I. Welcome & Introductions  
   A. Roll Call

II. Approval of Minutes  
   A. Motion to approve the August 2018 Board of Directors Meeting minutes.

III. Chairman’s Report

IV. Provider Services Committee Meeting Report  
   A. Health and Safety
   B. Monroe Exemption
   C. Miami Dade License Requirement

V. Finance Committee Report  
   A. Early Head Start Credit Card Report
   B. Resolution 09042018-01
   C. EFS Modernization

VI. Programs, Policy & Strategy Committee Meeting Report  
   A. Early Head Start  
      i. Federal Food Program  
      ii. EHS Transition Update  
         1. Early Learning Children’s Foundation Meeting Report  
         2. Application/501C 3  
         3. Bylaws
   B. Update on Evidence Based Practices

VII. Nominating Committee  
   A. Jennifer Roig

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.
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.
Board of Directors Meeting  
August 6, 2018; 8:00 a.m.  
David Lawrence Jr. Community Meeting Room

**Board Attendees:**  
Adrian Alfonso; Rick Beasley; Matthew Bruno (via conference call); Heather Carruthers; Loreen Chant; Bob Eadie; Alan Eckstein; Shaleen Fagundo; Gilda Ferradaz; James Haj; Gladys Montes; Abilio Rodriguez; Judy Schaechter; Alex Soto; Iris Strachan (via conference call); Aaron Slaven; Marisol Diaz; David Lawrence

**Board Absentees:**  
Theresa Axford; Maurice Kemp; Philip Gassman; Gerald Schwartz

**Staff Attendees:**  
Evelio Torres; Angelo Parrino; Milton Silvera; Pamela Hollingsworth; Michelle Meilan; Mercy Castiglione; Jackye Russell; Ana Sejeck; Tammy Garcia; Jose Hernandez; Belkis Torres; Ana Rodriguez; Lisney Badillo; Anabel Espinosa; Miguel Alfonso; Sandra Gonzalez; Alex Sanchez; Erika Erched; Ileana Vallejo; Fred Hicks; Victor Caballero; Sal Martorano; Kerry Allen; Paloma Lopez

**General Attendees:**  
Bob de la Fuente (Board Counsel); mariat Riesto (Miami Dade County); Susan Galarcu (Citrus); Rachel Spector (The Children’s Trust)

I. **Welcome and Introductions**  

- A. Alfonso called the meeting to order and welcomed everyone.

- L. Sanabria called roll and a quorum was established with sixteen (16) voting members.

  - A. Alfonso stated that the ELC team recently collected teddy bears for the children of immigrants who were relocated to a local shelter. Every child received a bear. For many, it was their first ever cuddly toy. As they are reunited with their parents, they will be able to take their bears with them. A. Alfonso stated that on behalf of the board he would like to thank Kaplan Early Learning Company, Lakeshore Learning, and Becker’s School Supplies because of their generosity it was possible to give these gifts.

- A. Alfonso stated that Maurice Kemp was be appointed to Secretary to the ELC board:

  - H. Carruthers moved to approve the nomination.
  - R. Beasley seconded the motion.
  - Motion was passed unanimously.

- A. Alfonso stated that on August 21st the ELC will be holding a meet and greet for LaTousha Daniels who is the new CEO of the Miami Children’s Initiative and asked that all board members join them.
A. Alfonso stated that on behalf of the board he would like to thank Rick Beasly, the South Florida Workforce Investment Board for Temporary Assistance for Needy Families and Transitional Child Care for their donation of $800,000 to the Early Learning Coalition.

A. Alfonso stated that the next Board meeting will be held September 4th which is the Tuesday after Labor Day.

II. Approval of Minutes

A. Alfonso called for the approval of the meeting minutes from June, 2018.

- L. Chant moved to approve the minutes.
- H. Carruthers seconded the motion.
- Motion was passed unanimously.

III. Executive Committee Report

- Resolution 05072018-01 Authorize the President and CEO to negotiate and execute and receive funds from South Florida Workforce Investment Board for Temporary Assistance for Needy Families (TANF) and Transitional Child Care (TCC)
  - Motion to approve resolution by B. Eadie.
  - Motion seconded by H. Carruthers.
  - Motion was unanimously passed.

IV. Provider Services Committee Report

- R. Beasley stated that the Provider Services Committee met on June 28th and reviewed the following cases:
  - A Perfect Place 4 Kidz had a class 1 violation for supervision.
  - Kidz Tyme had a lapse in their liability insurance.
  - Precious Little Steps had 3 class 2 violation for child/teacher ratio.
  - All 3 providers were placed on a 6 month corrective action plan. During those 6 months the provider cannot receive any class 1 or 2 violation or they will be terminated without a chance to appeal.

V. Finance Committee Meeting Report

- Resolution 08062018-01 - Approve the Evaluation Committee’s recommendation to award contract for RFP#ELCMDM2018-05 (General Contracting Services) to the selected vendor(s). Also, authorize the President and CEO to negotiate and execute contracts with the selected vendor(s).
- Resolution 08062018-02 - Approve the Evaluation Committee’s recommendation to award contract for RFP#ELCMDM2018-04 (Early Head Start Fiscal Policies and Procedures) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor.
- Resolution 08062018-03 - Authorize the President and CEO to release a Request for Proposal (RFP) for a Procurement and Contract Software.
  - Motion to approve resolution as a block by J. Shaechter.
  - Motion seconded by H. Carruthers.
  - Motion was unanimously passed.

- B. Eadie reviewed the finance statements and stated that it is business as usual. B. Eadie stated that the ELC received 1.7 million from OEL and 800,000 from CareerSource, this will help balance the budget that was originally in a deficit.

- B. Eadie stated reviewed the snapshots and Miami Dade County does have a waitlist at the moment of approximately 3900 children. Monroe County will remain open with 0 children on the waitlist. EHS has a waitlist of 284 children.

- B. Eadie stated that the EHS Credit Card Report can be found in the packet for board members to review.

VI. Programs, Policy & Strategy Committee Meeting Report  

Judy Schaechter

- J. Schaechter stated that the Programs Policy & Strategy Committee had met early that morning and reviewed the EHS Federal Food Program and also reviewed Evidence Based program Review Project:
  - The ELCMDM is embarking on a 12-18 month journey to review and structure all programs through an Evidence Based Practice lens
  - A definition of Evidence Based Practice will be crafted and vetted.
  - A set of policies and procedures will be developed to review all ELCMDM services and programs.
  - All services and programs will receive a green/amber/red designation relating to its Evidence Based status.
  - Once designation is achieved an action plan will be developed for all amber and red and programs.

VII. Presentations

a. Florida Developmental Screening Rates  
   Judy Schaechter

b. Phase II of Early Head Start  
   Pam Hollingsworth
   - Motion to approve EHS Transition by J. Shaechter.
   - Motion seconded by A. Eckstein.
   - Motion was unanimously passed.

I. CEO Report  

Evelio Torres  
http://www.elcmdm.org/about_us/Board/minutes/Board/CEO%20report/CEOR08062018.pdf

II. Public Comments  

Adrian Alfonso

III. Adjourn  

Adrian Alfonso
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<th>Name</th>
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<th>Aug. 9</th>
<th>Sept. 4</th>
<th>Oct. 1 (Annual Meeting)</th>
<th>Nov. 5 (Executive Committee)</th>
<th>Dec. 3</th>
<th>Jan (No meeting)</th>
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<th>May (Executive Committee Meeting)</th>
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**Legend**

- **P** = Present
- **TP** = Telephone
- **A** = Absent
- **E** = Excused

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**Revised 6.26.17**
Carol Wick, Principal

Carol started her career working with at-risk children and quickly gained national attention of her ability to create and implement innovative and sustainable solutions to century old problems. Over the years, she has developed a proven method that can be applied to any organization to help them grow, build their brand, and attract and retain investors.

Most recently, Carol served for a decade as the CEO of Harbor House of Central Florida. During her tenure she dramatically increased the organization’s funding, stature, and performance. As their success attracted international attention, nonprofits around the world began to emulate her methods and use the developed strategies as a best practices and state-of-the-art model for effectiveness and sustainability.

Utilizing this wealth of experience, Carol is assisting nonprofit organizations to assess their capacity and take their organization to the next level. Her services focus on planning and visioning, messaging to raise more funds, and global and national replication. By combining her organizational growth expertise and Convergent’s fundraising skills, we can help you develop the vision, test it, and sell it to investors to make it a reality.

Summary of Experience

- Developed a global award winning domestic abuse screening app, featured in the New England Journal of Medicine, and in use worldwide
- Published author of five evidence-based studies on program effectiveness
- Raised more than $14 million in capital and strategic initiative funds
- Recipient of numerous awards and accolades, including:
  - “CEO of the Year” by Orlando Business Journal (2015)
  - “Woman of the Year” by Orange Appeal Magazine (2015)
  - “Business Executive of the Year” by Orlando Business Journal (2014)
  - “Central Floridian of the Year –Runner Up” by Orlando Sentinel (2013, 2015, 2016)
  - “Humanitarian of the Year” by Asian Chamber of Commerce (2014)
- Earned Bachelor’s Degree from Florida State University; Master’s Degree from Auburn University; Certificate in Advanced Entrepreneurship from the Crummer School of Business at Rollins College; Certificate of Nonprofit Management from Harvard University Kennedy School of Government.
Health and Safety Timeline

02/15/2017 - As per guidance received from OEL’s Educational Policy Analyst, Christian P. Summers:

The new School Readiness contract (Rule 6M-4.610) went into effect on January 1st, 2017 for new School Readiness providers. New license-exempt school readiness providers must have a pre-contractual inspection for Health and Safety performed by DCF prior to contract execution.

New license exempt providers that wish to contract between January 1st, 2017 and April 1st, 2017 will have to be in full compliance with all requirements except the pre-service/in service training and active credential requirements. All providers will have until the following deadlines to come into compliance with these requirements:

Compliance Deadlines:

<table>
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<th>Deadline</th>
<th>Requirement Description</th>
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<td>Until March 31, 2017</td>
<td>Pre-contractual inspection must show full compliance in all areas except pre-service/in service training and the active credential requirement.</td>
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<td>As of April 1, 2017</td>
<td>Pre-contractual inspection must be completed and show full compliance in all areas except the active credential requirement.</td>
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<td>As of October 25, 2018</td>
<td>Pre-contractual inspection must show full compliance with all health and safety elements.</td>
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02/16/2017 - As per e-mail received from Rodney J. MacKinnon:

From: “Rodney J. MacKinnon- Executive Director” <Rodney.Mackinnon2@oeo.myflorid.com>
Date: February 16, 2017 at 9:19:10 AM EST
To: Coalition Executive Directors <CoalitionExecutiveDirectors@oeo.myflorida.com>
Cc: Coalition Finance Directors <CoalitionFinanceDirectors@oeo.myflorida.com>, Christian Summers <Christian.Summers@oeo.myflorida.com>
Subject: Contract Renewals and the New Federal Regulations

Good morning,

We’ve understand there’s been some uncertainty about renewing contracts with providers who will not receive a DCF inspection before July 1, 2017.

Existing license-exempt school readiness providers (current providers who have signed a school readiness contract on or before December 31st, 2016) who have not received a School Readiness Health and Safety inspection by DCF or the local licensing authority are eligible providers for FY 2017-2018 (barring any other disqualification, of course).

We are hoping to have most of the license-exempt school readiness providers inspected before July 1st, but for the ones who have not been inspected, coalitions may still renew contracts with those providers. Those license-exempt school readiness providers not inspected prior to July 1st will be inspected by September 30th.

Please let me know if you have any further questions.

RJM

Rodney J. MacKinnon
Executive Director
Office of Early Learning
State of Florida
Health and Safety Timeline

08/09/2018 On our last programmatic audit conducted by OEL, providers were deemed noncompliant with:

1) License exempt operating status by DCF (Based on Advisory policy)
2) Not having the health and safety inspection

OEL requested to identify other providers and initiate corrective action. 55 providers in total were identified. The list was provided to DCF and notices of Corrective Action Plan (CAP) were sent to theses providers. DCF is working on conducting these inspections as soon as possible, however some provider are reluctant to sign a CAP due to not been notified, however our communications department found these communication.

12/16/2016 ELC started the e-mail communications regarding the Health and Safety Rule to all providers and the following subsequent communication were sent after:

1. December 16, 2016 Provider Newsletter
2. June 22, 2017 Email Blast
3. July 17, 2017 Provider Newsletter
4. August 31, 2017 Provider Newsletter
3.1.5 School Readiness Funded Provider License Policy

Date approved: 12/06/2010

Purpose: To establish a standardized policy statement requiring licenses for providers in Miami-Dade County who participate in the School Readiness program and receive funding from the Early Learning Coalition of Miami-Dade/Monroe (the “Coalition”).

Policy Statement: With an effective date of January 1, 2011 (except for existing providers, who shall be required to comply by July 1, 2011), this policy statement sets the policy in Miami-Dade County for Providers applying to contract with the Coalition to provide School Readiness funded services. All Providers must be licensed by the Department of Children & Families (“DCF”) in order to be eligible to enter into School Readiness contracts with the Coalition, except for: (i) Religiously-exempt faith-based organizations under ss. 402.316, F.S. (“Religiously-Exempt, Faith-Based Organizations”); (ii) Miami-Dade County School System programs, provided the programs are operated and staffed directly by the schools and meet all other requirements under ss. 402.3025, F.S. (“Miami-Dade County School System Programs”); and (iii) Informal providers, defined as unregulated child care arranged by the child’s parent, either in the child’s home or elsewhere, provided by relatives, friends, or neighbors (“Informal Providers”). Providers must satisfy eligibility requirements as set forth in the Provider Agreement for School Readiness Funded Services.

Rationale: To ensure a system of accountability for the health and safety of children and the accountability and management of tax payer funded services.

Procedures: Effective January 1, 2011 (except for existing providers, who shall be required to comply by July 1, 2011), the Coalition will accept School Readiness Provider Agreement contracts only from providers who are licensed by DCF. This requirement applies to after-school programs and school-age programs that are not operated and staffed directly by the school system; child enrichment providers; and summer camps. This requirement shall not apply to (i) Religiously-Exempt Faith-Based Organizations; (ii) Miami-Dade County School System Programs; and (iii) Informal Providers.

Unlicensed providers submitting a contract will have the contract returned to them unprocessed and notified in writing of the Coalition’s decision. The provider will also receive notice of the right to appeal the decision. Appeals will be governed by the Coalition’s Grievance Policy. If the Provider fails to appeal the action within 30 business days from receiving written notification of the Coalition’s actions, the action becomes final.

Once the provider receives a valid license from DCF, it is eligible to reapply to provide School Readiness Funded Services. Coalition funds will not be used to reimburse any unlicensed provider who is not exempt pursuant to the terms set forth in this Policy Statement. Non-exempt unlicensed providers serving children do so at their own risk and expense.

A licensed provider whose license is revoked, suspended, or otherwise rendered invalid will not receive reimbursement for any period of time during which its license was revoked, suspended, or otherwise rendered invalid.

Parents of children enrolled with non-exempt unlicensed providers will be notified that the provider is not approved to provide school readiness services. Parents will be given Child Care Resource & Referral (CCR&R) assistance to locate an approved provider and will receive a maximum of thirty (30) business days to secure alternate child care arrangements. Any parent...
who wishes to maintain their child in the identified program may continue with the unlicensed program at their own expense and without benefit of funding from the Coalition.

Providers are responsible for submitting updated licenses to the Coalition. The School Readiness staff will track the license expiration dates of approved providers, notify providers in writing of an expired license and request a copy of the new license. Providers who fail to submit an updated license will be suspended from the School Readiness program until they provide a valid license.
Provider Services Committee and Monroe County Advisory Committee Meeting

Minutes of February 11, 2011 Meeting

St. James Children’s Center 87500 Overseas Highway
Islamorada, FL 33036
Via call in number 1-888-813-8477 / pass code 143130

Provider Services Committee Attendees: Gina Cortes-Suarez, Ed.D. (ELC Board Member, Committee Chair), Shaleen Fagundo (ELC Board Member, Provider Representative), Alan Eckstein (ELC Monroe Board Member)

Monroe County Advisory Committee Attendees: Alan Eckstein (ELC Monroe Board Member, Committee Chair), Lisa Barry-Toth (Childcare Licensing Rep., DCF), Sue Ellen Bennett (Child Care Provider Rep., St. James Children’s Center) Participating via conference call: Rob Porcaro (Special Needs Rep., Easter Seals), Doug Blomberg (Child Care Central Agency Rep., WHFS), Dan Dombroski (After School Rep., Boys and Girls Club)

Staff Attendees: Evelio Torres (President and CEO), Angelo Parrino (Senior Director of Administration and Finance), Jackye Russell (Director of School Readiness), Leana Pena (Board Liaison), Mary Williams (Managing Director-Monroe Co.), Amber Keller (Classroom Mentor-Monroe Co.), Cori Johnson (Administrative Assistant-Monroe Co.) Participating via conference call: Blythe Robinson (Senior Director of Programs), Trina Rodriguez (Classroom Mentor-Monroe Co.)

General Attendees: Val Taylor (VPK/SR Coordinator, WHFS), Aileen Cardoso (Provider Services Specialist, WHFS), Jeanne Askins (Head Start Education Disabilities Coordinator, MCSD), Kim Ellis (Director, St. Justin’s Martyr Preschool), Jorge Barrios (Director, Dolphin Montessori South), Sylvie Turner (Director, Montessori Island School), Jennifer Flores (VPK Instructor, Montessori Island School) Participating via conference call: Laurie Dunn (Provider Services Coordinator, WHFS), Kathy Snyder (Child Care Services Director, WHFS), Jeanne Cisco (Director, Lighthouse Christian Academy), Amalia Casanova (Director, 1st Baptist Jack Hill Child Care Center), Iris Coe (Director, Grace Jones Community Ctr.), Aminah Abdullah (Training & Curriculum, NAS Key West CDC), Karen MacCroy (Director, Kreative Kids Christian Academy), Michele Morgan (Assistant Director, Inez Martin Child Development Center), Christine Patterson (Director, Inez Martin Child Development Center), Alison Heymann (Director, Key West Preschool Co-op)
I. Welcome / Introductions / Additions to Agenda

- Gina Cortes-Suarez welcomed the committee members and attendees.
- Alan Eckstein asked everyone to introduce themselves.
- Alan Eckstein asked for an amendment to the agenda to add Jeanne Askins to provide the MCSD VPK Update (on behalf of Angela Whidden).
  - Motion to approve the agenda with the addition noted was made by Lisa Barry-Toth; seconded by Sue Ellen Bennett.

II. Approval of 11/23/10 Provider Services Committee Meeting Minutes

- Gina Cortes-Suarez called for the approval of the minutes from the November 23, 2010 meeting.
  - Motion to approve the minutes by Shaleen Fagundo; seconded by Alan Eckstein

III. Approval of 12/3/10 Monroe Advisory Committee Meeting Minutes

- Alan Eckstein called for the approval of the minutes from the December 3, 2010 Monroe County Advisory Committee Meeting.
  - Motion to approve the minutes by Lisa Barry-Toth; seconded by Sue Ellen Bennett.

IV. Coalition Update

- Evelio Torres provided the ELC Update.
  - The Governor’s proposal included the full budget for School Readiness and VPK as well as additional dollars for VPK to pay for the anticipated increase in children, who will be coming into the VPK program next year.
    - The base student allocation under the Governor’s proposal remains the same.
    - The legislature will set the final budget, but the coalition is currently in a good place.
    - The phone calls and letters to the legislators do count.
  - The Child Care Standards and Improvement Workgroup will be bringing their recommendations to the legislature this year:
    - Licensure for everyone that provides services to children.
    - Create one Office of Early Learning.
      - There is some discussion about moving the Agency for Workforce Innovation to the Department of Commerce and move all early learning programs under the Department of Education with one Office of Early Learning.
      - Evelio recently met with the County Administrator and Commissioner Murphy.  If licensing is required of every provider in Monroe, including the family child care homes, it will have an implication which could add costs to municipal governments.
        - They may have ordinances that require them to monitor licensed providers or provide special permits, which will come at a cost to the municipalities.
  - The Board set a policy that takes affect July 1st In Miami-Dade, which requires every provider that accepts School Readiness payments to be licensed.
    - This will include the enrichment providers and the summer programs.
• The only exceptions are faith-based providers and public schools.

  o A child safety policy will be put into place July 1st for Miami-Dade County. The board has recommended that providers who have one Class I or two Class II licensing violations will receive a letter from the ELC with intent to suspend.
    • The provider must file an appeal which will be heard by the Provider Services Committee.
    • Based on the circumstances, the committee will make a decision which could mean that the provider would be suspended for a one year period from the School Readiness program.

  o The Board of Directors has started a strategic planning process for Miami-Dade and Monroe Counties.
    • Final recommendations will be made at the Board Retreat on February 26th.
    • Based on the strategic planning retreat with the Board of Directors, Monroe County will begin a very specific planning process which will deal with issues, such as licensing, afterschool programs and quality rating systems.

  o Starting in April 2012, there is going to be a series of rotation of board member seats between Miami-Dade and Monroe County.
    • Positions scheduled to rotate to Monroe include: School Superintendent, County Commissioner, Community College President and Central Agency.

V. Child Care Provider Update

<table>
<thead>
<tr>
<th>Sue Ellen Bennett, Provider Representative</th>
</tr>
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<tbody>
<tr>
<td>• Sue Ellen Bennett gave the Child Care Provider Update.</td>
</tr>
<tr>
<td>o The providers seem to have some of the same issues which includes enrollment.</td>
</tr>
<tr>
<td>• Some are losing children due to families moving out of the area.</td>
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<tr>
<td>• Some families are having a more difficult time paying for childcare than in the past.</td>
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<tr>
<td>o Providers in the Upper keys are having an issue with the new finger print policy that went into affect August 1st.</td>
</tr>
<tr>
<td>• Currently, the only choice for new hires is going to Key West or Coral Gables.</td>
</tr>
<tr>
<td>• Kathy Snyder said Doug Blomberg is making arrangements with Wesley House office in Tavernier so providers can go to that location for finger printing.</td>
</tr>
<tr>
<td>o Sue Ellen shared that one of the ways to get attention for childcare would be for the providers to go on a one day strike.</td>
</tr>
<tr>
<td>• The business world would pay attention to how serious it is.</td>
</tr>
<tr>
<td>• It would call attention to how little childcare providers are paid.</td>
</tr>
<tr>
<td>o Evelio Torres said there is work being done on a proposal to create a brand new insurance pool or allow for joining an existing pool in order to provide low cost insurance for childcare providers and staff.</td>
</tr>
<tr>
<td>• The proposal will be given further consideration as to whether it is feasible to find some dollars to pay for the beginning of an insurance pool for childcare provider staff.</td>
</tr>
<tr>
<td>• This stems from a discussion that childcare teachers should be treated the same as public school teachers.</td>
</tr>
</tbody>
</table>
We are running a system that is not equitable, because the teachers in the childcare centers are not receiving the same benefits as the public school teachers.

- Gina Cortez-Suarez commented that a statement could be made by counting the number of children being cared for in centers and how many people who are employed that it affects.
  - She also shared that the conversation at the state level with the new governor is all about jobs; therefore, in this business of early care and education we should determine how many people have jobs because of us.
- Shaleen Fagundo suggested a campaign along the lines of “100 parents working; 50 children receiving loving care” to emphasize that while parents are working, children are getting care and education because of School Readiness funding and VPK funding.

### VI. Registered FCCH Licensing Update

**Lisa Barry-Toth, DCF Child Care Licensing**

- Lisa Barry-Toth gave an update on the status of the registered family child care homes.
  - She reported that there was very positive feedback at the home provider monthly meeting regarding registered home providers transitioning to licensed providers.
  - Some concerns were brought up regarding the start up fees and monthly operating costs for a licensed home compared to a registered home.
  - The majority of the home providers are renters, and there are concerns about the landlord allowing them to continue operating a business out of their home.
  - Lisa expressed a concern about the timeframe to become licensed should it become mandated.
    - She explained that she is the only counselor that covers the county, and all of her files are approved out of Miami which requires more time.
    - There is also a question as to how the city and county ordinances will come into play with licensed homes and will the mandate include all unlicensed providers.
  - Alan Eckstein said it looks very positive, but it sounds like there will be issues that need to be dealt with along the way.
    - Lisa said she feels all of the issues will never be resolved so it is going to need to be a yes or a no and then we should move forward.
    - Lisa explained that currently Monroe County is not mandated to be licensed so some providers can choose to maintain their registered home and take private pay.
  - Lisa stated that there are a total of forty-one registered homes in Monroe County.
    - Out of the forty-one, thirty-four are contracted School Readiness providers.
    - Out of the thirty-four contracted, twenty-six have School Readiness children enrolled.
    - Lisa feels that there are at least five homes who would not qualify to be licensed.

### VII. Wesley House School Readiness/VPK Update

**Val Taylor, School Readiness/VPK Coordinator**

- Val Taylor provided the WHFS Update.
For the month of January, there were 747 school-readiness funded children being served in Monroe County.

- 421 - Lower Keys
- 139 - Middle Keys
- 187 - Upper Keys
- By funding category, 616 were funded through the low income/working poor families.
- 119 were protective service children at-risk.
- Nine families are receiving assistance through TANF.
- Three families are in transitional childcare.
- Ten are enrolled in the teen parent program.
- Sixteen children are enrolled in the CCEP program.
- Applications are being accepted, because there is no wait list for School Readiness.

Evelio wanted to know why the number of at-risk children as a percentage of a population being served by School Readiness was so much higher in Monroe County than Miami-Dade.

- Doug Blomberg stated that the numbers coming in from Community Based Care and DCF have remained constant for the past six months.
- Evelio expressed concern that the number of referrals have dropped in Miami-Dade.

479 VPK certificates have been issued.

- January recorded 399 VPK children enrolled and 437 served year-to-date.
- Total capacity is 563.
- In January there were twenty-four providers, and on February 1st Dolphin Montessori Children’s House South was added to the number of active providers.

Monitoring of the VPK providers is currently underway.

There were six providers in the Monroe County with a perfect score on their readiness rate this year.

Evelio acknowledged the great work of Wesley House.

### VIII. Monroe County School District VPK Update

<table>
<thead>
<tr>
<th>Jeanne Askins, Head Start Disabilities Coordinator</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jeanne Askins provided the Head Start/VPK Update.</td>
</tr>
<tr>
<td>At Reynolds School, there are three Head Start classrooms with fifty-four children.</td>
</tr>
<tr>
<td>- Sixteen of the fifty-four children are Head Start/VPK.</td>
</tr>
<tr>
<td>- There is one stand alone VPK classroom with ten students.</td>
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<tr>
<td>At Gerald Adams, there are two Head Start classrooms.</td>
</tr>
<tr>
<td>- Fourteen of those students are using their vouchers.</td>
</tr>
<tr>
<td>- There is one stand alone VPK classroom with eighteen students.</td>
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<tr>
<td>At Poinciana, there is one classroom which is double session and has twenty-eight students.</td>
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<tr>
<td>At Sigsbee Charter School, there is one classroom which is double session and has twenty-eight students.</td>
</tr>
<tr>
<td>At Sugarloaf Elementary, there is one Head Start classroom with eighteen students.</td>
</tr>
<tr>
<td>- Ten of the eighteen students are using their vouchers.</td>
</tr>
<tr>
<td>- There is one stand alone VPK classroom with nine students.</td>
</tr>
<tr>
<td>At Big Pine Academy Charter School, there is one classroom with seventeen students.</td>
</tr>
</tbody>
</table>
At Stanley Switlik, there are two Head Start classrooms.
  - There are fourteen students using their vouchers.
  - There is one stand alone VPK classroom with eleven students.

Treasure Village Montessori has one classroom with fifteen students.

Plantation Key School has one classroom with eight students.

Key Largo School has two Head Start classrooms.
  - There are sixteen children using their vouchers.
  - There is one stand alone classroom with eighteen students.

- There are ten Head Start classrooms with 180 students.
- There are ten blended classrooms with seventy Head Start/VPK students.
- There are ten stand alone classrooms with 162 VPK students.

### IX. Monroe ELC Update

**Mary Williams, Managing Dir.-Monroe Co.**

- Mary Williams provided the Monroe ELC Update.
  - Monroe County is starting to receive calls regarding VPK registration for the fall.
    - The dates for registration in Monroe County will be announced shortly.
  - Everyone should have received the new VPK re-enrollment policy.
    - It will be discussed further at the next directors meeting on March 12th.
    - The new VPK form 10 and 11 for the 2011-12 school year will also be discussed at the meeting.
  - The first round of School Readiness child health screenings was completed between October and January by our partner, Florida Keys AHEC.
    - Seventeen centers and twenty-six family child care homes participated.
    - A total of 334 School Readiness children and eleven private pay children were screened.
    - There were a total of 101 referrals:
      - 17 - vision
      - 18 - hearing
      - 29 - physicians
      - 37 - dental.
    - There will be a second round of screenings to follow up and include any newly enrolled School Readiness children.
  - There will be a quarterly provider meeting with Wesley House on March 12th at San Pablo Church.
    - There will be a School Readiness birth to three standards training.
    - Alan Eckstein will be presenting an advocacy training.
  - The Monroe office is continuing the year-long focus on Pyramid Model trainings, which promotes the social and emotional development of young children and preventing and addressing challenging behaviors in the classroom.
    - The first training took place in September.
    - There will be a series of trainings in March for the Upper, Middle and Lower Keys.
    - The final training will be held at the “mini conference” in May.
  - The Monroe office is currently working in partnership with the Florida Keys Healthy Start Coalition.
    - Healthy Start received a grant from the Department of Transportation to provide child passenger safety inspections and also provide low cost car seats to families.
    - Safety inspections will be conducted through September at scheduled locations Keys-wide.
    - The ELC will incorporate the “Look Before You Lock” campaign materials into the safety inspections.
Healthy Start is also looking for volunteers to be trained and certified as child safety seat technicians.

### X. Provider Recoupment

**Jackye Russell, Director of School Readiness**

- Jackye Russell gave the Provider Recoupment update.
  - There are some providers, primarily after-school programs, which were serving children who were younger than school age.
    - School-age children are defined as kindergarten and older.
    - Some providers were serving children who were not in kindergarten, but rather four years of age.
    - Many were VPK children who went to the after-school program after the VPK hours ended.
  - The issue for the providers is that if they are not licensed, they cannot take care of children who are younger than school age.
    - It is believed that this is a carryover from when the VPK program began, because in Miami-Dade the school system is not required to be licensed, and they are allowed to take care of the younger children who are in their VPK program.
    - What often happens is that the school system contracts their after-school programs out to different entities. It was these entities who were caring for these children and being paid School Readiness dollars to serve those children.
  - AWI has advised that those charges are not allowed and those funds would need to be recouped.
  - Miami-Dade is working with the providers to recoup the funds by setting up a payment plan so it does not create a burden for the providers.
    - There were not any providers from Monroe County in this situation, but it is important to remember that a provider is required to be licensed or license exempt if they will be serving children younger than kindergarten age.
  - Gina Cortez-Suarez asked if the school system was the original provider, and they contracted out the services, then who is at fault.
    - Evelio Torres responded that the provider assumed the exemption for the school system would apply to them as well. The law states that the services must be provided by school personnel. If the decision is made to contract out, the exemption is lost.
    - Evelio said that AWI expects 100% recoupment going back to July 1st.
  - Jackye Russell said Miami-Dade has instituted a coding system to make sure this does not happen going forward.
    - The ELC is requiring the providers in Miami-Dade to be licensed by July 1st, which will prevent this from happening in the future.
  - Gina Cortez-Suarez asked what would happen if a provider says that they cannot pay.
    - Evelio explained that the providers are still being paid, but some dollars are being withheld over a period of six to twelve months.
    - The state was willing to write it off if the providers became licensed to provide care. DCF was willing to put them on the fast track for licensure as well, but the providers have not been interested for some legitimate reasons.
XI. Public Comment

Alan Eckstein announced that he will be providing an advocacy training at the director’s meeting on March 12th at the San Pablo Church hall in Marathon.

- There is a Children’s Movement meeting on February 18th at Wesley House in Key West.
- Evelio Torres commented that it is believed the fact that the Governor included the entire budget in his proposal has something to do with the Children’s Movement of Florida.

- Doug Blomberg announced the Valentine’s Day Gala at the Curry Mansion, which is Wesley House’s signature event.
- Alison Heymann announced that Key West Preschool Co-op will be having their annual Spring Fair on April 9th.

XII. Adjourn

Alan Eckstein called to adjourn the meeting.

- Motion to adjourn the meeting by Doug Blomberg.
65C-22.008 School Age Child Care.

(1) Application for licensure. Application for a license or for renewal of a license to operate a school-age child care program must be made on CF-FSP Form 5272, March 2017, Application for a License to Operate a School-Age Child Care Facility, which is incorporated by reference. CF-FSP Form 5272 may be obtained from the Department’s website at www.myflfamilies.com/childcare or from the following link: http://www.flrules.org/Gateway/reference.asp?No=Ref-08022.

(2) Licensing: A school-age child care program must be licensed prior to operation and for continued operation, unless the program demonstrates that it is exempt pursuant to subsection (3), below. The license is issued in the name of the owner. The owner may be an individual, partnership, association, company or corporation, and the license must be posted in a conspicuous location where the school-age child care program is operating.

(3) Exemptions: A school-age child care program is not required to be licensed as long as the program complies with the minimum background screening requirements provided in Sections 402.305 and 402.3055, F.S., and if the program demonstrates that conditions of one of the following criteria outlined in paragraphs (a)-(e), below, are met. A school-age program exempted under paragraph (3)(a), (c) or (d), below, may become licensed if it chooses to meet all of the applicable licensing standards in subsection (4), below.

(a) Programs on School Sites. The program is located on a public/nonpublic school site; and:
1. Is operated and staffed directly by that school or through a formal agreement, such as a contract, between the school (or school district, when the latter reserves authority for such agreements) and a provider which names the school/school district as the responsible party for the operation of the program. A lease for space or user agreement, with or without the endorsement of the program by the school/school district, does not meet the formal agreement requirement.
2. Serves only the school-age children attending the school during the school day. The program may provide services during any out-of-school time, including before school, after school, on teacher planning days, holidays, and intercessions that occur during the school district’s academic calendar year.
3. Follows the standards set forth by the Florida Building Code State Requirements for Public Educational Facilities pursuant to Section 402.305(5), F.S., programs operated in public school facilities, regardless of the operator.
(b) Instruction/Tutorial Programs. The program is not designated as a Gold Seal Quality Care provider and has a single instructional/tutorial purpose and that purpose is the only service that the program provides. Some examples of these programs include, but are not limited to, tutoring; a computer class; a ballet class; a karate class; baseball instruction or other sport; the program cannot provide any service beyond the instructional and tutorial/academic activity; and:
1. Does not cater, serve or prepare meals. The program may choose to provide drinks and ready-to-eat snacks that are individually pre-packaged and do not require refrigeration.
2. Does not advertise or otherwise represent that the program has attributes of child care, as defined in Section 402.302(1), F.S.
3. Enrollment information shall clearly define the duration of the instructional sessions. Session time may not exceed two hours.
If tutoring is provided in multiple academic areas, the total combined session times cannot exceed three hours per day.
4. Does not contract to deliver a school readiness program pursuant to Section 1002.88, F.S.
(c) Open Access Programs. The program is not designated as a Gold Seal Quality Care provider and meets all of the following criteria:
1. Operates/Serves children for less than four hours per day; however, the program may provide services during any out-of-school time, including before school, after school, on teacher planning days, holidays, and intercessions that occur during the school district’s official academic calendar year.
2. Does not advertise or otherwise represent that the program is an afterschool child care program or that the program offers supervision.
3. Allows children to enter and leave the program at any time without permission, prior arrangements, or supervision, and the program does not assume responsibility for supervision.
4. Does not provide transportation, directly or through a contract or agreement with an outside entity, during the hours of operation for the purposes of field trips; and,
5. Does not serve or prepare any meals, except those provided through the USDA Afterschool Meal Program (AMP) administered by the Florida Department of Health, pursuant to Section 402.305(1)(c), F.S. Programs not participating in the AMP may choose to provide drinks and ready-to-eat snacks that are individually pre-packaged and do not require refrigeration.
6. Does not contract to deliver a school readiness program pursuant to Section 1002.88, F.S.
(d) Any program that is not designated as a Gold Seal Quality Care provider and is providing care for school aged children that is operated by, or in affiliation with a national membership non-profit or not for profit organization that certifies membership organizations, as of February 1, 2017, in at least ten states, that was created for the purpose of providing activities that contribute to the development of good character or good sportsmanship or to the education or cultural development of minors in this state, that charges a membership fee for children and may receive grant funding for services. Such is certified by its national association as complying with the association’s purposes, procedures, minimum standards and mandatory requirements for all of its before school, after school or out-of-school time programs. The program must notify the Department prior to operating and annually, thereafter, of any operation of before school, after school or out-of-school time programs, provide verification of certification and good standing by its national association for all of its before school, after school or out of school time programs, and complete an annual attestation for compliance with background screening requirements. Failure by a program to comply with such reporting, providing required verifications, and screening requirements shall result in the loss of the program’s exemption from licensure.

(e) The program is not designated as a Gold Seal Quality Care provider and provides child care exclusively for children in grades six and above.

(4) School-Age Child Care Standards. School age child care programs must follow the standards found in the School-Age Child Care Licensing Handbook, March 2017, incorporated herein by reference. The handbook may be obtained from the Department’s website at www.myflfamilies.com/childcare or from the following link: http://www.flrules.org/Gateway/reference.asp?No=Ref-08023.

(5) Definitions for terms used in this rule are contained in the “School-Age Child Care Licensing Handbook.”

(6) The following documents and forms are also incorporated by reference as part of this rule:

(a) CF-FSP Form 5270, March 2017, Florida Child Care Professional Credential Certificate. A copy may be obtained from the Department’s website at www.myflfamilies.com/childcare or from the following link: http://www.flrules.org/Gateway/reference.asp?No=Ref-08054.

(b) N-050-06 Child Care Food Program Meal Pattern for Children (CCFP), September 30, 2019. Copies may be obtained from the following link: http://www.flrules.org/Gateway/reference.asp?No=Ref-08004.

(c) USDA MyPlate, August 2011. A copy may be obtained from the following link: http://www.flrules.org/Gateway/reference.asp?No=Ref-03036.

(d) Center for Disease Control Guidelines, January 2013. A copy may be obtained from the following link: http://www.flrules.org/Gateway/reference.asp?No=Ref-03037.

(e) CF-FSP Form 5268, March 2017, Child Care In-Service Training Record. A copy may be obtained from the following link: http://www.flrules.org/Gateway/reference.asp?No=Ref-08007.

(f) CF-FSP 5337, March 2017, Child Abuse & Neglect Reporting Requirements. A copy may be obtained from the following link: http://www.flrules.org/Gateway/reference.asp?No=Ref-08010.

(g) CF-FSP 5217, March 2017, Volunteer Acknowledgement. A copy may be obtained at the following link: http://www.flrules.org/Gateway/reference.asp?No=Ref-08013.

(h) CF Form 1649A, March 2017, Child Care Affidavit of Good Moral Character. A copy may be obtained from the following link: http://www.flrules.org/Gateway/reference.asp?No=Ref-08015.

(i) CF/PI 175-24, March 2014, Know Your Child Care Facility. A copy can be obtained from the following link: http://www.flrules.org/Gateway/reference.asp?No=Ref-08017.

(j) CF/PI 175-70, June 2009, Influenza Virus, Guide to Parents. A copy may be obtained from the following link: http://www.flrules.org/Gateway/reference.asp?No=Ref-08018.

(k) CF-FSP 5219, March 2017, Child Care Application for Enrollment. A copy may be obtained from the following link: http://www.flrules.org/Gateway/reference.asp?No=Ref-08019.

(l) CF-FSP Form 5131, March 2017, Background Screening and Personnel File Requirements. A copy may be obtained from the following link: http://www.flrules.org/Gateway/reference.asp?No=Ref-08020.

(m) CF-FSP Form 5290, March 2017, Florida Child Care Director Credential and Renewal Application. A copy may be obtained from the following link: http://www.flrules.org/Gateway/reference.asp?No=Ref-08055.

(n) CF-FSP Form 5252, March 2017, Florida Director Certificate. A copy may be obtained from the Department’s website at www.myflfamilies.com/childcare or from the following link: http://www.flrules.org/Gateway/reference.asp?No=Ref-08053.
4. **Payment Limitations.** PROVIDER will not receive nor be entitled to payment for SR Program services performed before this Contract is fully executed by both parties or after expiration of the Contract.

5. **Applicable Law.** PROVIDER and COALITION agree that the following, including any revision made after the execution of this Contract, are the provisions governing the SR Program and that PROVIDER and COALITION will be bound by the same:
   - 42 U.S.C. §9858, et seq.;
   - 45 C.F.R. §98;
   - 45 C.F.R. §99;
   - Chapter 1002, Florida Statutes;
   - Chapter 6M-4, Florida Administrative Code; and
   - Chapter 6M-9, Florida Administrative Code.

6. **Not Transferrable.** This Contract is not transferrable or assignable to another entity. A change in ownership requires execution of a new contract. In the event of a change of ownership, sale, sale of assets, conveyance of ownership or other transfer of ownership interest, the provider shall notify the coalition no later than 30 calendar days prior to the transfer of ownership.

**II. PROVIDER ELIGIBILITY**

7. **General Eligibility**

   a. **Provider Type.** To be eligible to deliver the School Readiness Program, PROVIDER must be one of the provider types identified in section (s.) 1002.88(1)(a), F.S., listed below.

   Check the box to indicate PROVIDER’s type:

   ☑ A child care facility licensed under s. 402.305, F.S. (Form OEL-SR 20L is hereby incorporated by reference and must be completed as an authorized attachment to this Contract.)

   ☐ A family day care home licensed or registered under s. 402.313, F.S. (Form OEL-SR 20L is hereby incorporated by reference and must be completed as an authorized attachment to this Contract.)

   ☐ A large family child care home licensed under s. 402.3131, F.S. (Form OEL-SR 20L is hereby incorporated by reference and must be completed as an authorized attachment to this Contract.)

   ☐ A public school or nonpublic school exempt from licensure under s. 402.3025, F.S. (Form OEL-SR 20LE is hereby incorporated by reference and must be completed as an authorized attachment to this Contract.)

   ☐ A faith-based child care provider exempt from licensure under s. 402.316, F.S. (Form OEL-SR 20LE is hereby incorporated by reference and must be completed as an authorized attachment to this Contract.)

   ☐ A before-school or after-school program described in s. 402.305(1)(c), F.S.
☐ For a licensed before-school or after-school program described in s. 402.305(1)(c), F.S., Form OEL-SR 20L must be completed as an authorized attachment to this Contract.

☐ For a license exempt or programs that are not required to be licensed as described in Rule 65C-22.008, F.A.C., before-school or after-school program described in s. 402.305(1)(c), F.S., Form OEL-SR 20LE must be completed as an authorized attachment to this Contract.

☐ An informal child care provider to the extent authorized in the state's Child Care and Development Fund Plan as approved by the United States Department of Health and Human Services pursuant to 45 C.F.R. s. 98.18. (Form OEL-SR 20FFN is hereby incorporated by reference and must be completed as an authorized attachment to this Contract.)

b. **Eligibility pursuant to s. 1002.91(5), F.S.** PROVIDER represents that PROVIDER, or an owner, officer, or board director thereof, has not been convicted of, found guilty of, or pled guilty or nolo contendere to, regardless of adjudication, public assistance fraud pursuant to s. 414.39, F.S., within the last five (5) years and is not acting as the beneficial owner for someone who has been convicted of, found guilty of, or pled guilty or nolo contendere to, regardless of adjudication, public assistance fraud pursuant to s. 414.39, F.S., within the last five (5) years.

c. **Eligibility pursuant to s. 1002.91(7), F.S.** PROVIDER represents that PROVIDER is not on the United States Department of Agriculture National Disqualified List nor does PROVIDER share an officer or board director with a provider that is on the United States Department of Agriculture National Disqualified List.

d. **Eligibility pursuant to the successful completion of terms of existing corrective action plans or probation.** PROVIDER represents that PROVIDER agrees to successfully complete previous corrective action or terms of probation due to noncompliance determinations from a prior Contract, as applicable, for the duration of this Contract. PROVIDER also represents that currently PROVIDER, or an owner, officer, or board director thereof, has not had their eligibility to provider School Readiness services revoked. For multi-site PROVIDERS, such as corporate chains or school districts, eligibility revocation is per site and not all locations unless specifically determined otherwise by the coalition pursuant to criteria referenced in Paragraph 60 of this contract.

e. **Eligibility pursuant to ss. 1002.82 and 1002.84, F.S.** PROVIDER represents that PROVIDER must have a pre-contractual inspection conducted by the Department of Children and Families or local licensing agency (as applicable) to ensure compliance with health and safety standards and checklist(s) established pursuant to Rule 6M-4.620, F.A.C to be eligible to deliver the School Readiness Program.

III. PROVIDER RESPONSIBILITIES AND SCOPE OF WORK

8. **Child Enrollment.** PROVIDER agrees to enroll eligible children for the SR Program only with authorization from COALITION which will be provided in the form of a child care certificate. PROVIDER also understands that it will not be reimbursed for services provided to a child beyond the service begin and end date identified by COALITION on the child care certificate, or if the child’s eligibility is terminated prior to the end date. As described in s. 1002.87(2), F.S., PROVIDER also agrees to serve children enrolled into its SR Program according to the services
July 11, 2018

Edwin Silie
Miami Union Academy
12600 NW 4th Ave
North Miami, FL 33168

Dear Mr. Silie,

The Department received your revised licensure questionnaire describing the operation and activities of your proposed VPK and afterschool program located at 12600 NW 4th Ave, North Miami, FL 33168. Based on a review of the questionnaire and the additional information provided, it has been determined that your VPK program is exempt from licensure pursuant to 402.3025(2)(b) F.S:

402.3025(2)(c) Programs for children who are at least 3 years of age, but under 5 years of age, shall not be deemed to be child care and shall not be subject to the provisions of ss. 402.301-402.219 relating to child care facilities, provided the programs in the schools are operated and staffed directly by the schools, provided a majority of the children enrolled in the schools are 5 years of age or older, and provided there is compliance with the screening requirements for personnel pursuant to s. 402.305 or s. 402.3057.

Your afterschool program is exempt from licensure pursuant to 65C-22.008(2)(c)1, Florida Administrative Code because the program is serving school aged children only.

(c) An “After School Program” serving school-age children is not required to be licensed if the program meets one of the following criteria, and complies with the minimum background screening requirements provided in ss. 402.305 and 402.3055, Florida Statutes: The program is located on a public/nonpublic school site; and: 1. Is operated and staffed directly by that school or through a formal agreement, such as a contract, between the school (or school district, when the latter reserves authority for such agreements) and a provider which names the school/school district as the responsible party for the operation of the program. A lease for space or user agreement, with or without the endorsement of the program by the school/school district, does not meet the formal agreement requirement. 2. Serves only the school-age children attending the school during the school day. The program may provide services during any out-of-school time, including before school, after school, on teacher planning days, holidays, and intercessions that occur during the school district’s academic calendar year. 3. Follows the standards set forth by the Florida Building Code State Requirements for Public Educational Facilities pursuant to Section 402.305(5), F.S., programs operated in public school facilities, regardless of the operator.
Please be advised that it is a misdemeanor of the first degree, punishable as provided in s. 775.082 or s. 775.083 or any person knowingly to: (a) Fail, by false statement, misrepresentation, impersonation, or other fraudulent means, to disclose in any application for voluntary or paid employment or licensure regulated under ss. 402.301-402.318 all information required under those sections or a material fact used in making a determination as to such person's qualifications to be child care personnel, as defined in s. 402.302, in a child care facility, family day care home, or other child care program. (b) Operate or attempt to operate a child care facility without having procured a license as required by this act.

If the operation of your program changes in the future, please contact the Department to determine if licensure would be required based on the changes. We hope this information is helpful. If you have additional questions, please feel free to contact the program office at (850) 488-4900.

Thank you,

[Signature]

Danielle Cunningham
Government Analyst

Cc: Eduardo Rivera, Program Analyst
Suzette Frazier, Regional Safety Program Manager
Ian Fleary, Licensing Supervisor
Patrick Karch, Licensing Supervisor
Vanessa Tercero, Licensing Supervisor
Carmencita Smiley, Licensing Supervisor
Child Care Licensure Questionnaire

In order to assess the need for your program to be licensed as a “Child Care Facility”, as required under S. 402.302(1), Florida Statutes, please complete all questions below. This questionnaire will be reviewed by the Department and the Office of Child Care Regulation will notify you of a determination. (Attach additional sheets as necessary)

Program Name: Miami Union Academy

Street Address: 1440 N.W. 14th Avenue

City: North Miami County: Dade Zip: 33168

Mailing Address if different: SAME AS ABOVE City: Zip: 

Contact Person: Edwin M. Silio Title: Principal

Telephone: (305) 953-9907 Email: edwin.silio@mncda.org

OPERATIONAL INFORMATION

1. Is the program currently licensed or certified by any other agency, entity, or holds a religious exemption from licensure? If so, provide a copy of the current license or accreditation certificate. See s. 402.316, Florida Statutes.

   Yes (see attached) No

2. a. Who operates the program (provides services to the children)?

   Public School
   ☑ Non-public School
   ☐ Corporation or LLC
   ☐ Individual owner
   ☐ Partnership – not incorporated
   ☐ Other (please provide specifics)

   b. What is the legal name of the operator indicated in 2A?

   Miami Union Academy of Seventh-day Adventist

   Mission: Work in Partnership with Local Communities to Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and Advance Personal and Family Recovery and Resiliency

   7/1/18
c. Is the operator affiliated with a national membership non-profit organization that was created for the purpose of providing youth service and youth development and holds membership in good standing that is certified by its national affiliate as complying with the organization’s purpose, procedures, minimum standards, and mandatory requirements? If yes, please attach a copy of the programs certification of good standing.

________ Yes (see attached)  __________ No

3. Where is the program operated?

________ Public School  __________ Non-public school  ______ Church _______ Stand-alone building

________ Building connected to other operations (strip mall, etc.)  ______ my home

________ Other (please provide specifics)

4. If the program is operated by a school and is located on that school’s grounds, do you serve children only from that school or also from surrounding schools?

________ Only children regularly attending that school attend the program

________ Both children regularly attending that school and children from surrounding schools attend the program

5. If the program is located on the grounds of a school but is operated by an entity other than the school, do you have a written/formal agreement with the school/school district to provide the program (on behalf of the school) wherein the school/school district is named as the responsible party for the operation of the program? If so, please attach a copy.

________ Yes (see attached)  __________ No

6. How is the program funded? Check all that apply.

________ Fee or tuition paid by parent  _______ Annual Membership Fee

________ Grant(s) (please provide specific grant source)  _______ School Readiness

________ Other (please provide specifics)
PROGRAM DESCRIPTION

7. When does the program operate?

☐ School Year Only
Circle all that apply: Mon Tue Wed Thu Fri Sat Sun
Hours of Operation: 8:00 AM/PM to 11:00 AM/PM

☐ Summer Only
Circle all that apply: Mon Tue Wed Thu Fri Sat Sun
Hours of Operation: _______AM/PM to _______AM/PM

☐ Year Round
Circle all that apply: Mon Tue Wed Thu Fri Sat Sun
Hours of Operation: _______AM/PM to _______AM/PM

8. Number of hours per day children attend:

☐ Less than 1 hour  ☐ 1-2 hours  ☑ 2-4 hours  ☐ More than 4 hours

9. Indicate the number of children in each age group attending the program:

☐ Birth – 5 years (before kindergarten)  ☐ VPK only
☐ Kindergarten – 5th grade  ☐ 6th grade and up
☐ Other (provide specifics)

10. What types of activities does your program provide? Check all that apply:

☑ Arts/Crafts  ☐ Games/Movies
☐ Homework assistance  ☐ Music
☑ Outdoor Recreation/Play  ☐ Personal Enrichment/Character Development
☑ Computer Lab  ☑ Field Trips
☐ Other (please provide specific)

12. Does the program have a single instructional/tutorial purpose and is that purpose the only service provided? If yes, please provide additional information below.

☐ Yes  ☑ No

a. What skill(s) is the instruction focused on?
b. How long is a session time?
c. How many sessions can a child have in one day?
11. What type of transportation arrangements are utilized for the field trips, if applicable?

   _____Do not go on field trips  
   _____Use our own vehicles  
   _____Parents transport children  
   _____Hire or contract for transportation

12. What type of food service is offered?

   _____No food or snacks provided  
   _____Vending Machines available for children to purchase snacks  
   _____Pre-packaged individual snacks and drinks only  
   _____Participate in USDA Afterschool Meal Program  
   _____Food/snacks are prepared (includes any heating/mixing foods and/or serving/storing food that requires refrigeration)

ATTENDANCE POLICY

15. Does the program assume responsibility for the supervision of the children?

   _____Yes  
   _____No

16. What is the attendance policy? Do the same children attend the program on a regular basis?

   _____Yes  
   _____No

17. Do parents remain on the premises with the children at all times?

   _____Yes  
   _____No

18. Are children permitted to enter and leave the program at any time without permission, prior arrangement, or adult supervision? If yes, please attach a copy of the policy that informs parents of this arrangement.

   _____Yes (see attached)  
   _____No

19. Are parents/legal guardians required to sign children in and out of the program?

   _____Yes  
   _____No

3/14/17
Provide a brief description of the program and attach brochures, advertisements, parent information sheets or other information.

Miami Upland Academy is a VPK through 12th grade school. It is a Seventh-day Adventist private school. It is accredited by the following: The Accrediting Association of Seventh-day Adventist Schools, Colleges, and Universities, Middle States Association of Colleges and Schools, and the National Council for Private School Accreditation and also recognized by the Education Department of the State of Florida. (FLDOE - 28.79). We offer a strong academic curriculum. All of our teaching staff are certified. Our VPK Class curriculum follows the guidelines from the VPK Early Learning Coalition which includes learning centers.

Person completing questionnaire:

Name: Edwin M. Silic
Title: Principal
Signature: [Signature]
Date: 6/18/18
Phone: 850-953-9007
Email: edwin.silic@muasda.org

Please return the completed questionnaire and all attachments to:

Department of Children and Families
Office of Child Care Regulation and Background Screening
1317 Winwood Blvd., Bldg 6, 3rd floor, Rm. 389A
Tallahassee, Florida 32399
(850) 488-4900

It is a misdemeanor of the first degree, punishable as provided in s. 775.082 or s. 775.083, or any person knowingly to: (a) Fail, by false statement, misrepresentation, impersonation, or other fraudulent means, to disclose in any application for voluntary or paid employment or licensure regulated under ss. 402.301-402.318 all information required under those sections or a material fact used in making a determination as to such person's qualifications to be child care personnel, as defined in s. 402.302, in a child care facility, family day care home, or other child care program.
(b) Operate or attempt to operate a child care facility without having procured a license as required by this act.

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$4,197.00

Quarterly Breakdown - Airfare, Hotel, Car Rental

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$4,197.00
Action Requested: Authorize the President and CEO to apply and submit a proposal to The Children’s Trust competitive solicitation (RFP) for Teaching Strategies Gold to provide early childhood development support for ongoing, observation-based assessment system for young children.

Fiscal Impact: An approximate amount of $1,000,000.00 for fiscal year 2018-2019, which is subject to the availability of funding.

Funding Source: The Children’s Trust

|| Neediest Children | Providers |
|-------------------|-----------|
| Youngest Children | Internal Capacity |
| Educate All       | Funding |

RESOLUTION: 09042018-01

AUTHORIZE THE PRESIDENT AND CEO TO APPLY AND SUBMIT A PROPOSAL TO THE CHILDREN’S TRUST COMPETITIVE SOLICITATION (RFP) FOR TEACHING STRATEGIES GOLD TO PROVIDE EARLY CHILDHOOD DEVELOPMENT SUPPORT FOR ONGOING, OBSERVATION-BASED ASSESSMENT SYSTEM FOR YOUNG CHILDREN.

WHEREAS, the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. 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 is authorized to apply and submit a Proposal to The Children’s Trust competitive solicitation (RFP) for Teaching Strategies Gold to provide early childhood development support for ongoing, observation-based assessment system for young children.
The foregoing resolution and attachment were 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 4th day of September 2018.

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

By: __________________________
Board Secretary
**Background:**

In recent years, a growing body of research has offered new and powerful insight into the importance of early learning and its relationship to school and success in later life. Much of this evidence links children’s early cognitive, language, and social-emotional development to later developmental and school outcomes (Hair, Halle, Terry-Humen, Lavelle, & Calkins, 2006). In response to the growing evidence of the importance of early development and learning, teachers must be aware of the diverse developmental levels and needs of the children in their classroom and be armed with the ability to provide developmentally appropriate instruction to all children. Formative assessment is an important link between developmental need and classroom practice.

Formative assessment is a process that teachers employ to collect and use detailed information to tailor instruction to the individual needs of children. When incorporated into classroom practice, a formative assessment process provides the information needed to adjust teaching to learning while they are still happening. The formative assessment process also guides teachers in making decisions about future instruction.

Teaching Strategies GOLD is an authentic, ongoing observational system and formative assessment that is used for assessing children from birth through kindergarten. Teaching Strategies GOLD is based on 38 objectives for development and learning that include predictors of school success and are based on school readiness standards.
Current Challenges with EFS Mod

1. Incomplete Data Migration impacting current School Readiness clients and wait-list applicants (wrong parents, providers, children, fees, etc. were imported from EFS Legacy.)
2. Restrictive rules for eligibility entry in EFS Mod causes multiple system errors.
3. Inconsistent e-mail notifications to parents and providers advising of processed or terminated cases.
4. Attendance module is not fully functioning for providers.
5. Parents and Coalition staff are unable to directly modify e-mail accounts for families and must send service tickets to OEL
6. Certain processed eligibility cases disappear from the system.
7. In some instances, parents are unable to sign eligibility certificates to acknowledge enrollments.
8. Out-of-county and in-county transfer module is not fully functioning.
9. Inability to generate internal compliance reports in Tableau to monitor data accuracy.
10. Coalition, Provider, and Parent Portals are run at slow speed.
Impact of EFS Mod Challenges

1 - Heightened level of frustration and complaints by system users (parents, providers, and staff.)
2 - Backlog of over 1300 cases to re-enter in EFS Mod once functionality returns.
3 - OEL acknowledges backlog of hundreds of service desk tickets for 30 coalitions.
4 - ELC of Miami-Dade/Monroe has been unable to pull children from the waiting list.
5 - Increased concerns from Coalitions throughout the state about their ability to fully utilize their 2018-2019 budgets.
6 - Providers are unable to verify rosters of enrolled children.
7 - Double work for staff to enter information into two parallel systems (EFS Legacy and EFS Mod.)
8 - Lack of internal quality control due to non-functioning reports.
9 - Coalition staff is now forced to track parents down to complete electronic acknowledgements (backlog of over 2000 cases in EFS Mod.)
10 - Parents and providers are unable to process transfers in EFS Mod.
Workarounds in Place to Address EFS Mod Challenges

1 - 3050 Temporary Authorization Form protocol was developed by Miami-Dade/Monroe and approved by OEL to issue to providers to document childcare authorizations.

2 - 3050 protocol has been adopted by other Coalitions throughout the state.

3 - OEL recommended a replication of June 2018 attendance to process July 2018 reimbursements.

4 - Transfers has reverted to paper system until EFS Mod has full system functionality.

5 - Staff has been trained to add additional case notes to explain system errors for auditing purposes.
Coalition and OEL Meeting on 8/23/2018
Highlights

1 - Six Coalitions met with OEL and presented a binder of 80+ pages of specific examples of system errors and impact on daily operations and stakeholders.

2 - Coalitions made it clear that data migration is a critical issue and must be addressed as soon as possible.

3 - OEL is willing to give surgical fix for ELC’s disk data migration issues, replicating the Palm Beach model.

4 - OEL has agreed to reprioritize data migration and system developments based on Coalition needs.

5 - Coalitions requested direct communication efforts from OEL to providers, parents, and other stakeholders regarding lack of system functionality and its impact.

6 - OEL has accepted Coalition assistance to help address reduced database administrator issues.

7 - OEL has agreed to increase the role of OEL staff who are familiar with EFS Legacy to assist in correcting EFS Mod challenges.

8 - ELCs request OEL to relax business rules to allow us to delete and modify dates and other information in EFS Mod.

9 - OEL will release EFS Mod 3.3 soon.

10 - OEL will delay turning on the attendance module to minimize provider confusion about missing children on their attendance rosters.

11 - OEL is considering changing to different servers for their three portals to help address speed concerns.
Contingency Plans

1 - As per OEL, going back to EFS Legacy completely is not an option.

2 - August 2018 School Readiness reimbursements will be based on June 2018 payments plus a differential as determined by each ELC.

3 - August 2018 VPK reimbursements will require submittal of VPK long forms.
Belkis Torres
Vice President for Early Head Start

Strategic Plan Priority Initiative:

- Educate All
- Neediest Children
- Providers
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<td>Breakfast # of Meals</td>
<td>Breakfast % of Meals</td>
<td>Lunch # of Meals</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>----------------------</td>
<td>----------------------</td>
<td>------------------</td>
</tr>
<tr>
<td>America's Little Leaders</td>
<td>215</td>
<td>100%</td>
<td>215</td>
</tr>
<tr>
<td>Cambridge Academy</td>
<td>428</td>
<td>100%</td>
<td>428</td>
</tr>
<tr>
<td>Children Of The Sun Academy</td>
<td>180</td>
<td>98%</td>
<td>182</td>
</tr>
<tr>
<td>Excel Kids Academy Miami</td>
<td>817</td>
<td>100%</td>
<td>817</td>
</tr>
<tr>
<td>Excel Kids Academy Opa Locka</td>
<td>414</td>
<td>100%</td>
<td>414</td>
</tr>
<tr>
<td>Kids Small World Learning Center</td>
<td>498</td>
<td>100%</td>
<td>498</td>
</tr>
<tr>
<td>Kinderkids Academy III</td>
<td>222</td>
<td>97%</td>
<td>227</td>
</tr>
<tr>
<td>Kinderland 4 Kids</td>
<td>235</td>
<td>93%</td>
<td>252</td>
</tr>
<tr>
<td>Le Jardin #4</td>
<td>512</td>
<td>99%</td>
<td>514</td>
</tr>
<tr>
<td>Liberty Academy</td>
<td>645</td>
<td>100%</td>
<td>645</td>
</tr>
<tr>
<td>Lincoln Marti - 450</td>
<td>1,138</td>
<td>100%</td>
<td>1,142</td>
</tr>
<tr>
<td>Lincoln Marti - 905</td>
<td>290</td>
<td>100%</td>
<td>291</td>
</tr>
<tr>
<td>Little Ones Academy</td>
<td>692</td>
<td>101%</td>
<td>692</td>
</tr>
<tr>
<td>Little Red School House</td>
<td>499</td>
<td>100%</td>
<td>499</td>
</tr>
<tr>
<td>LORD's Learning Center, Inc.</td>
<td>310</td>
<td>99%</td>
<td>311</td>
</tr>
<tr>
<td>Miami Gardens Learning Center</td>
<td>282</td>
<td>100%</td>
<td>282</td>
</tr>
<tr>
<td>My Little Angels Day Care Center</td>
<td>411</td>
<td>100%</td>
<td>391</td>
</tr>
<tr>
<td>Naranja Prep Academy Annex</td>
<td>189</td>
<td>97%</td>
<td>194</td>
</tr>
<tr>
<td>Our Little Hands Of Love</td>
<td>237</td>
<td>100%</td>
<td>237</td>
</tr>
<tr>
<td>Pink And Blue Academy</td>
<td>155</td>
<td>79%</td>
<td>197</td>
</tr>
<tr>
<td>Precious Moments Learning</td>
<td>577</td>
<td>99%</td>
<td>585</td>
</tr>
<tr>
<td>Rainbow Intergenerational</td>
<td>238</td>
<td>86%</td>
<td>277</td>
</tr>
<tr>
<td>Sheyes Of Miami #1</td>
<td>540</td>
<td>100%</td>
<td>540</td>
</tr>
<tr>
<td>Sheyes Of Miami #3</td>
<td>416</td>
<td>100%</td>
<td>416</td>
</tr>
<tr>
<td>Sheyes Of Miami Learning Center</td>
<td>641</td>
<td>100%</td>
<td>640</td>
</tr>
<tr>
<td>Shores School</td>
<td>622</td>
<td>103%</td>
<td>622</td>
</tr>
<tr>
<td>Wynwood Learning Center</td>
<td>425</td>
<td>100%</td>
<td>425</td>
</tr>
<tr>
<td>Wynwood Learning Center II</td>
<td>820</td>
<td>100%</td>
<td>820</td>
</tr>
<tr>
<td>Early Learning Coalition</td>
<td>12,656</td>
<td>99%</td>
<td>12,761</td>
</tr>
</tbody>
</table>
Early Learning Coalition of Miami-Dade/Monroe
Board of Directors Membership Questionnaire
The information from this page has been requested and will be used exclusively by the Early Learning Coalition of Miami-Dade/Monroe.

1. Applicant’s Name: Jennifer Roig (Jenni)  
   (Including name commonly used, please print)

2. Current Employer: The Roig Academy

3. Current Occupation: Head of School

4. Are you applying for a second term?: Yes ☐ No ☑

5. Is this the first time you have applied to this Board? Yes ☑ No ☐

6. *Sex:  
   Male ☐ Female ☑

7. *Race:  
   White ☐ Native-American/Alaskan Native ☐  
   Hispanic-American ☑ Asian/Pacific Islander ☐  
   African-American ☐

8. Do you now, or have you, within the last three years, been a member of any club or organization that, to your knowledge, in practice or policy, restricts membership or restricted membership during the time that you belonged on the basis of race, religion, national origin, or gender? If so, detail the name and nature of the club(s) or organization(s), relevant policies and practices, and state whether you intend to continue as a member if you appointed to the Board of Directors.  
   ☑

Applicants Email Address: [Redacted]

Applicants Cellular Telephone Number: [Redacted]

* This information will be used to provide demographic statistics on board membership and is not requested for the purpose of discriminating on any basis.
The questionnaire MUST BE COMPLETED IN FULL. Answer "none" or "not applicable" where appropriate.

1. Business Address: 8000 SW 112 Street Miami FL 33156 (305) 235-1313

2. Residence Address: Coral Gables FL 33134

Specify the preferred mailing address: Business ☑ Residence ☐ Fax #

3. Since what year have you been a continuous resident of Florida? 1977

4. Education
   A. High School: Miami Sunset Sr. High Year Graduated: 1990

   B. List all postsecondary educational institutions attended:
   - Nova Southeastern University of Miami Miami-Dade Community College
     B.S. M.A. A.A.

5. Are you or have you ever been a member of the armed forces of the United States?
   Yes ☐ No ☑ If "Yes" list:
   A. Dates of service:
   B. Branch or component:
   C. Date & type of discharge:

6. Have you ever been arrested, charged, or indicted for violation of any federal, state, county, or municipal law, regulation, or ordinance? (Exclude traffic violations for which a fine or civil penalty of $150 or less was paid.) If "Yes" give details:
   Date: Place: Nature: Disposition: not applicable

7. A. State your experiences and interests or elements of your personal history that qualify you for this position.
   Over 25 years dedicated to the field of child development, literacy and dyslexia.

Revised 12/2007
B. Have you received any degree(s), professional certification(s), or designations(s) related to the subject matter of this position? Yes ☑ No ☐

If "Yes", list:

Pl. State Certified Special Education Teacher K-12
BS: Education
NS: Education

C. Have you received any awards or recognitions relating to the subject matter of this position? Yes ☐ No ☑

If "Yes", list:

D. Identify all association memberships and association offices held by you that relate to this position:

ASCD - Association for Supervision & Curriculum Development
National Association of Bilingual Education
National Association of Special Education Teachers

8. A. Have you ever been elected or appointed to any public office in this state? Yes ☐ No ☑

If "Yes", state the office title, date of election or appointment, term of office, and level of government (city, county, district, state, federal):

<table>
<thead>
<tr>
<th>OFFICE TITLE</th>
<th>DATE OF ELECTION OR APPOINTMENT</th>
<th>TERM OF OFFICE</th>
<th>LEVEL OF GOVERNMENT</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

B. If your service was on an appointed board(s), committee(s), or council(s):

(1) How frequently were meetings scheduled: ____________________________

(2) If you missed any of the regularly scheduled meetings, state the number of meetings you attended, the number you missed, and the reasons(s) for your absence(s):

<table>
<thead>
<tr>
<th>MEETINGS ATTENDED</th>
<th>MEETINGS MISSED</th>
<th>REASON FOR ABSENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

Revised 12/2007
9. Has probable cause ever been found that you were in violation of Part III, Chapter 112, F.S., the Code of Ethics for Public Officers and Employees? Yes □ No □

If "Yes", give details:

<table>
<thead>
<tr>
<th>DATE</th>
<th>NATURE OF VIOLATION</th>
<th>DISPOSITION</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

10. Have you held or do you hold an occupational or professional license or certificate in the State of Florida? Yes □ No □

If "Yes", provide the title and number, original issue date, and issuing authority. If any disciplinary action (fine, probation, suspension, revocation, disbarment) has ever been taken against you by the issuing authority, state the type and date of the action taken:

<table>
<thead>
<tr>
<th>LICENSE/CERTIFICATE</th>
<th>ORIGINAL</th>
<th>ISSUING AUTHORITY</th>
<th>DISCIPLINARY ACTION/DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESE K-12</td>
<td>1994</td>
<td>FDCE</td>
<td></td>
</tr>
<tr>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

11. Have you or members of your immediate family (spouse, child, parents(s), siblings(s)), or businesses of which members of your immediate family have been owners, officers, or employees, held any contractual or other direct dealings during the last four (4) years with any state or local governmental agency in Florida, including the office or agency to which you have been appointed or are seeking appointment? Yes □ No □

If "Yes", explain:

NAME OF BUSINESS: South Florida Fingerprinting

RELATIONSHIP TO YOU: Husband

RELATIONSHIP TO BUSINESS: Fiale - Vendor

12. Are you a private child care provider or employee who receives funding services from the Coalition in which you are applying for membership? Yes □ No □

A. If yes, are you: For Profit □ Not for Profit □ Faith Based □ Other □

B. Please list all services/programs for which you receive funding: VPK

C. If you are a VPK provider or employee and you or your center receive funding for VPK. Did the most recent kindergarten rate for each program type (school year and/or summer) exceed the minimum kindergarten readiness rate established pursuant to s. 1002.69, F.S., for that program year? Yes □ No □
D. If you are a VPK or School Readiness Provider, did you submit accurate and timely monthly attendance roster for the VPK program in accordance with subsection 60BB-8.305(3), F.A.C.? Yes ☑ No ☐

E. If a School Readiness provider, did you submit accurate and timely monthly attendance rosters for the School Readiness program? Yes ☐ No ☑

F. Are you accredited by a recognized agency? Yes ☐ No ☑
   1. If yes, please list accrediting body: Avanced, Goal Seal, International

   2. Date of accreditation: Avanced (2016)

G. If you are a VPK provider, have you ever been determined to be a LLP (Low Performing Provider) by the FDOE (Florida Department of Education)? Yes ☑ No ☐

H. A provider is not eligible for board membership, if during the last 24 months, the provider: (please circle all applicable):

   1. Submitted two or more consecutive, or a combined total of four or more, monthly attendance rosters 10 or more calendar days after the required submission date;

   2. Submitted two or more consecutive, or a combined total of four or more, monthly attendance rosters containing inaccurate reporting of a student’s child’s attendance; or

   3. Failed to repay an overpayment by the required repayment date after the Coalition discovered the overpayment and requested repayment; or

   4. Submitted a monthly attendance roster resulting in an overpayment that exceeded 20 percent of the payment for a calendar month due to the provider’s inaccurate reporting of a student’s child’s attendance; or

   5. Submitted a monthly attendance roster containing fraudulent reporting or other intentional misreporting of a student’s child’s attendance; or

   6. Failed to comply with the terms of the Coalition’s School Readiness Provider Agreement.

   7. Licensed by the Department of Children and Family Services or a local licensing agency is not eligible to if the provider’s license status, as recorded in the department’s Child Care Information System, is “Revocation Action Pending,” “Suspension Action Pending/Suspended,” or “Closed.”

   8. A provider which is not licensed by the Department of Children and Family Services or a local licensing agency but which is accredited as described in s.1002.55(3)b., F.S., is not eligible if the provider’s accreditation status has expired or been rescinded.
13. List three persons who have known you well within the past five (5) years. Include a current, complete address and telephone number. Exclude your relatives.

NAME: Aurora Labrador
MAILING ADDRESS: 
ZIP CODE: 
AREA CODE/PHONE NUMBER: 

NAME: Nilsen Morrison
MAILING ADDRESS: 
ZIP CODE: 
AREA CODE/PHONE NUMBER: 

NAME: Elaine Cuervo
MAILING ADDRESS: 
ZIP CODE: 
AREA CODE/PHONE NUMBER: 

14. Name any business, professional, occupational, civic, or fraternal organizations(s) of which you are now a member, or of which you have been a member during the past five (5) years, the organization address(es), and date(s) of your membership(s).

NAME: Florida Association of Childcare Management
MAILING ADDRESS: 
OFFICER/HELD A TERM: 
DATES OF MEMBERSHIP: 

NAME: Florida Association of IB Schools
MAILING ADDRESS: 
OFFICER/HELD A TERM: 
DATES OF MEMBERSHIP: 

NAME: International Literacy Association
MAILING ADDRESS: 
OFFICER/HELD A TERM: 
DATES OF MEMBERSHIP: 

NAME: The Council for Exceptional Children
MAILING ADDRESS: 
OFFICER/HELD A TERM: 
DATES OF MEMBERSHIP: 

NAME: International Baccalaureate Association
MAILING ADDRESS: 
OFFICER/HELD A TERM: 
DATES OF MEMBERSHIP: 

15. Do you know of any reason why you will not be able to attend fully to the duties of the office or position to which you have been or will be appointed? Yes ☐ No ☑

If "Yes", explain:

________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________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CERTIFICATION

I, _______________________ (print name), have carefully and personally prepared or read the answers to the foregoing questions. The information contained in said answers is complete and true.

__________________________
Signature

__________________________
Date

*Applicant must attach a resume or biography.
SCHOOL FOUNDER & HEAD OF SCHOOL WITH 20+ YEARS OF EDUCATION EXPERIENCE

Dedicated, passionate, and knowledgeable educator with a concentration in special education and expertise in early childhood development, literacy, dyslexia, dual language instruction, and early intervention. A collaborative teacher and administrator who prioritizes student needs and whose educational philosophy emphasizes children's abilities. Excel at building educational communities where students feel safe, teachers employ effective pedagogy and cutting-edge technology, and parents play a critical hands-on role. Demonstrated record of success includes founding and leading a K-8 school with AdvanceEd accreditation, launching a successful bilingual preschool program, remediating struggling readers, fostering students' academic growth and transitioning them into college preparatory high schools, motivating teachers, and helping parents to understand their children's learning challenges. Maintain a blog on topics pertaining to child development, dyslexia, and parenting.

ACCOLADES

"Jenni's desire to bring the highest quality education to each individual child is contagious and her hands-on approach is a big part of what makes Roig Academy work. Her goal is simple: address the individual educational as well as emotional needs of the child."

—Ileana Oria, Grandparent & Former Roig Academy Staff Member

"Mrs. Jenni employs current pedagogy in education that promotes critical thinking and 21st-century skills. Her teaching and assessment practices embrace a variety of techniques that support students with various learning exceptionalities. As a result, students are reflective learners who monitor their progress and become lifelong learners."

—Nadia Keri, Roig Academy Teacher

"Ms. Jenni...and all teachers and staff love our son. They help him every day to reach his potential with love and compassion. They know how to bring out the best in him. We are grateful that we found Roig Academy."

—BB Shadbrett Kaur, Parent

SKILLS & AREAS OF EXPERTISE

Early Childhood Education | Literacy | Dual Language Instruction | Early Intervention | Special Education | Dyslexia | Reading
Language-Based Learning Disabilities | Child Development | Individual Education Programs (IEP) | Staff Development
Parent Workshops | Teaching | School Administration

PROFESSIONAL EXPERIENCE

THE ROIG ACADEMY, Miami, Florida

Founder & Head of School | 2000 - Present

Lead a school that provides individualized education to students in grades K through 8 who exhibit exceptionalities such as language-based learning disabilities, processing disorders, and ADHD; also lead a bilingual neighborhood preschool for grades PK2 through PK4. Oversee admissions to ensure that students are a good fit for the school's community, resources, and philosophy; also interview parents as part of the admissions process. Spearhead curriculum development by focusing on learning outcomes and evidence-based results; also ensure that programs meet student needs and adhere to educational trends. Lead professional development efforts for in-house faculty by visiting classrooms, challenging teachers, and providing pedagogical guidance. Manage marketing efforts, conduct parent development workshops, and oversee day-to-day operations.

**Key Accomplishments:**

- Created an academy that successfully transitions students with language-based learning disabilities into mainstream and college preparatory environments where they thrive.
- Created a bilingual preschool (English/Spanish) and led it to earn Gold Seal Quality Care recognition from the state of Florida for adhering to the highest standards in caring for and supervising children.
- Led the pre-school and day school to obtain nationwide accreditation through AdvanceEd.
- Spearheaded an effort that led to Roig Academy being chosen as the filming site for The University of Florida's Lastinger Center, which offers online professional development courses for teachers in dual language learning.

INDEPENDENT CONTRACTOR, Miami, Florida

Reading Tutor | 1998 - 2000

Used the Orton-Gillingham multi-sensory approach when providing weekly one-on-one reading tutoring to private clients in a tutoring center environment.

**Key Accomplishments:**

- Launched a successful after-school tutoring program that later became the Roig Academy.
Facilitated overall improvement in students’ reading fluency, comprehension, study skills, and test-taking skills.

MIAMI-DADE COUNTY PUBLIC SCHOOLS, Miami, Florida
Collaborated with school psychologists to assess the educational needs of students in grades K-12 district wide. Determined student eligibility for special education programs, placed students as needed, recommended appropriate accommodations, and developed IEPs based on psychoeducational evaluations. Led meetings attended by teachers, parents, and psychologists.
Taught students in grades K-5 with mild to moderate learning disabilities that included dyscalculia, dyslexia, and other reading disorders. Average caseload was 50 students annually.
Key Accomplishments:
- Runner-up for the Rookie Teacher of the Year award (1995).

EDUCATION

Master of Education (MEd) in Learning Disabilities and Emotional Behavior, University of Miami, Miami, Florida
Bachelor of Science (BS) in Developmental Delays, Nova Southeastern University, Fort Lauderdale, Florida

CERTIFICATIONS & CERTIFICATES

Certified Special Education Teacher, Grades K-12, State of Florida
Director Credential, Florida Childcare & Education Program
Certified Structured Literacy Teacher, International Dyslexia Associations
Associate in Training Certification (AOGPE-AIT), Academy of Orton-Gillingham Practitioners & Educators
Certified Irlen Screener, The Irlen Institute
Arrowsmith Certified Instructor, The Arrowsmith School
Conscious Discipline Certificate, Conscious Discipline
Handwriting Without Tears Certificate, Handwriting Without Tears
Clinical Supervisor for Educators, Miami-Dade County Public Schools
International Baccalaureate Primary Years Programme Coordinator, International Baccalaureate (IB)

ROIG ACADEMY ACCREDITATIONS

Gold Seal Recognition for Quality Care, State of Florida, 2017
AdvancEd Accreditation, 2016
International Baccalaureate (IB) World School Candidate School (Roig Academy), 2016

SPEAKING ENGAGEMENTS

Guest Panel Participant at the Miami Schools Fair & Conference, “Rethinking Education in a Changing World, 2017

PROFESSIONAL MEMBERSHIPS

National Association of Special Education Teachers
International Dyslexia Association (IDA)
International Literacy Association
The Council for Exceptional Children
The Learning Disabilities Association of America
Academy of Orton-Gillingham Practitioners & Educators
Association for Supervision and Curriculum Development
Florida Association for Child Care Management
National Association of Bilingual Education (via Roig Academy)
Florida Association of IB World Schools (via Roig Academy)
AdvanceED (via Roig Academy)
National Elementary Honor Society, (via Roig Academy)