I. Welcome & Introductions  
   Gladys Montes

II. Approval of Minutes  
   Gladys Montes

III. Early Head Start  
   Belkis Torres
      A. Meals
      B. Attendance
      C. Self-Assessment Update
      D. Corrective Action Plan Update

IV. The Children’s Trust Child Scholarship Program Update  
    Fiorella A. Christie

V. Ages & Stages Questionnaire Updates  
   Dr. Anabel Espinosa

VI. Professional Development Institute  
    Pam Hollingsworth
      A. Early Childhood Apprenticeship Program
      B. Early Childhood Internship Program

VII. The Equity Institute Lead With Equity  
    Pam Hollingsworth

VIII. Public Comments  
    Gladys Montes

IX. Adjourn  
    Gladys Montes
ELC Programs, Policy & Strategy Committee Meeting
June 1, 2021 at 7:00 AM
Zoom Meeting ID: 977 6995 0403
Passcode: ELC0531

Committee Attendees: Gladys Montes; James Haj; Sandi Bisceglia; Eileen Fluney;

Absent Committee: Stephanie Scuderi; Joycelyn Lawrence; Raeann Bacchus

Staff Attendees: Fiorella A. Christie; Pam Hollingsworth; Jackye Russell; Belkis Torres; Anabel Espinosa; Angelo Parrino; Ana Sejeck; Sandra Gonzalez

Non-Committee Attendee:

I. Welcome and Introductions
   Gladys Montes
   • G. Montes called the meeting to order and welcomed everyone. Quorum was established.

II. Approval of Minutes
    Gladys Montes
    o Motion to approve minutes by S. Bisceglia.
    o Motion seconded by E. Fluney
    o Motion unanimously passed.

III. Early Head Start
     Belkis Torres
     o B. Torres presented the following updates:
       ▪ The average daily attendance has remained 92% or higher during the past five months. In April, the average daily attendance was 93%.
       ▪ All meals served during the past five months have ranged of 99.1% to 99.8%. In April, lunch was the highest served at 99.8%, followed by snack at 99.3%, and breakfast at 99.1%
     o Resolution 06012021-01 Authorize the President and CEO to submit and implement a Corrective Action Plan in response to the program’s non-compliant monitoring issued by the Office of Head Start.

       ▪ Motion to approve resolution by E. Fluney.
       ▪ Motion seconded by S. Bisceglia.
       ▪ Motion unanimously passed.

IV. ASQ Updates
    Dr. Anabel Espinosa
    • A. Espinosa discussed the following:
Developmental Screenings will be completed and managed in the Single Statewide Information System (SSIS) also known as EFS MOD.

- The Ages and Stages Questionnaire, Social Emotional, 2nd Edition (ASQ:SE2) was added to the battery of required screenings.
- Families are given the option to complete screenings.
- Providers are responsible for screening if family defers or exceeds allotted five days.

V. Coronavirus Response and Relief Supplemental Appropriations

Act Phase V

- F. Christie discussed the following:
  - Office of Early Learning approved $120,436,500 in CRRSA support for Florida’s early care and education providers.
  - Miami-Dade/Monroe Notice of award is $19,302,000 for an estimated 1600 early care and education providers.
  - Coalition has received over 600 applications in just two weeks. During the first week we approved 135 applications for a total of $1,798,500.

VI. Professional Development Institute

- P. Hollingsworth discussed the following:
  - Professional Development Institute:
    - PDG-R 2020-21 Updates
      - May Sessions: 66
      - YTD Sessions: 574
      - YTD Number of Attendees: 8698
      - Miami-Dade: 8523
      - Monroe: 175

VII. The Equity Institute Lead With Equity

- P. Hollingsworth discussed the following:
  - ELC Staff Anti-Bias Training Sessions: 180
  - Workgroups: Language Equity, Data and Assessment
  - Equity Coaching Sessions with OEL Mentor
  - Racial Equity 2030

VIII. Public Comments

- Gladys Montes

IX. Adjourn

- Gladys Montes
Belkis Torres
Vice President for Early Head Start

Strategic Plan Priority Initiative:

• Educate All
• Neediest Children
• Providers
# Early Head Start Slides Summary

## Attendance
- The average daily attendance has remained 92% or higher during the past five (5) months.
- In June, the average daily attendance was 92%.

## Self-Assessment
- Of the 8 areas, three (3) have fully completed all of the self-assessment action steps.
- The remaining 5 areas with *Upcoming* action steps are expected to be completed by end of October 2021.

## Corrective Action Plan
- Of the 25 action steps on the Corrective Action Plan, the program has completed 20 action steps.
- The 5 remaining action steps have been started and continue to be implemented.
Attendance

Percent of Average Monthly Attendance (Upward Trend is Good)

- Increase from the Previous Month
- Decrease from the Previous Month
- No change from the Previous Month

Benchmark  Actual  Trendline  Previous Year

Feb-21: 94.00%  
Mar-21 / FY21-Q3: 93.00%  
Apr-21: 93.00%  
May-21: 92.00%  
Jun-21 / FY21-Q4: 92.00%
Monthly Breakfast

Percent of Monthly Breakfasts Served (Upward Trend is Good)

Increase from the Previous Month
Decrease from the Previous Month
No change from the Previous Month

<table>
<thead>
<tr>
<th>Month</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb-21</td>
<td>99.30%</td>
</tr>
<tr>
<td>Mar-21 / Q3</td>
<td>99.10%</td>
</tr>
<tr>
<td>Apr-21</td>
<td>99.10%</td>
</tr>
<tr>
<td>May-21</td>
<td>98.70%</td>
</tr>
<tr>
<td>Jun-21 / Q4</td>
<td>98.50%</td>
</tr>
</tbody>
</table>

Legend:
- Benchmark
- Actual
- Trendline
- Previous Year
Monthly Lunches

Percent of Monthly Lunches (Upward Trend is Good)

- Increase from the Previous Month
- Decrease from the Previous Month
- No change from the Previous Month
Monthly Snacks

Percent of Monthly Snacks (Upward Trend is Good)

- Increase from the Previous Month
- Decrease from the Previous Month
- No change from the Previous Month

<table>
<thead>
<tr>
<th>Month</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb-21</td>
<td>99.40%</td>
</tr>
<tr>
<td>Mar-21 / FY21-Q3</td>
<td>99.40%</td>
</tr>
<tr>
<td>Apr-21</td>
<td>99.30%</td>
</tr>
<tr>
<td>May-21</td>
<td>99.30%</td>
</tr>
<tr>
<td>Jun-21 / FY21-Q4</td>
<td>99.40%</td>
</tr>
</tbody>
</table>

Legend:
- Benchmark
- Actual
- Trendline
- Previous Year
Self-Assessment Update

**Completed:**
Transition Visual magnetic boards for Mental Health Initiative have been designed and are being procured.

**Upcoming:**
Train teachers on how to implement the Transition Visual magnetic boards.

**Completed:**
Resource and activity packet for children with special needs, whose parents have denied services, has been developed and shared with parents. Follow-up meetings with parents and teachers are occurring.

**Upcoming:**
- Finalizing the automation of Early Head Start fiscal budget and utilization systems.
- Researching and possibly implementing reports used by other programs.
- Making the budget reports more relevant to stakeholders.

**Completed:**
Inter-departmental communication with fiscal is being implemented.

**Upcoming:**
- Include vacancies in the weekly parent newsletter.
- Identify families who want to advertise the program.

**Completed:**
Recruitment Policy and Procedure updated to include involving parents in program recruitment.
- Program vacancies are being shared in parent meetings.
- Bumper stickers/yard signs have been designed and waiting for printing quotes.
- Parents have developed a recruitment plan for their center.

**Completed:**
- Education tip sheet to guide communication between teachers and families has been completed, and teachers have been trained.
- Child assessments are being reviewed to ensure parent feedback is relevant to the child’s developmental level.

**Completed:**
- Module was created in ChildPlus and community partner database is being updated.
- E-blast outline for community partners has been drafted.

**Upcoming:**
Send E-blast to community partners.

**Completed:**
- Obtained incentives to increase parent participation in nutrition trainings.
- Developed process for tracking distribution of incentives.
- Established parents preferred method for virtual training – Zoom.
- Obtained feedback from parents on preferred nutrition topics – Kid Friendly Meals.

**Completed:**
- Recruitment Policy and Procedure updated to include involving parents in program recruitment.
- Program vacancies are being shared in parent meetings.
- Bumper stickers/yard signs have been designed and waiting for printing quotes.
- Parents have developed a recruitment plan for their center.

**Upcoming:**
- Include vacancies in the weekly parent newsletter.
- Identify families who want to advertise the program.

**Completed:**
Modified:
To increase well-baby submissions, the program will be having a well-baby drive. Every well-baby submitted provides parents with an opportunity to win a gift certificate.
# Non-compliance Corrective Action Plan Summary

## Communication

<table>
<thead>
<tr>
<th>Step</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Childcare partner informs teacher she is being terminated.</td>
<td></td>
</tr>
<tr>
<td>Childcare Partner informs grantee of the incident.</td>
<td></td>
</tr>
<tr>
<td>Childcare Partner informs the parent of the incident.</td>
<td></td>
</tr>
<tr>
<td>Vice President for Early Head Start informs Operating Officer of the incident.</td>
<td></td>
</tr>
<tr>
<td>Grantee reports the incident to Department of Children and Families Licensing and Child Abuse Hotline.</td>
<td></td>
</tr>
<tr>
<td>Grantee informs Region IV Program Specialist of the incident and responds to requests from Region IV. (2/23/2021-3/19/2021)</td>
<td></td>
</tr>
<tr>
<td>Grantee informs Early Learning Coalition of Miami-Dade/Monroe Contracts Dept. of the incident.</td>
<td></td>
</tr>
<tr>
<td>Contracts Department sends non-compliance letter to Childcare Partner and requests Corrective Action Plan.</td>
<td></td>
</tr>
<tr>
<td>Early Head Start Program informs the Board, Programs Committee, and Policy Council of the incident.</td>
<td></td>
</tr>
<tr>
<td>Grantee informs Childcare Partners of child abuse reporting process and the non-compliance finding.</td>
<td></td>
</tr>
<tr>
<td>Partner submits Corrective Action Plan.</td>
<td></td>
</tr>
<tr>
<td>Vice President for Early Head Start reviews Corrective action plan with Chief Operating Officer.</td>
<td></td>
</tr>
<tr>
<td>Corrective Action Plan is presented to the Program’s Committee, Board, and Policy Council for approval.</td>
<td></td>
</tr>
<tr>
<td>Corrective Action Plan is shared with Childcare Partners.</td>
<td></td>
</tr>
<tr>
<td>Grantee will develop process for ongoing lateral communication between childcare partners.</td>
<td></td>
</tr>
<tr>
<td>Childcare partners will develop a procedure for sharing Early Head Start information with their staff.</td>
<td></td>
</tr>
</tbody>
</table>

Green items are completed

Yellow items started and are in process
### Non-compliance Corrective Action Plan Summary

**Staffing**

<table>
<thead>
<tr>
<th>Green items are completed</th>
<th>Yellow items started and are in process</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Childcare Partners submit a plan to ensure appropriate classroom coverage.</td>
<td></td>
</tr>
<tr>
<td>• Grantee will provide childcare partners with community resources for obtaining substitutes and suggestions for advertising vacant positions.</td>
<td></td>
</tr>
<tr>
<td>• Grantee will implement a policy to obtain hiring efforts from centers that have Early Head Start vacant positions.</td>
<td></td>
</tr>
</tbody>
</table>
## Training/Support

<table>
<thead>
<tr>
<th>Activity</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICF Training and Technical Assistance** planning call.</td>
<td></td>
</tr>
</tbody>
</table>
| ICF Training and Technical Assistance Trainings: | Ongoing Monitoring Overview (12 Head Start Management Systems)  
Educational Ongoing Monitoring  
Staff Wellness. |
| Grantee discuss draft of Corrective Action Plan with ICF Grantee Specialist. |  |
| New teachers will receive online onboarding training to include: |  |
|  | Active supervision  
Pyramid Universal Strategies  
Head Start Performance Standards |

- All staff, contractors, consultants and volunteers working with Early Head Start will watch a video and sign the standard of conduct annually.

- Teachers will participate in Conscious Discipline Training and Dealing with Stress in the Workplace.

* ICF, is the Training and Technical Assistance (TTA) contractor for Office of Head Start Region IV.

** Green items are completed  
** Yellow items started and are in process
Developmental Screenings and Single Statewide Information System

Anabel Espinosa, Ph.D, Director
Aileen Suazo, M.S., Manager
Key Points

- The Screening, Inclusion and Assessment team have identified concerns surrounding the management of developmental screenings in the **Single Statewide Information System (SSIS)** live as of March 31, 2021.
- The Screening, Inclusion and Assessment team have designed and implemented work arounds to address the misalignment between SSIS, current process and rule requirements.
- The Screening, Inclusion and Assessment team continue to engage leaders and request support in anticipation of audits.
- Despite challenges, the Inclusion, Screening and Assessment teams in Miami Dade and Monroe have achieved growth and proficiency on Quality Assurance monitoring in the 2020-2021 FY.
### Compliance with the Developmental Screening Requirement

<table>
<thead>
<tr>
<th>System Failures</th>
<th>Unintended Consequences</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Increase in past due screenings for eligible children</td>
<td>• Inconsistent messaging at all levels</td>
</tr>
<tr>
<td>• Cancelled and termed enrollments interfering with compliance</td>
<td>• Coalition staff forced to develop temporary workarounds</td>
</tr>
<tr>
<td>• Multiple or changing due dates in SSIS</td>
<td>• Partners have expressed confusion and frustration with transition and accompanying processes</td>
</tr>
<tr>
<td>• Pending Family Acceptance Status interfering with screening for BG1</td>
<td></td>
</tr>
<tr>
<td>• Notification system for partners must be designed by coalitions</td>
<td></td>
</tr>
</tbody>
</table>
# Communication with Division of Early Learning

<table>
<thead>
<tr>
<th>Present</th>
<th>Requests for Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Weekly Meetings with other coalitions, lead by staff representing multiple departments at the Division of Early Learning</td>
<td>• Submitted an ask for members of Policy and IT to join weekly conversations between coalitions and the Division of Early Learning</td>
</tr>
<tr>
<td>• Biweekly meetings with other coalitions across the state for trouble shooting and support</td>
<td>• Submitted a request for alignment and guidance from members of the Policy and IT teams at the Division of Early Learning</td>
</tr>
<tr>
<td>• Updated Cherwell status for Director of Research and Evaluation</td>
<td>• Submitted comments during rule making sessions on Rule 6M-4.720</td>
</tr>
<tr>
<td></td>
<td>• Submitted comments after the Public Hearing on Rule 6M-4.720</td>
</tr>
<tr>
<td></td>
<td>• Submits support requests to Cherwell via ticket process for Developmental Screening</td>
</tr>
</tbody>
</table>
**Quarterly Reports 2020 2021**

<table>
<thead>
<tr>
<th>Miami Dade</th>
<th>Quarter 1</th>
<th>Quarter 2</th>
<th>Quarter 3</th>
<th>Quarter 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Developmental Screening</td>
<td>100%</td>
<td>100%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>and Assessment</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Best Practices in</td>
<td>97%</td>
<td>100%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Early Childhood Education</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Monroe</th>
<th>Quarter 1</th>
<th>Quarter 2</th>
<th>Quarter 3</th>
<th>Quarter 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Developmental Screening</td>
<td>97%</td>
<td>100%</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>and Assessment</td>
<td></td>
<td></td>
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<td>Early Childhood Education</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Questions

• Anabel Espinosa, Ph.D., *Director of Research and Evaluation*
  ▫ [asq@elcmdm.org](mailto:asq@elcmdm.org)
  ▫ 305-646-7220, ext. 2321

• Maria “Lucy” Schrack, M.Ed., *Inclusion Manager*
  ▫ 305-646-7220, ext, 2305

• Aileen Suazo, M.S., *Screening and Evaluation Manager*
  ▫ [asq@elcmdm.org](mailto:asq@elcmdm.org)
  ▫ 305-646-7220, ext. 2276
Strategic Plan Priority Initiative:

- Educate All
- Neediest Children
- Providers

Lead Manager: Pam Hollingsworth, M.Ed., Sr. VP for Strategic Initiatives and Program Development

phollingsworth@elcmdm.org
Professional Development Institute Key Points

June Training Sessions/Attendees:
- June Sessions: 71
- Number of Attendees:
  - Miami-Dade: 832
  - Monroe: 16
- Fiscal Year To Date Sessions: 659
- Number of Attendees Fiscal Year To Date:
  - Miami-Dade: 11,359
  - Monroe: 213

Equity Institute
- The Children First Equity and Inclusion Series featured at the Built to Thrive 21 Summit sponsored The Children’s Movement of Florida, 9/21
- ELC Talks: Confederate Statues and Monuments, July 15th

Professional/Workforce Development
- Preschool Child Development Associate (CDA®) Courses with the Professional Development Institute: Registration is Open for Fall 2021:
  - English
  - Spanish
Number of Participants Miami Dade County FYTD

![Graph showing the number of participants from July 2020 to June 2021. The data shows a general decrease from July 2020 to December 2020, followed by an increase from January 2021 to June 2021. The benchmark and trendline are also displayed.]
Number of Participants Monroe County FYTD

![Chart showing the number of participants from July 2020 to June 2021, with actual, benchmark, and trendline data. The trendline shows an upward trend.]
CONFEDERATE STATUES AND MONUMENTS

Rudy Jean-Bart
Interim Associate Dean, Academic Affairs
Broward College
Join **ELC Talks**: Through an Equity Lens as we learn about the **Impact of COVID-19 on Early Childhood Education and Child Development**: Understanding the effects of the COVID-19 crisis on the already fragile but essential early learning sector and its young learners is crucial. The pandemic all but suspended normal childhood activities such as attending school, interacting with extended family and friends, playing outdoors, and exploring nature and disrupted the consequent socio-emotional benefits that accrue from children's engagement in these experiences. Join the Early Learning Coalition of Miami-Dade and Monroe on **AUGUST 19th, 2021**, at 12 noon to discuss impact and opportunity and acquire a new vision for learning in the early years.

*“Education is the most powerful weapon which you can use to change the world.”*  
Nelson Mandela
The Children First Equity and Inclusion Series
The Children’s Movement of Florida Built To Thrive 21 Summit

The Professional Development Institute is pleased that its *Children First Equity and Inclusion Series* will be featured during The Movement’s Built To Thrive 21 Summit on September 8th, 2021. Early educators who completed the Children First Equity and Inclusion Series will reflect on the knowledge acquired during sessions and how their classroom and parent engagement practices and their daily lives have been impacted by this series.

**Featured Early Educators:**
- Carla Garcia-World to Grow Learning Center
- Gail Roberts-Upper Room Day Care and Academy
- Jina Carvajal-JC Preschool Services LLC
- Nouchy Phillips (looking for a new early learning home)
The Professional Development Institute
Our Work: The reason and motivation

A Message from The Creative Learning Center:

“I wanted to give the Professional Development Institute a shout out for helping us meet a part of our NAEYC re-accreditation criteria. The program wide plan I had submitted in my 2019 annual report stated we would complete much needed training in SEL and Trauma, I had also stated we would continue to grow in our curriculum, "The Creative Curriculum". These trainings and more were offered to all my 53 teachers from the ELC- PDI.”

Emilu T. Alvarez, M.Ed.
SFCC of Flaeyc Leader
PDI Contact Information

Visit our website: trainings.elcmdm.org

Email us: professionaldevelopment@elcmdm.org

Call us: 305 646-7220 ext. 2350, 2320 or 2511