



Policy Council Meeting
February 16, 2022 (English and Spanish)
5:30 p.m.
Minutes

I. Call to Order

Dr. Mara Zapata 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
Jennifer Lescano	Kinderkids Academy III
Yadira Tercero	Lincoln Marti - 450
Victoria Yanez	Little Red School House
Fabiloa Delva	Lord's Learning Center, Inc.
Lashanda Williams	Naranja Prep Academy Annex
Maria Rodriguez	New Aladdin Learning Center
Pamela Pinkston	Step Above Academy
Dr. Mara Zapata	Board Member
EHS Staff	Position
Belkis Torres	VP for EHS
Cecilia Narznis	Mental Health Manager
Jessica Dittmar	Administrative Coordinator
Lucretia Jones	Director of Child Development and Education Support Services
Salvatore Martorano	EHS Compliance Manager
Sandrina Seraphin	Director of Family and Community Engagement
Tatiana Larionova	Nutrition Manager
Vanessa Bongiorno	EHS Finance Manager

III. Action Item

A. January 19, 2022 Meeting Minutes

Dr. Mara Zapata asked for a motion to approve the January 19, 2022 meeting minutes.

- Motion made by Lashanda Williams
- Motion seconded by Victoria Yanez
- No discussion
- Motion passed 8 in favor and 0 opposed

B. Resolution 02162022-01-Self-Assessment and Action Plan

Ms. Torres explained the process followed for the Self-Assessment and reviewed the new initiatives on the Action Plan.

Dr. Mara Zapata asked for a motion to approve the Resolution 02162022-01.

- Motion made by Lashanda Williams
- Motion seconded by Pamela Pinkston.
- No discussion
- Motion passed 8 in favor and 0 opposed

C. Resolution 02162022-02-Recruitment and Selection Plan

Ms. Seraphin explained how the program intends to conduct outreach and recruitment for the 2022-2023 school year. One change to the plan from previous years is that the program will focus on one major transition period rather than two. However, the program will continue to assist families throughout the year in transitioning children into a three-year-old classroom when the child turns three (3) years old.

Dr. Mara Zapata asked for a motion to approve the Resolution 02162022-02.

- Motion made by Lashanda Williams
- Motion seconded by Pamela Pinkston
- No discussion
- Motion passed 8 in favor and 0 opposed

IV. Reports

A. December 2021 Expenditure Report

Total monthly expenses for the month of December 2021 were \$699,533.08. Twenty-eight percent (28%) of total monthly expenses were used for salaries and fringe; a total of \$476,235.88 or 68% went to contractual services, \$464,532.73 went to providers for direct services. There was an increase in contractual services due to the retro pay of holidays that was approved in November. Four percent (4%) covered other expenses, which includes rent and utilities. The program has used 34% of the budget to date and has \$7,584,733.42 remaining.

B. December 2021 Credit Card Report

There were no credit card charges in the month of December 2021.

C. January 2022 Meal Report

Number of meals served in January:

- Breakfasts - 8,515 (99.09%)
- Lunches - 8,589 (99.95%)
- Snacks - 8,567 (99.70%)

At two schools, none of the meal services reached 100% due to children either being dropped off late or picked up early, or both:

- LORD's Learning Center
- Step Above

D. January 2022 Enrollment Report

During the month of January, there was a total of 572 allocated slots and 559 enrolled. The program had 13 vacancies. Many of the vacancies were due to children transitioning before January 31st.

E. January 2022 Attendance Report

During the month of January, the program offered ONLY in-person services to children. The average monthly attendance was 81.59% which increased from last month's 74%. The program did not meet the 85% threshold. The top 3 reasons for absences in the month of January were from COVID exposures, children being sick, and families still on vacation the first week.

V. Board Meeting Updates

The Early Learning Coalition Board Meeting took place on February 7, 2022 at True North Classical Academy. Prior to the meeting starting, attendees were given a tour of the center. The following was discussed:

- Board Member Ms. Sandy Bisceglia was elected as Chair to the Monroe Advisory Committee.
- Board Member Mr. Chuck Mohr was elected to a second term.
- Kids for Kids Academy was recognized during the Chairman's Partner Spotlight.
- Several resolutions were approved during the meeting. The resolutions included:

- To release a solicitation for services for the Early Learning Coalition such as developmental services, contracting services, phone services, and others. Among the services was looking for a company to install Early Head Start playgrounds;
- To negotiate and execute an amendment for Bluejean Software Inc. to create the Provider Portal Hosting and Dashboard Services;
- To approve the Early Head Start “Bonus for Childcare Teachers” policy and procedure;
- To reimburse Early Head Start childcare partners for 11 holidays during the 2021-2022 program year; and
- To submit a School Readiness Plan amendment for approval to the Florida Department of Education’s Division of Early Learning. The amendment addresses updates to the Developmental Screening Policy.

The Finance Committee Chair reported on the four resolutions that were approved by the Finance Committee and presented to the Board for approval. The resolutions included:

- To release a Request for Proposal for Public Awareness and Outreach campaign;
- To approve the Early Learning Coalition’s Second Amendment to the Annual Budget for fiscal year 2021-2022. This amendment will add \$167,723,531.00 to the budget;
- To approve receiving funds from The Children’s Trust in the amount of \$11,380,000.00. Of this amount \$650,000 will go to Early Head Start; and
- To approve the Early Learning Coalition’s Provider rate increase effective November 1, 2021.

All resolutions were approved by the Board.

The Strategic Planning Committee shared the seven (7) new priority initiatives for the Early Learning Coalition. The initiatives are:

- Target high need areas
- Increase enrollment
- Increase awareness
- Enhanced services to children with special needs
- Enhanced services for infant and toddlers
- Support partners
- Parent engagement

The Program, Policy, and Strategy Committee reported two resolutions that were approved by the committee and presented to the Board for approval. The resolutions included:

- To approve the Early Head Start Self- Assessment Report and Action Plan; and
- To approve the Early Head Start Recruitment and Selection Plan

Both resolutions were approved by the Board.

The Provider Services Committee reported:

- The Greater Miami Chamber of Commerce 2022 legislative agenda, includes expanded workforce initiatives, support for equitable provider reimbursement rates, and increased eligibility for Florida KidCare.
- The Coalition has proposed strategic initiatives to help child care partners build a resilient infrastructure. These include helping find resources during difficult times, providing support in retaining high-quality staff, and assisting in understanding the Coalition’s contract.
- The Early Educator Internship Program was launched in November and a second cohort is projected to launch in February 2022.

Audit Committee reported that there were no findings in Watson Rice audit.

The Early Head Start Policy Council was given by the Policy Council Chair, Maria Soto, via video.

Monroe Advisory Committee reported that Ms. Sandy Bisceglia worked with *Getting the Attention* media to promote Coalition programs in Monroe. It was also reported that the Monroe Needs Assessment is still being collected.

In the Community Report, the President and CEO, Mr. Evelio Torres, shared the Early Learning Coalition's efforts to address the impact of COVID on childcare centers. Mr. Torres also reported on a proposed Florida Senate funding increase for VPK; the rate would go from \$2,486 to \$3,294 per child annually.

All Board meeting packets and minutes can be found on the www.elcmdm.org under About Us and Newsroom.

VI. Updates

A letter was sent advising parents with days in which the program will be closed for professional development. A correction letter will be sent. The next professional development day is on April 29 rather than April 15.

VII. Adjournment

Dr. Mara Zapata asked for a motion to adjourn

- Motion made by Victoria Yanez
- Motion seconded by Lashanda Williams
- Meeting adjourned at 6:18 p.m.