



BOARD OF DIRECTORS MEETING
April 2, 2018; 8:00 a.m.
David Lawrence Jr. Community Meeting Room
2555 Ponce de Leon Blvd, Suite 500, Coral Gables, FL 33134

- | | | |
|------|---|----------------|
| I. | Welcome & Introductions | Adrian Alfonso |
| | A. Roll Call | |
| II. | Approval of Minutes | Adrian Alfonso |
| | A. Motion to approve the February 2018 Board of Directors Meeting minutes. (pg. 3) | |
| III. | Chairman's Report | Adrian Alfonso |
| | A. 2017 ELC Community Awards | |
| | B. 10 Year Anniversary Awards | |
| IV. | Finance Committee Report | Bob Eadie |
| | A. Resolution 04022018-01 (Approve the attached 2018-2019 Early Head Start (EHS) grant application and confirm the Early Learning Coalition of Miami-Dade/Monroe's Board knowledge in the development of the Early Head Start grant application pg. 7) | |
| | B. Resolution 04022018-02 (Approval of the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2018-01 (External Auditing Services) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor. pg. 10) | |
| | C. Resolution 04022018-03 (Approval of the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2018-03 (Coaching Services) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor. pg. 14) | |
| | D. Resolution 04022018-04 (Authorize the President and CEO to negotiate and execute the leases listed within the background section of this resolution. pg. 18) | |
| | E. Resolution 04022018-05 (Authorize an increase in the contract amount with Ultimate Software Group, LLC for fiscal year 2018-2019, to cover a one-time implementation fee, as attached and described in the background section of this resolution. pg. 21) | |
| | F. Resolution 04022018-06 (Authorize the President and CEO to execute the Early Head Start Match contract and receive funds from The Children's Trust. pg. 25) | |

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.



- G. Slot Utilization
 - i. Miami Dade County (pg. 28)
 - ii. Monroe County (pg. 29)
 - iii. EHS (pg. 30)
 - iv. Title V/Refugee (pg. 31)
- H. Early Head Start Credit Card Report (pg. 32)

- V. Provider Services Committee Meeting Report Rick Beasley
 - A. Blanca Vega Family Day Care (pg. 33)
 - B. Circle Time (pg. 34)

- VI. Programs, Policy & Strategy Committee Meeting Report Judy Schaechter
 - A. Resolution 04022018-01 (Approve the attached 2018-2019 Early Head Start (EHS) grant application and confirm the Early Learning Coalition of Miami-Dade/Monroe's Board knowledge in the development of the Early Head Start grant application pg. 35)

- VII. CEO Report Angelo Parrino
- VIII. Public Comments Adrian Alfonso
- IX. Adjourn Adrian Alfonso

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.



Minutes

Board of Directors Meeting
 March 5, 2017; 10:00 a.m.
 Murray Nelson Government Center
 102050 Overseas Highway, Key Largo, FL 33037

Board Attendees: Adrian Alfonso; Theresa Axford ; Rick Beasley; Maurice Kemp; Matthew Bruno; Loreen Chant; Bob Eadie; Alan Eckstein (via conference call); Shaleen Fagundo; Gilda Ferradaz; Philip Gassman (via conference call); James Haj; Gladys Montes; Abilio Rodriguez; Judy Schaechter (via conference call); Gerald Schwartz; Alex Soto (via conference call); Marisol Diaz (via conference call); Davis Lawrence

Board Absentees: Heather Carruthers; Iris Strachan

Staff Attendees: Evelio Torres (President/CEO); Angelo Parrino; Milton Silvera; Fred Hicks; Pamela Hollingsworth; Fiorella Altare; Michelle Meilan; Mercy Castiglione; Jackye Russell; Zoyla Edwards; Ana Sejeck; Ileana Vallejo; Tammy Garcia; Lidia Clark; Diana Ragbeer; Jose Hernandez; Leslie Gutierrez; Leigh Cooper

General Attendees: Bob de la Fuente (Board Counsel); Barbara Alvarez; Dadou Joseph

I. Welcome and Introductions

Adrian Alfonso

- A. Alfonso called the meeting to order and welcomed everyone.
- L. Sanabria called roll and a quorum was established with sixteen (16) voting members.
- A. Alfonso stated that on behalf of the board he would like to wish David Lawrence a Happy Birthday (born March 5, 1942).
- A. Alfonso stated that on September 8, 2017, the Early Learning Coalition of Miami-Dade/Monroe was scheduled to host our Annual Awards Ceremony during our Children First Conference. Hurricane Irma had other plans. We had to put the Awards Ceremony on hold to concentrate our efforts on helping families and providers recover from Hurricane Irma's aftermath. Although the conference was cancelled, we want to take this opportunity to officially recognize and highlight the Monroe County Awards' recipients of the:
 - David Lawrence Jr. Raising the Bar on Quality Award
 - Early Childhood Educator of the Year Award

The David Lawrence Jr. Raising the Bar on Quality Award is intended to recognize the devotion of a team of professionals working in a childcare center or family childcare home that provides high quality early care and education. This includes creating opportunities that involve parents in their children's education; providing culturally responsive instruction and care; and working as a unified team to improve learning outcomes. We are honored to present the 2017 David Lawrence Jr. Raising the Bar on Quality Award to:



- Barbara Alvarez – Family Child Care Home
- Wesley House Family Services - Wesley House Family Services is the child care center recipient, but they are unable to attend today, so we will present the award to them at the next Monroe Advisory Committee meeting on April 5th.

The Early Childhood Educator of the Year Award honors a teacher for his/her ongoing dedication and service. This award recognizes a distinguished educator for inciting intellectual curiosity, supporting colleagues, and actively engaging with students' families to inspire a love of learning throughout the community. We are honored to present the 2017 Early Childhood Educator of the Year Award to:

Dadou Joseph, VPK Teacher, Burton Memorial Child Development

- A. Alfonso stated that on February 15th, the Early Learning Children's foundation held its Circle of Friends Reception and 5 children were given the scholarships for school readiness services.

II. Approval of Minutes

Adrian Alfonso

- A. Alfonso called for the approval of the meeting minutes from February, 2018.
 - B. Eadie moved to approve the minutes.
 - T. Axford seconded the motion.
 - Motion was passed unanimously.

III. Audit Committee Report

Adrian Alfonso

- Alfonso stated that On February 28th the Audit Committee met and reviewed the audit conducted by Verdeja and de Armas. A. Alfonso announces that it was a clean audit and that Octavio Verdeja will be at the April board meeting to give a more detailed report.

IV. Finance Committee Report

Bob Eadie

- B. Eadie stated that the financial were reviewed and they that are reflecting that we will end the fiscal year in a deficit..
- B. Eadie stated that the snapshots were reviewed and Miami Dade County has a wait list of approximately 1400 children. Monroe County will remain open with 0 children on the waitlist.
- B. Eadie stated that the EHS credit card expenditure report was included in your packet for board review.



V. Provider Services Committee Report

Rick Beasley

- R. Beasley stated that Committee met on March 1st and reviewed the following case:
 - The Learning Nest Academy the provider had a 30 gap on the current Liability Insurance policy. After ELC staff reviewed further there was various gaps in insurance during 2013 – 2018. After reviewing all documents the committee decided to terminate the provider’s contract with a 5 year revocation.

VI. Legislative Committee Report

Mathew Bruno

- M. Bruno stated that the Legislative Committee met on February 28th and the following items were discussed:
 - The House is considering raising the 6% match requirement to 8%. The Early Learning Coalition of Miami-Dade/Monroe is meeting and exceeding the current 6% requirement. Several other Coalitions are not meeting the current 6% match and are requesting waivers. E. Torres is scheduling meetings with various legislators and writing letters to ask them to reconsider this move.
 - The proposed funding formula legislation was not supported in the Senate and there was not a companion bill filed in the House. The bill died, but the sponsor, Senator Greg Steube from Sarasota has indicated a willingness to reconsider filing again in the future.
 - E. Torres will participate on a workgroup with Association of Early Learning Coalition members to work toward developing a funding methodology that will be fair to all.

VII. CEO Report

Evelio Torres

http://www.elcmdm.org/about_us/Board/minutes/Board/CEO%20report/CEOR03052018.pdf

VIII. Public Comments

Adrian Alfonso

IX. Adjourn

Adrian Alfonso

Name	2017						2018						Absences
	July 11 (Executive Committee Meeting)	Aug. 7	Sept. 5 (Annual Meeting)	Oct. 2	Nov. 6 Canceled	Dec. 4	Jan (no meeting)	Feb.	Mar.	April	May (Executive Committee Meeting)	June	
Alfonso, Adrian	P	P	P	P		P		P	P				0
Axford, Theresa		TP	P	E		TP		TP	P				0
Beasley, Roderick E.		TP	E	P		P		P	P				0
Bruno, Matthew		A	P	P		P		E	P				1
Carruthers, Heather		A	P	TP		TP		P	A				2
Chant, Loreen		P	P	TP		P		TP	P				0
Diaz, Marisol		P	E	P		P		P	TP				0
Eadie, Robert	TP	P	A	E		P		P	P				1
Eckstein, Alan		P	P	TP		TP		P	TP				0
Fagundo, Shaleen		P	P	TP		P		A	P				1
Ferradaz, Gilda	TP	A	P	P		P		P	P				1
Gassman, Philip		TP	P	TP		TP		TP	TP				0
Haj, James		P	P	P		REP		P	P				0
Kemp, Maurice								P	A				1
Montes, Gladys		P	P	A		P		A	P				2
Rodriguez, Abilio		P	P	P		P		P	P				0
Schaechter, Judy		P	E	E		A		P	TP				1
Soto, Alexander		P	E	P		P		P	TP				0
Schwartz, Gerald K.		P	P	P		P		P	P				0
Strachan, Iris								P	A				1
TOTAL PRESENT	3	15	13	14	0	17	0	17	17	0	0	0	
TOTAL EXCUSED	0	0	4	3	0	0	0	1	0	0	0	0	
TOTAL ABSENT	0	3	1	1	0	1	0	2	3	0	0	0	

Legend
P= Present
TP= Telephone
A= Absent
E= Excused
Rep= Representative on behalf of

revised 6.26.17



Early Learning Coalition Board of Directors Meeting
April 2, 2018
Resolution: 04022018-01

Action Requested: Approve the attached 2018-2019 Early Head Start (EHS) grant application and confirm the Early Learning Coalition of Miami-Dade/Monroe’s Board knowledge in the development of the Early Head Start grant application.

Fiscal Impact: The total award is approximately \$9,789,273.00 for program year 2018-2019.

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

- | | | |
|------------------------|--|--|
| Strategic Goal: | <input checked="" type="checkbox"/> Neediest Children | <input checked="" type="checkbox"/> Providers |
| | <input checked="" type="checkbox"/> Youngest Children | <input checked="" type="checkbox"/> Internal Capacity |
| | <input checked="" type="checkbox"/> Educate All | <input checked="" type="checkbox"/> Funding |

RESOLUTION: 04022018-01

APPROVE THE ATTACHED 2018-2019 EARLY HEAD START (EHS) GRANT APPLICATION AND CONFIRM THE EARLY LEARNING COALITION OF MIAMI-DADE/MONROE’S BOARD KNOWLEDGE IN THE DEVELOPMENT OF THE EARLY HEAD START GRANT APPLICATION.

WHEREAS, the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the “Board”) has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action and has presented said action to the Board for adoption and approval;

WHEREAS, the Board approves the adoption of this action;

NOW, THEREFORE, be it resolved by the Board the approval of the attached 2018-2019 Early Head Start (EHS) grant application and confirmation of the Early Learning Coalition of Miami-Dade/Monroe’s Board knowledge in the development of the Early Head Start grant application.

The foregoing resolution and attachment was offered by _____, who moved its approval. The motion was seconded by _____, and upon being put to a vote, the vote was as follows: _____.

The vote was recorded as listed in the attached roll sheet.

The chairperson thereupon declared this resolution duly passed and adopted this 2nd day of April, 2018.

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

By: _____
Board Secretary

Background:

In February 2015, the Early Learning Coalition of Miami-Dade/Monroe was awarded a five year grant for the Early Head Start-Child Care Partnership Program (EHS-CCPP) to serve 750 children from birth to 3 years old. Per 45 CFR 1304.15, an application is required to be submitted annually for the use of the funds. The Early Head Start program year will run from August 1, 2018 - July 31, 2019.

The grant funding will be used according to the requirements of Head Start Program Performance Standards.

Under the grant, the funding for Program Operations is \$9,556,899.00 and the funding for Training and Technical Assistance is \$232,374.00 for a total funding of \$9,789,273.00 for 750 enrolled children.

Early Head Start Funding	
Program Operations	\$9,556,899.00
Training and Technical Assistance	\$232,374.00
Total	\$9,789,273.00



Early Learning Coalition Board of Directors Meeting

April 2, 2018

Resolution: 04022018-02

Action Requested: Approval of the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2018-01 (External Auditing Services) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor.

Fiscal Impact: The contract is for an approximate amount of \$75,000.00 per fiscal year, which is subject to the availability of funding.

Funding Source: APOOL*

Strategic Goal:	<input type="checkbox"/> Neediest Children <input type="checkbox"/> Youngest Children <input type="checkbox"/> Educate All	<input type="checkbox"/> Providers <input checked="" type="checkbox"/> Internal Capacity <input type="checkbox"/> Funding
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RESOLUTION: 04022018-02

APPROVAL OF THE EVALUATION COMMITTEE'S RECOMMENDATION TO AWARD CONTRACT FOR RFP#ELCMDM2018-01 (EXTERNAL AUDITING SERVICES) TO THE SELECTED VENDOR. ALSO, AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH THE SELECTED VENDOR.

WHEREAS, the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board") has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action and has presented said action to the Board for adoption and approval;

WHEREAS, the Board approves the adoption of this action;

NOW, THEREFORE, be it resolved by the Board the authorization and approval of the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2018-01 (External Auditing Services) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor.

The foregoing resolution and attachment was offered by _____, who moved its approval. The motion was seconded by _____, and upon being put to a vote, the vote was as follows: _____.

The vote was recorded as listed in the attached roll sheet.

The chairperson thereupon declared this resolution duly passed and adopted this 2nd day of April, 2018.

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

By: _____
Board Secretary

Background:

Resolution #12042017-09 authorized the President and CEO to release a Request for Proposal (RFP) for External Auditing Services. On January 8, 2018, the Early Learning Coalition released RFP#ELCMDM2018-01 for External Auditing Services. On or before February 9, 2018, the Early Learning Coalition received four (4) proposals from the following:

- Cherry Bekaert, LLP
- Hancock, Askew & Co, LLP
- Moss, Krusick & Associates, LLC
- Verdeja, De Armas & Trujillo, LLP

Legal Counsel reviewed the proposals on February 12, 2018; the proposal from Cherry Bekaert was deemed non-responsive.

On February 15, 2018, the proposals from Hancock, Askew & Co, LLP, Moss, Krusick & Associates, LLC and Verdeja, De Armas & Trujillo, LLP were reviewed by three (3) evaluators who made up the Evaluation Committee.

Evaluation Committee Members:

1. Ana Rodriguez, M.A. , Director of Loss Prevention & Compliance – Early Learning Coalition of Miami-Dade/Monroe
2. Aileen Martinez , Director of Grants/Budgets – Early Learning Coalition of Palm Beach County
3. Yvette Zaragoza , Controller – United Way of Miami-Dade

On March 23, 2018, at the second Evaluation Committee Meeting, the committee moved and passed a motion to recommend that the Early Learning Coalition negotiate and execute a contract with **Verdeja, De Armas & Trujillo, LLP**.

Proposer's Name	Final Rating (Max 300)
Hancock, Askew & Co, LLP	262
Moss, Krusick & Associates, LLC	277
Verdeja, De Armas & Trujillo, LLP	298

* APOOL (Specific Funding Sources): Department of Health and Human Services, Administration for Children and Families, Florida Department of Children and Families, Department of Education Office of Early Learning Miami-Dade and Monroe (School Readiness Services, Voluntary Prekindergarten Services), Save the Children Federation, Inc., The Nemours Foundation

Evaluation Scorecard:

RFP # ELCMDM2018-01 External Auditing Services		Max. Score	Verdeja, De Armas & Trujillo			Moss, Krusick & Associates, LLC			Hancock, Askew & Co., LLP		
			#1	#2	#3	#1	#2	#3	#1	#2	#3
Organizational Background, Qualifications and Capabilities		35									
1	Seasoned firm with knowledge in programmatic monitoring for Federal and State funded programs.	35	35	35	35	35	35	35	30	28	35
Specifications		30									
1	At least 5 years of relevant experience.	15	15	15	15	15	15	15	15	14	15
2	Licensed CPA and local presence.	15	15	15	15	15	10	10	15	15	15
Documentation		20									
1	Report format.	20	20	18	20	15	17	20	10	10	15
Pricing		15									
1	Cost for services are within the range of \$60k - \$75k	15	15	15	15	15	10	15	15	15	15
TOTAL		100	100	98	100	95	87	95	85	82	95
TOTAL SUM		300	298			277			262		
AVERAGE		100	99			92			87		



Early Learning Coalition Board of Directors Meeting

April 2, 2018

Resolution: 04022018-03

Action Requested: Approval of the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2018-03 (Coaching Services) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor.

Fiscal Impact: The contract is for an approximate amount of \$66,000.00 per fiscal year, which is subject to the availability of funding.

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

Strategic Goal:	<input checked="" type="checkbox"/> Neediest Children <input checked="" type="checkbox"/> Youngest Children <input checked="" type="checkbox"/> Educate All	<input checked="" type="checkbox"/> Providers <input type="checkbox"/> Internal Capacity <input type="checkbox"/> Funding
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RESOLUTION: 04022018-03

APPROVAL OF THE EVALUATION COMMITTEE'S RECOMMENDATION TO AWARD CONTRACT FOR RFP#ELCMDM2018-03 (COACHING SERVICES) TO THE SELECTED VENDOR. ALSO, AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH THE SELECTED VENDOR.

WHEREAS, the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board") has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action and has presented said action to the Board for adoption and approval;

WHEREAS, the Board approves the adoption of this action;

NOW, THEREFORE, be it resolved by the Board the authorization and approval of the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2018-03 (Coaching Services) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor.

The foregoing resolution and attachment was offered by _____, who moved its approval. The motion was seconded by _____, and upon being put to a vote, the vote was as follows: _____.

The vote was recorded as listed in the attached roll sheet.

The chairperson thereupon declared this resolution duly passed and adopted this 2nd day of April, 2018.

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

By: _____
Board Secretary

Background:

Resolution #10022017-01 authorized the President and CEO to release a Request for Proposal (RFP) for Coaching Services. On January 8, 2018, the Early Learning Coalition released RFP#ELCMDM2018-03 for Coaching Services. On or before February 9, 2018, the Early Learning Coalition received one (1) proposal from the following:

- Quality Consulting & Research Group

Legal Counsel reviewed the proposal on February 12, 2018; the proposal was deemed responsive.

On February 15, 2018, the proposal was reviewed by three (3) evaluators who made up the Evaluation Committee.

Evaluation Committee Members:

1. Debbie Cherubini , Early Childhood Development Consultant - Le Jardin Community Center, Inc.
2. Annie Benedetti , Provider Program Director - Rainbow Intergenerational Learning Centers
3. Jackeline Perdomo , Early Head Start Technical Assistant Specialist - Early Learning Coalition of Miami-Dade/Monroe

On March 8, 2018, at the second Evaluation Committee Meeting, the committee moved and passed a motion to recommend that the Early Learning Coalition negotiate and execute a contract with **Quality Consulting & Research Group**.

Proposer's Name	Final Rating (Max 300)
Quality Consulting & Research Group	265

Evaluation Scorecard:

RFP # ELCMDM2018-03 Coaching Services		Max. Score	Quality Consultant and Research Group		
			#1	#2	#3
Organizational Capacity		30			
1	Description includes previous experience with research-based coaching, including any issues and final resolutions.	5	4	5	5
2	The proposer has at least five (5) years' experience with providing support/coaching in an infant and toddler classroom.	8	8	8	5
3	The proposer has at least ten (10) years' experience coaching in an education setting.	10	10	10	6
4	The proposer has at minimum of a Master's degree in Early Childhood Education or equivalent.	7	7	7	4
Specifications (Coaching Approach)		60			
1	The description contains the philosophy, rationale/theory and basic components for their research-based coaching approach.	8	7	8	7
2	The proposer's response provides introspective approach in helping learners reflect on their practice.	10	10	10	9
3	The proposer's response provides a strength-based approach in the research-based coaching model.	10	10	10	9
4	The proposer describes an effective plan for assessing the level of coaching skills for each coachee.	8	7	8	7
5	The proposer describes an effective plan for establishing goals and objectives.	8	8	8	7
6	The proposer describes effective method for providing support to coachee outside of the coaching cycles.	9	8	8	8
7	The proposer describes a plan for providing monthly progress feedback/reports to the program.	7	7	7	6
Pricing		10			
1	Proposal details ways in which the contractor will provide Early Head Start with in-kind services or materials.	10	10	1	6
TOTAL		100	96	90	79
TOTAL SUM		300	265		
AVERAGE		100	88		



Early Learning Coalition Board of Directors Meeting

April 2, 2018

Resolution: 04022018-04

Action Requested: Authorize the President and CEO to negotiate and execute the leases listed within the background section of this resolution.

Fiscal Impact: An approximate amount of \$54,768.43 for fiscal year 2018-2019, which is subject to the availability of funding.

Funding Source: POOL*

Strategic Goal:	<input checked="" type="checkbox"/> Neediest Children <input checked="" type="checkbox"/> Youngest Children <input checked="" type="checkbox"/> Educate All	<input checked="" type="checkbox"/> Providers <input checked="" type="checkbox"/> Internal Capacity <input type="checkbox"/> Funding
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RESOLUTION: 04022018-04

AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE THE LEASES LISTED WITHIN THE BACKGROUND SECTION OF THIS RESOLUTION.

WHEREAS, the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board") has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action and has presented said action to the Board for adoption and approval;

WHEREAS, the Board approves the adoption of this action;

NOW, THEREFORE, be it resolved by the Board that the President and CEO is authorized to negotiate and execute the leases listed within the background section of this resolution.

The foregoing resolution and attachment was offered by _____, who moved its approval. The motion was seconded by _____, and upon being put to a vote, the vote was as follows: _____.

The vote was recorded as listed in the attached roll sheet.

The chairperson thereupon declared this resolution duly passed and adopted this 2nd day of April, 2018.

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

By: _____
Board Secretary

Background:

This resolution is requesting authorization for the President and CEO to negotiate and execute the leases listed in the table below. The Key West and Marathon locations serve as the Early Learning Coalition's service centers and as designated locations to hold provider trainings. The Early Learning Coalition's Marathon Service Center office has co-located with the Florida Keys Area Health Education Center since 2013. The total amount of the leases, for fiscal year 2018-2019, is approximately \$54,768.43.

The following table describes the leases for renewal:

Center	Location Address	Lease Identification Number	Term	Contract Amount (average per year)
Key West Service Center - Kennedy Drive Investors/ Professional Plaza	1111 12 th Street, Suite 206, Key West, Florida 33040	L2013-005	May 1, 2018 – May 30, 2024	\$47,268.43
Marathon Service Center - FL Keys Area Health Education Center, Inc.	5800 Overseas Hwy, Units 36 & 38, Marathon, Florida 33050	L2018-002	May 1, 2018 – April 30, 2019	\$7,500.00
Total Amount (average for 2018-2019):				\$54,768.43

* POOL (Specific Funding Source): Florida Department of Children and Families, Department of Education Office of Early Learning Miami-Dade and Monroe (School Readiness Services, Voluntary Prekindergarten Services), Save the Children Federation, Inc., The Nemours Foundation



Early Learning Coalition Board of Directors Meeting

April 2, 2018

Resolution: 04022018-05

Action Requested: Authorize an increase in the contract amount with Ultimate Software Group, LLC for fiscal year 2018-2019, to cover a one-time implementation fee, as attached and described in the background section of this resolution.

Fiscal Impact: The one-time implementation fee is for an approximate amount of \$40,360.00, which is subject to the availability of funding.

Funding Source: APOOL*

Strategic Goal:	<input type="checkbox"/> Neediest Children	<input type="checkbox"/> Providers
	<input type="checkbox"/> Youngest Children	<input checked="" type="checkbox"/> Internal Capacity
	<input type="checkbox"/> Educate All	<input type="checkbox"/> Funding

RESOLUTION: 04022018-05

AUTHORIZE AN INCREASE IN THE CONTRACT AMOUNT WITH ULTIMATE SOFTWARE GROUP, LLC FOR FISCAL YEAR 2018-2019, TO COVER A ONE-TIME IMPLEMENTATION FEE, AS ATTACHED AND DESCRIBED IN THE BACKGROUND SECTION OF THIS RESOLUTION.

WHEREAS, the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board") has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action and has presented said action to the Board for adoption and approval;

WHEREAS, the Board approves the adoption of this action;

NOW, THEREFORE, be it resolved by the Board the authorization to an increase in the contract amount with Ultimate Software Group, LLC for fiscal year 2018-2019, to cover a one-time implementation fee, as attached and described in the background section of this resolution.

The foregoing resolution and attachment was offered by _____, who moved its approval. The motion was seconded by _____, and upon being put to a vote, the vote was as follows: _____.

The vote was recorded as listed in the attached roll sheet.

The chairperson thereupon declared this resolution duly passed and adopted this 2nd day of April, 2018.

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

By: _____
Board Secretary

Background:

On December 4, 2017, Resolution #12042017-04, granted approval of the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2017-10 for Payroll and Human Resources to Ultimate Software Group, LLC, while also authorizing the President and CEO to negotiate and execute a contract with Ultimate Software Group, LLC. The original contract amount is for a total of \$120,000.00.

As part of a new implementation, the Early Learning Coalition of Miami-Dade/Monroe will need to pay a one-time implementation fee of \$40,360.00 in order for Ultimate Software Group, LLC to set up various services for all 340 employees, as described in detail in the attached price summary.

* APOOL (Specific Funding Sources): Department of Health and Human Services, Administration for Children and Families, Florida Department of Children and Families, Department of Education Office of Early Learning Miami-Dade and Monroe (School Readiness Services, Voluntary Prekindergarten Services), Save the Children Federation, Inc., The Nemours Foundation



PROPOSAL BASED ON: 340 Active Compensated People

	SELECTED	PEPM	Monthly	ONE TIME
CORE HR/PAYROLL & BENEFITS/COMPLIANCE/REPORTING	YES	\$21.00	\$7,140.00	\$40,360.00
<ul style="list-style-type: none"> ✓ One unified database for all HCM activities ✓ Real-time payroll processing ✓ Printing of live checks ✓ Manual and off-cycle checks ✓ Federal, state and local tax filing ✓ New hire reporting ✓ Garnishment administration ✓ Direct deposit: creation/transmission of NACHA file ✓ 250 standard reports and business intelligence tools ✓ Web-based open enrollment for employees ✓ Automated life event management ✓ Online setup/management of open enrollment events ✓ Mass update benefit costs 		<ul style="list-style-type: none"> ✓ Point-in-time reporting ✓ Compliance reporting - OSHA, EEO, Vets100, etc. ✓ Company intranet and communications portal ✓ Employee/manager self-service ✓ Online pay statements and W-2s/1099 ✓ 146+ configurable workflows ✓ Document management and storage ✓ General ledger interface ✓ PTO accruals, requests, and approvals ✓ Messaging to employees during enrollment process ✓ Attach documents and links to enrollment materials ✓ ACA Management ✓ 1094 & 1095 Reporting 		
TIME MANAGEMENT (included in Core)				
<ul style="list-style-type: none"> ✓ Eliminate paper time sheets ✓ Clock in/out or transfer labor codes ✓ View timesheet details for current/previous periods ✓ Enter timesheet data and submit for approval ✓ Create schedules 		<ul style="list-style-type: none"> ✓ View accruals and balances ✓ Approve/deny PTO requests ✓ View complete attendance history ✓ Access analytics (overtime, in/out, scheduled hours, etc.) ✓ Disciplinary point system 		
TALENT MANAGEMENT: PERFORMANCE & SUCCESSION	YES	\$3.25	\$1,105.00	Included
<ul style="list-style-type: none"> ✓ Automated performance reviews - no more paper ✓ Peer-to-peer, multi-rater, 360, 30-day, annual, etc. ✓ Log relevant milestones throughout the year via goal journaling ✓ View performance history ✓ Identify high performers and support employee career development ✓ Instantly view a snapshot of an employee, including salary, job, tenure, etc. via the Talent Card ✓ Create measurable goals and objectives for employees ✓ Distribute goals to employees via automated workflow 		<ul style="list-style-type: none"> ✓ Track the progress of individual or team goals on the fly via your smartphone or tablet ✓ Rate competencies ✓ Create development plans ✓ Assign and measure performance objectives ✓ Build, execute, and manage plans for every level of your organization ✓ Predict an employee's retention within the next 12 months using a statistically accurate ✓ Log critical employee talent factors including leadership potential, job performance, and promotability ✓ Develop individual employee's skills and qualifications necessary to grow and progress towards future roles 		
TALENT ACQUISITION: RECRUITING & ONBOARDING	YES	\$3.25	\$1,105.00	Included
<ul style="list-style-type: none"> ✓ Requisition creation/approval with unlimited workflow ✓ Configure multiple internal and external job boards ✓ Leverage the 'Discover Your Potential' tool to find opportunities that best match their skills ✓ Allow candidates to instantly share open opportunities with their personal networks via Twitter ✓ Conveniently apply with LinkedIn profile ✓ Create multiple candidate pools to organize applicants by job, experience, qualifications, etc. ✓ Personalize a simple and meaningful welcome packages for target employee groups ✓ Outline all the required tasks, including due dates with clear visual timeline ✓ Add dynamic content and videos to engage new hires ✓ Timeline of activities that should be handled before and after the new hires first day ✓ Instantly connect and collaborate with fellow team members ✓ Proactively assign provisioning tasks to prepare for new hire 		<ul style="list-style-type: none"> ✓ Set up screening questions and rank candidates ✓ Manage interviews and offers ✓ Multiple search capabilities ✓ Request recommendations from references from within UltiPro ✓ Leverage real-time reporting and analytics ✓ View key analytics such as time/cost to hire ✓ Establish mentor or coaches ✓ Establish individual goals for first 30, 60, 90 days of employment ✓ Electronically complete, review and sign documents such as W4, I9, direct deposit ✓ EEO and veterans reporting ✓ Automate E-Verify® ✓ Electronically complete, review and sign company policies and procedures 		
COMPENSATION MANAGEMENT	YES	\$2.00	\$680.00	Included
<ul style="list-style-type: none"> ✓ Automate salary planning process giving you greater insight ✓ Experience flexibility in establishing reviewer and approver paths ✓ Configure merit guidelines based on performance rating or compa ratio in local currencies ✓ Quickly post salary changes and one-time payouts with automatic proration based on your rules ✓ Use visualizations and executive roll-up views for informed decision making 		<ul style="list-style-type: none"> ✓ Create compensation plans based on job, location, department, etc. ✓ Mass assign plans to employees ✓ Provide employees and managers clear visibility to compensation plans ✓ Easily configure calculation rules ✓ Establish target amounts based on percentage of base pay, flat amounts, or units (e.g., rsus) 		
Optional Functionality and Services		PEPM		ONE TIME
HR Only People		\$ 4.00		\$10/Person
Terminated Employees (terminated employees that have access to UltiPro)		\$ 1.00		N/A
Carrier Connections(per connection)			\$	2,000.00
Historical Data Conversion - Employee Job History / Employee Status History / Employee Review History / Candidate History				TBD
Premier Data Conversion for ADP				Included
TOTAL for SELECTED COMPONENTS			Total Annual Subscription	Total One Time implementation Fee
			\$120,360.00	\$40,360.00

EE = Employees PEPM = Per Employee Per Month

If required -Touchbase (Facial Recognition) or Timebase (Biometric) clocks are \$85-\$110 per month each and include maintenance, upgrades, and replacements.



Early Learning Coalition Board of Directors Meeting

April 2, 2018

Resolution: 04022018-06

Action Requested: Authorize the President and CEO to execute the Early Head Start Match contract and receive funds from The Children’s Trust.

Fiscal Impact: The contract is a not-to-exceed amount of \$866,667.00, subject to approval for legal sufficiency and form.

Funding Source: The Children’s Trust

Strategic Goal:	<input type="checkbox"/> Neediest Children <input type="checkbox"/> Youngest Children <input type="checkbox"/> Educate All	<input type="checkbox"/> Providers <input type="checkbox"/> Internal Capacity <input checked="" type="checkbox"/> Funding
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RESOLUTION: 04022018-06

AUTHORIZE THE PRESIDENT AND CEO TO EXECUTE THE EARLY HEAD START MATCH CONTRACT AND RECEIVE FUNDS FROM THE CHILDREN’S TRUST.

WHEREAS, the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the “Board”) has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action and has presented said action to the Board for adoption and approval;

WHEREAS, the Board approves the adoption of this action;

NOW, THEREFORE, be it resolved by the Board that the President and CEO is authorized to execute the Early Head Start Match contract and receive funds from The Children’s Trust.

The foregoing resolution and attachment was offered by _____, who moved its approval. The motion was seconded by _____, and upon being put to a vote, the vote was as follows: _____.

The vote was recorded as listed in the attached roll sheet.

The chairperson thereupon declared this resolution duly passed and adopted this 2nd day of April, 2018.

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

By: _____
Board Secretary

Background:

The Early Learning Coalition has received a grant award for the Early Head Start program to provide services for approximately 750 children. This Federal program has proven success through educational, health, comprehensive family and social services for participating families. The grant requires a 20% non-federal match. The Children's Trust will provide a portion of the non-federal match share in an amount not to exceed \$866,667.00.

Early Learning Coalition of Miami-Dade/Monroe

School Readiness Slot Utilization Snapshot - Miami-Dade

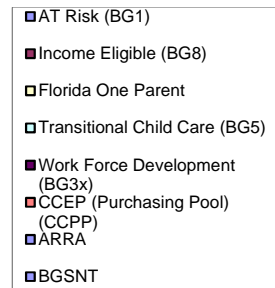
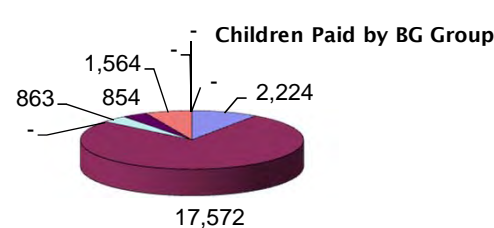
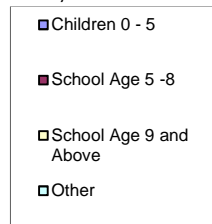
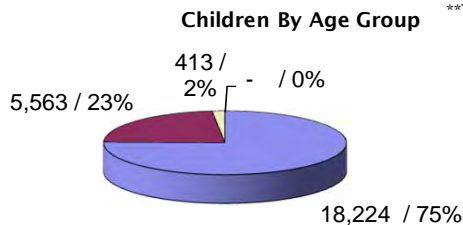
February 2018

(all dollar amounts in thousands '000)

Children Served	Amount
Total actual paid - YTD	28,336
Total actual paid - February 2018	22,883
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 7,048
	\$ 275
Total cost (in thousands) (incl match)	\$ 7,953
Change month over month	
Total Net Increase(decrease) children	(62)
Monthly Activity	Amount
Beginning Census	22,945
NET Increase/(Decrease)	(62)
Total	22,883
Current Data	
Enrolled As of Mar 26, 2018	23,301
Projected Paid for March (96% of enrolled)	22,369
Waitlist	
Ages 0-5	2,089
Ages 6-9	272
Ages 10-13	61
VPK Enrolled As of Mar 26, 2018	
Regular	20,991
Summer	-
SISP	29
VPK Total Actual Paid - February 2018	
SISP	19
Regular	20,691
Summer	-
VPK Total Actual Paid - YTD	
SISP	50
Regular	21,992
Summer	276

Eligibility Breakdown Type	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
AT Risk (BG1)	2,224	9.64%	\$897.50	11.69%
Income Eligible (BG8)	17,572	76.15%	\$5,941.52	77.38%
Florida One Parent	-	0.00%	\$ -	0.00%
Transitional Child Care (BG5)	863	3.74%	\$294.64	3.84%
Work Force Development (BG3x)	854	3.70%	\$270.03	3.52%
CCEP (Purchasing Pool) (CCPP)	1,564	6.78%	\$274.63	3.58%
ARRA	-	0.00%	\$ -	0.00%
BGSNT	-	0.00%	\$ -	0.00%
BGCSD&BGCSO	-	0.00%	\$0.00	0.00%
Total	23,077	100%	\$7,678.32	100%
Minus 194 Overlap	22,883			
GOLD SEAL			\$629.96	8.20%
categories above)	-	-	\$ -	-
SFW GOLD SEAL			\$ -	-
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving Service	% of Total	Amount-\$	% of Total
Infant	3,967	17.34%	\$1,583.69	20.62%
Toddler	4,039	17.65%	\$1,518.81	19.77%
Three Year Old	4,426	19.34%	\$1,571.81	20.46%
Pre-School	5,792	25.31%	\$1,726.14	22.47%
<i>Sub-Total</i>	<i>18,224</i>	<i>79.64%</i>	<i>\$6,400.45</i>	<i>83.33%</i>
School Age: 6 yrs	2,109	12.41%	\$461.19	6.00%
School Age: 7 yrs	1,414	8.32%	\$294.52	3.83%
School Age: 8 yrs	768	4.52%	\$156.05	2.03%
Unduplicated School Age: 5 - 8 yrs**	5,563	32.79%	\$1,199.56	15.62%
School Age: 9 yrs and above	413	2.43%	\$81.08	1.06%
School Age (Duplicated)	28	0.17%	\$0.00	0.00%
School Age (Unduplicated)	5,948	25.99%	\$1,280.64	16.67%
Other	-	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	<i>5,948</i>	<i>25.99%</i>	<i>\$1,280.64</i>	<i>16.67%</i>
Total	22,883	106%	\$7,681.09	100%

**There are 1304 5-year-old within this count.



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

Early Learning Coalition of Miami-Dade/Monroe

School Readiness Slot Utilization Snapshot - Monroe

February 2018

(all dollar amounts in thousands '000)

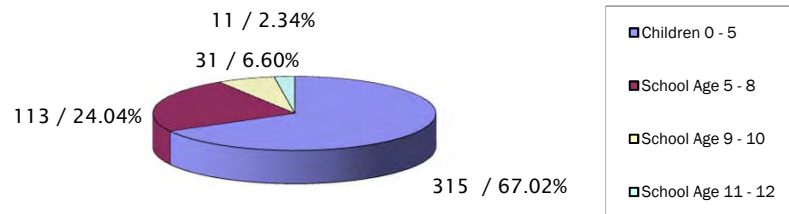
Children Served	Amount
Total actual paid - February 2018	450
Net Slot Payment and Gold Seal	\$ 144
Match (BG8 and CCEP)	\$ 2
Total cost (in thousands) (incl match)	\$ 151
Change month over month	
Total Net Increase(decrease) children	3
Monthly Activity	
Beginning Census	447
Net Increase/(Decrease)	<u>3</u>
Total	450

Current Data	
Enrolled as of Mar 23, 2018	460
Projected Paid for March (96% of enrolled)	442
Waitlist	
Ages 0-5	0
Ages 6-9	0
Ages 10-13	0
VPK Enrolled as of Mar 23, 2018	438
VPK Total Actual Paid - February 2018	433

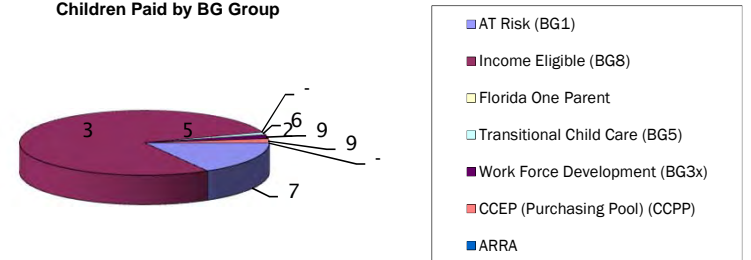
Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving % of Service	Total	Amount	% of Total
Type				
AT Risk (BG1)	75	16.63%	\$31.10	20.87%
Income Eligible (BG8)	352	78.05%	\$111.32	74.69%
Florida One Parent	-	0.00%	\$ -	0.00%
Transitional Child Care (BG5)	6	1.33%	\$2.09	1.40%
Work Force Development (BG3x)	9	2.00%	\$3.03	2.03%
CCEP (Purchasing Pool) (CCPP)	9	2.00%	\$1.51	1.01%
ARRA	-	0.00%	\$0.00	0.00%
Total	451	100%	\$149.04	100%
Minus 1 Overlap	450			
GOLD SEAL	-	-	\$5.03	3.37%
BGCSD+BGCSO	-	0.00%	-	0.00%
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving % of Service	Total	Amount-\$	% of Total
Infant	64	13.62%	\$24.53	16.45%
Toddler	68	14.47%	\$29.61	19.86%
Three Year Old	79	16.81%	\$28.23	18.93%
Pre-School	104	22.13%	\$34.14	22.89%
<i>Sub-Total</i>	<i>315</i>	<i>67.02%</i>	<i>\$116.51</i>	<i>78.14%</i>
School Age: 6	29	6.17%	\$6.35	4.26%
School Age: 7	36	7.66%	\$7.56	5.07%
School Age: 8	28	5.96%	\$5.48	3.67%
School Age: 5 - 8**	113	24.04%	\$24.18	16.21%
School Age: 9 - 10	31	6.60%	\$6.24	4.18%
School Age: 11 - 12	11	2.34%	\$2.18	1.46%
School Age: Other Age	0	0.00%	\$0.00	0.00%
School Age Total	155	32.98%	\$32.60	21.86%
Other	-	0.00%	\$ -	0.00%
<i>Sub-Total</i>	<i>155</i>	<i>32.98%</i>	<i>\$32.60</i>	<i>21.86%</i>
Total	470	100%	\$149.11	100%
Minus 20 Overlap	450			

**There are 20 5-year-old within this count.

Children By Age Group



Children Paid by BG Group



Early Learning Coalition of Miami-Dade/Monroe

EHS Slot Utilization Snapshot - Miami-Dade

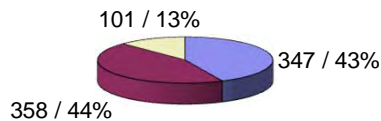
February 2018

(all dollar amounts in thousands '000)

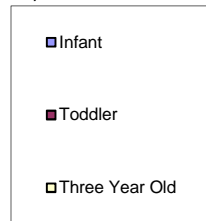
Children Served	Amount
Total actual paid - YTD	1,178
Total actual paid - February 2018	750
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 487
Total cost (in thousands) (incl match)	\$ -
Change month over month	
Total Net Increase(decrease) children	13
Monthly Activity	
	Amount
Beginning Census	737
NET Increase/(Decrease)	13
Total	750
Current Data	
Enrolled As of Mar 26, 2018	736
Projected Paid for March (96% of enrolled)	707
Waitlist	319

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group		
	Type	Receiving Service	% of Total	Amount*	% of Total
EHS	750	100.00%	\$487.40	100.00%	
Total	750	100%	\$487.40	100%	
Minus 0 Overlap	750				
GOLD SEAL			\$0.00	0.00%	
categories above)	-		\$ -		
SFW GOLD SEAL			\$ -	-	
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category		
Type	Receiving Service	% of Total	Amount-\$	% of Total	
Infant	347	43.05%	\$208.30	42.74%	
Toddler	358	44.42%	\$225.55	46.28%	
Three Year Old	101	12.53%	\$53.55	10.99%	
Pre-School	0	0.00%	\$0.00	0.00%	
<i>Sub-Total</i>	806	100.00%	\$487.40	100.00%	
School Age: 6 yrs	0	0.00%	\$0.00	0.00%	
School Age: 7 yrs	0	0.00%	\$0.00	0.00%	
School Age: 8 yrs	0	0.00%	\$0.00	0.00%	
Unduplicated School Age: 5 - 8 yrs**	0	0.00%	\$0.00	0.00%	
School Age: 9 yrs and above	0	0.00%	\$0.00	0.00%	
School Age Total Includes 0 Overlap	0	0.00%	\$0.00	0.00%	
School Age (Unduplicated)	0	0.00%	\$0.00	0.00%	
Other	-	0.00%	\$0.00	0.00%	
<i>Sub-Total</i>	-	0.00%	\$0.00	0.00%	
Total	806	100%	\$487.40	100%	
Minus 56 Overlap	750				

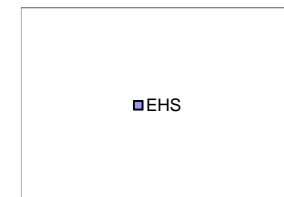
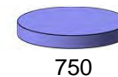
Children By Age Group



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



Children Paid by BG Group



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

Early Learning Coalition of Miami-Dade/Monroe

DCF Title V Slot Utilization Snapshot - Miami-Dade

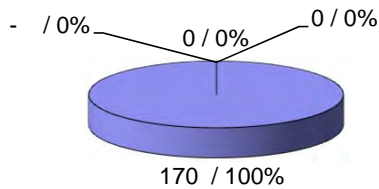
February 2018

(all dollar amounts in thousands '000)

Children Served	Amount
Total actual paid - YTD	487
Total actual paid - February 2018	234
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 61
	\$ -
Total cost (in thousands) (incl match)	\$ 65
Change month over month	
Total Net Increase(decrease) children	(10)
Monthly Activity	
Amount	
Beginning Census	244
NET Increase/(Decrease)	(10)
Total	234
Current Data	
Enrolled As of Mar 26, 2018	217
Projected Paid for March (96% of enrolled)	208

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group		
	Receiving Service	% of Total	Amount*	% of Total	
Type					
V	234	100.00%	\$65.43	100.00%	
Total	234	100%	\$65.43	100%	
Minus 0 Overlap	234				
GOLD SEAL			\$4.51	6.89%	
categories above)	-		\$ -		
SFW GOLD SEAL			\$ -	-	
Age Break Down		All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving Service	% of Total	Amount-\$	% of Total	
Infant	58	24.17%	\$20.19	30.85%	
Toddler	33	13.75%	\$11.49	17.56%	
Three Year Old	40	16.67%	\$13.23	20.22%	
Pre-School	39	16.25%	\$10.39	15.87%	
<i>Sub-Total</i>	170	70.83%	\$55.29	84.51%	
School Age: 6 yrs	0	0.00%	\$0.00	0.00%	
School Age: 7 yrs	0	0.00%	\$0.00	0.00%	
School Age: 8 yrs	0	0.00%	\$0.00	0.00%	
Unduplicated School Age: 5 - 8 yrs**	0	0.00%	\$0.00	0.00%	
School Age: 9 yrs and above	0	0.00%	\$0.00	0.00%	
School Age Total Includes -70 Overlap	0	0.00%	\$0.00	0.00%	
School Age (Unduplicated)	70	29.17%	\$10.14	15.49%	
Other	-	0.00%	\$0.00	0.00%	
<i>Sub-Total</i>	70	29.17%	\$10.14	15.49%	
Total	240	100%	\$65.43	100%	
Minus 6 Overlap	234				

Children By Age Group



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

- Children 0 - 5
- School Age 5 - 8
- School Age 9 and Above
- Other

Children Paid by BG Group



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

FEBRUARY 2018 BTA AMEX

Trans. Date	AMEX Description	Amount	ELC Description	Dist Code PAYROLL CODE
2/7/2018	AMERICAN AIRLINES - TICKET# 0012171745181 O. GONZALEZ VARESE	\$ 598.30	AA airfare for O. Gonzalez Varese to attend PITC Module V Beginning Together trainging 03-04 to 03-08	520EH0
2/7/2018	AMERICAN AIRLINES - TICKET# 0012171745183 L. JONES	\$ 598.30	AA airfare for L. Jones to attend PITC Module V Beginning Together training 03-04 to 03-08	520EH0
2/7/2018	AMERICAN AIRLINES - TICKET # H. RAYMOND	\$ 598.30	AA airfare for H. Raymond to attend PITC Module V Beginning Together training 03-04 to 03-08	520EH0
2/7/2018	AMERICAN AIRLINES - TICKET# 0012171745184 J. SAINT LOUIS	\$ 598.30	AA airfare for J. Saint Louis to attend PITC Module V Beginning Together training 03-04 to 03-08	520EH0
2/7/2018	AMERICAN AIRLINES - TICKET# Y. SOLER	\$ 598.30	AA airfare for Y. Soler to attend PITC Module V Beginning Together training 03-04 to 03-08	520EH0
2/2/2018	HOLIDAY INN EXPRESS ATLANTA GA	\$ 167.49	Holiday lodging for S. Martorano to attend 2018 Focus Area Fiscal Monitoring Protocols 02-04 to 02-05	400EH0
2/4/2018	HOME2 SUITES BALTIMO BALTIMORE MD	\$ (429.66)	HOME2SUITES credit for M. Lundi for cancelled room when attended Managing Comprehensive Health Nutrition 04-18 to 04-20	520EH0
2/4/2018	HOME2 SUITES BALTIMO BALTIMORE MD	\$ (407.34)	HOME2SUITES credit for C. Burkhalter for cancelled room when attended Managing Comprehensive Health Nutrition 04-18 to 04-20	520EH0
2/8/2018	STAYBRIDGE SUITES AT ATLANTA GA	\$ 1,067.44	Staybridges Suites lodging for O. Gonzalez Varese to attend Region IV Headstart Conference 02-04 to 02-08	520EH0
2/8/2018	STAYBRIDGE SUITES AT ATLANTA GA	\$ 835.65	Staybridges Suites lodging for L. Jones to attend Region IV Headstart Conference 02-05 to 02-08	520EH0

\$ 4,225.08

Quarterly Breakdown - Airfare, Hotel, Car Rental	
Total Airfare February	\$ 2,991.50
Total Hotel February	\$ 2,070.58
Total Hotel CREDIT February	\$ (837.00)
Total car rental & tolls February	\$ -

\$ 4,225.08



Early Learning Coalition Review Hearing Committee Meeting

March 29th 2018

B.V. Family Day Care Inc.- F11MD1032
3607 NW 188th Street Miami Gardens, FL 33056

Action Requested: The Executive Leadership Team recommends termination of the School Readiness Contract for the 2017-2018 FY and revocation of eligibility for a period of five (5) years.

Background

B.V. Family Day Care Inc.

- Center's Capacity: 10
- Care Level Offered: Infants – School Age
- Children Currently Enrolled in SR: 1
- Accreditation: No
- Contracted with the ELC since: 2016
- 2016-2017 reimbursements approximately = \$0

Issues

Provider has a gap in insurance of approximately 5 months on the current Liability Insurance policy.

- Previous Certificate of Liability Insurance expired August 26 2017.
- Gap in insurance: Provider submitted new certificate of insurance covering February 7th 2018- February 7th 2019
- Provider stated she did not renew the policy because she did not kids until now.



Early Learning Coalition Review Hearing Committee Meeting

March 29th 2018

Circle Time Learning Center- C11MD2058
9709 NW 41st Street Suite 105 Doral, FL 33178

Action Requested: The Executive Leadership Team recommends termination of the School Readiness and VPK Contracts for the 2017-2018 FY and revocation of eligibility for a period of five (5) years.

Background

Circle Time Learning Center

- Center's Capacity: 50
- Care Level Offered: 1 year through 4 years
- Children Currently Enrolled in SR: 2
- Children Currently Enrolled in VPK: 18
- Accreditation: No
- Contracted with the ELC since: 2012
- 2016-2017 reimbursements approximately = \$36,376.87

Issues

Provider has a gap in insurance of approximately 4 days in the current Liability Insurance policy.

- Certificate of Liability expired 01/20/2018
- Gap of insurance: Provider submitted new certification of liability covering from 01/24/2018- 01/24/2019



Early Learning Coalition Program Committee Meeting

April 2, 2018

Resolution: 04022018-01

Action Requested: Approve the attached 2018-2019 Early Head Start (EHS) grant application and confirm the Early Learning Coalition of Miami-Dade/Monroe's Board knowledge in the development of the Early Head Start grant application.

Fiscal Impact: The total award is approximately \$9,789,273.00 for program year 2018-2019.

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

Strategic Goal:	<input checked="" type="checkbox"/> Neediest Children <input checked="" type="checkbox"/> Youngest Children <input checked="" type="checkbox"/> Educate All	<input checked="" type="checkbox"/> Providers <input checked="" type="checkbox"/> Internal Capacity <input checked="" type="checkbox"/> Funding
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RESOLUTION: 04022018-01

APPROVE THE ATTACHED 2018-2019 EARLY HEAD START (EHS) GRANT APPLICATION AND CONFIRM THE EARLY LEARNING COALITION OF MIAMI-DADE/MONROE'S BOARD KNOWLEDGE IN THE DEVELOPMENT OF THE EARLY HEAD START GRANT APPLICATION.

WHEREAS, the Program Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Program Committee is in agreement with the goals described therein;

WHEREAS, the Program Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Program 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:

In February 2015, the Early Learning Coalition of Miami-Dade/Monroe was awarded a five year grant for the Early Head Start-Child Care Partnership Program (EHS-CCPP) to serve 750 children from birth to 3 years old. Per 45 CFR 1304.15, an application is required to be submitted annually for the use of the funds. The Early Head Start program year will run from August 1, 2018 - July 31, 2019.

The grant funding will be used according to the requirements of Head Start Program Performance Standards.

Under the grant, the funding for Program Operations is \$9,556,899.00 and the funding for Training and Technical Assistance is \$232,374.00 for a total funding of \$9,789,273.00 for 750 enrolled children.

Early Head Start Funding	
Program Operations	\$9,556,899.00
Training and Technical Assistance	\$232,374.00
Total	\$9,789,273.00