



FINANCE COMMITTEE MEETING
February 28, 2018, 10:00 am
ELC Board Room

- | | | |
|------|--|-----------|
| I. | Welcome & Introductions | Bob Eadie |
| II. | Approval of Minutes | Bob Eadie |
| | A. Motion to approve minutes for the month of January 2018 | |
| III. | Financial Statements | Bob Eadie |
| | A. School Readiness/VPK | |
| | B. Early Head Start | |
| IV. | Information Items | Bob Eadie |
| | A. Slot Utilization | |
| | • Miami Dade County | |
| | • Monroe County | |
| | • Early Head Start | |
| | • Title V | |
| | B. Early Head Start Credit Card Report | |
| V. | Public Comments | Bob Eadie |
| VI. | Meeting Adjourn | Bob Eadie |

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.



Finance Committee Meeting
January 31, 2018; 10:00 AM
Early Learning Coalition Board Room

Committee Attendees: Bob Eadie (via conference call); Gilda Ferradaz (via conference call); Alex Soto (via conference call); Philip Gassman (via conference call)

Absent Committee: Theresa Axford; Adrian Alfonso

Staff Attendees: Angelo Parrino; Jackye Russell; Alex Sanchez; Lisney Badillo; Evelio Torres; Mercy Castiglione

I. Welcome and Introductions **Bob Eadie**

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

II. Approval of Minutes **Bob Eadie**

- Motion to approve minutes by A. Soto.
- Motion seconded by P. Gassman.
- Motion was unanimously passed.

III. Financial Statements **Bob Eadie**

- M. Castiglione reviewed the finance statements and stated that it was business as usual.

IV. Informational Items **Bob Eadie**

- A. Parrino reviewed the snapshots and Miami Dade County does have a waitlist at the moment. ELC staff will have a spending plan meeting to determine if children will continue to be enrolled likely the wait list will continue to increase. ELC will be requesting additional dollars from OEL approximately 1 million. Monroe County will remain open with 0 children on the waitlist.
- B. Eadie stated that the Early Head Start credit card report is in your packet for review.

V. Public Comments **Bob Eadie**

VI. Adjourn **Bob Eadie**

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Financial Position

(In thousands \$000)

	Unaudited As of 1/31/2018
Assets	
Cash & Cash Equivalents	15,984
Grants Receivable	17,962
VPK Prepayment	4,170
Property and Equipment, Net	343
Other Assets	50
Total Assets	\$ 38,509
Liabilities	
Accounts Payable	15,092
Advances Due to OEL & Other	17,397
VPK Prepayment	4,178
Deferred Revenues	9
Accrued Expenses & Other Liabilities	647
Total Liabilities	37,324
Net Assets	
Unrestricted	1,091
Temporarily Restricted	94
Total Net Assets	1,185
Total Liabilities and Net Assets	\$ 38,509

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Activities
(In thousands \$000)

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>1/31/2018</u>
Support and revenues			
Grants	\$ 0	\$ 111,072	\$ 111,072
Contributions and Other	44	214	258
Net Assets Released from Restrictions	<u>111,154</u>	<u>(111,154)</u>	<u>0</u>
 Total Support and Revenues	 111,198	 132	 111,330
 Expenses			
Early Education Services	107,118		107,118
Administration	<u>4,092</u>		<u>4,092</u>
 Total Expenses	 <u>111,210</u>	 <u>0</u>	 <u>111,210</u>
 Change in Net Assets	 (12)	 132	 120
 Beginning Net Assets	 1,102	 (38)	 1,064
 Ending Net Assets	 <u>\$ 1,091</u>	 <u>\$ 94</u>	 <u>\$ 1,185</u>

Early Learning Coalition of Miami-Dade and Monroe Counties
Statement of Functional Expenses
(In thousands \$000)

	<u>Administration</u>	<u>Early Education Services</u>	<u>Preliminary YTD 01/31/2018</u>
Expenses:			
Payroll & Employee Benefits	2,409	7,393	9,802
Direct Child Care Services	14	93,528	93,542
Contracted Services-Subrecipients	-	2,222	2,222
Dues & Subscriptions	88	16	105
Occupancy Costs	361	1,995	2,356
Telephone & Communications	24	254	278
Equipment Repair & Maintenance	9	4	13
Postage & Freight	10	32	43
Printing	5	64	69
Professional Fees	624	449	1,073
Travel & Transportation Expenses	53	63	116
Program Supplies	49	583	632
Meetings & Conferences	6	15	21
Insurance-General & Liability	20	91	111
Office	314	73	387
Other Administrative Costs	105	337	442
Total Expenses	\$ <u>4,092</u>	<u>107,118</u>	<u>111,210</u>

Early Learning Coalition of Miami-Dade and Monroe Counties
Statement of Cash Flows
(In thousands \$000)

	Preliminary YTD 1/31/2018
Cash Flows From Operating Activities	
Change In Net Assets	121
Adjustments to reconcile change in net cash provided by	
Depreciation Expense	0
(Increase) Decrease in Assets:	
Grants Receivables	(7,490)
Other Assets	192
VPK Prepayment	(4,170)
Increase (Decrease) in Liabilities:	
Accounts Payable-Vendors	(4,493)
Other Accrued Expenses & Other Payables	(203)
Advances Due to OEL	21,299
Advances Due to Other Grantors	(12)
Deferred Revenues	(27)
Total Adjustments	5,097
Net Cash Flows From Operating Activities	5,218
Cash Flows from Investing Activities:	
Purchase of furniture and equipment	
Net Cash Flows From Investing Activities	
Change in Cash	5,218
Cash - Beginning of Period	10,766
Cash Balance End of Period	\$ 15,984

BUDGET VARIANCE
January
2018
In 000'S

School Readiness					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	116,849	10,534	70,864	39.35%	41.67%
EXPENDITURES					
Salary and Fringe	11,721	1,006	7,135	39.13%	
Child Care Services	98,460	9,016	60,462	38.59%	
Contractual Services	2,204	290	1,341	39.15%	
Occupancy	1,553	133	1,032	33.56%	
Travel/Conf/Dev	261	3	77	70.40%	
Program Activity	1,775	10	368	79.29%	
IT	667	41	171	74.40%	
Other	207	11	255	-23.30%	
TOTAL EXP	116,849	10,511	70,841	39.37%	41.67%

VPK					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	56,714	4,804	28,789	49.24%	41.67%
EXPENDITURES					
Salary and Fringe	1,437	49	488	66.04%	
Child Care Services	54,533	4,750	28,159	48.36%	
Contractual Services	63	2	71	-12.99%	
Occupancy	124	3	46	62.76%	
Travel/Conf/Dev	13		7	44.03%	
Program Activity	401	0	0	100.00%	
IT	72	1	7	90.04%	
Other	73		11	84.78%	
TOTAL EXP	56,714	4,804	28,789	49.24%	41.67%

EARLY HEAD START					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
Office of Head Start	15,453	852	7,306	52.72%	41.67%
EXPENDITURES					
Salary and Fringe	2,731	212	1,520	44.34%	
Child Care Services	7,127	505	3,275	54.04%	
Contractual Services	405	31	483	-19.24%	
Occupancy	4,304	49	1,509	64.95%	
Travel/Conf/Dev	374	24	127	66.12%	
Program Activity	147	4	250	-70.16%	
IT	104	9	61	41.69%	
Other	262	18	82	68.64%	
TOTAL EXP	15,453	852	7,306	52.72%	41.67%

OTHER					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
The Children's Trust	5,330	670	2,703	49.29%	
Other	565	70	920	-62.81%	
Refugee	1,350	85	676	49.89%	
Teen Parent	1,045	17	72	93.13%	
	8,290	841	4,371	47.27%	41.67%
EXPENDITURES					
Salary and Fringe	907	70	585	35.53%	
Child Care Services	3,290	362	1,638	50.20%	
Contractual Services	3,386	332	1,401	58.62%	
Occupancy	30	61	271	-791.98%	
Travel/Conf/Dev	126	10	50	60.56%	
Program Activity	430	46	210	51.17%	
IT	47		4	92.05%	
Other	74	18	115	-55.38%	
TOTAL EXP	8,290	900	4,273	48.45%	41.67%
NET		-59	98		

TOTAL	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	173,563	15,338	99,654	42.58%	
Office of Head Start	15,453	852	7,306	52.72%	
The Children's Trust	5,330	670	2,703	49.29%	
Other	565	70	920	-62.81%	
Refugee	1,350	85	676	49.89%	
Teen Parent	1,045	17	72	93.13%	
TOTAL REVENUE	197,306	17,031	111,331	43.57%	41.67%
EXPENDITURES					
Salary and Fringe	16,796	1,338	9,728	42.08%	
Child Care Services	163,409	14,633	93,535	42.76%	
Contractual Services	6,058	654	3,296	45.59%	
Occupancy	6,011	246	2,857	52.47%	
Travel/Conf/Dev	774	37	261	66.29%	
Program Activity	2,752	60	827	69.95%	
IT	890	51	242	72.76%	
Other	615	49	463	24.71%	
TOTAL EXP	197,306	17,068	111,209	43.64%	41.67%
NET	-	-36	121		

Early Learning Coalition of Miami-Dade/Monroe

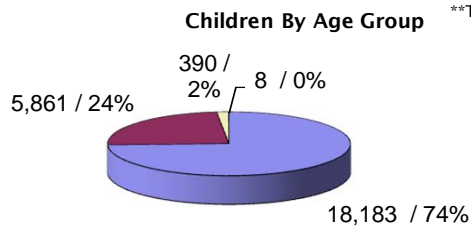
School Readiness Slot Utilization Snapshot - Miami-Dade

January 2018

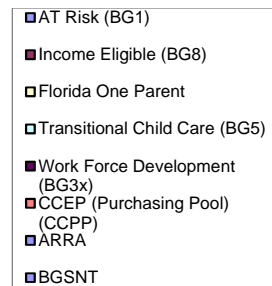
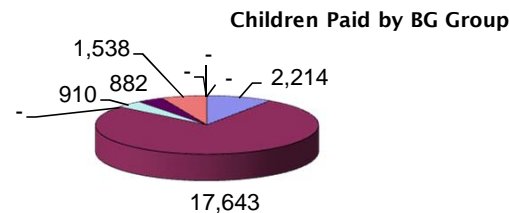
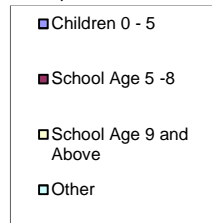
(all dollar amounts in thousands '000)

Children Served	Amount
Total actual paid - YTD	27,600
Total actual paid - January 2018	22,945
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 8,125
	\$ 312
Total cost (in thousands) (incl match)	\$ 9,151
Change month over month	
Total Net Increase(decrease) children	310
Monthly Activity	Amount
Beginning Census	22,635
NET Increase/(Decrease)	310
Total	22,945
Current Data	
Enrolled As of Feb 26, 2018	23,330
Projected Paid for February (96% of enrolled)	22,397
Waitlist	
Ages 0-5	1,383
Ages 6-9	224
Ages 10-13	58
VPK Enrolled As of Feb 26, 2018	
Regular	20,849
Summer	-
SISP	27
VPK Total Actual Paid - January 2018	
SISP	14
Regular	20,665
Summer	-
VPK Total Actual Paid - YTD	
SISP	44
Regular	21,733
Summer	276

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
Type				
AT Risk (BG1)	2,214	9.55%	\$987.42	11.17%
Income Eligible (BG8)	17,643	76.09%	\$6,876.85	77.81%
Florida One Parent	-	0.00%	\$ -	0.00%
Transitional Child Care (BG5)	910	3.92%	\$345.82	3.91%
Work Force Development (BG3x)	882	3.80%	\$315.21	3.57%
CCEP (Purchasing Pool) (CCPP)	1,538	6.63%	\$313.26	3.54%
ARRA	-	0.00%	\$ -	0.00%
BGSNT	-	0.00%	\$ -	0.00%
BGCSD&BGCSO	-	0.00%	\$0.00	0.00%
Total	23,187	100%	\$8,838.55	100%
Minus 242 Overlap	22,945			
GOLD SEAL			\$713.62	8.07%
categories above)	-	-	\$ -	-
SFW GOLD SEAL			\$ -	-
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving Service	% of Total	Amount-\$	% of Total
Infant	4,056	17.64%	\$1,796.91	21.21%
Toddler	4,031	17.53%	\$1,711.93	20.21%
Three Year Old	4,424	19.24%	\$1,775.89	20.96%
Pre-School	5,672	24.67%	\$1,801.77	21.27%
<i>Sub-Total</i>	<i>18,183</i>	<i>79.07%</i>	<i>\$7,086.49</i>	<i>83.65%</i>
School Age: 6 yrs	2,136	12.69%	\$511.99	6.04%
School Age: 7 yrs	1,387	8.24%	\$348.07	4.11%
School Age: 8 yrs	756	4.49%	\$173.44	2.05%
Unduplicated School Age: 5 - 8 yrs**	5,861	34.89%	\$1,319.51	15.58%
School Age: 9 yrs and above	390	2.32%	\$89.51	1.06%
School Age (Duplicated)	27	0.16%	\$0.00	0.00%
School Age (Unduplicated)	6,224	27.07%	\$1,409.02	16.63%
Other	8	0.03%	(\$24.34)	-0.29%
<i>Sub-Total</i>	<i>6,232</i>	<i>27.10%</i>	<i>\$1,384.67</i>	<i>16.35%</i>
Total	22,995		\$8,471.16	100%



**There are 1616 5-year-old within this count.



Note: Legends with too small percentage are not shown on the pie chart.

Early Learning Coalition of Miami-Dade/Monroe

School Readiness Slot Utilization Snapshot - Monroe

January 2018

(all dollar amounts in thousands '000)

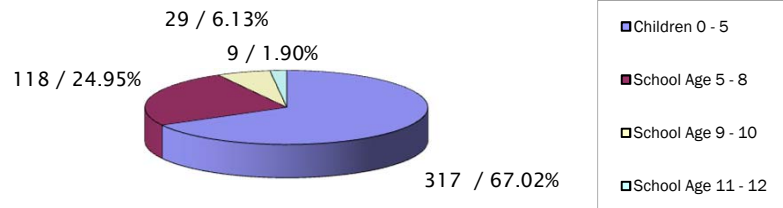
Children Served	Amount
Total actual paid - January 2018	447
Net Slot Payment and Gold Seal	\$ 171
Match (BG8 and CCEP)	\$ 1
Total cost (in thousands) (incl match)	\$ 178
Change month over month	
Total Net Increase(decrease) children	(12)
Monthly Activity	Amount
Beginning Census	459
Net Increase/(Decrease)	(12)
Total	447

Current Data	
Enrolled as of Feb 23, 2018	466
Projected Paid for February (96% of enrolled)	447
Waitlist	
Ages 0-5	0
Ages 6-9	0
Ages 10-13	0
VPK Enrolled as of Feb 23, 2018	440
VPK Total Actual Paid - January 2018	428

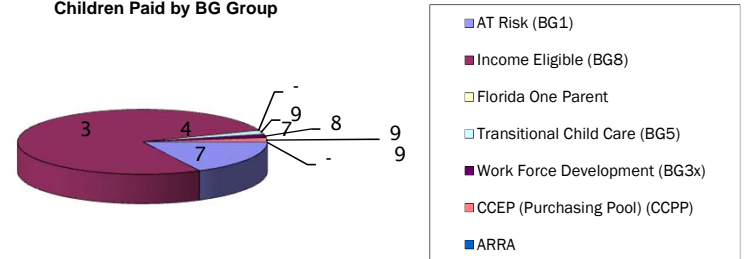
Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving % of Service	Total	Amount	% of Total
Type				
AT Risk (BG1)	79	17.48%	\$37.07	20.97%
Income Eligible (BG8)	347	76.77%	\$131.60	74.43%
Florida One Parent	-	0.00%	\$ -	0.00%
Transitional Child Care (BG5)	9	1.99%	\$3.35	1.89%
Work Force Development (BG3x)	8	1.77%	\$3.37	1.90%
CCEP (Purchasing Pool) (CCPP)	9	1.99%	\$1.42	0.81%
ARRA	-	0.00%	\$0.00	0.00%
Total	452	100%	\$176.81	100%
Minus 5 Overlap	447			
GOLD SEAL	-	-	\$5.84	3.30%
BGCSD+BGCSO	-	0.00%	-	0.00%
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving % of Service	Total	Amount-\$	% of Total
Infant	66	13.92%	\$29.64	16.77%
Toddler	63	13.29%	\$33.01	18.67%
Three Year Old	86	18.14%	\$37.47	21.19%
Pre-School	102	21.52%	\$35.92	20.32%
<i>Sub-Total</i>	<i>317</i>	<i>66.88%</i>	<i>\$136.04</i>	<i>76.94%</i>
School Age: 6	30	6.33%	\$6.99	3.95%
School Age: 7	39	8.23%	\$9.99	5.65%
School Age: 8	29	6.12%	\$7.12	4.03%
School Age: 5 - 8**	118	24.89%	\$30.35	17.16%
School Age: 9 - 10	29	6.12%	\$7.34	4.15%
School Age: 11 - 12	9	1.90%	\$2.65	1.50%
School Age: Other Age	1	0.21%	\$0.43	0.24%
School Age Total	157	33.12%	\$40.77	23.06%
Other	-	0.00%	\$ -	0.00%
<i>Sub-Total</i>	<i>157</i>	<i>33.12%</i>	<i>\$40.77</i>	<i>23.06%</i>
Total	474	100%	\$176.81	100%
Minus 27 Overlap	447			

**There are 24 5-year-old within this count.

Children By Age Group



Children Paid by BG Group



Early Learning Coalition of Miami-Dade/Monroe

EHS Slot Utilization Snapshot - Miami-Dade

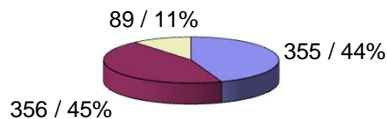
January 2018

(all dollar amounts in thousands '000)

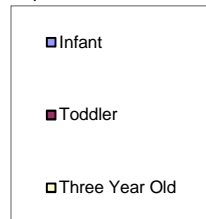
Children Served	Amount
Total actual paid - YTD	1,132
Total actual paid - January 2018	737
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 505
Total cost (in thousands) (incl match)	\$ -
Change month over month	
Total Net Increase(decrease) children	(55)
Monthly Activity	
Beginning Census	792
NET Increase/(Decrease)	(55)
Total	737
Current Data	
Enrolled As of Feb 26, 2018	701
Projected Paid for February (96% of enrolled)	673
Waitlist	306

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
EHS	737	100.00%	\$505.40	100.00%
Total	737	100%	\$505.40	100%
Minus 0 Overlap	737			
GOLD SEAL			\$0.06	0.01%
categories above)	-		\$ -	
SFW GOLD SEAL			\$ -	
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving Service	% of Total	Amount-\$	% of Total
Infant	355	44.38%	\$216.99	42.93%
Toddler	356	44.50%	\$237.12	46.92%
Three Year Old	89	11.13%	\$51.29	10.15%
Pre-School	0	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	<i>800</i>	<i>100.00%</i>	<i>\$505.40</i>	<i>100.00%</i>
School Age: 6 yrs	0	0.00%	\$0.00	0.00%
School Age: 7 yrs	0	0.00%	\$0.00	0.00%
School Age: 8 yrs	0	0.00%	\$0.00	0.00%
Unduplicated School Age: 5 - 8 yrs**	0	0.00%	\$0.00	0.00%
School Age: 9 yrs and above	0	0.00%	\$0.00	0.00%
School Age Total Includes 0 Overlap	0	0.00%	\$0.00	0.00%
School Age (Unduplicated)	0	0.00%	\$0.00	0.00%
Other	-	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	<i>-</i>	<i>0.00%</i>	<i>\$0.00</i>	<i>0.00%</i>
Total	800	100%	\$505.40	100%
Minus 63 Overlap	737			

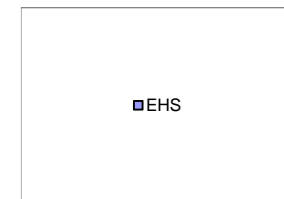
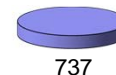
Children By Age Group



**There are 0 5-year-old within this count.



Children Paid by BG Group



Note: Legends with too small percentage are not shown on the pie chart.

Early Learning Coalition of Miami-Dade/Monroe

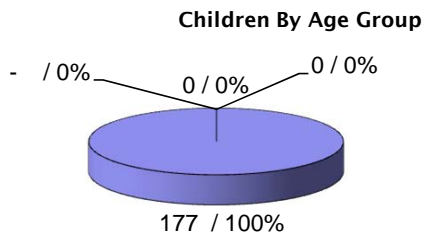
DCF Title V Slot Utilization Snapshot - Miami-Dade

January 2018

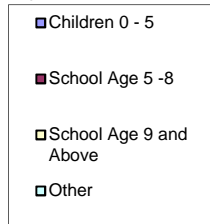
(all dollar amounts in thousands '000)

Children Served	Amount
Total actual paid - YTD	470
Total actual paid - January 2018	244
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 69
	\$ -
Total cost (in thousands) (incl match)	\$ 74
Change month over month	
Total Net Increase(decrease) children	(12)
Monthly Activity	
Beginning Census	256
NET Increase/(Decrease)	(12)
Total	244
Current Data	
Enrolled As of Feb 26, 2018	224
Projected Paid for February (96% of enrolled)	215

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
V	244	100.00%	\$73.82	100.00%
Total	244	100%	\$73.82	100%
Minus 0 Overlap	244			
GOLD SEAL			\$5.11	6.92%
categories above)	-		\$ -	
SFW GOLD SEAL			\$ -	-
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving Service	% of Total	Amount-\$	% of Total
Infant	53	21.03%	\$20.43	27.68%
Toddler	38	15.08%	\$12.86	17.42%
Three Year Old	44	17.46%	\$15.12	20.48%
Pre-School	42	16.67%	\$11.89	16.10%
<i>Sub-Total</i>	177	70.24%	\$60.30	81.68%
School Age: 6 yrs	0	0.00%	\$0.00	0.00%
School Age: 7 yrs	0	0.00%	\$0.00	0.00%
School Age: 8 yrs	0	0.00%	\$0.00	0.00%
Unduplicated School Age: 5 - 8 yrs**	0	0.00%	\$0.00	0.00%
School Age: 9 yrs and above	0	0.00%	\$0.00	0.00%
School Age Total Includes -75 Overlap	0	0.00%	\$0.00	0.00%
School Age (Unduplicated)	75	29.76%	\$13.52	18.32%
Other	-	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	75	29.76%	\$13.52	18.32%
Total	252	100%	\$73.82	100%
Minus 8 Overlap	244			



**There are 0 5-year-old within this count.



Note: Legends with too small percentage are not shown on the pie chart.

JANUARY 2018 BTA AMEX

Trans. Date	AMEX Description	Amount	ELC Description	Dist Code PAYROLL CODE
1/26/2018	AMERICAN AIRLINES GONZALEZ VARESE, OTILIA Ticket # 0012169672994	\$ 326.60	AA airfare for O. Gonzalez Vareses to Attend Region IV HeadStart Conference 02-04 to 02-05	520EHO
1/27/2018	DELTA AIR LINES ATLANTA JONES, LUCRETIA Ticket# 62311397101	\$ 248.60	AA airfare for L. Jones to Attend Region IV HeadStart Conference 02-04 to 02-05	520EHO
1/18/2018	AMERICAN AIRLINES MATORANO, SALVATORE Ticket# 0012168255837	\$ 293.60	AA airfare for S. Martorano to attend Focus Area Fiscal Monitoring Protocols 02-04 to 02-05	400EHO
1/9/2018	DOUBLETREE GALLERY - FT LAUDERDALE Folio# 78819804200	\$ (4.50)	Doubletree lodging for A. Martinez-Perira to attend MEGA Training 12-14 to 12-15	520EHO
1/25/2018	HOLIDAY INN EXPRESS FORT LAUDERDALE Folio# 112882	\$ (30.62)	Holiday Inn tax credit for O. Gonzalez Varese to attend MEGA Training 12-13-16 to 12-15-16	520EHO

\$ 833.68

Quarterly Breakdown - Airfare, Hotel, Car Rental	
Total Airfare January	\$ 868.80
Total Hotel January	\$ (35.12)
Total car rental & tolls January	\$ -

\$ 833.68