Care Facilities or procure new vendor(s) after assessing different estimates and conducting a cost benefit analysis.



Early Learning Coalition Finance Committee Meeting

August 30, 2017

Resolution: 08302017-03

Action Requested: Authorize the President and CEO to release a Request for Proposal to contract with a consultant to provide guidance with the development of Early Head Start Policies and Procedures.

Fiscal Impact: The contract is for an approximate amount of \$70,000.00, which is subject to the availability of funding.

Funding Source: U.S. Department of Health and Human Services, Administration for Children and Families

Strategic Goal:

- Neediest Children**
- Youngest Children**
- Educate All**

- Providers**
- Internal Capacity**
- Funding**

RESOLUTION: 08302017-03

AUTHORIZE THE PRESIDENT AND CEO TO RELEASE A REQUEST FOR PROPOSAL TO CONTRACT WITH A CONSULTANT TO PROVIDE GUIDANCE WITH THE DEVELOPMENT OF EARLY HEAD START POLICIES AND PROCEDURES.

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

Background:

The Head Start Program Performance Standards (45CFR Chapter XIII, Subpart B) require programs to establish administrative, financial, and programmatic policies and procedures that ensure a program delivers quality services and complies with the federal regulations that govern the Early Head Start program. The Early Learning Coalition is planning to contract with a consultant to provide guidance on the development of policies and procedures for the Neighborhood Place for Early Head Start.



Early Learning Coalition Finance Committee Meeting

August 30, 2017

Resolution: 08302017-04

Action Requested: Authorize the President and CEO to negotiate, execute and receive funds from the University of Florida Board of Trustees to conduct Classroom Assessment Scoring System (CLASS™) assessments.

Fiscal Impact: An approximate amount of \$122,000.00 for fiscal year 2017-2018, which is subject to the availability of funding.

Funding Source: Florida Office of Early Learning

Strategic Goal:

- Neediest Children**
- Youngest Children**
- Educate All**

- Providers**
- Internal Capacity**
- Funding**

RESOLUTION: 08302017-04

AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE, EXECUTE AND RECEIVE FUNDS FROM THE UNIVERSITY OF FLORIDA BOARD OF TRUSTEES TO CONDUCT CLASSROOM ASSESSMENT SCORING SYSTEM (CLASS™) ASSESSMENTS.

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

Background:

The Early Learning Performance Funding Project utilizes the Classroom Assessment Scoring System (CLASS™) tool, an observational instrument to assess classroom quality, to conduct classroom assessments. The Early Learning Coalition will enter into a contract with the University of Florida to conduct CLASS assessments to all participating programs. The University of Florida shall pay the Early Learning Coalition \$350.00 per CLASS assessment. There is an average of 348 classrooms that will be assessed.



Informational Item

Date: August 30, 2017

From: Director of Contracts and Procurement

Re: Name Change to RFP#ELCMDM2017-08

The Early Learning Coalition of Miami-Dade/Monroe hereby informs you of a name change to RFP#ELCMDM2017-08.

On March 6, 2017, Resolution #03062017-03, requesting authorization from the President and CEO to release a Request for Proposal for Early Head Start Classroom Evaluations and Coaching Services for Miami-Dade County was duly passed and adopted. After review and consideration, in order to maintain precision to the goal and purpose of Resolution #03062017-03, it was determined that RFP#ELCMDM2017-08 should be released under a different name: Coaching Services. The original fiscal impact, funding source, strategic goals and background contained in Resolution #03062017-03 remains unchanged.

Sincerely,

Lisney Badillo

Director of Contracts and Procurement



Early Learning Coalition Board of Directors Meeting

March 6, 2017

Resolution: 03062017-03

Action Requested: Authorize the President and CEO to release a Request for Proposal for Early Head Start Classroom Evaluations and Coaching Services for Miami-Dade County.

Fiscal Impact: A total amount not to exceed \$66,000.00 for the fiscal year 2016-2017, which is subject to the availability of funding.

Funding Source: U.S Department of Health and Human Services, Administration for Children and Families

Strategic Goal:

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

Resolution: 03062017-03

AUTHORIZE THE PRESIDENT AND CEO TO RELEASE A REQUEST FOR PROPOSAL FOR EARLY HEAD START CLASSROOM EVALUATIONS AND COACHING SERVICES FOR MIAMI-DADE COUNTY. A TOTAL AMOUNT NOT TO EXCEED \$66,000.00 FOR THE FISCAL YEAR 2016-2017, WHICH IS SUBJECT TO THE AVAILABILITY OF FUNDING.

WHEREAS, the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board") has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action and has presented said action to the Board for adoption and approval;

WHEREAS, the Board approves the adoption of this action;

NOW, THEREFORE, be it resolved by the Board that the President and CEO are authorized to negotiate and execute the contracts listed in the background of this resolution.

A total amount not to exceed \$66,000.00 for the fiscal year 2016-2017, which is subject to the availability of funding.

The foregoing resolution and attachment was offered by _____, who moved its approval. The motion was seconded by _____, and upon being put to a vote, the vote was as follows: _____.

The vote was recorded as listed in the attached roll sheet.

The chairperson thereupon declared this resolution duly passed and adopted this 6th day of March, 2017.

EARLY LEARNING COALITION
OF MIAMI-DADE/MONROE, INC,

By: _____
Board Secretary



Background:

Head Start Program Performance Standards 1302.31(a) requires that teachers “provide responsive care, effective teaching, and an organized learning environment that promotes healthy development and children’s skill growth...” The University of Virginia’s Curry School of Education conducted a study in the 1990s and found that interactions impacted children’s outcomes. The researchers developed an observational instrument called Classroom Assessment Scoring System (CLASS) to objectively measure the interactions that occur among teachers and children. Positive and productive interactions create a safe and secure environment that promotes exploration and critical thinking. The CLASS has been widely used among early childhood programs to determine the quality of adult-child interactions. The information gathered during CLASS observations can be used to design a professional development plan that trains teachers to create advantageous classroom experiences for children.

The Neighborhood Place for Early Head Start is focused on increasing children’s positive experiences in the classroom. The program aims to accomplish this by partnering with an organization that employs reliable CLASS observers and provides intensive coaching to teachers on methods for developing positive interactions and experiences with children. The intensive coaching would apply to all of the classrooms not participating in University of Miami’s research.



Informational Item

Date: August 30, 2017

From: Director of Contracts and Procurement

Re: Name Change to RFP#ELCMDM2017-09

The Early Learning Coalition of Miami-Dade/Monroe hereby informs you of a name change to RFP#ELCMDM2017-09.

On May 1, 2017, Resolution #05012017-08, requesting authorization from the President and CEO to release a Request for Proposal for an Online Professional Development Program and Training for Classroom Assessment Scoring System (CLASS) for Miami-Dade and Monroe Counties was duly passed and adopted. After review and consideration, in order to maintain precision to the goal and purpose of Resolution #05012017-08, it was determined that RFP#ELCMDM2017-09 should be released under a different name: Professional Development & Resources for Positive Adult/Child Interactions. The original fiscal impact, funding source, strategic goals and background contained in Resolution #05012017-08 remains unchanged.

Sincerely,

Lisney Badillo

Director of Contracts and Procurement



Early Learning Coalition Board Executive Committee Meeting

May 1, 2017

Resolution: 05012017-08

Action Requested: Authorize the President and CEO to release a Request for Proposal for an Online Professional Development Program and Training for Classroom Assessment Scoring System (CLASS) for Miami-Dade and Monroe Counties.

Fiscal Impact: An approximate amount of \$60,000.00 for fiscal year 2017-2018, which is subject to the availability of funding.

Funding Source: U.S Department of Health and Human Services, Administration for Children and Families (Miami-Dade), Florida Office of Early Learning (Miami-Dade and Monroe), and The Children's Trust (Miami-Dade).

Strategic Goal:

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

RESOLUTION NO. 05012017-08

AUTHORIZE THE PRESIDENT AND CEO TO RELEASE A REQUEST FOR PROPOSAL FOR AN ONLINE PROFESSIONAL DEVELOPMENT PROGRAM AND TRAINING FOR CLASSROOM ASSESSMENT SCORING SYSTEM (CLASS) FOR MIAMI-DADE AND MONROE COUNTIES.

WHEREAS, the Board Executive Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Executive Committee is in agreement with the goals described therein;

WHEREAS, the Board Executive Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Board Executive Committee shall authorize the President and CEO to release a Request for Proposal for an Online Professional Development Program and Training for Classroom Assessment Scoring System (CLASS) for Miami-Dade and Monroe Counties.

The foregoing resolution and attachment was offered by _____, who moved its approval. The motion was seconded by _____, and upon being put to a vote, the vote was as follows: _____.

The vote was recorded as listed in the attached roll sheet.

The chairperson thereupon declared this resolution duly passed and adopted this 1st day of May, 2017.

EARLY LEARNING COALITION
OF MIAMI-DADE/MONROE, INC,

By: _____
Executive Committee Secretary

Background:

The Professional Development online system will provide each teacher individualized strategies for improving the quality of adult-child interaction and raising Classroom Assessment Scoring System (CLASS) scores. This will also include training, training materials, and any other products or services offered by this vendor.

Early Learning Coalition of Miami-Dade/Monroe

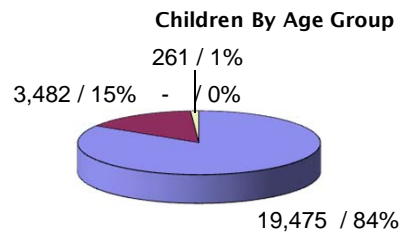
School Readiness Slot Utilization Snapshot - Miami-Dade

July 2017

(all dollar amounts in thousands '000)

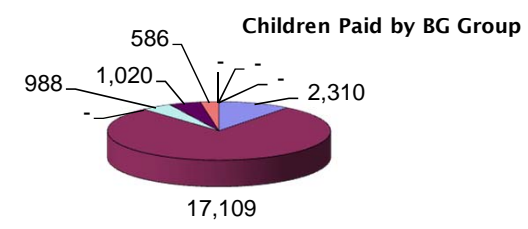
Children Served	Amount
Total actual paid - YTD	21,852
Total actual paid - July 2017	21,852
Net Slot Payment and Gold Seal	\$ 8,117
Match (BG8 and CCEP)	\$ 112
Total cost (in thousands) (incl match)	<u>\$ 8,961</u>
Change month over month	
Total Net Increase(decrease) children	(1,605)
Monthly Activity	Amount
Beginning Census	23,457
NET Increase/(Decrease)	(1,605)
Total	21,852
Current Data	
Enrolled As of Aug 28, 2017	23,608
Projected Paid for August (96% of enrolled)	22,664
Waitlist	
Ages 0-5	0
Ages 6-9	0
Ages 10-13	0
VPK Enrolled As of Aug 28, 2017	
Regular	7,336
Summer	232
SISP	23
VPK Total Actual Paid - July 2017	
SISP	1
Regular	-
Summer	269
VPK Total Actual Paid - YTD	
SISP	1
Regular	-
Summer	269

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
Type				
AT Risk (BG1)	2,310	10.49%	\$1,014.60	11.47%
Income Eligible (BG8)	17,109	77.72%	\$6,919.66	78.20%
Florida One Parent	-	0.00%	\$ -	0.00%
Transitional Child Care (BG5)	988	4.49%	\$405.92	4.59%
Work Force Development (BG3x)	1,020	4.63%	\$396.26	4.48%
CCEP (Purchasing Pool) (CCPP)	586	2.66%	\$112.26	1.27%
ARRA	-	0.00%	\$ -	0.00%
BGSNT	-	0.00%	\$ -	0.00%
BGCSD&BGCSO	-	0.00%	\$0.00	0.00%
Total	22,013	100%	\$8,848.71	100%
Minus 161 Overlap	21,852			
GOLD SEAL			\$731.35	8.27%
categories above)	-	-	\$ -	-
SFW GOLD SEAL			\$ -	-
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving Service	% of Total	Amount-\$	% of Total
Infant	4,118	18.84%	\$1,806.33	20.36%
Toddler	3,975	18.19%	\$1,598.74	18.02%
Three Year Old	4,381	20.05%	\$1,644.81	18.54%
Pre-School	7,001	32.04%	\$2,587.74	29.17%
<i>Sub-Total</i>	<i>19,475</i>	<i>89.12%</i>	<i>\$7,637.62</i>	<i>86.08%</i>
School Age: 6 yrs	1,709	9.40%	\$572.55	6.45%
School Age: 7 yrs	1,015	5.58%	\$335.93	3.79%
School Age: 8 yrs	409	2.25%	\$138.31	1.56%
Unduplicated School Age: 5 - 8 yrs**	3,482	19.18%	\$1,159.10	13.06%
School Age: 9 yrs and above	261	1.44%	\$75.73	0.85%
School Age (Duplicated)	25	0.14%	\$0.00	0.00%
School Age (Unduplicated)	3,718	17.01%	\$1,234.83	13.92%
Other	-	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	<i>3,718</i>	<i>17.01%</i>	<i>\$1,234.83</i>	<i>13.92%</i>
Total	21,852	106%	\$8,872.45	100%



**There are 375 5-year-old within this count.

- Children 0 - 5
- School Age 5 - 8
- School Age 9 and Above
- Other



- AT Risk (BG1)
- Income Eligible (BG8)
- Florida One Parent
- Transitional Child Care (BG5)
- Work Force Development (BG3x)
- CCEP (Purchasing Pool) (CCPP)
- ARRA
- BGSNT

Note: Legends with too small percentage are not shown on the pie chart.

Early Learning Coalition of Miami-Dade/Monroe

School Readiness Slot Utilization Snapshot - Monroe

July 2017

(all dollar amounts in thousands '000)

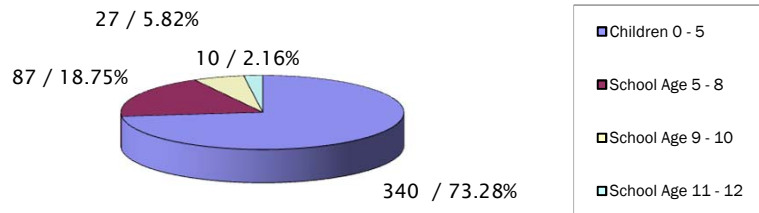
Children Served	Amount
Total actual paid - July 2017	438
Net Slot Payment and Gold Seal	\$ 161
Match (BG8 and CCEP)	\$ 0
Total cost (in thousands) (incl match)	\$ 166
Change month over month	
Total Net Increase(decrease) children	(118)
Monthly Activity	
Beginning Census	556
Net Increase/(Decrease)	(118)
Total	438

Current Data	
Enrolled as of Aug 25, 2017	522
Projected Paid for August (96% of enrolled)	501
Waitlist	
Ages 0-5	0
Ages 6-9	0
Ages 10-13	0
VPK Enrolled as of Aug 25, 2017	115
VPK Total Actual Paid - July 2017	12

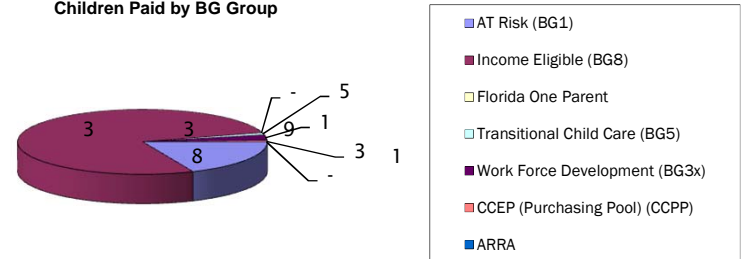
Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving % of Service	% of Total	Amount	% of Total
Type				
AT Risk (BG1)	81	18.41%	\$32.20	19.44%
Income Eligible (BG8)	339	77.05%	\$126.12	76.13%
Florida One Parent	-	0.00%	\$ -	0.00%
Transitional Child Care (BG5)	5	1.14%	\$2.35	1.42%
Work Force Development (BG3x)	12	2.73%	\$4.82	2.91%
CCEP (Purchasing Pool) (CCPP)	3	0.68%	\$0.18	0.11%
ARRA	-	0.00%	\$0.00	0.00%
Total	440	100%	\$165.67	100%
Minus 2 Overlap	438			
GOLD SEAL	-	-	\$4.89	2.95%
BGCSD+BGCSO	-	0.00%	-	0.00%
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving % of Service	% of Total	Amount-\$	% of Total
Infant	65	14.01%	\$26.92	16.25%
Toddler	81	17.46%	\$32.37	19.54%
Three Year Old	72	15.52%	\$26.89	16.23%
Pre-School	122	26.29%	\$44.13	26.64%
<i>Sub-Total</i>	<i>340</i>	<i>73.28%</i>	<i>\$130.30</i>	<i>78.66%</i>
School Age: 6	35	7.54%	\$10.00	6.03%
School Age: 7	27	5.82%	\$7.80	4.71%
School Age: 8	22	4.74%	\$6.47	3.90%
School Age: 5 - 8**	87	18.75%	\$25.12	15.16%
School Age: 9 - 10	27	5.82%	\$7.36	4.44%
School Age: 11 - 12	10	2.16%	\$2.87	1.73%
School Age: Other Age	0	0.00%	\$0.00	0.00%
School Age Total	124	26.72%	\$35.35	21.34%
Other	-	0.00%	\$ -	0.00%
<i>Sub-Total</i>	<i>124</i>	<i>26.72%</i>	<i>\$35.35</i>	<i>21.34%</i>
Total	464	100%	\$165.65	100%
Minus 25 Overlap	439			

**There are 3 5-year-old within this count.

Children By Age Group



Children Paid by BG Group



Early Learning Coalition of Miami-Dade/Monroe

EHS Slot Utilization Snapshot - Miami-Dade

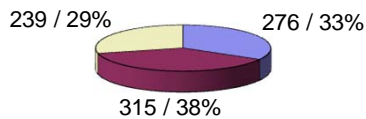
July 2017

(all dollar amounts in thousands '000)

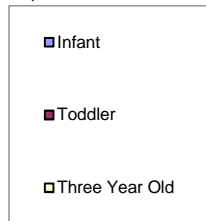
Children Served	Amount
Total actual paid - YTD	775
Total actual paid - July 2017	775
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 515
Total cost (in thousands) (incl match)	\$ -
Change month over month	
Total Net Increase(decrease) children	9
Monthly Activity	
Beginning Census	766
NET Increase/(Decrease)	9
Total	775
Current Data	
Enrolled As of Aug 28, 2017	746
Projected Paid for August (96% of enrolled)	716
Waitlist	52

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
EHS	775	100.00%	\$514.61	100.00%
Total	775	100%	\$514.61	100%
Minus 0 Overlap	775			
GOLD SEAL			\$0.00	0.00%
categories above)	-		\$ -	
SFW GOLD SEAL			\$ -	-
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving Service	% of Total	Amount-\$	% of Total
Infant	276	33.25%	\$157.72	30.27%
Toddler	315	37.95%	\$208.23	39.96%
Three Year Old	239	28.80%	\$155.08	29.76%
Pre-School	0	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	830	100.00%	\$521.03	100.00%
School Age: 6 yrs	0	0.00%	\$0.00	0.00%
School Age: 7 yrs	0	0.00%	\$0.00	0.00%
School Age: 8 yrs	0	0.00%	\$0.00	0.00%
Unduplicated School Age: 5 - 8 yrs**	0	0.00%	\$0.00	0.00%
School Age: 9 yrs and above	0	0.00%	\$0.00	0.00%
School Age Total Includes 0 Overlap	0	0.00%	\$0.00	0.00%
School Age (Unduplicated)	0	0.00%	\$0.00	0.00%
Other	-	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	-	0.00%	\$0.00	0.00%
Total	830	100%	\$521.03	100%
Minus 49 Overlap	781			

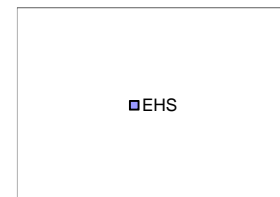
Children By Age Group



**There are 0 5-year-old within this count.



Children Paid by BG Group



Note: Legends with too small percentage are not shown on the pie chart.

Early Learning Coalition of Miami-Dade/Monroe

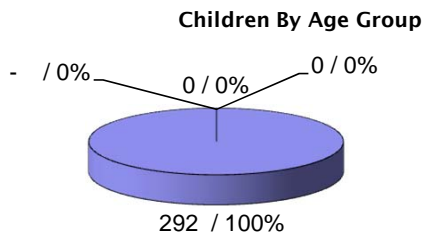
DCF Title V Slot Utilization Snapshot - Miami-Dade

July 2017

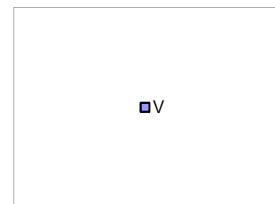
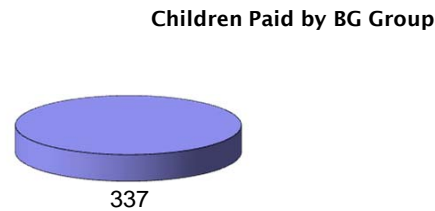
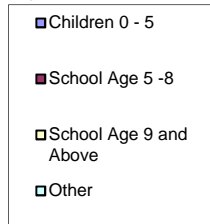
(all dollar amounts in thousands '000)

Children Served	Amount
Total actual paid - YTD	337
Total actual paid - July 2017	337
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 112
	\$ -
Total cost (in thousands) (incl match)	\$ 121
Change month over month	
Total Net Increase(decrease) children	(104)
Monthly Activity	Amount
Beginning Census	441
NET Increase/(Decrease)	(104)
Total	337
Current Data	
Enrolled As of Aug 28, 2017	363
Projected Paid for August (96% of enrolled)	348

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
V	337	100.00%	\$120.51	100.00%
Total	337	100%	\$120.51	100%
Minus 0 Overlap	337			
GOLD SEAL			\$9.00	7.47%
categories above)	-		\$ -	
SFW GOLD SEAL			\$ -	
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving Service	% of Total	Amount-\$	% of Total
Infant	65	17.86%	\$24.48	20.24%
Toddler	53	14.56%	\$18.02	14.90%
Three Year Old	68	18.68%	\$22.26	18.40%
Pre-School	106	29.12%	\$34.31	28.37%
<i>Sub-Total</i>	<i>292</i>	<i>80.22%</i>	<i>\$99.07</i>	<i>81.91%</i>
School Age: 6 yrs	0	0.00%	\$0.00	0.00%
School Age: 7 yrs	0	0.00%	\$0.00	0.00%
School Age: 8 yrs	0	0.00%	\$0.00	0.00%
Unduplicated School Age: 5 - 8 yrs**	0	0.00%	\$0.00	0.00%
School Age: 9 yrs and above	0	0.00%	\$0.00	0.00%
School Age Total Includes -72 Overlap	0	0.00%	\$0.00	0.00%
School Age (Unduplicated)	72	19.78%	\$21.87	18.09%
Other	-	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	<i>72</i>	<i>19.78%</i>	<i>\$21.87</i>	<i>18.09%</i>
Total	364	100%	\$120.94	100%
Minus 15 Overlap	349			



**There are 0 5-year-old within this count.



Note: Legends with too small percentage are not shown on the pie chart.