



ELC Provider Services Committee Meeting
August 30, 2018, 2:00 p.m.
ELC Board Room

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| I. | Welcome & Introductions | Rick Beasley |
| II. | Approval of Minutes | Rick Beasley |
| | A. Motion to approve June 28, 2018 Minutes. | |
| III. | Monroe exemption | |
| IV. | Miami Dade License requirement | |
| V. | Health and safety | |
| VI. | Public Comments | Rick Beasley |
| VII. | Adjourn | Rick Beasley |

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.



Provider Services Committee Meeting
June 28, 2018; 2:00 PM
ELC Board Room

Committee Attendees: Rick Beasley; Loreen Chant, Abilio Rodriguez

Absent Committee Member: Shaleen Fagundo

Staff Attendees: Evelio Torres; Angelo Parrino; Jackye Russell; Lisa Sanabria; Lisney Badillo; Sandra Gonzalez; Miguel Alfonso; Vanessa Aguilar; Fiorella Altare; Ileana Vallejo; Amy Tongson; Ana Fernandez

General Attendees: Bob de la Fuente; Satarine Stubbs; Felicia Smith; Gary Smith; Tanisha Curry

I. Welcome and Introductions **Rick Beasley**

II. Approval of Minutes **Rick Beasley**

- Motion to approve by L. Chant.
- Motion seconded by A. Rodriguez.
- Motion was unanimously passed.

III. Kidz Tyme Learning Academy **Bob de la Fuente**

- B. de la Fuente stated that A Perfect Place 4 Kidz had 1 Class 1 Violation: 04-02: One or more children were not adequately supervised in that [a 2 year old child in cared was able to exit the center through an open door and wandered the parking lot adjacent to the building in a busy business plaza.], which posed an imminent threat to a child, and could or did result in death or serious harm to the health, safety or well-being of a child. (Section 5, numbers 1 - 17) [SR]. A child exited the facility and was found wandering in the parking lot. The child was reportedly screaming, crying and asking for her mother when she was found by a stranger who happened upon her in the lot. The stranger returned the child to the facility. This is a class 1 violation, as such this violation will result in disciplinary sanctions being progressively enforced by the Department in accordance to s.402.310 and/or Chapters 65C- 22/65C-20, Florida Administrative Code." An administrative fine was assessed.
- S. Stubbs administrator of the childcare center stated that drastic changes were made after this event: 1)Installed an alarm system where if the door is opened the alarm will sound 2)Re-trained all of the staff 3) Added an additional teacher into the 2-year old classroom 4) A new camera system was installed 4) The teacher involved in this incident was dismissed.



- After reviewing all documents the committee decided to place the provider on a CAP for 6 months. During the CAP period the provider cannot receive any class 1 or 2 violations if it is confirmed that one occurs there is no opportunity for appeal.
 - Motion to approve by L. Chant.
 - Motion seconded by A. Rodriguez.
 - Motion was unanimously passed.

IV. Precious Little Steps learning Center

Bob de la Fuente

- B. de la Fuente stated that Precious Little Steps learning Center had 3 class2 violations:
 - 04/03/2017: Non-Compliance Description 04-01 A ratio of [1] staff for [6] children is required. There were [1] staff for [16] children observed. (Section 3, numbers 1 – 9) [SR]
 - 11/20/2017: Non-Compliance Description 04-01 A ratio of [3] staff for [13] children is required. There were [2] staff for [13] children observed. (Section 3, numbers 1 – 9) [SR]
 - 03/23/2018: Non-Compliance Description 03-01 A ratio of [1] staff for [6] children is required. A ratio of [1] staff for [14] children was observed. s.402.305(4), F.S. (Section 3, numbers 1 – 9) [SR]
- F. Smith and G. Smith owners of the childcare stated that DCF usually visits around the children’s naptime and some of the children that are attached to their past teacher go into eat lunch with them. They have taken measures to remedy this problem.
- After reviewing all documents the committee decided to place the provider on a CAP for 6 months. During the CAP period the provider cannot receive any class 1 or 2 violations if it is confirmed that one occurs there is no opportunity for appeal.
 - Motion to approve by A. Rodriguez.
 - Motion seconded by L. Chant.
 - Motion was unanimously passed.

V. Kidz Tyme Learning Academy

Bob de la Fuente

- B. de la Fuente stated that Kidz Tyme Learning Academy had previously come before the committee for the following reason:
 - The owner T. Curry, emailed renewed COI that included the same previously used Policy Number and the previous address of the Insurance Company from her email address. Insurance Company, Cortada Insurance Group emailed the currently renewed policy with a different Policy Number and address for the Insurance Company. After speaking with Ana Rodriguez, of Loss Prevention, owner T. Curry stated, “a volunteer had sent the COI to the ELC,” which was sent via the owner’s email address. Provider also has a five (5) day gap in Liability Insurance.



- B. de la Fuente stated that new information was sent to ELC after the committee’s decision. A volunteer at Kidyz Tyme wrote a letter that she had committed the fraudulent act and not T. Curry.
- After reviewing the new evidence the committee decided to amend their prior action to terminate and place the provider on a CAP for 6 months. During the CAP period the provider cannot receive any class 1 or 2 violations if it is confirmed that one occurs there is no opportunity for appeal.
 - Motion to approve by L. Chant.
 - Motion seconded by A. Rodriguez.
 - Motion was unanimously passed.

VI. Public Comments

Rick Beasley

VII. Adjourned

Rick Beasley

3.1.5 School Readiness Funded Provider License Policy

Date approved: 12/06/2010

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

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

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

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

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

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

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

Parents of children enrolled with non-exempt unlicensed providers will be notified that the provider is not approved to provide school readiness services. Parents will be given Child Care Resource & Referral (CCR&R) assistance to locate an approved provider and will receive a maximum of thirty (30) business days to secure alternate child care arrangements. Any parent

who wishes to maintain their child in the identified program may continue with the unlicensed program at their own expense and without benefit of funding from the Coalition.

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



Provider Services Committee and Monroe County Advisory Committee Meeting

Minutes of February 11, 2011 Meeting

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

Provider Services

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

Monroe County Advisory Committee Attendees:

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

Staff Attendees:

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

General Attendees:

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



I. Welcome / Introductions / Additions to Agenda

**Gina Cortes- Suarez, Ed.D.
Alan Eckstein, Esq.**

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

II. Approval of 11/23/10 Provider Services Committee Meeting Minutes **Gina Cortes-Suarez**

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

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

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

IV. Coalition Update

Evelio C. Torres, CEO

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



- The only exceptions are faith-based providers and public schools.
- A child safety policy will be put into place July 1st for Miami-Dade County. The board has recommended that providers who have one Class I or two Class II licensing violations will receive a letter from the ELC with intent to suspend.
 - The provider must file an appeal which will be heard by the Provider Services Committee.
 - Based on the circumstances, the committee will make a decision which could mean that the provider would be suspended for a one year period from the School Readiness program.
- The Board of Directors has started a strategic planning process for Miami-Dade and Monroe Counties.
 - Final recommendations will be made at the Board Retreat on February 26th.
 - Based on the strategic planning retreat with the Board of Directors, Monroe County will begin a very specific planning process which will deal with issues, such as licensing, afterschool programs and quality rating systems.
- Starting in April 2012, there is going to be a series of rotation of board member seats between Miami-Dade and Monroe County.
 - Positions scheduled to rotate to Monroe include: School Superintendent, County Commissioner, Community College President and Central Agency.

V. Child Care Provider Update

Sue Ellen Bennett, Provider Representative

- Sue Ellen Bennett gave the Child Care Provider Update.
 - The providers seem to have some of the same issues which includes enrollment.
 - Some are losing children due to families moving out of the area.
 - Some families are having a more difficult time paying for childcare than in the past.
 - Providers in the Upper keys are having an issue with the new finger print policy that went into affect August 1st.
 - Currently, the only choice for new hires is going to Key West or Coral Gables.
 - Kathy Snyder said Doug Blomberg is making arrangements with Wesley House office in Tavernier so providers can go to that location for finger printing.
 - Sue Ellen shared that one of the ways to get attention for childcare would be for the providers to go on a one day strike.
 - The business world would pay attention to how serious it is.
 - It would call attention to how little childcare providers are paid.
 - Evelio Torres said there is work being done on a proposal to create a brand new insurance pool or allow for joining an existing pool in order to provide low cost insurance for childcare providers and staff.
 - The proposal will be given further consideration as to whether it is feasible to find some dollars to pay for the beginning of an insurance pool for childcare provider staff.
 - This stems from a discussion that childcare teachers should be treated the same as public school teachers.



- We are running a system that is not equitable, because the teachers in the childcare centers are not receiving the same benefits as the public school teachers.
- Gina Cortez-Suarez commented that a statement could be made by counting the number of children being cared for in centers and how many people who are employed that it affects.
 - She also shared that the conversation at the state level with the new governor is all about jobs; therefore, in this business of early care and education we should determine how many people have jobs because of us.
- Shaleen Fagundo suggested a campaign along the lines of “100 parents working; 50 children receiving loving care” to emphasize that while parents are working, children are getting care and education because of School Readiness funding and VPK funding.

VI. Registered FCCH Licensing Update

Lisa Barry-Toth, DCF Child Care Licensing

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

VII. Wesley House School Readiness/VPK Update

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

- Val Taylor provided the WHFS Update.



- For the month of January, there were 747 school-readiness funded children being served in Monroe County.
 - 421 - Lower Keys
 - 139 - Middle Keys
 - 187 - Upper Keys
 - By funding category, 616 were funded through the low income/working poor families.
 - 119 were protective service children at-risk.
 - Nine families are receiving assistance through TANF.
 - Three families are in transitional childcare.
 - Ten are enrolled in the teen parent program.
 - Sixteen children are enrolled in the CCEP program.
 - Applications are being accepted, because there is no wait list for School Readiness.
- Evelio wanted to know why the number of at-risk children as a percentage of a population being served by School Readiness was so much higher in Monroe County than Miami-Dade.
 - Doug Blomberg stated that the numbers coming in from Community Based Care and DCF have remained constant for the past six months.
 - Evelio expressed concern that the number of referrals have dropped in Miami-Dade.
- 479 VPK certificates have been issued.
 - January recorded 399 VPK children enrolled and 437 served year-to-date.
 - Total capacity is 563.
 - In January there were twenty-four providers, and on February 1st Dolphin Montessori Children's House South was added to the number of active providers.
- Monitoring of the VPK providers is currently underway.
- There were six providers in the Monroe County with a perfect score on their readiness rate this year.
- Evelio acknowledged the great work of Wesley House.

VIII. Monroe County School District VPK Update	Jeanne Askins, Head Start Disabilities Coordinator
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- Jeanne Askins provided the Head Start/VPK Update.
 - At Reynolds School, there are three Head Start classrooms with fifty-four children.
 - Sixteen of the fifty-four children are Head Start/VPK.
 - There is one stand alone VPK classroom with ten students.
 - At Gerald Adams, there are two Head Start classrooms.
 - Fourteen of those students are using their vouchers.
 - There is one stand alone VPK classroom with eighteen students.
 - At Poinciana, there is one classroom which is double session and has twenty-eight students.
 - At Sigsbee Charter School, there is one classroom which is double session and has twenty-eight students.
 - At Sugarloaf Elementary, there is one Head Start classroom with eighteen students.
 - Ten of the eighteen students are using their vouchers.
 - There is one stand alone VPK classroom with nine students.
 - At Big Pine Academy Charter School, there is one classroom with seventeen students.



- At Stanley Switlik, there are two Head Start classrooms.
 - There are fourteen students using their vouchers.
 - There is one stand alone VPK classroom with eleven students.
- Treasure Village Montessori has one classroom with fifteen students.
- Plantation Key School has one classroom with eight students.
- Key Largo School has two Head Start classrooms.
 - There are sixteen children using their vouchers.
 - There is one stand alone classroom with eighteen students.
- There are ten Head Start classrooms with 180 students.
- There are ten blended classrooms with seventy Head Start/VPK students.
- There are ten stand alone classrooms with 162 VPK students.

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



- Healthy Start is also looking for volunteers to be trained and certified as child safety seat technicians.

X. Provider Recoupment

Jackye Russell, Director of School Readiness

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

**XI. Public Comment****Gina Cortes- Suarez, Ed.D.
Alan Eckstein, Esq.**

- Alan Eckstein announced that he will be providing an advocacy training at the director's meeting on March 12th at the San Pablo Church hall in Marathon.
 - There is a Children's Movement meeting on February 18th at Wesley House in Key West.
 - Evelio Torres commented that it is believed the fact that the Governor included the entire budget in his proposal has something to do with the Children's Movement of Florida.
- Doug Blomberg announced the Valentine's Day Gala at the Curry Mansion, which is Wesley House's signature event.
- Alison Heymann announced that Key West Preschool Co-op will be having their annual Spring Fair on April 9th.

XII. Adjourn**Gina Cortes- Suarez, Ed.D.
Alan Eckstein, Esq.**

- Alan Eckstein called to adjourn the meeting.
 - Motion to adjourn the meeting by Doug Blomberg.

65C-22.008 School Age Child Care.

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

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

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

(a) Programs on School Sites. The program is located on a public/nonpublic school site; and:

1. Is operated and staffed directly by that school or through a formal agreement, such as a contract, between the school (or school district, when the latter reserves authority for such agreements) and a provider which names the school/school district as the responsible party for the operation of the program. A lease for space or user agreement, with or without the endorsement of the program by the school/school district, does not meet the formal agreement requirement.

2. Serves only the school-age children attending the school during the school day. The program may provide services during any out-of-school time, including before school, after school, on teacher planning days, holidays, and intercessions that occur during the school district's academic calendar year.

3. Follows the standards set forth by the Florida Building Code State Requirements for Public Educational Facilities pursuant to Section 402.305(5), F.S., programs operated in public school facilities, regardless of the operator.

(b) Instruction/Tutorial Programs. The program is not designated as a Gold Seal Quality Care provider and has a single instructional/tutorial purpose and that purpose is the only service that the program provides. Some examples of these programs include, but are not limited to, tutoring; a computer class; a ballet class; a karate class; baseball instruction or other sport; the program cannot provide any service beyond the instructional and tutorial/academic activity; and:

1. Does not cater, serve or prepare meals. The program may choose to provide drinks and ready-to-eat snacks that are individually pre-packaged and do not require refrigeration.

2. Does not advertise or otherwise represent that the program has attributes of child care, as defined in Section 402.302(1), F.S.

3. Enrollment information shall clearly define the duration of the instructional sessions. Session time may not exceed two hours. If tutoring is provided in multiple academic areas, the total combined session times cannot exceed three hours per day.

4. Does not contract to deliver a school readiness program pursuant to Section 1002.88, F.S.

(c) Open Access Programs. The program is not designated as a Gold Seal Quality Care provider and meets all of the following criteria:

1. Operates/Serves children for less than four hours per day; however, the program may provide services during any out-of-school time, including before school, after school, on teacher planning days, holidays, and intercessions that occur during the school district's official academic calendar year.

2. Does not advertise or otherwise represent that the program is an afterschool child care program or that the program offers supervision.

3. Allows children to enter and leave the program at any time without permission, prior arrangements, or supervision, and the program does not assume responsibility for supervision.

4. Does not provide transportation, directly or through a contract or agreement with an outside entity, during the hours of operation for the purposes of field trips; and,

5. Does not serve or prepare any meals, except those provided through the USDA Afterschool Meal Program (AMP) administered by the Florida Department of Health, pursuant to Section 402.305(1)(c), F.S. Programs not participating in the AMP may choose to provide drinks and ready-to-eat snacks that are individually pre-packaged and do not require refrigeration.

6. Does not contract to deliver a school readiness program pursuant to Section 1002.88, F.S.

(d) Any program that is not designated as a Gold Seal Quality Care provider and is providing care for school aged children that is operated by, or in affiliation with a national membership non-profit or not for profit organization that certifies membership organizations, as of February 1, 2017, in at least ten states, that was created for the purpose of providing activities that contribute to the development of good character or good sportsmanship or to the education or cultural development of minors in this state, that charges a membership fee for children and may receive grant funding for services. Such is certified by its national association as complying with the association's purposes, procedures, minimum standards and mandatory requirements for all of its before school, after school or out-of-school time programs. The program must notify the Department prior to operating and annually, thereafter, of any operation of before school, after school or out-of-school time programs, provide verification of certification and good standing by its national association for all of its before school, after school or out of school time programs, and complete an annual attestation for compliance with background screening requirements. Failure by a program to comply with such reporting, providing required verifications, and screening requirements shall result in the loss of the program's exemption from licensure.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(n) CF-FSP Form 5252, March 2017, Florida Director Certificate. A copy may be obtained from the Department's website at www.myflfamilies.com/childcare or from the following link: <http://www.flrules.org/Gateway/reference.asp?No=Ref-08053>.



State of Florida
Department of Children and Families

Rick Scott
Governor

Mike Carroll
Secretary

July 11, 2018

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

Dear Mr. Silie,

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

402.3025(2)(c) Programs for children who are at least 3 years of age, but under 5 years of age, shall not be deemed to be child care and shall not be subject to the provisions of ss. ~~402.301-402.319~~ relating to child care facilities, provided the programs in the schools are operated and staffed directly by the schools, provided a majority of the children enrolled in the schools are 5 years of age or older, and provided there is compliance with the screening requirements for personnel pursuant to s. 402.305 or s. 402.3057.

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

(c) An "After School Program" serving school-age children is not required to be licensed if the program meets one of the following criteria, and complies with the minimum background screening requirements provided in ss. 402.305 and 402.3055, Florida Statutes: The program is located on a public/nonpublic school site; and: 1. Is operated and staffed directly by that school or through a formal agreement, such as a contract, between the school (or school district, when the latter reserves authority for such agreements) and a provider which names the school/school district as the responsible party for the operation of the program. A lease for space or user agreement, with or without the endorsement of the program by the school/school district, does not meet the formal agreement requirement. 2. Serves only the school-age children attending the school during the school day. The program may provide services during any out-of-school time, including before school, after school, on teacher planning days, holidays, and intercessions that occur during the school district's academic calendar year. 3. Follows the standards set forth by the Florida Building Code State Requirements for Public Educational Facilities pursuant to Section 402.305(5), F.S., programs operated in public school facilities, regardless of the operator.

1317 Winewood Boulevard, Tallahassee, Florida 32399-0700

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

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

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

Thank you,



Danielle Cunningham
Government Analyst

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



State of Florida
Department of Children and Families

Rick Scott
Governor

Mike Carroll
Secretary

Child Care Licensure Questionnaire

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

Program Name: Miami Union Academy
Street Address: 12600 N.W. 4th Avenue
City: North Miami County: Dade Zip: 33168
Mailing Address if different: SAME AS ABOVE City: _____ Zip: _____
Contact Person: Edwin M. Silio Title: Principal
Telephone: (305) 953-9907 Email: edwin.silio@munesda.org

OPERATIONAL INFORMATION

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

Yes (see attached) No

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

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

- b. What is the legal name of the operator indicated in 2A? Miami Union Academy of Seventh-day Adventist

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msf
7/11/18

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

Yes (see attached)

No

3. Where is the program operated?

Public School Non-public school Church Stand-alone building
 Building connected to other operations (strip mall, etc.) my home
 Other (please provide specifics)

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

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

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

Yes (see attached)

No

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

Fee or tuition paid by parent Annual Membership Fee
 Grant(s) (please provide specific grant source) School Readiness
 Other (please provide specifics)

PROGRAM DESCRIPTION

7. When does the program operate?

School Year Only

Circle all that apply: **Mon Tue Wed Thu Fri Sat Sun**

Hours of Operation: 8:00 AM to 11:00 AM

Summer Only

Circle all that apply: **Mon Tue Wed Thu Fri Sat Sun**

Hours of Operation: _____ AM/PM to _____ AM/PM

Year Round

Circle all that apply: **Mon Tue Wed Thu Fri Sat Sun**

Hours of Operation: _____ AM/PM to _____ AM/PM

8. Number of hours per day children attend:

Less than 1 hour

1-2 hours

2-4 hours

More than 4 hours

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

9 Birth – 5 years (before kindergarten)

VPK only

Kindergarten – 5th grade

6th grade and up

Other (provide specifics)

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

Arts/Crafts

Games/Movies

Homework assistance

Music

Outdoor Recreation/Play

Personal Enrichment/Character Development

Computer Lab

Field Trips

Other (please provide specific)

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

Yes

No

a. What skill(s) is the instruction focused on?

b. How long is a session time?

c. How many sessions can a child have in one day?

11. What type of transportation arrangements are utilized for the field trips, if applicable?

Do not go on field trips
 Use our own vehicles

Parents transport children
 Hire or contract for transportation

12. What type of food service is offered?

No food or snacks provided
 Vending Machines available for children to purchase snacks
 Pre-packaged individual snacks and drinks only
 Participate in USDA Afterschool Meal Program
 Food/snacks are prepared (includes any heating/mixing foods and/or serving/storing food that requires refrigeration)

ATTENDANCE POLICY

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

Yes No

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

Yes No

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

Yes No

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

Yes (see attached) No

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

Yes No

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

Miami Union Academy is a VPK through 12th grade school. It is a Seventh-day Adventist private school. It is accredited by the following: The Accrediting Association of Seventh-day Adventist Schools, Colleges, and Universities, Middle States Association of Colleges and Schools, and the National Council for Private School Accreditation and also recognized by the Education Department of the State of Florida - (FLDDE - 2879). We offer a strong academic curriculum. All of our teaching staff are certified. Our VPK Class curriculum follows the guidelines from the VPK Early Learning Coalition which includes learning centers.

Person completing questionnaire:

Name: Edwin M. Silié Title: Principal

Signature:  Date: 6/13/18

Phone: (850) 953-9907 Email: edwin.silie@muasda.org

Please return the completed questionnaire and all attachments to:

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

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

Health and Safety Timeline

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

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

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

Compliance Deadlines:

Until March 31, 2017	Pre-contractual inspection must show full compliance in all areas except pre-service/in service training and the active credential requirement.
As of April 1, 2017	Pre-contractual inspection must be completed and show full compliance in all areas except the active credential requirement.
As of October 25, 2018	Pre-contractual inspection must show full compliance with all health and safety elements.

02/16/2017- As per e-mail received from Rodney J. MacKinnon:

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

Good morning,

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

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

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

Please let me know if you have any further questions.

RJM

Rodney J. MacKinnon
Executive Director
Office of Early Learning
State of Florida

Health and Safety Timeline

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

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

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

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

1. December 16, 2016 Provider Newsletter
2. June 22, 2017 Email Blast
3. July 17, 2017 Provider Newsletter
4. August 31, 2017 Provider Newsletter