



**ELC Finance Committee Meeting
December 1, 2022; 10:00 AM
Meeting ID: 968 8860 2799
Passcode: ELC120122**

- | | |
|---|---------------------|
| I. Welcome & Introductions | Loreen Chant |
| II. Approval of Minutes | Loreen Chant |
| <ul style="list-style-type: none">• Motion to approve minutes for October 27, 2022. | |
| III. Financial Statements | Loreen Chant |
| <ul style="list-style-type: none">A. School Readiness/VPKB. Early Head Start | |
| IV. Resolutions | Loreen Chant |
| <ul style="list-style-type: none">• 12012022-01 Quality Materials Amendment
Authorize the President and CEO to negotiate and execute amendments with our vendors for Quality Materials.• 12012022-02 Teacher Bonus Payments (Award)
Authorize the President and CEO to negotiate and execute a contract with the selected vendor of the Public Solicitation to process teacher bonuses.• 12012022-03 Temporary Hire Agency (Award)
Approval of the Evaluation Committee’s rejection recommendation for Request for Proposal (RFP) #ELCMDM2022-08 (Temporary Employment and Direct Hire Agency Services).• 12012022-04 RFP Quality Materials
Authorize the President and CEO to release a Request for Proposal (RFP) for Quality Materials for Miami-Dade and Monroe Counties. This resolution also requests authorization and approval for the President and CEO to negotiate and execute contracts with the selected vendors recommended by the Evaluation Committee and reviewed by the Board Council. | |

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.



- **12012022-05 RFP Curriculum Materials**
Authorize the President and CEO to release a Request for Proposal (RFP) for Curriculum Materials for Miami-Dade and Monroe Counties. This resolution also requests authorization and approval for the President and CEO to negotiate and execute contracts with the selected vendors recommended by the Evaluation Committee and reviewed by the Board Council.
- **12012022-06 ARPA Round II Workforce Initiative**
Authorize the president and CEO to release a public solicitation to secure a vendor to accept, review, and approve applications, and make payments to applicants for the ARPA Round II Workforce initiatives. This resolution also requests authorization and approval for the President and CEO to negotiate and execute a contract with the selected vendor.

V. Informational Items

Loreen Chant

A. Slot Utilization

Sandra Gonzalez

- Miami Dade County
- Monroe County

VI. Public Comments

Loreen Chant

VII. Meeting Adjourn

Loreen Chant



ELC Finance Committee Meeting
October 27, 2022; 10:00 AM
Meeting ID: 961 3959 8281
Passcode: ELC102722

MINUTES

Committee Attendees: Loreen Chant; Matthew Bruno Alex Soto; Dr. Daniel Armstrong; Chuck Mohr

Committee Absentees: NA

Staff Attendees: Torres; Angelo Parrino; Michelle Meilan; Mercy Castiglione; Sandra Gonzalez; Lisney Badillo; Fred Hicks; Casie Haines; Alex Sanchez; Ana Rodriguez; Victor Caballero; Fiorella Christie; Marisleydis Briguez;

I. Welcome & Introductions

Loreen Chant

- A. L. Chant called the meeting to order and welcomed everyone.
- B. K. Gregory called roll and quorum was established with all 5 voting members

II. Approval of Minutes

Loreen Chant

- Motion to approve minutes for September 29, 2022.
 - L. Chant -Motion to approve by Dr. Armstrong
 - Motion seconded by M. Bruno
 - Motion unanimously passed.

III. Financial Statements

Loreen Chant

- A. School Readiness/VPK
- B. Early Head Start

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.



IV. Resolutions

Loreen Chant

- **10272022-01** Amended Budget FY 2022-2023
Approval of the Early Learning Coalition’s Second Amendment to the Annual Budget for fiscal year 2022-2023.
 - L. Chant – Motion to approve by M. Bruno
 - Motion seconded by A. Soto
 - Motion unanimously passed.

- **10272022-02** Carryover of Funds
Authorize the President and CEO to request to the U.S. Department of Health and Human Services, Administration for Children and Families a carryover of Early Head Start 2021-2022 funds.
 - L. Chant – Motion to approve by M. Bruno
 - Motion seconded by C. Mohr
 - Motion unanimously passed.

- **10272022-03** Comprehensive Office Cleaning (Award)
Approval of the Evaluation Committee’s award recommendation for Request for Proposal (RFP) #ELCMDM2022-09 (Comprehensive Office Cleaning Services) and authorize the President and CEO to negotiate and execute a contract with the selected vendor.
 - L. Chant – Motion to approve by A. Soto
 - Motion seconded by D. Armstrong
 - Motion unanimously passed.

V. Informational Items

Loreen Chant

- A. Slot Utilization **Sandra Gonzalez**
 - Miami Dade County Slot utilization was presented by S. Gonzalez.
 - Monroe County Slot utilization was presented by S. Gonzalez.

- B. Cybersecurity Update **Dr. Fred Hicks**
 - Dr. Hicks updated the committee on the Virtual Private Network (VPN) Multi-factor Authentication (MFP).



VI. Public Comments

Loreen Chant

VII. Meeting Adjourn

Loreen Chant

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Financial Position

(In thousands \$000)

	Unaudited As of 10/31/2022
Assets	
Cash & Cash Equivalents	35,088
Grants Receivable	29,846
VPK Prepayment	6,595
Property and Equipment, Net	312
Other Assets	163
 Total Assets	 \$ 72,005
Liabilities	
Accounts Payable	21,088
Advances Due to OEL & Other	41,010
VPK Prepayment	3,304
Accrued Expenses & Other Liabilities	4,567
 Total Liabilities	 69,970
Net Assets	
Unrestricted	1,583
Temporarily Restricted	452
Total Net Assets	2,035
 Total Liabilities and Net Assets	 \$ 72,005

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Activities
(In thousands \$000)

	Unrestricted	Temporarily Restricted	10/31/2022
Support and revenues			
Grants	\$ 0	\$ 106,429	\$ 106,429
Contributions and Other	0	0	0
Net Assets Released from Restrictions	106,440	(106,440)	0
Total Support and Revenues	106,440	(11)	106,429
Expenses			
Early Education Services	104,016		104,016
Administration	2,424		2,424
Total Expenses	106,440	0	106,440
Change in Net Assets	0	(11)	(11)
Beginning Net Assets	1,583	463	2,046
Ending Net Assets	\$ 1,583	\$ 452	\$ 2,035

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

	<u>Early Education Services</u>	<u>Administration</u>	<u>Preliminary YTD 10/31/2022</u>
Expenses:			
Payroll & Employee Benefits	4,681	1,528	6,208
Direct Child Care Services	62,741	0	62,741
Contracted Services-Subrecipients	296	0	296
Dues & Subscriptions	3	60	63
Occupancy Costs	363	110	473
Telephone & Communications	74	119	194
Equipment Repair & Maintenance	0	0	0
Postage & Freight	1	14	15
Printing	0	0	0
Professional Fees	93	306	399
Travel & Transportation Expenses	20	16	37
Program Supplies	571	5	576
Meetings & Conferences	5	1	6
Insurance-General & Liability	103	76	180
Office	274	194	468
Other Administrative Costs	34,790	(6)	34,784
Total Expenses	\$ 104,016	2,424	106,440

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

	Preliminary YTD 10/31/2022
Cash Flows From Operating Activities	
Change In Net Assets	(11)
Adjustments to reconcile change in net cash provided by	
Depreciation Expense	0
(Increase) Decrease in Assets:	
Grants Receivables	(22,454)
Other Assets	(68)
VPK Prepayment	(6,595)
Increase (Decrease) in Liabilities:	
Accounts Payable-Vendors	804
Other Accrued Expenses & Other Payables	2,325
Advances Due to DEL	43,207
Advances Due to Other Grantors	283
Deferred Revenues	0
Total Adjustments	17,502
Net Cash Flows From Operating Activities	17,491
Cash Flows from Investing Activities:	
Purchase of furniture and equipment	
Net Cash Flows From Investing Activities	
Change in Cash	17,491
Cash - Beginning of Period	17,597
Cash Balance End of Period	\$ 35,088



BUDGET VARIANCE

**October
2022**

In 000'S

School Readiness

Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	406,877	16,239	79,106	80.56%	66.67%
EXPENDITURES					
Salary and Fringe	27,523	1,244	4,715	82.87%	
Child Care Services	131,006	9,271	39,100	70.15%	
Contractual Services	2,204	282	525	76.20%	
Occupancy	1,585	158	662	58.23%	
Travel/Conf/Dev	338	3	25	92.63%	
Program Activity	243,568	5,202	33,929	86.07%	
IT	326	83	150	53.93%	
Other	326	-4	1	99.76%	
TOTAL EXP	406,877	16,239	79,106	80.56%	66.67%

VPK

Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	72,543	10,495	18,335	74.73%	66.67%
EXPENDITURES					
Salary and Fringe	1,641	71	461	71.89%	
Child Care Services	58,581	10,365	17,475	70.17%	
Contractual Services	71	13	59	17.27%	
Occupancy	124	8	76	38.83%	
Travel/Conf/Dev	13	3	3	77.66%	
Program Activity	11,977		3	99.97%	
IT	64	37	247	-285.82%	
Other	73	1	11	85.44%	
TOTAL EXP	72,543	10,495	18,335	74.73%	66.67%

EARLY HEAD START

Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
Office of Head Start	12,237	934	4,961	59.45%	66.67%
EXPENDITURES					
Salary and Fringe	3,686	251	940	74.50%	
Child Care Services	6,042	514	2,340	61.27%	
Contractual Services	536	28	83	84.55%	
Occupancy	167	28	112	32.83%	
Travel/Conf/Dev	90	2	69	23.07%	
Program Activity	1,508	84	1,339	11.15%	
IT	6	15	28	-402.86%	
Other	203	12	50	75.22%	
TOTAL EXP	12,237	934	4,961	59.45%	66.67%

TCT and OTHER

Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
The Children's Trust	12,080	893	4,024	66.69%	
Other	63		3	94.93%	
Teen Parent	45			100.00%	
	12,188	893	4,027	66.96%	66.67%
EXPENDITURES					
Salary and Fringe	581	12	39	93.29%	
Child Care Services	11,451	861	3,954	65.47%	
Contractual Services	5	15	29	-481.95%	
Occupancy	95	1	2	98.01%	
Travel/Conf/Dev			3		
Program Activity	50	3	8	84.34%	
IT	5		1	89.13%	
Other	1		3	-210.14%	
TOTAL EXP	12,188	893	4,038	66.87%	66.67%
NET			-11		

TOTAL	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	479,420	26,733	97,441	79.68%	
Office of Head Start	12,237	934	4,961	59.45%	
The Children's Trust	12,080	893	4,024	66.69%	
Other	63		3	94.93%	
Teen Parent	45			100.00%	
TOTAL REVENUE	503,845	28,560	106,429	78.88%	66.67%
EXPENDITURES					
Salary and Fringe	33,432	1,578	6,155	81.59%	
Child Care Services	207,080	21,011	62,870	69.64%	
Contractual Services	2,817	337	695	75.31%	
Occupancy	1,971	194	852	56.78%	
Travel/Conf/Dev	440	5	99	77.45%	
Program Activity	257,102	5,289	35,279	86.28%	
IT	401	136	425	-6.15%	
Other	603	10	65	89.27%	
TOTAL EXP	503,845	28,560	106,440	78.87%	66.67%
NET			-11		



Early Learning Coalition Finance Committee Meeting

December 1, 2022

Resolution: 12012022-01

Action Requested: Authorize the President and CEO to negotiate and execute amendments with our vendors for Quality Materials.

Fiscal Impact: A re-allocation of \$1,200,000, which is subject to the availability of funding.

Funding Source(s): Florida Department of Education Division of Early Learning.

Strategic Goal:

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Funding
- ELC Operations

RESOLUTION: 12012022-01

AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE AMENDMENTS WITH OUR VENDORS FOR QUALITY MATERIALS.

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

WHEREAS, the Finance Committee recommends approving this action;

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

Background:

Resolution 04062020-01: The Board approved the award recommendation of the Request for Proposal (RFP) for Quality Materials for Miami-Dade and Monroe counties to nine (9) responsive proposers for an approximate amount of \$3,000,000 per fiscal year, initially divided equally among nine (9) vendors. The Early Learning Coalition staff seeks to amend three (3) contracts based on the availability of the required materials for the Preschool Development Birth-to-Five Renewal Grant (PDG-R) in partnership with the University of Miami.

In 2019, the Division of Early Learning was selected as one of 20 states to receive the Preschool Development Birth to Five Renewal Grant (PDG-R). Through the initial Preschool Development Birth to Five grant, Florida has been working to implement measures that build on existing framework and infrastructure to increase the quality, alignment and efficiency of Florida's early childhood care and education mixed-delivery system of programs and services with an additional focus on mental health in the 2019 award.

The Early Learning Coalition of Miami-Dade/Monroe has been awarded \$1,487,311 from the state's PDG-R grant to support early childhood mental health. To advance that effort, and in the spirit of the state of Florida's strategy to strengthen existing systems, the Coalition seeks to support the early childhood mental health consultation system, already in place in Miami-Dade County, also known as Jump Start.

Grounded in decades of research, the Jump Start Program is a partnership between The Children's Trust of Miami-Dade County, the University of Miami Mailman Center for Child Development, and a team of community providers that specialize in early childhood development. Jump Start employs a team of highly specialized mental health consultants who support center and home-based early learning programs and teachers in the promotion of social and emotional development and the management of challenging behaviors of children birth to five using culturally-sensitive techniques. Specifically, the Coalition will provide classroom equipment and early learning materials designed to promote social and emotional wellness for all children as well as specialized materials to support children in the area of self-regulation.

The PDG-R provides the state of Florida \$13.4 million in funding each year for a total of three years, based on available appropriations to continue these efforts. Expected outcomes of the grant include:

- Improving data-driven system coordination and policy decisions
- Increasing family access and engagement
- Creating a high-quality comprehensive system of early childhood care and education
- Providing equitable access to quality
- Quality improvement and professional development

The work for this renewal grant is guided by the State Advisory Council for Early Childhood Care and Education (SAC). The SAC is comprised of leaders from multiple agencies that administer programs for young children and their families. The SAC conducted data analysis, family surveys, community focus groups, held stakeholder interviews to complete the Strategic Plan and Statewide Needs Assessment. The Strategic Plan and Statewide Needs Assessment will drive the work to be completed during the next three years of the grant. Directs the results of the Needs Assessment are to highlighted gaps/opportunities in Florida's Early Childhood and Education mixed-delivery system and informed the development of the Strategic Plan.



Early Learning Coalition Finance Committee Meeting

December 1, 2022

Resolution: 12012022-02

Action Requested: Authorize the President and CEO to negotiate and execute a contract with the selected vendor of the Public Solicitation to process teacher bonuses.

Fiscal Impact: An approximate amount of \$6,000,000 for per fiscal year, which is subject to the availability of funding. 10% for processing fees and 90% for teacher bonuses.

Funding Source(s): Florida Department of Education Division of Early Learning.

Strategic Goal:

<input checked="" type="checkbox"/> Neediest Children	<input checked="" type="checkbox"/> Providers
<input checked="" type="checkbox"/> Youngest Children	<input type="checkbox"/> Funding
<input checked="" type="checkbox"/> Educate All	<input checked="" type="checkbox"/> ELC Operations

RESOLUTION: 12012022-02

AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH THE SELECTED VENDOR OF THE PUBLIC SOLICITATION TO PROCESS TEACHER BONUSES.

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

WHEREAS, the Finance Committee recommends approving this action;

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

Background:

Resolution **09292022-01** authorized the President and CEO to release a Public Solicitation to process teacher bonuses. On October 17, 2022, the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the “Coalition”) released **Request for Qualification #ELCMDM2022-01** for **Teacher Bonus Payments** due to statutory posting requirements for single source vendors. On or before November 4, 2022, the Coalition received one (1) proposal from **Children’s Forum, Inc.**

On November 8, 2022, the proposal was reviewed by the Executive Evaluation Committee comprised of internal evaluators from the Coalition, listed below, which moved and passed a motion to recommend that the Coalition award a contract to **Children’s Forum, Inc.**

1. Pamela Hollingsworth , Senior Vice President for Strategic Initiatives and Program Development
2. Michelle Meilan , Quality Assurance and Communications Director
3. Maria Schrack , Inclusion Manager
4. Ana Sejeck , Director Workforce and Professional Development



Early Learning Coalition Finance Committee Meeting

December 1, 2022

Resolution: 12012022-03

Action Requested: Approval of the Evaluation Committee's rejection recommendation for Request for Proposal (RFP) #ELCMDM2022-08 (Temporary Employment and Direct Hire Agency Services).

Fiscal Impact: An approximate amount of \$100,000 per fiscal year, which is subject to the availability of funding.

Funding Source(s): U.S. Department of Health and Human Services, Administration for Children and Families, Florida Department of Education Division of Early Learning, The Children's Trust.

Strategic Goal:

<input type="checkbox"/> Neediest Children	<input type="checkbox"/> Providers
<input type="checkbox"/> Youngest Children	<input type="checkbox"/> Funding
<input type="checkbox"/> Educate All	<input checked="" type="checkbox"/> ELC Operations

RESOLUTION: 12012022-03

APPROVAL OF THE EVALUATION COMMITTEE'S REJECTION RECOMMENDATION FOR REQUEST FOR PROPOSAL (RFP) #ELCMDM2022-08 (TEMPORARY EMPLOYMENT AND DIRECT HIRE AGENCY SERVICES).

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

WHEREAS, the Finance Committee recommends approving this action;

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

Background:

Resolution #08012022-05 authorized the President and CEO to release a Request for Proposal (RFP) for **Temporary Employment and Direct Hire Agency Services**. On September 1, 2022, the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the Coalition) released **Request for Proposal #ELCMDM2022-08** for **Temporary Employment and Direct Hire Agency Services**. On or before September 30, 2022, the Coalition received three (3) proposals from the following vendors:

- **InfoStride, Inc.**
- **SoftHQ, Inc.**
- **Recruiting Source International LLC**

Legal Counsel reviewed the proposals on October 7, 2022. All proposals were deemed responsive.

On October 12, 2022, the proposals were reviewed by the following four (4) evaluators who made up the Evaluation Committee.

Evaluation Committee Members:

1. Diana Kepple , Division Vice President of Human Resources, Early Learning Coalition of Palm Beach County
2. Carolina Carrion , Finance Compliance Manager, Early Learning Coalition of Miami-Dade/Monroe
3. Yemi Lorenzo , Human Resources Consultant, Miami Payroll Center
4. Cynthia Caceres , Human Resources Specialist, Early Learning Coalition of Miami-Dade/Monroe (Alternate)

On October 24, 2022, the Second Evaluation Committee meeting moved and passed a motion to recommend that the Coalition reject all bids and re-procure the services, due to rates being higher than expected, all vendors were out of state, and the scope of work and budget needed to be adjusted.

Proposer's Name	Final Rating (Max 300)
InfoStride, Inc.	220
SoftHQ, Inc.	228
Recruiting Source International LLC	224

Service/Product	Current FY 21-22 Amount	Proposed FY 22-23 Amount
Temporary Employment and Direct Hire Agency Services	New Service	\$100,000
Variance	N/A	

Evaluation Scorecard:

RFP # ELCMDM2022-08 Temporary Employment and Direct Hire Staffing Agencies		Max. Score	Infostride, Inc.			SoftHQ, Inc.			Recruiting Source International, LLC		
			#1	#2	#3	#1	#2	#3	#1	#2	#3
Organizational Capacity		70									
1	Most closely meets the requested needs of the agency as listed within the proposal.	70	67	35	50	65	35	60	60	35	65
Program Management		15									
1	Customer Service Availability during the recruiting and interviewing process.	10	8	6	10	7	7	10	6	6	10
2	Sufficient resources available to procure candidate.	5	4	2	5	4	2	5	4	2	5
Staffing		15									
1	Cost for services per candidate	5	4	3	3	4	4	3	4	2	3
2	Low average turnaround time when position is requested and possible candidates are present to the ELC Human Resources Department for review.	10	8	5	10	7	5	10	7	5	10
TOTAL		100	91	51	78	87	53	88	81	50	93
TOTAL SUM		300	220			228			224		
AVERAGE		100	73			76			75		



Early Learning Coalition Finance Committee Meeting

December 1, 2022

Resolution: 12012022-04

Action Requested: Authorize the President and CEO to release a Request for Proposal (RFP) for Quality Materials for Miami-Dade and Monroe Counties. This resolution also requests authorization and approval for the President and CEO to negotiate and execute contracts with the selected vendors recommended by the Evaluation Committee and reviewed by the Board Council.

Fiscal Impact: An approximate amount of \$7,000,000 per fiscal year, which is subject to the availability of funding.

Funding Source(s): U.S. Department of Health and Human Services, Administration for Children and Families, Florida Department of Education Division of Early Learning, The Children's Trust, Monroe County public Schools, University of Florida Lastinger Center.

Strategic Goal:

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

RESOLUTION: 12012022-04

AUTHORIZE THE PRESIDENT AND CEO TO RELEASE A REQUEST FOR PROPOSAL (RFP) FOR QUALITY MATERIALS FOR MIAMI-DADE AND MONROE COUNTIES. THIS RESOLUTION ALSO REQUESTS AUTHORIZATION AND APPROVAL FOR THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE CONTRACTS WITH THE SELECTED VENDORS RECOMMENDED BY THE EVALUATION COMMITTEE AND REVIEWED BY THE BOARD COUNCIL.

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

WHEREAS, the Finance Committee recommends approving this action;

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

Background:

Early Learning Coalition of Miami-Dade/Monroe, Inc. (the “Coalition”) intends to release a Request for Proposal (RFP) to secure multiple vendors to provide educational materials to support the quality of services in early care and education programs. Materials include but are not limited to manipulatives, furniture, cribs, books and other developmentally appropriate materials.

For several years, the Early Learning Coalition has utilized multiple vendors for quality initiative projects as well as Early Head Start Child Care Partnerships. Contracts may be amended based on providers’ selections, on an as needed basis.

Service/Product	Current FY 21-22 Amount	Proposed FY 22-23 Amount
Quality Materials	\$3,000,000	\$7,000,000
Variance	Increase is due to additional funding, which is being allocated to quality for School Readiness (SR) Providers.	



Early Learning Coalition Finance Committee Meeting

December 1, 2022

Resolution: 12012022-05

Action Requested: Authorize the President and CEO to release a Request for Proposal (RFP) for Curriculum Materials for Miami-Dade and Monroe Counties. This resolution also requests authorization and approval for the President and CEO to negotiate and execute contracts with the selected vendors recommended by the Evaluation Committee and reviewed by the Board Council.

Fiscal Impact: An approximate amount of \$5,000,000 per fiscal year, which is subject to the availability of funding.

Funding Source(s): U.S. Department of Health and Human Services, Administration for Children and Families, Florida Department of Education Division of Early Learning, The Children's Trust, Monroe County Public Schools, University of Florida Lastinger Center.

Strategic Goal:

<input checked="" type="checkbox"/> Neediest Children	<input checked="" type="checkbox"/> Providers
<input checked="" type="checkbox"/> Youngest Children	<input type="checkbox"/> Funding
<input checked="" type="checkbox"/> Educate All	<input type="checkbox"/> ELC Operations

RESOLUTION: 12012022-05

AUTHORIZE THE PRESIDENT AND CEO TO RELEASE A REQUEST FOR PROPOSAL (RFP) FOR CURRICULUM MATERIALS FOR MAIMI-DADE AND MONROE COUNTIES. THIS RESOLUTION ALSO REQUESTS AUTHORIZATION AND APPROVAL FOR THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE CONTRACTS WITH THE SELECTED VENDORS RECOMMENDED BY THE EVALUATION COMMITTEE AND REVIEWED BY THE BOARD COUNCIL.

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

WHEREAS, the Finance Committee recommends approving this action;

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

Background:

High-quality early education produces long-lasting benefits for young children. The Early Learning Coalition of Miami-Dade/Monroe, Inc. (the “Coalition”) recognizes that the implementation of a developmentally appropriate curriculum is the fundamental building block of a high-quality program that improves the school readiness skills of all children. A curriculum includes the objectives for the knowledge and skills to be gained by children and the implementation strategies for learning experiences facilitated by informed parents and educators.

The Coalition intends to provide curricula materials and professional development/training to support early learning programs in the implementation of a Florida Division of Early Learning approved curriculum that improves the quality of learning experiences for young children. A Request for Proposal (RFP) is needed to secure one or multiple vendors to provide quality curricula materials and training from an approved list of vendors. Physical and online curricula materials, professional development/training and enhancements include but are not limited to manipulatives, manuals/guides, books, compacts discs, digital video discs, assessments, content expert lecturer, and other developmentally appropriate materials and/or enhancements.

For several years, the Coalition has utilized multiple vendors for the following: The Professional Development Institute, Quality Initiatives, Early Head Start Child Care Partnerships, and other quality initiatives. Contracts may be amended based on providers’ curriculum selections on an as needed basis.

Service/Product	Current FY 21-22 Amount	Proposed FY 22-23 Amount
Curriculum Materials	\$5,000,000	\$5,000,000
Variance	No Variance.	



Early Learning Coalition Finance Committee Meeting

December 1, 2022

Resolution: 12012022-06

Action Requested: Authorize the president and CEO to release a Request for Proposal (RFP) to secure a vendor to develop an online system and accept applications for the ARPA Round II Workforce initiatives. This resolution also requests authorization and approval for the President and CEO to negotiate and execute a contract with the selected vendor.

Fiscal Impact: An approximate amount of \$300,000, which is subject to the availability of funding.

Funding Source(s): Florida Department of Education Division of Early Learning.

Strategic Goal:

<input checked="" type="checkbox"/> Neediest Children	<input checked="" type="checkbox"/> Providers
<input checked="" type="checkbox"/> Youngest Children	<input type="checkbox"/> Funding
<input checked="" type="checkbox"/> Educate All	<input type="checkbox"/> ELC Operations

RESOLUTION: 12012022-06

AUTHORIZE THE PRESIDENT AND CEO TO RELEASE A REQUEST FOR PROPOSAL (RFP) TO SECURE A VENDOR TO DEVELOP AN ONLINE SYSTEM AND ACCEPT APPLICATIONS FOR THE ARPA ROUND II WORKFORCE INITIATIVES. THIS RESOLUTION ALSO REQUESTS AUTHORIZATION AND APPROVAL FOR THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH THE SELECTED VENDOR.

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

WHEREAS, the Finance Committee recommends approving this action;

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

Background:

The 'Build a World Class Workforce' program is an initiative of the Florida Department of Education Division of Early Learning and is designed to recruit, retain and train early care staff by encouraging continued education of childcare practitioners (in centers and family childcare homes). This program makes available recruitment, retention and training bonuses for early care and education staff hired after July 1, 2022.

By increasing staff recruitment and retention, and promoting additional professional development, the bonus program provides children with stronger teacher-child interactions, stable relationships and better-educated teachers, directors and staff.

The Early Learning Coalition is requesting authorization to release a Request for Proposal (RFP) in search of a Contractor to assist in the development of an online system for the submission of bonus applications, provide customer service to the applicants, and report monthly outcomes to the Early Learning Coalition, that will include monthly secure exportable data of all transactions and outcomes. An estimate of 5,000 applications is projected.

Early Learning Coalition of Miami-Dade/Monroe

School Readiness (SR) Slot Utilization Snapshot - Miami-Dade

10/1/2021 comparison to 10/1/2022

Oct-2021	Oct-2022
# of Sch. Readiness Children Served (Enrolled) 18,572	# of Sch. Readiness Children Served (Enrolled) 19,093
<u>Ages for SR Children Enrolled</u>	<u>Ages for SR Children Enrolled</u>
<i>Infant</i> 2,299	<i>Infant</i> 2,261
<i>Toddler</i> 2,656	<i>Toddler</i> 2,529
<i>Three Year Old</i> 2,905	<i>Three Year Old</i> 3,070
<i>Pre-School</i> 3,399	<i>Pre-School</i> 3,309
<i>School Age</i> 7,313	<i>School Age</i> 7,924
Total 18,572	Total 19,093
<u>Enrollment Activity</u>	<u>Enrollment Activity</u>
<i>Beginning Census</i> 18,643	<i>Beginning Census</i> 18,179
<i>Net Increase/Decrease</i> (71)	<i>Net Increase/Decrease</i> 914
Total 18,572	Total 19,093
<u>SR Payments</u> \$7,320,759	<u>SR Payments</u> \$9,205,946
<u># of SR Applications in the Queue</u>	<u># of SR Applications in the Queue</u>
<i>Ages 0-5</i> 143	<i>Ages 0-5</i> 17
<i>School Ages 6-13</i> 41	<i>School Ages 6-13</i> 3
Total 184	Total 20
Acronym School Readiness (SR)	

Early Learning Coalition of Miami-Dade/Monroe

School Readiness (SR) Slot Utilization Snapshot - Monroe

10/1/2021 comparison to 10/1/2022

Oct-2021	Oct-2022
# of Sch. Readiness Children Served (Enrolled)	# of Sch. Readiness Children Served (Enrolled)
289	290
<u>Ages for SR Children Enrolled</u>	<u>Ages for SR Children Enrolled</u>
<i>Infant</i> 36	<i>Infant</i> 36
<i>Toddler</i> 49	<i>Toddler</i> 36
<i>Three Year Old</i> 56	<i>Three Year Old</i> 55
<i>Pre-School</i> 52	<i>Pre-School</i> 56
<i>School Age</i> 96	<i>School Age</i> 107
Total 289	Total 290
<u>Enrollment Activity</u>	<u>Enrollment Activity</u>
<i>Beginning Census</i> 292	<i>Beginning Census</i> 292
<i>Net Increase/Decrease</i> (3)	<i>Net Increase/Decrease</i> (2)
Total 289	Total 290
<u>SR Payments</u>	<u>SR Payments</u>
\$118,661	\$147,112
<u># of SR Applications in the Queue</u>	<u># of SR Applications in the Queue</u>
<i>Ages 0-5</i> 0	<i>Ages 0-5</i> 0
<i>School Ages 6-13</i> 0	<i>School Ages 6-13</i> 0
Total 0	Total 0
Acronym	
School Readiness (SR)	