



Policy Council Meeting
December 15, 2021 (English and Spanish)
5:30 p.m.
Meeting Minutes

I. Call to Order

In absences of all the officers and no volunteers to preside of the meeting, Ms. Belkis Torres presided over the meeting. The meeting was called to order at 5:43 p.m.

II. Roll Call

The following participated in the meeting:

Members	Representing Centers
Yanibel Cayetano	Children of The New Sun Academy
Vanessa Sullivan	It's A Small World VII
Natalya Saintil	Little Ones Academy Corp
Victoria Yanez	Little Red School House
Fabiola Delva	Lord's Learning Center, Inc.
Latrice Richardson	Miami Gardens Learning Center
Lashonda Williams	Naranja Prep Academy Annex
Daphne Pierre- Louis	Pink and Blue Children's Academy
EHS Staff	Position
Belkis Torres	VP for EHS
Cecilia Nariznis	Mental Health Manager
Lucretia Jones	Director of Child Development and Education Support Services
Otilia Gonzalez-Varese	Disability Manager
Sandrina Seraphin	Director of Family and Community Engagement
Tatiana Larionova	Nutrition Manager
Vanessa Bongiorno	EHS Finance Manager

III. Action Item:

A. September 15, 2021 Meeting Minutes

Ms. Torres asked for a motion to approve the September 15, 2021 meeting minutes.

- Motion made by Ms. Sullivan
- Motion seconded by Ms. Williams
- No discussion
- Motion passed 8 in favor and 0 opposed

B. October 18, 2021 Meeting Minutes

Ms. Torres asked for a motion to approve the October 18, 2021 meeting minutes.

- Motion made by Ms. Williams
- Motion seconded by Ms. Pierre Louis
- No discussion
- Motion passed 8 in favor and 0 opposed

C. November 17, 2021

Ms. Torres asked for a motion to approve the November 17, 2021 meeting minutes.

- Motion made by Ms. Williams
- Motion seconded by Ms. Delva
- No discussion
- Motion passed 8 in favor and 0 opposed

D. Resolution 12152021-01: Pay Childcare Partner Holidays

Ms. Bongiorno provided the background and intent for the resolution. Ms. Torres asked for a motion to approve the Resolution 12152021-01.

- Motion made by Ms. Williams
- Motion seconded by Ms. Sullivan
- No discussion
- Motion passed 8 in favor and 0 opposed

E. 2021-2022 Bylaws

Ms. Torres reviewed the 2021-2022 Bylaws with the members. Ms. Torres asked for a motion to approve the 2021-2022 Bylaws.

- Motion made by Ms. Williams
- Motion seconded by Ms. Pierre Louis
- No discussion
- Motion passed 8 in favor and 0 opposed

IV. Reports

A. October 2021 Expenditure Report

Total monthly expenses for the month of October 2021 were \$576,279.11. Thirty-seven percent (37%) of total monthly expenses were used for salaries and fringe; A total of \$315,001 or 54% went to contractual services, \$296,764.85 went to providers for direct services. This is significantly lower than usual due to a holiday and two professional development days as well as the already reported under-enrollment. 8% covered other expenses, which includes rent and utilities. The program has used 18% of the budget to date and has \$8,876,349.83 remaining.

B. October 2021 Credit Card Report

There were no Credit Card charges in the month of October 2021

C. November 2021 Meal Report

Number of meals served in **November**:

- Breakfasts - 8,749 (99.31%)
- Lunches - 8,801 (99.90%)
- Snacks - 8,735 (99.15%)
- At two schools, none of the meal services reached 100% due to children either being dropped off late or picked up early, or both:
 - My Little Angels
 - Rainbow Intergenerational

D. November 2021 Enrollment Report

During the month of November, there was a total of 572 allocated slots and 560 enrolled. The program had 12 vacancies. All 12 vacancies were vacant for less than 30 days.

E. November 2021 Attendance Report

During the month of October, the program offered ONLY in-person services to children. The average monthly attendance was 82.96%. The program did not meet the 85% threshold. The top 2 reasons for absences in the month of November were from children being sick or going on vacation.

V. Board Meeting Updates

On December 6, 2021, there was an Executive Committee meeting rather than a full Board meeting. The Board Chair, Matthew Bruno, presided over the meeting. The following items were discussed:

- Bob Eadie, ex-officio member representing Monroe County, resigned from the board and will be recognized for his service at the February 7 Board meeting.
- Board member, Iris Strachan was approved to serve a second term on the Board.
- Five resolutions presented by the Finance committee were approved by the Executive Committee and will be ratified by the full Board in February. The resolutions were:
 - Release a Request for Proposals for technology upgrades, developmental services, and Early Head Start playgrounds
 - Amend the contract with Bluejean Software, the developers of the childcare provider portal.
 - Approve the policy and procedures for Early Head Start Teacher Bonuses
 - Approve holiday payments for Early Head Start Childcare Partners.
- One resolution presented by the Program, Policy, and Strategy Committee was approved by the Executive Committee and will be ratified by the full Board in February. The resolution included:
 - Amend the School Readiness Plan to align the Developmental Screening Policy with the new Department of Education rule.

VI. Updates:

There were no updates.

VII. Adjournment

Prior to adjourning the meeting, Ms. Torres reminded the members that the next meeting will be January 19, 2022 and wished everyone happy holidays. Ms. Torres asked for a motion to adjourn the meeting.

- Motion made by Ms. Yanez
- Motion seconded by Ms. Williams
- Meeting adjourned at 6:08 p.m.