



Policy Council Meeting
August 17, 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 5:41 p.m.

II. Roll Call

The following participated in the meeting:

Members	Representing Centers
Dayani Moreno	Children of The New Sun Academy
Jennifer Lescano	
Deja Moorehead	Kinderkids Academy III
Victoria Yanez	Little Red School House
Daphne Pierre- Louis	Pink and Blue Children's Academy
EHS Staff	Position
Angelo Parrino	Chief Operating Officer
Belkis Torres	Vice President for EHS
Cecilia Nariznis	Mental Health Manager
Elicenia Del Rio	Fiscal Analyst
Evelio Torres	President and CEO
Dr. Frederick Hicks	Sr. Vice President of Technology and Cyber Security
Jacqueline Dominguez	Human Resources Director
Jessica Dittmar	Administrative Coordinator
Lisney Badilla	Director of Contracts and Procurement
Lucretia Jones	Director of Child Development and Education Support Services
Otilia Gonzalez-Varese	Disability Manager
Pamela Hollingsworth	Sr. VP for Strategic Initiatives and Program Development
Salvatore Martorano	EHS Compliance Manager
Sandrina Seraphin	Director of Family and Community Engagement
Vanessa Aguilera-Viera	Deputy Director of Contracts
Yissel Morales	Contract Manager

III. President and CEO Report

Mr. Torres, President and CEO, informed the members of the importance of complying with Early Head Start Program requirements and acknowledged the steady progress being made by program staff to meet the funded enrollment of 750 children. Despite having the children ready for enrollment, the childcare partners are faced with a human resource challenge. Retention of staff has presented a problem because teachers are leaving the field for other higher pay jobs in the community. Hiring staff has also been difficult for childcare industry because teachers need specific qualifications to work in an early childhood field. The demand for higher pay is challenged by partners to keep the cost reasonable for parents. While other industries can pass the cost on to consumers, this is not a feasible option for the early childhood programs.

Mr. Torres also shared that Voluntary Pre-Kindergarten Readiness Rates are available and encouraged parents to view the Readiness Rates.

Mr. Torres informed the members that the Early Learning Coalition had received 61 million dollars from the American Rescue Plan Act to specifically support programs experiencing hardships and to continue providing quality care. Currently, 98% of the partners applied for the funds. Although some partners have begun receiving their funds, the Early Learning Coalition still is finalizing the last of the applications.

IV. Action Item:

Due to lack of Quorum, the Action Items will be addressed through electronic voting.

A. June 15, 2022 Meeting Minutes

B. Resolution 08172022-01: Bonus for Childcare Teachers

C. Resolution 08172022-02: Funding Flexibility

IV. Reports

A. Expenditure Report and Credit Card Reports

i. May 2022 Expenditure Report

The total monthly expenses for the month of May 2022 were \$843,909.24. Twenty-five percent (25%) of total monthly expenses were used for salaries and fringe; A total of \$556,302.55 or sixty-five percent (65%) went to contractual services. An amount of \$535,754.30 went to childcare partners for direct services. Eight percent (8%) covered other expenses, which includes rent and utilities. The program has used sixty-five percent (65%) of the budget as of the end of May and had \$3,828,167.07 remaining.

ii. May 2022 Credit Card Report

There were no credit card expenses for the month of May.

iii. June 2022 Expenditure Report

The total monthly expenses for the month of June 2022 were \$893,715.07. Twenty-four percent (24%) of total monthly expenses were used for salaries and fringe; A total of \$502,173.12 or fifty-six percent (56%) went to contractual services. An amount of \$458,007.35 went to childcare partners for direct services. Four percent (4%) covered other expenses, which includes rent and utilities. The program has used seventy-three percent (73%) of the budget as of the end of June and had \$2,934,439.60 remaining.

iv. June 2022 Credit Card Report

There were no credit card expenses for the month of June.

B. June 2022 Meal Report

Number of meals served in June:

- Breakfasts - 10,051 (99.34%)
- Lunches - 10,097 (99.79%)
- Snacks - 10,041 (99.24%)

At several schools, none of the meals served reached 100% due to children either being dropped off late or picked up early, or both:

- Kinderkids Academy III
- Lord's Learning Center
- Rainbow Intergenerational
- Step Above
- Carter II
- Tiny Tykes

C. July 2022 Meal Report

Number of meals served in July:

- Breakfasts - 9,358 (99.28%)
- Lunches - 9,419 (99.93%)
- Snacks - 9,359 (99.29%)

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

- My Little Angels
- Rainbow Intergenerational

D. June 2022 Enrollment Report

During the month of June, there was a total of 612 enrollment opportunities and 612 enrolled. The program had 0 vacancies for the enrollment opportunities.

E. July 2022 Enrollment Report

During the month of July, there was a total of 654 enrollment opportunities and 633 enrolled. The program had 21 vacancies. The vacancies were from new partners who were contracted at the end of July. Neither center was a part of the Early Head Start Program for longer than 30 days.

F. June 2022 Attendance Report

During the month of June, the program offered only in-person services to children. The average monthly attendance was 76.21% which decreased from last month's 83.43%. The top reasons for absences in the month of June were from children being sick, family members being sick or children going on vacation for the summer.

G. July 2022 Attendance Report

During the month of July, the program offered only in-person services to children. The average monthly attendance was 78.89% which increased from June's 76.21%. The top reasons for absences in the month of July were from children being sick, family members being sick or children going on vacation for the summer.

V. Board Meeting Updates

The Early Learning Coalition Board meeting took place on August 1, 2022.

- During the meeting the members unanimously voted for the chair's recommendation to reappoint two board members, Jeni Roig and Aaron Slaven, for a second term.
- Jordan Family Childcare Home was recognized for the Chairman's Partner Spotlight. The owner sent a recorded video thanking the Early Learning Coalition for the recognition and spoke about her program and the children she is honored to teach.
- Several resolutions were voted on and approved. The resolutions included:
 - Amending the annual budget for fiscal year 2022-2023. This amendment would increase the budget by \$147,066,379 for a new total budget of \$359,591,535.
 - Authorizing the President and CEO to negotiate and execute a contract with The Children's Forum and Teachstone to facilitate and provide assessment services using the Classroom Assessment Scoring System® (CLASS®) for Miami-Dade and Monroe Counties.
 - Approving an amendment to the current Early Head Start "Bonus for Childcare Teachers" policy and procedure.
 - Authorizing the President and CEO to adopt and implement if needed, the fiscal flexibilities granted by the Office of Head Start as per the Information Memorandum ACF-IM-HS-21-01, Updated Coronavirus Disease 2019 (COVID-19) Fiscal and Administrative Flexibilities.
 - Authorizing the President and CEO to release a Request for Proposal (RFP) to contract with a temporary employment/direct hire agency.

- Authorizing the President and CEO to release a Request for Proposal (RFP) for Comprehensive Office Cleaning Services.
- Provider Services Committee reported placing Building Tools Learning Center, Inc. on a contract corrective action plan for receiving 2 class 1 violations during the past 12 months from Florida Department of Children and Families Childcare Licensing Division. Class 1 violations are the most serious types of non-compliance that could result, or do result, in death or serious harm to the health, safety and wellbeing of a child.
- Monroe Advisory Committee shared a demographics chart with a breakdown of Kindergarten through 12th grade children's race, ethnicity, free lunch, and enrollment increase, which may have implications of the number of preschoolers going to the Keys. The Monroe Advisory Committee also shared that an online ceremony was held to acknowledge early childhood educators who completed all of their Child Development Associates courses.
- Three main items were discussed from the agency's community report.
 - Members received an update on the Child Care Stabilization Grant Program funded through the American Rescue Plan Act. The priorities for this grant are to:
 - Stabilize and support Florida's entire network of early learning partners;
 - Expand access to high-quality partners for families where cost is the primary barrier
 - Invest in quality;
 - Invest in the early learning workforce and take steps to transition Florida's early learning workforce into the early learning profession; and
 - Strengthen Partners.
 - The second item discussed was the Early Head Start enrollment progress; and
 - The final item discussed was the work being done by the Professional Development Institute to promote quality of services in early education programs by supporting teachers in their professional growth and keeping them abreast of the latest early childhood research and practices.

VI. Updates/ Information

- The program received the Notice of Award for the 2022-2023 school year. The Notice of Award is the document issued by the Office of Head Start after they review a program's grant application. The Notice of Award is the Office of Head Start's commitment to fund a program for a year. The program's funding for 2022-2023 is \$10,881,410.00 for the operation of the program and \$232,374.00 that is specifically to be used for Training and Technical Assistance. The program was approved to provide services for 734 children in a center-based program and 16 children in a family childcare home setting. The program was also approved to serve 5 pregnant women during the school year.
- Several new partners have entered into contract with the program. They include:
 - B & G Preschool, Inc.
 - K.K.L.B Learning Center, Inc.
 - Sunshine Childcare and Preschool Center
 - Thy Kingdom Kids Learning Academy Corp. 1
 Two centers are pending finalization of their contract:
 - 7 Heaven for Kids
 - Jitta Bug
 Once these last two contracts are signed and executed, the program will have assigned all slots.
- Enrollment Updates were provided to members (see Attachment 1).

VII. Reminders

The next meeting will be September 21, 2022.

VIII. Adjournment

Dr. Zapata asked for a motion to adjourn

- Motion made by Daphne Pierre- Louis to adjourn.
- Meeting adjourned at 6:19 p.m.

Draft

2022-2023 Enrollment Update/ *Actualización de inscripción para 2022-2023*

Enrollment Status <i>Estado de inscripción</i>		Children Enrolled <i>Niños Inscrito</i>	Enrollment interview in process <i>Entrevista de inscripción proceso</i>	Pending child selection <i>Selección de niño pendiente</i>
Returning <i>Regresando</i>	403	403	N/A	N/A
New Children at Previously Contracted Partners <i>Niños nuevos en socios previamente contratados</i>	219	211	8	0
New Children at Newly Contracted Partners <i>Niños nuevos en socios recién contratados</i>	82	38	44 *34 of the slots are pending teachers for the classroom *34 de los cupos son profesores pendientes para el aula	0
Pending Contract <i>Contrato pendiente</i>	46	0	54 *8 additional children selected to account for no shows. *8 niños adicionales seleccionados para dar cuenta de las ausencias.	0