



**Policy Council Meeting
 May 18, 2021 (Spanish)
 May 19, 2021 (English)
 5:30 p.m.
 Meeting Minutes**

I. Call to Order

Edeline Fleurant presided over the meeting. The meeting was called to order at 5:42 p.m.

II. Roll Call

The following participated in the meeting:

Members	Representing Centers/Organizations
Alegina Lora	Children of the Sun Academy
Camelia Page (Treasurer)	The Carter Academy I
Chanelle Keys (Asst. Secretary)	It's a Small World VII
Ciney Mendoza	Rainbow Intergenerational
Domonique Reardon (Secretary)	It's a Small World II
Edeline Fleurant (Vice Chair)	Step Above
Frederica Dawson	Pink and Blue Academy
Priscilla Vazquez (Parliamentarian)	New Aladdin
Shonquita Williams	Shores School
Yaselly Prado	Kiddy Academy
EHS Staff	Position
Belkis Torres	VP for EHS
Cathrine Pollard	Administrative Coordinator
Cecilia Nariznis	Mental Health Manager
Lucretia Jones	Director of Child Development and Education Support Services
Otilia Gonzalez-Varese	Disability Manager
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. April 21, 2021 Meeting Minutes

Edeline Fleurant asked for a motion to approve the April 21, 2021 meeting minutes.

- Chanelle Keys moved to approve
- Alegina Lora seconded the motion
- No discussion
- Motion passed 10 in favor and 0 opposed

IV. Reports

A. March 2021 Expenditure Report

Total monthly expenses for the month of March 2021 were \$826,548.26. Thirty-three percent (33%) of total monthly expenses were used for salaries and fringe; A total of \$518,095.33 or 63% went to contractual services, \$504,391.71 went to providers, and \$13,703.62 to other contractual services, less



than 1% was used for supplies; and 5% covered other expenses, which includes rent and utilities. The program has used 60% of the budget to date and has \$4,315,033.11 remaining.

B. March 2021 Credit Card Report

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

C. April 2021 Meal Report

Number of meals served in **April**:

- Breakfasts - 10,427 (99.1%)
- Lunches - 10,502 (99.8%)
- Snacks - 10,445 (99.3%)

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

- Lincoln Marti 450
- Lincoln Marti 905
- Pink & Blue Academy
- Precious Moments
- Rainbow Intergenerational
- Sheyes of Miami #3

D. April 2021 Enrollment Report

During the month of April, there were a total of 721 children enrolled in the program. The program worked actively to fill the vacancies. None of the vacancies in the month of April lasted more than 30 days. All vacant slots from April have been filled.

E. April 2021 Attendance Report

- During the month of April, the average daily attendance was 93%.
- The breakdown for the attendance is as follows:
 - **Offsite Only**- 10% of children received offsite services
 - **Hybrid**- 50 percent of the children received a combination of in-person/ virtual services
 - **Present Only**- 40% of the children received services completely in-person
 - 81% were present more than 85% of the time.
 - 18% were present 50 to 84% of the time
 - 1% present less than 50% of the time.
 - The main reason for absences were children receiving virtual services completely or the hybrid version. A few other reasons for absences are due to children and or their families being sick and on vacation.

V. Board Meeting Updates

An Executive Board Meeting was held on May 3, 2021, the following was discussed:

- The success of the Monroe virtual conference was shared with the Executive Board.
- Finance Committee Chair reported the following:
 - The restitution of provider over and under payments is almost complete.
 - Eight Resolutions were approved:
 - Resolution 04292021-01 Authorize the President and CEO to negotiate and execute the contracts listed within the background section of the resolution.
 - Resolution 04292021-02 Authorize the President and CEO to apply, negotiate, execute and receive funds from the grantors listed in the background section of the resolution.



- Resolution 04292021-03 Approval of the Evaluation Committee's recommendation to award a contract for Human Resource Service Management System and Payroll Services, and authorize the President and CEO to negotiate and execute a contract with the selected vendor.
- Resolution 04292021-04 Approval of the Evaluation Committee's recommendation to award a contract for Literacy Tutoring Program with Evaluation Services, and authorize the President and CEO to negotiate and execute a contract with the selected vendor.
- Resolution 04292021-05-Authorize the President and CEO to amend the coalitions internal fiscal policy requiring a Board member's signature on all checks over \$10,000.00. The new threshold would be \$35,000.00.
- Resolution 04292021-06 Authorize the President and CEO to amend the Early Head Start 2020-2021 provider contract to reflect a rate increase of 2% as previously approved by Early Learning Coalition Board.
- Resolution 04292021-07 Approval of the Evaluation Committee's recommendation to award a contract for Fiduciary Services for the ELC employee 401k Retirement Plan, and authorize the President and CEO to negotiate and execute a contract with the selected vendor.
- Resolution 04292021-08 Approval of the Evaluation Committee's recommendation to award a contract for External Auditing Services, and authorize the President and CEO to negotiate and execute a contract with the selected vendor.

(for more information on the resolution backgrounds visit):

<https://www.elcmdm.org/about-us/board-of-directors/minutes-meeting-packages>

- The Early Learning Coalition of Miami-Dade/Monroe was 1 of 5 coalitions selected for an audit by the Auditor General. The agency has been going through the audit for the past few months. The agency is expecting a final report in about 5-6 months.
- The Coalition's legal counsel requested approval to conduct a shade meeting with the litigation committee to obtain advise on the ongoing case 18-11138CA.
- The President and CEO reported the following:
 - Ms. Pamela Hollinsworth from The Early Learning Coalition was appointed as Vice Chair to The Children's Trust Board.
 - The State's PreK-12 Education Appropriation Bill which details the State's budget for education was approved. Some of the funded Partnerships for School Readiness that were funded are:
 - Florida Reading Corps, a tutoring program focused on helping students become successful readers, was budgeted for \$600,000
 - Teacher Education and Compensation Helps Program (T.E.A.C.H) which focuses on the education, compensation and retention of early childhood teachers was budgeted for \$10,000.000.
 - Early Learning Performance Funding Project which provides additional compensation to child care providers for improving child outcomes was budgeted for \$3,500,000.
 - Help Me Grow Florida Network was budgeted for \$1,808,957 to continue their work in identifying developmental, behavioral or education concerns in children ages birth through 8 years and linking families to community services.



- School Readiness Teacher Training/Early Learning Professional Development Program was budgeted for \$3,000,000.
 - The Waitlist Funding for School Readiness was funded budgeted for \$72,000,000. This funding is given to coalitions with a School Readiness waitlist to expand School Readiness in order to serve families currently on the waitlist.
 - Provider Pay Rate Increase was budgeted for \$100,000,000 and will be given to eligible coalitions to reduce inequities in provider payments among eligible school readiness providers across the State.
 - VPK was budgeted for \$408,568,112. This is a \$3,589,947 reduction due to decrease enrollment in the program.
- The Early Learning Coalition of Miami-Dade/Monroe will be receiving from the State \$55,772,775 for VPK Funding and \$130,005,929 for School Readiness.
 - The Coalition's request for provider rate increase and provider bonuses was approved by the Board and is pending approval from the Office of Early Learning. It is anticipated that this request will be approved.

VI. **Updates:**

Lil' Foodies Cook-Along Virtual Cooking Class for the entire family will be this Friday, **May 21st at 4 pm**. Get your little foodies to help you mash and stir, mix and whip up some easy healthy meals that are budget friendly too! What's a cook-along class? We'll be doing a cooking demo in a live Zoom session, inviting parents and entire families, teachers and staff to participate. **We are giving away five \$50.00 Publix gift cards at the end of each Li'l Foodies live cook-along class. Check out the flyer for more info, recipes and Zoom link:**

Register here: <https://zoom.us/meeting/register/tJcrcOyhrjloH9W5VPoBcfeH7S0MmZON5Om5>

Flyer link: https://drive.google.com/file/d/1TAI6UrMBwBww4Mz2G6YwSF3UjA_FHo0v/view?usp=sharing

The program recently received a notice of award for COVID relief funding of \$225,727. This past Friday the EHS Grant Application for additional COVID-19 Relief Funds through the American Rescue Plan was submitted. The award, when approved, will be in the amount of \$ 897,375 to be used over a two (2) year period starting April 1, 2021 and ends March 31, 2023.

As shared last month, the program received a non-compliance letter for an incident that occurred in February where a child was left alone on the playground. The school addressed the incident swiftly by terminating the teacher. The program is currently finalizing a corrective action plan which will be shared next policy council meeting for your approval.

VII. **Complete In-kind Form**

Parents completed the in-kind form to receive volunteer credit for their school.

https://docs.google.com/forms/d/e/1FAIpQLScpmGK8L0FC4M6aUfOi7yzyK1xZqay_s6vxPsrWQLRpjCUSjA/vjewform

VIII. **Adjournment**

Edeline Fleurant asked for a motion to adjourn.

- Camelia Page moved to adjourn.
- Alegina Lora seconded the motion to adjourn.
- Meeting adjourned at 6:18 p.m.