

EARLY LEARNING COALITION OF BREVARD COUNTY. INC PO BOX 560692 ROCKLEDGE, FL 32956-0692 PHONE: 321-637-1800 FAX: 321-637-7244

Board of Directors Meeting Tuesday, September 20, 2022 2671 W Eau Gallie Blvd. 4:00 p.m.

<u>Agenda</u>

Call to Order and Pledge of Allegiance

Mission Moment

Public Comment

Chairman Report

August 16, 2022 Minutes School Readiness (SR) Policy Amendment

CEO/Chief Executive Officer Report

Rockledge Relocation

Finance Report

Monthly Budget Report

New Business

Adjourn

Next Meeting: Annual Board of Directors and Election of Officers October 25, 2022

Alan Bergman Chair, Board of Directors

Alan Bergman Chair, Board of Directors

ACTION ITEM ACTION ITEM

Laura Gambino, CEO

Amaris Rosario, CFO



PROUDLY SUPPORTED BY:







Early Learning Coalition

Of Brevard County, Inc.

Board of Directors Meeting Tuesday, August 16, 2022, 4p.m.
Early Learning Coalition of Brevard, Conference Room, 2671 w Eau Gallie Blvd. Suite 102, Melbourne FL 32937
Alan Bergman, Caitlin Rice, Terri Barlow, Michael Blake, Patrick Culhane, Priscilla DeNino, Linda Graham (V), Vince Donato, Linda Halpin, Althea Puzio (V), Dee Helbig, Khaled Jarrah, Traci Klinkbeil (V)
Jana Bauer, Robin Buckmaster, Bill Drexler, Audrey Wanich, Phil Scarpelli
Laura Gambino, Jeannie Williams, Amaris Rosario

Guest/Public:

Kenny Jackson, Deputy Mayor of Palm Bay and son Ezra

Agenda Item	Summary/Discussion	Action/Follow-up
Called to Order:	Alan Bergman called the meeting to order and the Pledge of Allegiance took place at 4:05 p.m.	
Mission Moment	Kenny Jackson, Deputy Mayor of Palm Bay and son Ezra	No Action
Public Comment	None	
Board Chair Report	Minutes June 14, 2022	Michael Blake makes the motion to approve the minutes. Linda Halpin seconded. The motion passed unanimously
	Policy and Governance Update	No Action
	Titusville Chamber	No Action
Policy & Governance	Anti - Fraud Policy	Michael Blake made a motion to approve the Anti – Fraud Plan. Priscilla DeNino seconded the motion.
	Operation Polices (review only)	No Action
CEO Report	 State Board of Education and Division of Early Learning Updates DEL Executive Director update calls – bi-weekly Association of Early Learning Coalitions (AELC) and Legislative Meetings Corcoran Partners One Goal Conference, Tamp July 18-22, 2022 Division of Early Learning Rule Workshops 	

ELCB Coalition Update:

- Policy and Governance updates will start on April 22nd and be sent to the Board in "batches". Total number of policies is #150, however, the batches will be broken into small groups as ACTION ITEMS and NO ACTION/REVIEW ONLY. Estimated to have project run from April 22 – July 30, 2022. UPDATE: Operational policies sent July 15 and August 14 for review.
- ARPA Discretionary funding expected for 2022-2023 is being reviewed by DEL and expected funding award within the first quarter of 2022-2023. Current staffing is dedicated to the monitoring process for the current ARPA funding round of approximately \$8.4 million. The payments to providers are in installments with monitoring being conducted by ELC staff. Update: Second installment payments issued to all providers.
- Rockledge Lease final review by attorney and meeting with landlord to negotiate with an estimated start of December 1. The move out of Rockledge main/west side is ongoing but majority of the move with be in late Oct/early November.
- Memorandum of Understanding (MOU) with CareerSource Brevard has been reviewed by legal and ready for signature. Estimated start of office space move in will be October 1st for the Rockledge and Titusville office space; Palm Bay office space is fully occupied!
- Annual Provider Conference will be held Saturday September 17th from 9am- 4pm at The Oaks Movie Theater. Keynote speaker will the 2020 National Teacher of the Year, Tabatha Robsproy. We will begin asking for sponsors and expect a SOLD OUT event. Update: Secured \$4500 in sponsorship revenue and ticket sales are moving. Expect #220 in attendance.
- Workforce Needs Initiative grant has been approved for additional funding opportunity with DEL. Funding will continue to support workforce and employment recruitment/retention efforts for child care and education professionals. Working with FACCM and Broward county for support with DCF training and credentialing costs and developing a FTE dedicated to Workforce Initiatives. UPDATE: Notice of Award and Re-Appropriation confirmed; estimated grant funding is \$523,000.

• Division of Early Learning – VPK Readiness Rates and	Approved in
Program Assessment directives are effective with this contract year. Additional training and monitoring efforts are being developed and executed daily. Update: VPK \$15/hour minimum wage initiative approved 8.5.22 and Notice of Award received 8.12.2022 in amount of \$2.6 million. Will required new training of VPK provider, BPS and ELC staff for execution and monitoring.	Exec/Finance 6/14/2022
• Financial breach with vendor. On July 26 th , we learned of a payment made to a vendor had been breached. We have followed all protocols including filing police and FBI report of cyber-theft, immediate IT and cyber-security scan of all ELCB computers, notified banking institution and insurance carriers. Based on auditing/CPA firm recommendation, next step is to pursue legal claim with vendor's insurance carrier. Update: vendor has been contacted and requested to provider ELCB with statement of claim and coverage. The vendor is and continues to work with ELCB and providers on all products/services as outlined in agreement during the investigation of the breach.	
• Review of new Customer Relationship Management system (CRM) called WebAuthor has been completed. WebAuthor is a fully integrated customer management system that is cloud-based that streamlines ALL ELCB operations. The greatest advantage to this software platform is the ease of data and research resources to assist all functions of ELCB operations. Update: WebAuthor launch in process; meeting to develop reports and start of slot utilization data reports.	
• ELCB is contracting with The Children's Forum for CLASS observation and assessments for the 2022-2023.	
• ELCB chosen to participate in two Pilot Programs with Division of Early Learning – Brookes projects on the assessment tool used for inclusion services and FSU 10 Components program dedicated to teaching social/emotional values.	
 Meetings set with two new community partners – Frank Abbate, County Manager and Todd Pokrywa, CEO of The Viera Company. 	
• Early Learning Outcomes – Closing the Gap Data Report. The Classroom Assessment Scoring System (CLASS) is a quality improvement system for teaching. CLASS not only defines teaching quality through the lens of interactions, but it also provides the ability to measure and improve the interactions that matter most for student outcomes.	

New Business Finance Report	 It provides opportunity for continuous improvement that is data-driven and focused on what matters most for student outcomes, interactions. DEL working on continuous improvement efforts based on CLASS scores by county. ELC Brevard CLASS Coaching update report attached; curriculum for providers for quality Learning Beyond Paper and MarcoPolo Learning. ELC Brevard Local Outreach Space Coast League of Cities Monthly Meetings, Second Monday each month Library Family Engagement Event, August 25th Melbourne Regional Chamber Business Advocacy Meeting, Aug Florida Chamber of Commerce Foundation, Prosperity Summit, May 25th Florida Chamber Learners to Earners Conference, June 28th Rule Updates 6M-4.735 Early Learning Professional Development Standards and Career Pathways 6M-4.702 Removal from Voluntary Prekindergarten Education Program Eligibility 6M-9.120 Early Learning Coalition Performance Standards and Evaluations 	
Adjournment	Meeting was adjourned at 5:10	Khaled Jarrah makes a motion for adjournment. Michael Blake seconds the motion. The motion passed unanimously.

August 16, 2022 Board minutes were approved at the September 20, 2022 meeting:

TITLE: School Readiness Child Care Service Priorities and Enrollment Policy ITEM: 404A.03 EFFECTIVE DATE: 3/14/14 REVISED: 8/24/22 Prior Revision Dates: 10/1/2008; 02/01/2010; 09/14/2011; 02/09/2012; 11/01/2012; 03/14/14; 3/01/2015; 11/23/15; 5/16/17

POLICY STATEMENT: It is the policy of the Early Learning Coalition of Brevard County that all school readiness childcare subsidy service categories are subject to enrollment priorities as defined by rule and local Coalition policy and dependent on the availability of funding. The Coalition will provide services to eligible families residing in Brevard County to the extent that funding resources are available.

PURPOSE: The purpose of this policy is to provide interpretive guidelines for applicable service categories under Section 1002.87 (1) F.S., the Florida Administrative Code Chapter 6M-4 Division of Early Learning: School Readiness Program.

SCOPE: This Early Learning Coalition of Brevard County (Coalition) policy is inclusive to all billing groups and eligibility categories as it relates to priority eligibility as defined under Section 1002.87F.S. and 6M-4 Division of Early Learning: School Readiness Program and within the priority categories as approved by the Coalition board through local policy. Those categories not identified below will be reviewed and determined for eligibility (case by case) based on priority of service, established guidelines and availability of funding. In the case of provider capacity issues for children in Priority 3 (ages infant through kindergarten entry), if Priority 3 families have been offered funding and cannot enroll in School Readiness programs due to insufficient SR contracted providers, provider staff shortages, provider lack of infrastructure/classrooms or any other mitigating circumstances, families with children in Priority 4-9 will be offered funding. Prior approval from the Division of Early Learning leadership and the Board Chair of the Coalition will be required.

Referral/Non-Waitlist Priority Service Categories

Priority 1 – Children younger than age 13 whose parents receive temporary cash assistance and are subject to federal work requirements

Priority 2 – At-risk children younger than age 9

Waitlist Priority Service Categories

Priority 3 – Economically disadvantaged children until eligible to enter kindergarten. Their older siblings up to age they are eligible for 6th grade may also be served

Priority 4 – Children from birth to kindergarten whose parents are transitioning from temporary cash assistance to employment

Priority 5 – At-risk children 9-13. Those with siblings in priority groups 1-3 are higher priority thanother 9-13 children in this priority group

Priority 6 – Economically disadvantaged children kindergarten to 13. Priority is given to children with a sibling in priority 3.

Priority 7 – Children younger than 13 whose parents are transitioning from temporary cashassistance to employment

Priority 8 – Children who have special needs and current IEP from age 3 until they are eligible forkindergarten **Priority 9** – Children concurrently enrolled in the Head Start Program and VPK, regardless of priorities 1-4.

Responsibilities

The Chief Executive Officer is responsible for implementation of this policy.