



**Executive Committee Meeting  
December 6, 2021; 8:00 a.m.  
Zoom Meeting ID: 952 9773 4031  
Passcode: 12062021**

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|-------------|--|--|
| <b>I.</b>   | <b>Welcome and Introductions</b>   | <b>Matthew Bruno</b>   |
| <b>II.</b>  | <b>Approval of Minutes</b> <ul style="list-style-type: none"><li>• Motion to approve June 23, 2021 minutes.</li></ul>  | <b>Matthew Bruno</b>   |
| <b>III.</b> | <b>Resolutions</b> <ul style="list-style-type: none"><li>• 12062021-01 – Release of RFPs – Dr. Anabel Espinosa, Dr. Fred Hicks<br/>Authorize the President and CEO to release the Request for Proposals for the services listed within the background section of this resolution.</li><li>• 12062021-02 – Bluejean Amendment – Dr. Fred Hicks<br/>Authorize the President and CEO to negotiate and execute an amendment to Contract C21-03 with Bluejean Software, Inc. for Provider Portal Hosting and Dashboard Services.</li><li>• 12062021-03 – EHS Bonus for Childcare Teachers – Belkis Torres<br/>Approve the “Bonus for Childcare Teachers” policy and procedure and authorize the President and CEO to implement the policy and procedure.</li><li>• 12062021-04 – EHS Holiday Payment – Belkis Torres<br/>Authorize the President and CEO to allow the Early Head Start program to reimburse childcare partners with a non-recurring payment for holidays during the 2021-2022 program year.</li><li>• 12062021-05 – SR Plan Amendment Developmental Screening – Dr. Anabel Espinosa<br/>Authorize the President and CEO to submit a School Readiness Plan amendment for approval to the Florida Department of Education’s Division of Early Learning, for updates to the Developmental Screening Policy</li></ul> | <b>Loreen Chant<br/>Dr. Anabel Espinosa<br/>Dr. Fred Hicks<br/>Belkis Torres</b> |
| <b>IV.</b>  | <b>2022 Board Meeting Dates</b>  | <b>Matthew Bruno</b>   |

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.





- V. ELC Strategic Plan** **Evelio Torres**
  - A. Status
  - B. Board Engagement
  - C. What Else?
  
- VI. Community Presentation Feedback** **Evelio Torres**
  
- VII. Public Comments** **Matthew Bruno**
  
- VIII. Adjourn** **Matthew Bruno**



# Minutes

**Executive Committee Meeting**

**June 23, 2021; 3:00 p.m.**

**Zoom Meeting ID: 996 2667 1559**

**Passcode: 219820**

**Committee Attendees:** Matthew Bruno, Iris Strachan; Loreen Chant; Daniel Armstrong

**ELC Staff:** Evelio Torres; Angelo Parrino; Mercy Castiglione; Jackye Russell; Pamela Hollingsworth; Sandra Gonzalez; Lissandra Curbelo; Fiorella A. Christie; Lisney Badillo; Jacqueline Olio

**General Attendees:** Bob de la Fuente

**I. Welcome & Introductions**

**Matthew Bruno**

M. Bruno called the meeting to order and welcomed everyone. Quorum was established with four (4) voting members.

**II. Approval of Minutes**

**Matthew Bruno**

- Motion to approve May 3, 2021 minutes by L. Chant.
- Motion seconded by D. Armstrong.
- Motion unanimously passed.

**III. Resolutions**

**Matthew Bruno**

- A. Resolution 06032021-01 authorize the President and CEO to negotiate and execute an amendment to Contract PSA 20-32 with Lehtinen Schultz, PLLC for Legal services.
- Motion to approve resolution by D. Armstrong.
  - Motion seconded by L. Chant
  - Motion unanimously passed.
- B. Resolution 06032021-02 Authorize the President and CEO to negotiate and execute an extension to Contract C18-17 with UKG INC. f/k/a Ultimate Software Group, Inc. to extend the date of the contract and prorate the total contract amount.



- Motion to approve resolution by L. Chant.
- Motion seconded by I. Strachan.
- Motion unanimously passed.

C. Resolution 06032021-03 Authorize the President and CEO to submit a School Readiness Plan amendment for approval to the Florida Office of Early Learning, for updates to the Waitlist and Program Assessment Policies.

- Motion to approve resolution by L. Chant.
- Motion seconded by D. Armstrong.
- Motion unanimously passed.

**IV. Public Comments**

**Matthew Bruno**

**V. Adjourn**

**Matthew Bruno**

DRAFT



**Early Learning Coalition Executive Committee Meeting**

**December 6, 2021**

**Resolution: 12062021-01**

**Action Requested:** Authorize the President and CEO to release the Request for Proposals for the services listed within the background section of this resolution.

**Fiscal Impact:** A combined approximate amount of \$2,284,000.00 per fiscal year, which is subject to availability of funding.

**Funding Source(s):** Department of Health and Human Services, Administration for Children and Families, Florida Department of Education Division of Early Learning, The Children's Trust.

**Strategic Goal:**

<input checked="" type="checkbox"/> Neediest Children	<input type="checkbox"/> Providers
<input checked="" type="checkbox"/> Youngest Children	<input type="checkbox"/> Funding
<input checked="" type="checkbox"/> Educate All	<input checked="" type="checkbox"/> ELC Operations

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**RESOLUTION: 12062021-01**

**AUTHORIZE THE PRESIDENT AND CEO TO RELEASE THE REQUEST FOR PROPOSALS FOR THE SERVICES LISTED WITHIN THE BACKGROUND SECTION OF THIS RESOLUTION.**

WHEREAS, the Executive Committee 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 Executive Committee for adoption and approval;

WHEREAS, the Executive Committee approves the adoption of this action;

NOW, THEREFORE, be it resolved by the Executive Committee to authorize the President and CEO to release the Request for Proposals for the services listed within the background section of this resolution.

The foregoing resolution and attachment was 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 6<sup>th</sup> day of December, 2021.

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

By: \_\_\_\_\_  
Executive Committee Secretary

**Background:**

**REQUEST FOR PROPOSALS (RFP)**

**PROGRAM SERVICES**

<b>Program/Services</b>	<b>Description</b>	<b>Proposed Amount</b>	<b>Previous Contract Amount</b>
Developmental Services	The contracted agency will design and implement a program guided by the School Readiness Developmental Screening Program using a tiered service delivery model which includes universal and individualized supports.	\$804,000.00	\$770,000.00

**NON-PROGRAMMATIC SERVICES**

<b>Program/Services</b>	<b>Description</b>	<b>Proposed Amount</b>	<b>Previous Contract Amount</b>
Provider Portal Hosting and Dashboard Services	The Partner Hub (formerly provider portal) is a collection of modules designed to ensure ad-hoc needs and interactions with parents and partners. We are asking for a one time increase for the first contract year by \$165,000.00 taken from the new CRRSA admin dollars to support the additional programming, modules and use by other programs, such as The Children's Trust and Early Head Start. On the second year, the contract amount will go back to the regular amount of \$235,000.00.	\$400,000.00	\$235,000.00
Office Automation Platform	The Office Automation Platform enables the ELC to build the procurement module, monitoring tools, request forms, and a host of other back office functions. Automation of back office functions, procurement processes, and other supporting functions increase the ELC's ability to perform efficiently towards demands for services and support.	\$110,000.00	\$85,000.00
Early Head Start Playgrounds	The Early Head Start Program must ensure that outdoor equipment is safe, age appropriate, and meet standards set by the Consumer Product Safety Commission (CPSC) or the American Society for Testing and Materials, International (ASTM). It is the intention of the coalition to procure these services and to contract with the selected vendor for the maximum allowable term for continuity of services.	\$600,000.00	\$632,540.00

**PROFESSIONAL SERVICE AGREEMENTS**

<b>Program/Services</b>	<b>Description</b>	<b>Proposed Amount</b>	<b>Previous Contract Amount</b>
Phone Service, Maintenance & Support	The enterprise phone system is the equipment behind our CCR&R services and a communication mechanism for our administrative offices, providing a conduit between partners, stakeholders, and parents.	\$270,000.00	\$268,000.00
General Contracting Services	The contractor shall be responsible for assessment and general repairs/improvements for approximately 12 Early Learning Coalitions locations in Miami-Dade and Monroe Counties.	\$100,000.00	\$50,000.00

**An approximate amount of \$2,284,000.00 per fiscal year, which is subject to availability of funding.**

**Total: \$2,284,000.00 \$2,040,540.00**



**Early Learning Coalition Executive Committee Meeting**

**December 6, 2021**

**Resolution: 12062021-02**

**Action Requested:** Authorize the President and CEO to negotiate and execute an amendment to Contract C21-03 with Bluejean Software, Inc. for Provider Portal Hosting and Dashboard Services.

**Fiscal Impact:** The contract amount increases by \$34,000.00, for a total contract amount not to exceed \$269,000.00 per fiscal year, which is subject to the availability of funding.

**Funding Source(s):** Department of Health and Human Services, Administration for Children and Families, Florida Department of Education Division of Early Learning, The Children's Trust.

**Strategic Goal:**

<input type="checkbox"/> Neediest Children	<input type="checkbox"/> Providers
<input type="checkbox"/> Youngest Children	<input type="checkbox"/> Funding
<input type="checkbox"/> Educate All	<input checked="" type="checkbox"/> ELC Operations

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**RESOLUTION: 12062021-02**

**AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE AN AMENDMENT TO CONTRACT C21-03 WITH BLUEJEAN SOFTWARE, INC. FOR PROVIDER PORTAL HOSTING AND DASHBOARD SERVICES.**

WHEREAS, the Executive Committee 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 Executive Committee for adoption and approval;

WHEREAS, the Executive Committee approves the adoption of this action;

NOW, THEREFORE, be it resolved by the Executive Committee to authorize the President and CEO to negotiate and execute an amendment to Contract C21-03 with Bluejean Software, Inc. for Provider Portal Hosting and Dashboard Services.



The foregoing resolution and attachment was 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 6<sup>th</sup> day of December, 2021.

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

By: \_\_\_\_\_  
Executive Committee Secretary

**Background:**

The Division of Early Learning (DEL) has received direction from the Florida legislature to distribute multiple phases of Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) funding during this contract year, resulting in additional need for coding/programming by the current vendor. Additionally, the ELC anticipates work from the Early Head Start program to impact this current agreement. To resolve this, the ELC is using this unique opportunity of having additional funding as a result of the CRRSA relief to enhance existing systems by enhancing functionality through programming.



**Early Learning Coalition Executive Committee Meeting**

**December 6, 2021**

**Resolution: 12062021-03**

**Action Requested:** Approve the “Bonus for Childcare Teachers” policy and procedure and authorize the President and CEO to implement the policy and procedure.

**Fiscal Impact:** An approximate annual amount not to exceed 5% of the total annual budget, excluding Training and Technical Assistance Budget.

**Funding Source(s):** U.S. Department of Health and Human Services, Administration for Children and Families.

**Strategic Goal:**

<input type="checkbox"/> Neediest Children	<input checked="" type="checkbox"/> Providers
<input type="checkbox"/> Youngest Children	<input type="checkbox"/> Funding
<input type="checkbox"/> Educate All	<input type="checkbox"/> ELC Operations

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**RESOLUTION: 12062021-03**

**APPROVE THE “BONUS FOR CHILDCARE TEACHERS” POLICY AND PROCEDURE AND AUTHORIZE THE PRESIDENT AND CEO TO IMPLEMENT THE POLICY AND PROCEDURE.**

WHEREAS, the Executive Committee 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 Executive Committee for adoption and approval;

WHEREAS, the Executive Committee approves the adoption of this action;

NOW, THEREFORE, be it resolved by the Executive Committee to approve the “Bonus for Childcare Teachers” policy and procedure and authorize the President and CEO to implement the policy and procedure.

The foregoing resolution and attachment was 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 6<sup>th</sup> day of December, 2021.

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

By: \_\_\_\_\_  
Executive Committee Secretary

## **Background:**

Under the 45CFR §75.431 and ACF-IM-HS-21-05 a non-Federal entity may provide as part of fringe benefits hiring bonuses, hazard pay, return-to-work incentives, child care stipends, retention bonuses, or temporary raises for pay, particularly for staff positions that are difficult to fill. The program recognizes the important work that childcare teachers provide for the infants and toddlers who are enrolled in the Early Head Start program. Therefore, the program developed a policy and procedure that would provide fringe benefit for teachers working in the program.

## BONUS – CHILDCARE TEACHERS

### **Regulation Reference:**

[45 CFR 75.430\(f\)](#)

[45 CFR 75.431](#)

### **Policy:**

When funds are available and permitted by the grant, the Early Head Start Program may provide bonuses to childcare staff for hiring incentive, longevity and/or performance.

### **Procedure:**

The process for determining and paying bonuses:

- The total annual amount of bonuses disbursed will not exceed 5% of the total annual budget, excluding Training and Technical Assistance budget.
- Depending on the available funds, the program will determine purpose of the bonuses.
- Bonuses will only be provided to positions allocated a minimum of 75% of the time to the Early Head Start program.
- All bonuses will only be paid to teachers who are hired to work under the Early Head Start Program funded by the Early Learning Coalition of Miami-Dade/Monroe and have been permanently assigned to a classroom in the Early Head Start program funded by the Early Learning Coalition of Miami-Dade/Monroe.
- Bonuses will not be issued to childcare owner or owner/directors.
- Performance Bonuses approval shall be obtained from Board and Policy Council prior to disbursement.

### **Hiring bonuses:**

- Hiring bonuses may be issued under conditions when there is a community shortage of qualified staff.
- The timeframe for year of employment will begin on the first day of staff employment for the position funded by the Early Head Start program operated by the Early Learning Coalition of Miami-Dade/Monroe.
- Any prior substitution or volunteer work will not count as part of the year of employment.
- Any prior work with an Early Head Start program funded by an entity other than the Early Learning Coalition of Miami-Dade/Monroe will not count as part of the year of employment.
- Timeframe for issuing the bonuses will be determined prior to offering the bonuses to ensure that funds continue to be available one year after the staff is hired.
- Employees who terminate the position at the center will not be eligible for the bonus.
- Employees will only be eligible for the bonus if they continue employment with the Early Head Start program funded by the Early Learning Coalition of Miami-Dade/Monroe in the childcare partner or agency that hired them. Transferring to another childcare partner or other Early Head Start program funded by an entity other than the Early Learning Coalition of Miami-Dade/Monroe will make the staff ineligible for the bonus.
- Half of the bonus will be issued after completing six (6) months continuous, full-time employment from the first day of employment with the Early Head Start program funded by the Early Learning Coalition of Miami-Dade/Monroe. The remaining amount of the bonus will be issued after completing a year of continuous, full-time employment from first day of employment with the Early Head Start program funded by the Early Learning Coalition of Miami-Dade/Monroe.
- Continuous leave time longer than 2 weeks will be deducted from the hiring bonus timeframe.

- Employees absences exceeding 12 days in a year will be deducted from the hiring bonus timeframe.
- Observed holidays or closures by the center or program will count as part of the hiring bonus timeframe.
- Teachers and/or staff who worked under the Early Head Start program funded by the Early Learning Coalition of Miami-Dade/Monroe within the previous 1 year will not be eligible for the hiring bonus.
- Owner will need to request the bonus one (1) month prior to the bonus being due.
- The Early Learning Coalition of Miami-Dade/Monroe will pay the employee directly.

**Longevity bonuses:**

- The amount of the bonus will be based on the available funds.
- When funds are available, the program will determine the number of years of continuous service for the longevity bonus and the amount of the bonus for the years or range of years of continuous service.
- Longevity cannot be defined as less than two (2) years of continuous service.
- The effective date for meeting longevity will be determined by the Early Head Start program.
- Longevity bonus will only be issued for continuous service from the first day of employment with the Early Head Start program funded by the Early Learning Coalition of Miami-Dade/Monroe and ends with the determined effective date for meeting longevity.
- Employees must be employed with the same agency and working only with Early Head Start program funded by the Early Learning Coalition of Miami-Dade/Monroe on the effective date for meeting longevity to be eligible for the longevity bonus.
- Any separation from employment with the Early Head Start program funded Early Learning Coalition of Miami-Dade/Monroe resulting in less than the determined years of continuous employment by the effective date will make the employee ineligible for the longevity bonus.
- Longevity bonuses will be paid after the effective date for meeting longevity.
- Owners working as teachers with the Early Head Start program funded by the Early Learning Coalition of Miami-Dade/Monroe will not be eligible for the bonus.
- The Early Learning Coalition of Miami-Dade/Monroe will pay the employee directly.

**Performance bonuses:**

- The amount of the bonus will be based on the available funds.
- Timeframe for performance data collection and payment of bonus will be determined by the Early Head Start Program.
- Early Head Start leadership and/or childcare partner will identify the areas of performance that will be considered for a performance bonus.
- All performance bonus criteria will be aligned to items specified on the employee's job description and/or task on the childcare partnership contract related to their position and shall exceed the expected job performance resulting in efficient and quality performance.
- Employees are to be made aware of their job duties and contract items related to their position.
- Agency and/or childcare partner will need to submit supporting documentation for the performance bonus.
- Teachers must be employed with the Early Head Start program funded by the Early Learning Coalition of Miami-Dade/Monroe for the entire performance timeframe to be eligible for the full bonus. Employees hired after the beginning of the performance timeframe will have their bonus pro-rated. Any employee working three months or less during the performance timeframe or separating prior to the end of the bonus timeframe will not be eligible for a bonus.
- Owners working as teachers with the Early Head Start program funded by the Early Learning Coalition of Miami-Dade/Monroe will not be eligible for the bonus.
- The Early Learning Coalition of Miami-Dade/Monroe will pay the employee directly.



**Early Learning Coalition Executive Committee Meeting**

**December 6, 2021**

**Resolution: 12062021-04**

**Action Requested:** Authorize the President and CEO to allow the Early Head Start program to reimburse childcare partners with a non-recurring payment for holidays during the 2021-2022 program year.

**Fiscal Impact:** An approximate amount not to exceed \$265,647.50.

**Funding Source(s):** U.S. Department of Health and Human Services, Administration for Children and Families.

**Strategic Goal:**

<input type="checkbox"/> Neediest Children	<input checked="" type="checkbox"/> Providers
<input type="checkbox"/> Youngest Children	<input type="checkbox"/> Funding
<input type="checkbox"/> Educate All	<input type="checkbox"/> ELC Operations

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**RESOLUTION: 12062021-04**

**AUTHORIZE THE PRESIDENT AND CEO TO ALLOW THE EARLY HEAD START PROGRAM TO REIMBURSE CHILDCARE PARTNERS WITH A NON-RECURRING PAYMENT FOR HOLIDAYS DURING THE 2021-2022 PROGRAM YEAR.**

WHEREAS, the Executive Committee 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 Executive Committee for adoption and approval;

WHEREAS, the Executive Committee approves the adoption of this action;

NOW, THEREFORE, be it resolved by the Executive Committee to authorize the President and CEO to allow the Early Head Start program to reimburse childcare partners with a non-recurring payment for holidays during the 2021-2022 program year.

The foregoing resolution and attachment was 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 6<sup>th</sup> day of December, 2021.

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

By: \_\_\_\_\_  
Executive Committee Secretary



**Background:**

The Early Head Start program recognizes the challenges partners are facing with the current shortage of qualified teachers. The program recognizes the selflessness of each partner and their Early Head Start teachers in continuing to provide services to the families of infants and toddlers, who remain the most vulnerable demographic at this time. In an effort to mitigate the loss of current teaching staff, promote retention, incentivize on-going service, and acknowledge their commitment, the Early Head Start program will reimburse a non-recurring payment for eleven (11) holidays during the 2021-2022 fiscal year. These days will be based on the calendars each partner provided upon the execution of their 2021-2022 Early Head Start contract with the Early Learning Coalition. A portion of the funds disbursed to the partners are to be used to pay teachers their current pay rate at the time of each holiday. Any holidays prior to the approval of this resolution after August 1, 2021 will be paid retroactive upon adequate proof that staff was paid.



**Early Learning Coalition Executive Committee Meeting**

**December 6, 2021**

**Resolution: 12062021-05**

**Action Requested:** Authorize the President and CEO to submit a School Readiness Plan amendment for approval to the Florida Department of Education's Division of Early Learning, for updates to the Developmental Screening Policy.

**Fiscal Impact:** None.

**Funding Source(s):** None.

**Strategic Goal:**

<input checked="" type="checkbox"/> Neediest Children	<input type="checkbox"/> Providers
<input checked="" type="checkbox"/> Youngest Children	<input type="checkbox"/> Funding
<input type="checkbox"/> Educate All	<input type="checkbox"/> ELC Operations

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**RESOLUTION: 12062021-05**

**AUTHORIZE THE PRESIDENT AND CEO TO SUBMIT A SCHOOL READINESS PLAN AMENDMENT FOR APPROVAL TO THE FLORIDA DEPARTMENT OF EDUCATION'S DIVISION OF EARLY LEARNING, FOR UPDATES TO THE DEVELOPMENTAL SCREENING POLICY.**

WHEREAS, the Executive Committee 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 Program, Policy, and Strategy Committee is in agreement with the goals described therein;

WHEREAS, the Program, Policy, and Strategy Committee recommends approving this action and has presented said action to the Executive Committee for adoption and approval;

WHEREAS, the Executive Committee approves the adoption of this action;

NOW, THEREFORE, be it resolved by the Executive Committee to authorize the President and CEO to submit a School Readiness Plan amendment for approval to the Florida Department of Education's Division of Early Learning, for updates to the Developmental Screening Policy.

The foregoing resolution and attachment was 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 6<sup>th</sup> day of December, 2021.

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

By: \_\_\_\_\_  
Executive Committee Secretary

**Background:**

As rules and requirements for the School Readiness program change, the coalition is required to update the School Readiness Plan to remain in compliance. Updates to the School Readiness Plan are made through the plan amendment process. The requested amendment is for approval of updates to the Coalition's Developmental Screening Policy, to bring them into compliance with recent legislative changes.

# Early Learning Coalition of Miami-Dade/Monroe 2022 Proposed Meeting Dates

	Strategic Planning	January 13
	Monroe Advisory	January 18
	Legislative	January 21
	Program	January 24
	Finance	January 27
	Audit	January 27

	Board Meeting (True North Classical Academy)	February 7
	Finance	February 24
	Nominating	February 25
	Program Committee	February 28

	Executive Meeting (Key Largo)	March 7
	Monroe Advisory	March 15
	Program	March 28
	Finance	March 31
	Provider Services	March 31

	Board Meeting (Miami Lighthouse)	April 4
	Finance	April 28
	Provider Services	April 28



Executive	May 2
Monroe Advisory	May 17
Litigation	May 19
Finance	May 26
Provider Services	May 26
Program	May 31



Board Meeting	June 6
Provider Services	June 23



Governance and Bylaws	July 13
Program	July 25
Finance	July 28
Audit	July 28
Provider Services	July 28



Board Meeting	August 1
Monroe Advisory	August 16
Strategic Planning	August 18
Provider Services	August 25
Program	August 29



Finance	September 1
Strategic Planning	September 8
Executive Meeting	September 12
Strategic Planning	September 22
Program	September 26
Finance	September 29
Provider Services	September 29



Annual Meeting (Marathon)	October 3
Monroe Advisory	October 11
Program	October 24
Finance	October 27
Provider Services	October 27
Audit	October 27



Board Meeting	November 7
Provider Services	November 17
Program	November 28



Finance	December 1
Executive (Key West)	December 5
Provider Services	December 15

# Systems Improvement: A Team Approach

## Board Engagement

### Why?

- Successful organizations have highly engaged and visible boards

### What?

- Model what board engagement should look like
- The board will be actively involved in high need areas
- The board will work to bring resources when gaps are identified
- The board will actively promote the ELC and its mission to businesses

### How?

- Identify Engagement Metrics to track
- Identify high needs zip codes where board member engagement and visibility is needed
- Become “Zip Code Champions”
- Board member participation in local chambers and community events

### Outcome

- More community awareness activities
- Other community leaders encouraged to prioritize early learning initiatives
- The needs of high risk zip codes are being met by partners