



FINANCE COMMITTEE MEETING
March 25, 2021, 10:00 am
Zoom Meeting ID: 995 8639 1978
Passcode: ELC0321

- | | | |
|------|--|-----------------|
| I. | Welcome & Introductions | Bob Eadie |
| II. | Approval of Minutes | Bob Eadie |
| | A. Motion to approve minutes for February 25, 2021 | |
| III. | Financial Statements | Bob Eadie |
| | A. School Readiness/VPK | |
| | B. Early Head Start | |
| | C. Reconciliation Project Snapshot | |
| IV. | Resolutions | Bob Eadie |
| | A. Resolution 03252021-01 Authorize the President and CEO to submit the 2021-2022 Early Head Start grant reapplication to the U.S. Department of Health and Human Services in the amount of \$10,812,913.00 for the 04HP000226 program grant and receive the awarded funds for their intended purpose. | |
| | B. Resolution 03252021-02 Authorize the President and CEO to submit a School Readiness Plan amendment to the Florida Office of Early Learning for approval to implement the 2021-22 Florida Office of Early Learning Sliding Fee Schedule. | |
| V. | Information Items | Bob Eadie |
| | A. Slot Utilization | Sandra Gonzalez |
| | • Miami Dade County | |
| | • Monroe County | |
| | • Title V | |
| | B. EHS Credit Card Report (no charges) | |
| | C. Cybersecurity Update | |
| VI. | Public Comments | Bob Eadie |
| VII. | 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
February 25, 20201; 10:00 AM
Zoom Meeting ID: 928 6713 4174
Passcode: ELC0221

Committee Attendees: Bob Eadie; Adrian Alfonso; Chuck Mohr;

Absent Committee: Alex Soto

Staff Attendees: Evelio Torres; Alex Sanchez; Sandra Gonzalez; Lisney Badillo; Victor Caballero; Fred Hicks; Angelo Parrino; Ana Rodriguez; Lissandra Curbelo; Fiorella Christie; Casie Alaniz; Mercy Castiglione; Jackye Russell; Belkis Torres; Gabriela Griffin

I. Welcome and Introductions **Bob Eadie**

- B. Eadie called the meeting to order and welcomed everyone. Quorum was established.

II. Approval of Minutes **Bob Eadie**

- Motion to approve minutes by C. Mohr.
- Motion seconded by A. Alfonso.
- Motion unanimously passed.

III. Financial Statements **Bob Eadie**

- M. Castiglione stated that the financials are now reflecting a surplus. This is due to the transition from paying on enrollment to attendance and the enrollment rate is low
- M. Castiglione stated that VPK is also reflecting a surplus due to low enrollment rates. These low enrollment rates is a statewide problem.
- V. Caballero reviewed the reconciliation snapshot and stated that the snapshot is now reflecting under 40 providers under the disputed category.

IV. Resolutions **Bob Eadie**

- Resolution 02252021-01 Authorize the President and CEO to send a letter to Department of Education's Office of Early Learning requesting authorization to use surplus funds to grant a one-time special additive for pandemic relief to qualified providers.
 - Motion to approve the resolution C. Mohr.
 - Motion seconded by A. Alfonso.



- Motion unanimously passed.
- Resolution 02252021-02 Authorize the President and CEO to increase the Coalition's maximum provider reimbursement rates as indicated on the rate table attached to the background section of this resolution.
 - Motion to approve of resolution will be made at the board meeting after further discussion.
- Resolution 02252021-03 Authorize the President and CEO to release an Invitation To Negotiate (ITN) for Outreach Services to promote ELC programs.
 - Motion to approve the resolution A. Alfonso.
 - Motion seconded by C. Mohr
 - Motion unanimously passed.

V. Information Items

Bob Eadie

- S. Gonzalez presented and reviewed the snapshots there is no waitlist in Miami-Dade or Monroe County. S. Gonzalez stated that children are being brought in every two weeks in Miami-Dade and daily in Monroe.
- A. Alfonso stated that there were no charges on the EHS credit card report.
- F. Hicks gave an update on Cybersecurity.
- A. Alfonso stated that the equipment surplus notification was approved at the last finance committee meeting but must be approved by the full board.

VI. Public Comment

Bob Eadie

VII. Adjourn

Bob Eadie

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Financial Position

(In thousands \$000)

	Unaudited As of 2/28/2021
Assets	
Cash & Cash Equivalents	12,392
Grants Receivable	27,539
VPK Prepayment	12,460
Property and Equipment, Net	552
Other Assets	58
 Total Assets	 \$ 53,001
Liabilities	
Accounts Payable	11,790
Advances Due to OEL & Other	24,228
VPK Prepayment	6,835
Accrued Expenses & Other Liabilities	8,110
 Total Liabilities	 50,963
Net Assets	
Unrestricted	1,492
Temporarily Restricted	546
Total Net Assets	2,038
 Total Liabilities and Net Assets	 \$ 53,001

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Activities
(In thousands \$000)

	Unrestricted	Temporarily Restricted	2/28/2021
Support and revenues			
Grants	\$ 0	\$ 146,048	\$ 146,048
Contributions and Other	0	1	1
Net Assets Released from Restrictions	145,970	(145,970)	0
Total Support and Revenues	145,970	78	146,048
Expenses			
Early Education Services	140,705		140,705
Administration	5,265		5,265
Total Expenses	145,970	0	145,970
Change in Net Assets	0	78	78
Beginning Net Assets	1,492	468	1,960
Ending Net Assets	\$ 1,492	\$ 546	\$ 2,038

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

	<u>Early Education Services</u>	<u>Administration</u>	<u>Preliminary YTD 2/28/2021</u>
Expenses:			
Payroll & Employee Benefits	8,995	3,837	12,832
Direct Child Care Services	110,713	0	110,713
Contracted Services-Subrecipients	772	(0)	772
Dues & Subscriptions	7	67	74
Occupancy Costs	915	124	1,038
Telephone & Communications	222	137	359
Equipment Repair & Maintenance	1	0	1
Postage & Freight	15	17	32
Printing	40	2	42
Professional Fees	210	581	791
Travel & Transportation Expenses	0	0	1
Program Supplies	2,637	61	2,698
Meetings & Conferences	8	3	11
Insurance-General & Liability	169	18	187
Office	39	391	430
Other Administrative Costs	15,962	28	15,990
Total Expenses	\$ 140,705	5,265	145,970

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

	Preliminary YTD 2/28/2021
Cash Flows From Operating Activities	
Change In Net Assets	78
Adjustments to reconcile change in net cash provided by	
Depreciation Expense	0
(Increase) Decrease in Assets:	
Grants Receivables	5,879
Other Assets	59
VPK Prepayment	(12,460)
Increase (Decrease) in Liabilities:	
Accounts Payable-Vendors	(21,520)
Other Accrued Expenses & Other Payables	2,717
Advances Due to OEL	29,350
Advances Due to Other Grantors	372
Deferred Revenues	0
Total Adjustments	4,397
Net Cash Flows From Operating Activities	4,475
Cash Flows from Investing Activities:	
Purchase of furniture and equipment	
Net Cash Flows From Investing Activities	
Change in Cash	4,475
Cash - Beginning of Period	7,917
Cash Balance End of Period	\$ 12,392

BUDGET VARIANCE
February
2021
In 000'S

School Readiness					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	168,876	8,434	107,811	36.16%	33.33%
EXPENDITURES					
Salary and Fringe	15,855	1,185	9,911	37.49%	
Child Care Services	120,813	7,312	80,553	33.32%	
Contractual Services	3,204	254	1,100	65.66%	
Occupancy	2,585	134	1,291	50.06%	
Travel/Conf/Dev	228		12	94.62%	
Program Activity	25,429	93	18,513	27.20%	
IT	436	8	243	44.31%	
Other	327	-552	-3,813	1266.30%	
TOTAL EXP	168,876	8,434	107,811	36.16%	33.33%

VPK					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	56,037	5,184	26,737	52.29%	33.33%
EXPENDITURES					
Salary and Fringe	1,437	62	580	59.68%	
Child Care Services	53,883	5,109	25,287	53.07%	
Contractual Services	71	5	36	48.84%	
Occupancy	124	5	67	45.91%	
Travel/Conf/Dev	13		1	94.05%	
Program Activity	372		2	99.40%	
IT	64		24	62.68%	
Other	73	1	740	-918.63%	
TOTAL EXP	56,037	5,184	26,737	52.29%	33.33%

EARLY HEAD START					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
Office of Head Start	11,008	783	6,208	43.60%	33.33%
EXPENDITURES					
Salary and Fringe	3,186	258	2,071	34.99%	
Child Care Services	6,042	455	3,154	47.80%	
Contractual Services	409	14	367	10.26%	
Occupancy	167	31	272	-63.04%	
Travel/Conf/Dev	90	17	81	9.50%	
Program Activity	110	1	51	53.60%	
IT	26	2	127	-398.15%	
Other	980	6	85	91.37%	
TOTAL EXP	11,008	783	6,208	43.60%	33.33%

TCT and OTHER					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
The Children's Trust	9,880	666	4,952	49.87%	
Other	143	1	74	48.27%	
Refugee	920	14	266	71.09%	
Teen Parent	45			100.00%	
	10,988	680	5,292	51.83%	33.33%
EXPENDITURES					
Salary and Fringe	656	42	152	76.81%	
Child Care Services	10,095	629	4,940	51.07%	
Contractual Services	20	5	59	-195.07%	
Occupancy	120	4	26	78.09%	
Travel/Conf/Dev					
Program Activity	91	1	23	74.42%	
IT	1		2	-165.75%	
Other	5	-7	11	-110.67%	
TOTAL EXP	10,988	673	5,214	52.55%	33.33%
NET		7	78		

TOTAL	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	224,913	13,618	134,548	40.18%	
Office of Head Start	11,008	783	6,208	43.60%	
The Children's Trust	9,880	666	4,952	49.87%	
Other	143	1	74	48.27%	
Refugee	920	14	266	71.09%	
Teen Parent	45			100.00%	
TOTAL REVENUE	246,909	15,081	146,049	40.85%	33.33%
EXPENDITURES					
Salary and Fringe	21,134	1,547	12,714	39.84%	
Child Care Services	190,833	13,505	113,935	40.30%	
Contractual Services	3,704	278	1,563	57.81%	
Occupancy	2,995	174	1,656	44.70%	
Travel/Conf/Dev	330	17	95	71.35%	
Program Activity	26,002	94	18,590	28.50%	
IT	527	11	396	24.74%	
Other	1,384	-552	-2,978	315.13%	
TOTAL EXP	246,909	15,074	145,970	40.88%	33.33%
NET		7	78		

2018 - 2019 Reconciliations Agreed Upon by Provider 03/22/21 Snapshot

Overpaid Providers Recap

Overpaid Providers	
Paid Full Amount	236
Accepted Amount/Repayment Plan	427
Disputed Amount	28
Pending - Open Providers	0
Pending - Closed Providers	72
Awaiting Approval for Extension	6
Total	769

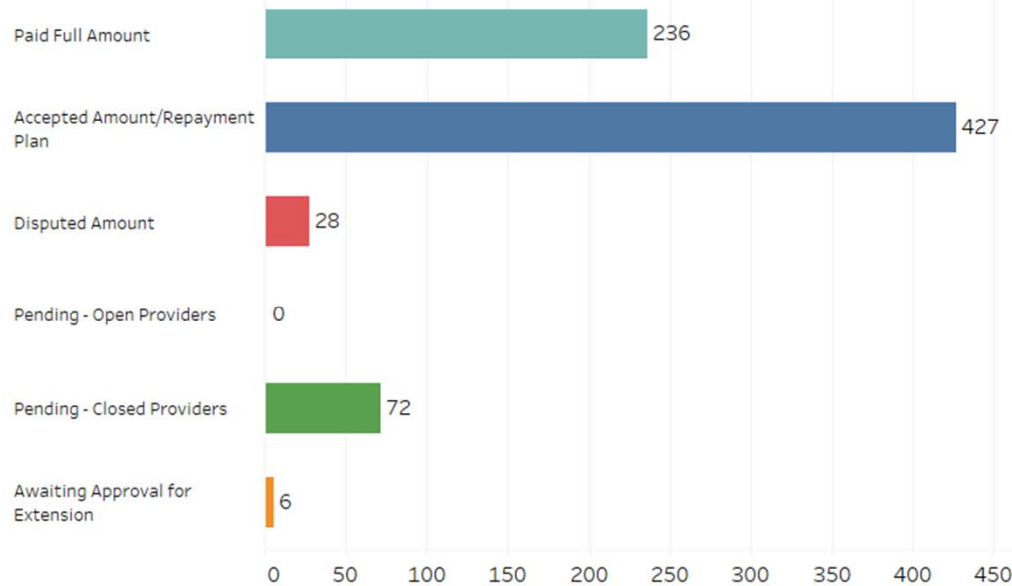
Underpaid Providers Recap

Underpaid Providers	
Paid	208
Accepted Amount*	29
Disputed Amount	0
Pending - Open	0
Pending - Closed	6
Total	243

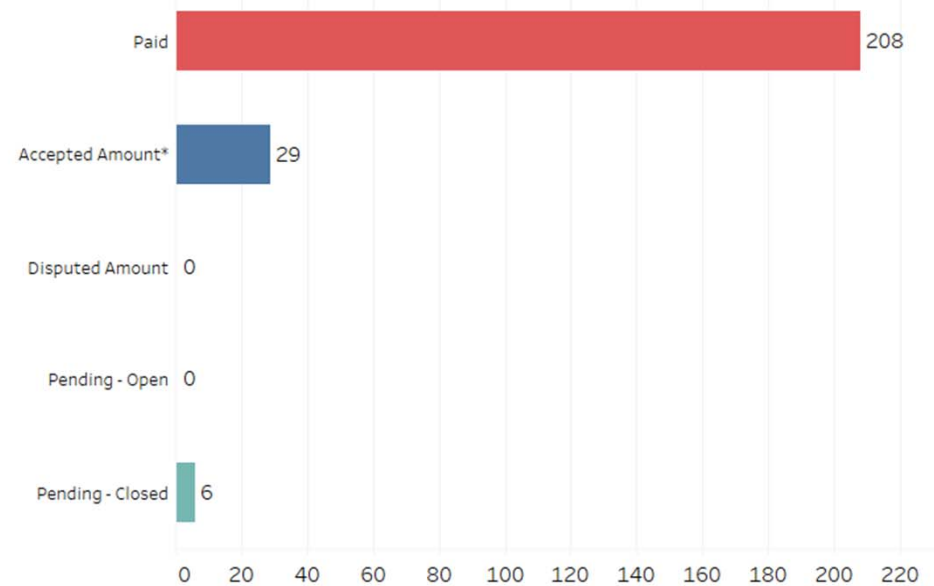
Average Amount Owed to ELC: \$ 29,332 Median Amount Owed to ELC: \$ 18,053

** These providers are pending review for payment.*

Overpaid Providers



Underpaid Providers





Early Learning Coalition Finance Committee Meeting

March 25, 2021

Resolution: 03252021-01

Action Requested: Authorize the President and CEO to submit the 2021-2022 Early Head Start grant reapplication to the U.S. Department of Health and Human Services in the amount of \$10,812,913.00 for the 04HP000226 program grant and receive the awarded funds for their intended purpose.

Fiscal Impact: The total award is \$10,812,913.00 for the 2021-2022 program year.

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

Strategic Goal:

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

RESOLUTION: 03252021-01

AUTHORIZE THE PRESIDENT AND CEO TO SUBMIT THE 2021-2022 EARLY HEAD START GRANT REAPPLICATION TO THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES IN THE AMOUNT OF \$10,812,913.00 FOR THE 04HP000226 PROGRAM GRANT AND RECEIVE THE AWARDED FUNDS FOR THEIR INTENDED PURPOSE.

WHEREAS, the Finance Committee 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;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

Background:

The Early Head Start program provides comprehensive services to 750 infants and toddlers in targeted zip codes of Miami-Dade County from August 1 through July 31. On an annual basis, the program receives federal funding for Program Operations and Training and Technical Assistance. All agencies wishing to be considered for designation as an Early Head Start agency must apply to operate Early Head Start. The application must be submitted in accordance with the application instructions. The following items must be submitted as part of the non-competing continuation application:

- Application Narrative (will be shared with Program's Committee March 29, 2021 and approved by the Board April 5 via this resolution)
- Annual Report (shared on February 22 with Program's Committee and March 1, 2021 with the Board)
- Budget with Cost of Living Adjustment (COLA) and Budget Justification Narrative (attached)
- Board and Policy Council Decisions (will be completed on April 5, 2021 for Board)
- Program Goals (will be shared with Program's Committee March 29, 2021 and approved by the Board April 5 via this resolution)
- Results of Self-Assessment and Improvement Plan (approved on February 1, 2021)
- Training and Technical Assistance Plan (will be shared with Program's Committee March 29, 2021 and approved by the Board April 5 via this resolution)
- School Readiness Goals (shared on February 22 with Program's Committee and March 1, 2021 with the Board)
- Selection Criteria (approved on November 20, 2020 by Program's Committee and on December 7, 2020 by the Board)

In addition to the above documents, the program received a guidance letter on March 14, 2021 advising that the 2021-2022 budget must include a 1.22% Cost of Living Adjustment (COLA). The Early Learning Coalition of Miami-Dade/Monroe, Inc. is requesting approval to submit 2021-2022 Early Head Start the grant application which include all of the above documents and to receive funds including the COLA for their intended purpose for the fiscal year starting August 1, 2021 through July 31, 2022.

Regulations:

45 CFR 1304.15 Grantees must apply to be considered for Designation Renewal.
(Budget and Budget Narrative)

Sub-section A: Budget

Applicant Name: Early Learning Coalition of Miami-Dade/Monroe

Award Number:

04HP000226

Budget Information - Non Construction Programs

Section A - Budget Summary

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1 Early Head Start: Program Operations	93.6			\$ 10,580,539	\$ 2,703,228	\$ 13,283,767
2 Early Head Start: TTA	93.6			\$ 232,374	\$ -	\$ 232,374
3						\$ -
4						\$ -
5 Totals		\$ -	\$ -	\$ 10,812,913	\$ 2,703,228	\$ 13,516,141

SF-424A

Prescribed by OMB Circular A-102

Section B - Budget Categories

6 Object Class Categories	Grant Program, Function or Activity				Total (5)
	-1 Early Head Start: Program Operations	-2 Early Head Start: TTA	-3	-4	
a. Personnel	\$ 2,555,386	\$ 85,786			\$ 2,641,172
b. Fringe Benefits	\$ 945,932	\$ 3,431			\$ 949,363
c. Travel	\$ -				\$ -
d. Equipment	\$ 25,305				\$ 25,305
e. Supplies	\$ 96,501				\$ 96,501
f. Contractual	\$ 6,352,337				\$ 6,352,337
g. Construction					\$ -
h. Other	\$ 605,078	\$ 143,156			\$ 748,234
i. Total Direct Charges (sum of 6a-6h)	\$ 10,580,539	\$ 232,374	\$ -	\$ -	\$ 10,812,913
j. Indirect Charges	\$ -				\$ -
k. Totals (sum of 6i-6j)	\$ 10,580,539	\$ 232,374	\$ -	\$ -	\$ 10,812,913
7 Program Income					\$ 0

Section II: Budget and Budget Justification Narrative

Section C - Non-Federal Resources

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) Totals
8 Early Head Start: Program Operations	\$ 2,703,228			\$ 2,703,228
9 Early Head Start: TTA	\$ -			\$ -
10				\$ -
11				\$ -
12 Total (sum of lines 8 - 11)	\$ 2,703,228	\$ -	\$ -	\$ 2,703,228

Section D - Forecasted Cash Needs

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13 Federal	\$ 10,812,913	\$ 2,703,228	\$ 2,703,228	\$ 2,703,228	\$ 2,703,229
14 Non-Federal	\$ 2,703,228	\$ 675,807	\$ 675,807	\$ 675,807	\$ 675,807
15 Total (sum of lines 13 and 14)	\$ 13,516,141	\$ 3,379,035	\$ 3,379,035	\$ 3,379,035	\$ 3,379,036

Section E - Budget Estimates of Federal Funds Needed for Balance

(a) Grant Program	Future Funding Periods (Years)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16				
17				
18				
19				
20 Total (sum of lines 16-19)	\$ 0	\$ 0	\$ 0	\$ 0

Section F - Other Budget Information

21. Direct Charges	22. Indirect Charges
23. Remarks	

SF-424A

Prescribed by OMB Circular A-

Federal Share Budget Narrative Summary

\$10,580,538.75

Category		Current Amount	COLA Increase	2021-2022 Total		
Personnel		\$2,524,586.16	\$30,799.95	\$2,555,386.11		
Description:	Staff to support the administration, operation, and comprehensive services offered by the program. Positions include VP for EHS program, service area managers and directors, education staff to support teachers, family advocates to support families, and clerks to support the programmatic and fiscal portion of the program and allocated salaries from other ELC departments that support the implementation of the program.					
Fringes		\$934,530.43	\$11,401.27	\$945,931.70		
Description:	Includes expenses for FICA/MICA, Retirement, Group Insurance, State Unemployment, Worker's Compensation.					
Equipment		\$25,000.00	\$305.00	\$25,305.00		
Description:	New site playground installation.					
Supplies		\$95,338.16	\$1,163.13	\$96,501.29		
Description:	Purchase replacement computers, office supplies, outreach materials, and classroom equipment and supplies.					
Contractual		\$6,275,772.50	\$76,564.42	\$6,352,336.92		
A. Contractor:	B. Description	\$512,372.50	\$6,250.94	\$518,623.44		
Jessie Trice	Provides comprehensive health and dental services to ensure health and dental screenings are completed and ongoing service is provided	\$3,964.50	\$48.37	\$4,012.87		
Educational Specialists Consulting Services, Inc.	Provide intensive coaching to center director and/or owners to enhance quality of childcare center operations.	\$26,000.00	\$317.20	\$26,317.20		
UKG	PR/HR Services	\$22,000.00	\$268.40	\$22,268.40		
Administrative Services	Consulting Services, Auditing, and Legal	\$75,500.00	\$921.10	\$76,421.10		
Health/Disabilities Services	Services and/or supplies for children with identified special needs.	\$128,268.00	\$1,564.87	\$129,832.87		
My Teachstone Subscription	Annual License Subscription	\$5,000.00	\$61.00	\$5,061.00		
ESHA	Contracted Nutritional Analysis	\$790.00	\$9.64	\$799.64		
IT	Contracted Services	\$85,850.00	\$1,047.37	\$86,897.37		
Child Plus	Cloud Data Base	\$20,000.00	\$244.00	\$20,244.00		
Trauma Smart	Trauma informed training and coaching	\$75,000.00	\$915.00	\$75,915.00		
Classroom Assessments	TPTOS/CLASS	\$70,000.00	\$854.00	\$70,854.00		
Reimbursement to Child Care Partners Non-Subsidized Children				\$ 5,833,713.48		
Description:	The daily rate enables performance requirements by provider, to include maintaining correct teacher ratio, upholding health and safety standards, purchase of quality classroom materials, adequate administrative support, and purchase of diapers, and formula. Please refer to Attachment A for identification of contracts that exceed \$150,000.					
A. Number of Children	B. Days of Service	C. Current Daily Rate	D. COLA Increase	E. New Daily Rate after COLA Increase	F. Layered Funding	Total: (A x B x E - F)
750	240	\$35.63	.39	\$36.02	\$650,000 (match)	\$5,833,713.48
Other		\$597,784.75	\$7,292.97	\$605,077.72		
Office Space /Building Maintenance/Insurance/Utilities		\$353,500.00	\$4,312.70	\$357,812.70		
Local Travel		\$33,375.00	\$407.18	\$33,782.18		
Description:	Staff local travel to conduct required responsibilities.					

Category		Current Amount	COLA Increase	2021-2022 Total
Bus passes		\$2,593.75	\$31.64	\$2,625.39
Description:	For families enrolled in the program to go to appointments related to program services or referrals.			
Home Visits		\$41,600.00	\$507.52	\$42,107.52
Description:	Stipend for paid to teachers to conduct 2 annual home visits.			
Other Operating Expenses		\$166,716.00	\$2,033.94	\$168,749.94
Description:	Other Operating Expenses - Allocated 12 Months			

Non-Federal Share Narrative Summary

\$2,703,228.00

Non- Federal (Cash Match)		\$650,000.00
Reimbursement to Child Care Partners		\$650,000.00
Description:	The Children's Trust Fund for child services.	
Non- Federal In-Kind (Goods and Services)		\$2,053,228.00
Volunteers		\$1,839,600.00
Description:	Support the program through various forms of volunteer work, such as classroom support, parent/child curricular activities, and parent extracurricular activities	
In-kind Services for ELC Board meetings		\$30,349.88
Description:	Provide legal and financial support and decision making to the program.	
In-kind Services for ELC Finance Committee		\$2,639.12
Description:	Provide financial support and decision making to the program.	
In-kind Services for ELC Provider Services Committee		\$2,639.12
Description:	Provide programmatic support and decision making to the program.	
In-kind Services for Policy Council Orientation		\$7,437.52
Description:	Provide parents with an overview of the program and train them on their roles and responsibility as members.	
In-kind Services for Policy Council		\$37,187.60
Description:	Provide support and decision making for the program's goals and direction.	
In-kind Services for Policy Council Executive Committee		\$1,499.50
Description:	Provide support and decision making for the program's goals and direction.	
In-kind Services for Policy Council Finance Committee		\$1,799.40
Description:	Provide financial support and decision making to the program.	
In-kind Services for School Readiness Goals Review		\$525.90
Description:	Obtain support and guidance from Board, Policy Council, and Community Stakeholders on the progress of readiness goals by reviewing data and providing recommendations for increasing outcomes.	
In-kind Services for ERSEA Committee		\$525.90
Description:	Obtain input from Board, Policy Council, and Community Stakeholders in the development of the annual recruitment and selection plan.	
In-kind Services for Self-Assessment		\$2,384.08
Description:	Assess the program's goals and operation and provide recommendations to refine the program's operation.	
In-kind Services for Health Advisory		\$972.44
Description:	Provide support and guidance to the program for challenges families face in health, nutrition, mental health, and disability, as well as share the latest trends in their area of expertise.	
In-kind Contribution (Contractual)		\$125,667.54
Description:	In kind - Trauma Smart	\$17,500.00
	In kind - TPITOS/CLASS Observations	\$18,750.00
	In kind - Educational Specialists Consulting Services, Inc.	\$7,000.00
	In-kind - Interns (3)	\$23,500.00
	In-kind - Professional Services	\$18,875.00
	In kind - Kaplan/Lakeshore	\$15,000.00
	In-kind - Medical - Jessie Trice	\$1,000.05
	In-kind - Miami Children's Museum	\$11,448.49
	In-kind - IT services	\$12,594.00

Training and Technical Assistance Narrative Summary

\$232,374.00

Parenting Curriculum		Total Cost:	\$2,887.00
Cost Detail			
Online Training for Facilitators:	\$2,475.00		
Cohort Materials:	\$180.00		
Parent Books:	\$232.00		
Professional Development Conference		Total Cost:	\$62,117.87
Cost Detail			
Conference cost:	\$62,117.87		
Presenters fee:	\$19,317.87		
Teacher Stipends:	\$41,600.00		
Interactive Platform:	\$1,200.00		
Child Development Associate (CDA) Courses		Total Cost:	\$24,630.00
Cost Detail			
Online students:	\$20,130.00		
CDA Packet and Book:	\$4,500.00		
Science, Technology, Engineering, Art, Math (STEAM) Integration Workshop		Total Cost:	\$23,550.00
Cost Detail			
Cost of Trainings, Coaching, and Materials (Flat Fee):	\$21,550.00		
Teacher Compensation for three 4-hour weekend sessions:	\$2,000.00		
Florida Head Start Association Conference		Total Cost:	\$700.00
Cost Detail			
Virtual Conference Registration:	\$700.00		
NHSA 2021 Conference		Total Cost:	\$1,400.00
Cost Detail			
Virtual Conference Registration:	\$1,400.00		
Region IV Head Start Association Conference		Total Cost:	\$900.00
Cost Detail			
Virtual Conference Registration:	\$900.00		
Healthy Kids Healthy Future		Total Cost:	\$4,800.00
Cost Detail			
Teacher Compensation:	\$4,800.00		
Policy Council/Board Training on Performance Standards		Total Cost:	\$950.00
Cost Detail			
Trainer Flat Fee:	\$950.00		
Introduction to Infant/Early Childhood Mental Health		Total Cost:	\$2,480.00
Cost Detail			
Registration:	\$2,480.00		
Best Practices for Engaging Families		Total Cost:	\$5,874.48
Cost Detail			
Flat Fee:	\$4,999.48		
Manuals:	\$875.00		
Technical Assistances Specialists and Ed. Specialist Salaries (Intensive Coaching)		Total Cost:	\$89,217.65
Cost Detail			
Coaching Allocation:	\$89,217.65		
Salary Allocation	\$85,786.20		
Fringe	\$3,431.45		
Coaching to Fidelity Training		Total Cost:	\$4,537.00
Cost Detail			
Coaching to Fidelity Training:	\$4,537.00		

Social Emotional Consultations/Training		Total Cost:	\$1,450.00
Cost Detail			
Materials	\$1,450.00		
Infant and Toddler Pyramid Model Online Training		Total Cost:	\$4,900.00
Cost Detail			
Technical Asst. Specialist Session:	\$4,900.00		
Conscious Discipline Training		Total Cost:	\$1,980.00
Cost Detail			
Registration Fee:	\$1,980.00		



Early Learning Coalition Finance Committee Meeting

March 25, 2021

Resolution: 03252021-02

Action Requested: Authorize the President and CEO to submit a School Readiness Plan amendment to the Florida Office of Early Learning for approval to implement the 2021-22 Florida Office of Early Learning Sliding Fee Schedule.

Fiscal Impact: None

Funding Source: Not applicable

Strategic Goal:

- Neediest Children**
- Youngest Children**
- Educate All**

- Providers**
- Internal Capacity**
- Funding**

RESOLUTION: 03252021-02

AUTHORIZE THE PRESIDENT AND CEO TO SUBMIT A SCHOOL READINESS PLAN AMENDMENT TO THE FLORIDA OFFICE OF EARLY LEARNING FOR APPROVAL TO IMPLEMENT THE 2021-22 FLORIDA OFFICE OF EARLY LEARNING SLIDING FEE SCHEDULE.

WHEREAS, the Finance Committee 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;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

Background:

Annually, the federal government updates the Federal Poverty Level Guidelines (FPL) which are used to determine eligibility for financial eligibility for federal funding, including eligibility for the School Readiness Program. The Office of Early Learning (OEL) provides a sliding fee scale to the coalitions that is based on the new guidelines and this scale is used to determine school readiness eligibility and the amount of parent co-payment each family is responsible for paying. The new sliding fee scale for FY 2021-22 requires the coalition to submit a plan amendment to OEL for approval to implement the scale, effective July 1, 2021.

Early Learning Coalition of Miami-Dade/Monroe

School Readiness Slot Utilization Snapshot - Miami-Dade

February 2021

as of 3/18/2021

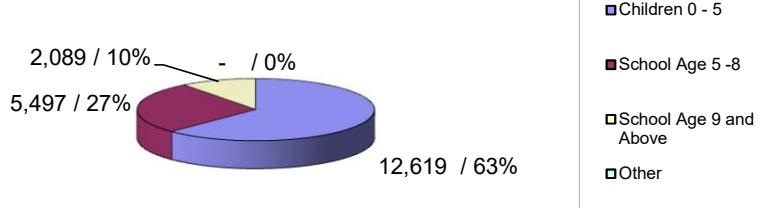
(all dollar amounts in thousands '000)

Children Served	Amount
Total actual paid - YTD	27,207
Total actual paid - February 2021	19,331
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 6,430
Total cost (in thousands) (incl match)	\$ -
	\$ 7,232
Change month over month	
Total Net Increase(decrease) children	(175)
Net increase/(decrease) dollars	\$ (464)
Monthly Activity	Amount
Beginning Census	19,506
NET Increase/(Decrease)	(175)
Total	19,331
Current Data	
Enrolled As of Mar 2, 2021	17,618
Projected Paid for March (96% of enrolled)	16,913
SR applications in the Queue	
Ages 0-5	37
Ages 6-9	4
Ages 10-13	3
VPK Enrolled As of Mar 15, 2021	
Regular	17,337
Summer	-
SISP	-
VPK Total Actual Paid - February 2021	
SISP	7
Regular	12,118
Summer	-
VPK Total Actual Paid - YTD	
SISP	19
Regular	17,767
Summer	111

Eligibility Breakdown	Children Paid by Billing Group				Dollars Paid by Billing Group				
	Receiving Service	% of Total	Diff Prior Month	% Change Prior Month	Amount*	% of Total	Diff Prior Month	% Change Prior Month	
AT Risk (BG1)	2,835	14.52%	(376)	-11.71%	\$1,106.03	15.29%	(\$367.55)	-24.94%	
Income Eligible (BG8)	16,236	83.17%	254	1.59%	\$5,960.28	82.42%	(\$89.83)	-1.48%	
Florida One Parent	-	0.00%	-	-	\$ -	0.00%	\$ -	-	
Transitional Child Care (BG5)	223	1.14%	7	3.24%	\$86.77	1.20%	(\$5.88)	-6.35%	
Work Force Development (BG3x)	227	1.16%	-	0.00%	\$78.78	1.09%	(\$0.93)	-1.16%	
CCEP (Purchasing Pool) (CCPP)	1	0.01%	1	-	\$0.00	0.00%	\$0.00	-	
ARRA	-	0.00%	-	-	\$ -	0.00%	\$0.00	-	
BGSNT	-	0.00%	-	-	\$ -	0.00%	\$0.00	-	
BGCSD&BGCSO	-	0.00%	-	-	\$0.00	0.00%	\$0.00	-	
Total	19,522	100%	(114)	-0.58%	\$7,231.87	100%	(\$464.19)	-6.03%	
Minus 191 Overlap	19,331								
GOLD SEAL					\$801.83	11.09%	(\$42.74)	-5.06%	
Age Break Down		All Eligible Clients-Paid				Dollars Paid by Age Category			
Type	Receiving Service	% of Total	Diff Prior Month	% Change Prior Month	Amount-\$	% of Total	Diff Prior Month	% Change Prior Month	
Infant	2,296	11.88%	(110)	-4.57%	\$1,180.56	16.32%	(\$114.37)	-8.83%	
Toddler	2,576	13.33%	(87)	-3.27%	\$1,269.76	17.56%	(\$82.78)	-6.12%	
Three Year Old	3,081	15.94%	(135)	-4.20%	\$1,326.33	18.34%	(\$118.62)	-8.21%	
Pre-School	4,666	24.14%	108	2.37%	\$1,609.47	22.26%	(\$23.59)	-1.44%	
	<i>Sub-Total</i>	<i>12,619</i>	<i>65.28%</i>	<i>(224)</i>	<i>\$5,386.13</i>	<i>74.48%</i>	<i>(\$339.36)</i>	<i>-5.93%</i>	
School Age: 6 yrs	1,725	14.61%	(32)	-1.82%	\$441.37	6.10%	(\$27.45)	-5.85%	
School Age: 7 yrs	1,455	12.33%	14	0.97%	\$348.16	4.81%	(\$12.18)	-3.38%	
School Age: 8 yrs	1,176	9.96%	(3)	-0.25%	\$280.47	3.88%	(\$6.72)	-2.34%	
Unduplicated School Age: 5 - 8 yrs**	5,497	46.64%	(222)	-3.88%	\$1,375.16	19.02%	(\$117.07)	-7.85%	
School Age: 9 yrs and above	2,089	17.72%	57	2.81%	\$470.58	6.51%	(\$7.76)	-1.62%	
School Age (Duplicated)	21	0.18%	(6)	-22.22%	\$0.00	0.00%	\$0.00	-	
School Age (Unduplicated)	7,565	39.13%	(159)	-2.06%	\$1,845.74	25.52%	(\$124.82)	-6.33%	
Other	-	0.00%	0	-	\$0.00	0.00%	\$0.00	-	
	<i>Sub-Total</i>	<i>7,565</i>	<i>39.13%</i>	<i>(159)</i>	<i>\$1,845.74</i>	<i>25.52%</i>	<i>(\$124.82)</i>	<i>-6.33%</i>	
Total	19,331	104%	(175)	-0.90%	\$7,231.87	100%	(\$464.19)	-6.03%	

**There are 1158 5-year-old within this count.

Children By Age Group



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

School Readiness Slot Utilization Snapshot - Monroe

February 2021

(all dollar amounts in thousands '000)

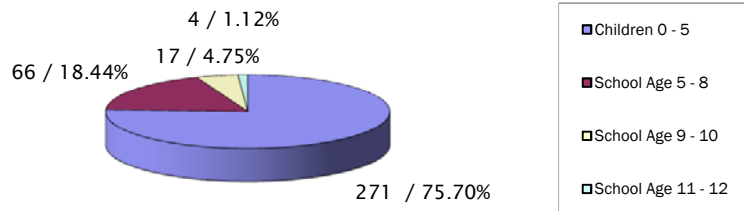
as of 3/18/2021

Children Served	Amount
Total actual paid - February 2021	335
Net Slot Payment and Gold Seal	\$ 131
Match (BG8 and CCEP)	\$ -
Total cost (in thousands) (incl match)	\$ 139
Change month over month	
Total Net Increase(decrease) children	(38)
Net increase/(decrease) dollars	\$ (19)
Monthly Activity	
Beginning Census	373
Net Increase/(Decrease)	(38)
Total	335

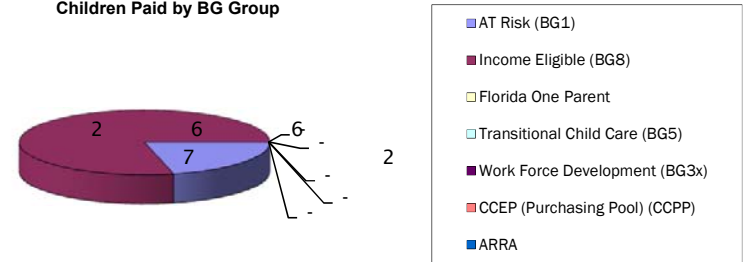
Current Data	
Enrolled As of Mar 2, 2021	321
Projected Paid for March (96% of enrolled)	308
SR applications in the Queue	
Ages 0-5	0
Ages 6-9	0
Ages 10-13	0
VPK Enrolled as of Mar 3, 2021	364
VPK Total Actual Paid - February 2021	363

Eligibility Breakdown	Children Paid by Billing Group				Dollars Paid by Billing Group				
	Receiving % of Service	% of Total	Diff Prior Month	% Change Prior Month	Amount	% of Total	Diff Prior Month	% Change Prior Month	
Type									
AT Risk (BG1)	72	21.30%	(23)	-24.21%	\$28.69	20.72%	(\$14.57)	-33.68%	
Income Eligible (BG8)	266	78.70%	(13)	-4.66%	\$109.81	79.28%	(\$4.33)	-3.79%	
Florida One Parent	-	0.00%	0	-	\$ -	0.00%	\$ -	-	
Transitional Child Care (BG5)	-	0.00%	0	-	\$0.00	0.00%	\$0.00	-	
Work Force Development (BG3x)	-	0.00%	0	#DIV/0!	\$0.00	0.00%	\$0.00	-	
CCEP (Purchasing Pool) (CCPP)	-	0.00%	0	-	\$0.00	0.00%	\$0.00	-	
ARRA	-	0.00%	-	-	\$0.00	0.00%	\$0.00	-	
Total	338	100%	(36)	-9.63%	\$138.50	100%	(\$18.90)	-12.01%	
Minus 3 Overlap	335								
GOLD SEAL	-	-	-	-	\$7.45	5.38%	(\$0.57)	-7.14%	
BGCSD+BGCSO									
Age Break Down		All Eligible Clients-Paid				Dollars Paid by Age Category			
Type	Receiving % of Service	% of Total	Diff Prior Month	% Change Prior Month	Amount-\$	% of Total	Diff Prior Month	% Change Prior Month	
Infant	46	12.85%	(4)	-8.00%	\$23.34	16.85%	(\$3.58)	-13.30%	
Toddler	65	18.16%	(8)	-10.96%	\$33.76	24.37%	(\$4.49)	-11.73%	
Three Year Old	68	18.99%	(1)	-1.45%	\$28.83	20.82%	(\$2.51)	-8.00%	
Pre-School	92	25.70%	4	4.55%	\$33.38	24.10%	(\$2.02)	-5.72%	
<i>Sub-Total</i>	<i>271</i>	<i>75.70%</i>	<i>(9)</i>	<i>-3.21%</i>	<i>\$119.31</i>	<i>86.14%</i>	<i>(\$12.60)</i>	<i>-9.55%</i>	
School Age: 6	19	5.31%	-7	-26.92%	\$4.02	2.90%	(\$2.07)	-34.01%	
School Age: 7	24	6.70%	(2)	-7.69%	\$5.94	4.29%	(\$0.83)	-12.27%	
School Age: 8	11	3.07%	(3)	-21.43%	\$2.02	1.46%	(\$0.90)	-30.82%	
School Age: 5 - 8**	66	18.44%	(17)	-20.48%	\$15.76	11.38%	(\$4.80)	-23.33%	
School Age: 9 - 10	17	4.75%	-6	-26.09%	\$2.58	1.86%	(\$1.17)	-31.27%	
School Age: 11 - 12	4	1.12%	-2	-33.33%	\$0.86	0.62%	(\$0.33)	-28.03%	
School Age: Other Age	0	0.00%	0	-	\$0.00	0.00%	\$0.00	-	
School Age Total	87	24.30%	(25)	-22.32%	\$19.19	13.86%	(\$6.30)	-24.72%	
Other	-	0.00%	-	-	\$ -	0.00%	\$ -	-	
<i>Sub-Total</i>	<i>87</i>	<i>24.30%</i>	<i>(25)</i>	<i>-22.32%</i>	<i>\$19.19</i>	<i>13.86%</i>	<i>(\$6.30)</i>	<i>-24.72%</i>	
Total	358	100%	(34)	-8.67%	\$138.50	100%	(\$18.90)	-12.01%	
Minus 23 Overlap	335								

Children By Age Group



Children Paid by BG Group



Early Learning Coalition of Miami-Dade/Monroe

DCF Title V Slot Utilization Snapshot - Miami-Dade

February 2021

as of 3/18/2021

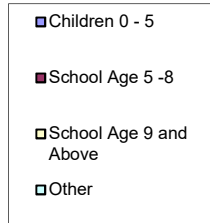
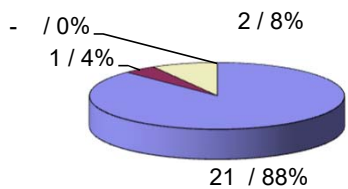
(all dollar amounts in thousands '000)

Children Served	Amount
Total actual paid - YTD	82
Total actual paid - February 2021	23
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 8
	\$ -
Total cost (in thousands) (incl match)	\$ 9
Change month over month	
Total Net Increase(decrease) children	1
Net increase/(decrease) dollars	\$ (2)
Monthly Activity	
Amount	
Beginning Census	22
NET Increase/(Decrease)	1
Total	23
Current Data	
Enrolled As of Mar 4, 2021	13
Projected Paid for March (96% of enrolled)	12

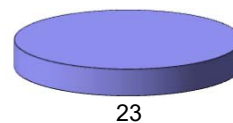
Eligibility Breakdown	Children Paid by Billing Group				Dollars Paid by Billing Group			
	Type	Receiving Service	% of Total	%	Amount*	% of Total	%	%
V	23	100.00%	1	4.55%	\$9.40	100.00%	(\$2.21)	-19.05%
Total	23	100%	1	4.55%	\$9.40	100%	(\$2.21)	-19.05%
Minus 0 Overlap	23							
GOLD SEAL					\$1.01	10.69%	(\$0.27)	-20.97%
Age Break Down								
Type	All Eligible Clients-Paid				Dollars Paid by Age Category			
	Receiving Service	% of Total	Diff Prior Month	% Change Prior Month	Amount-\$	% of Total	Diff Prior Month	% Change Prior Month
Infant	7	29.17%	2	40.00%	\$3.20	34.07%	(\$0.31)	-8.83%
Toddler	9	37.50%	(1)	-10.00%	\$3.92	41.72%	(\$1.82)	-31.64%
Three Year Old	3	12.50%	1	50.00%	\$1.12	11.89%	(\$0.06)	-4.76%
Pre-School	2	8.33%	1	100.00%	\$0.81	8.64%	\$0.32	65.53%
<i>Sub-Total</i>	21	87.50%	3	16.67%	\$9.06	96.32%	(\$1.86)	-17.04%
School Age: 6 yrs	0	0.00%	-	-	\$0.00	0.00%	\$0.00	-
School Age: 7 yrs	1	4.17%	-	0.00%	\$0.02	0.19%	(\$0.25)	-93.18%
School Age: 8 yrs	0	0.00%	-	-	\$0.00	0.00%	\$0.00	-
Unduplicated School Age: 5 - 8 yrs**	1	4.17%	-	0.00%	\$0.02	0.19%	(\$0.25)	-93.18%
School Age: 9 yrs and above	2	8.33%	(1)	-33.33%	\$0.33	3.49%	(\$0.11)	-24.47%
School Age Total Includes 0 Overlap	3	12.50%	(1)	-25.00%	\$0.35	3.68%	(\$0.35)	-50.43%
School Age (Unduplicated)	3	12.50%	(1)	-25.00%	\$0.35	3.68%	(\$0.35)	-50.43%
Other	-	0.00%	0	-	\$0.00	0.00%	\$0.00	-
<i>Sub-Total</i>	3	12.50%	(1)	-25.00%	\$0.35	3.68%	(\$0.35)	-50.43%
Total	24	100%	2	9.09%	\$9.40	100%	(\$2.21)	-19.05%
Minus 1 Overlap	23							

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

Children By Age Group

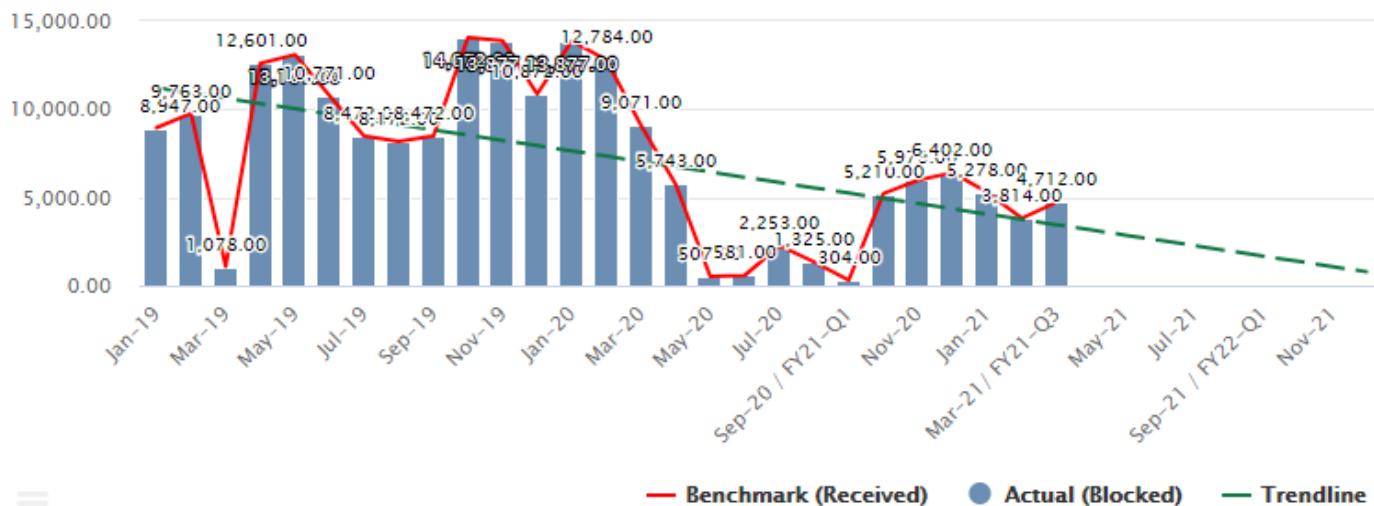


Children Paid by BG Group



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

of blocked Cybersecurity Threats: Downward Trend is Good



Takeaway

Internal Pen-Testing this Quarter for all ELC Locations and Remote Users

Source: Malwarebytes enterprise shield reports.

Benchmark Source

Every organization should set the goal of **zero successful cybersecurity** threats.

The benchmark source derives from

1. NIST (The National Institute of Standards and Technology (NIST) was founded in 1901 and is now part of the U.S. Department of Commerce. NIST is one of the nation's oldest physical science laboratories.) Informational video located here regarding the cybersecurity framework: <https://www.nist.gov/video/cybersecurity-framework-0>. The office of Early Learning follows NIST.
2. <https://www.ready.gov/cybersecurity>. Additional resources, see: https://www.ready.gov/sites/default/files/2020-03/cyberattack_information-sheet.pdf

