

Board of Directors Meeting
Tuesday, April 20, 2010 4:00 pm

AGENDA

- I. Call to Order
- II. Coalition Roll Call by Self Introduction
- III. Consent Items
 - a. Minutes: 3-16-10
 - b. Directors Report
 - c. Fundraising/Outreach Report
 - c. Finance Report
- IV. Committee Reports
 - a. Executive / Finance Committee
- V. Old Business
 - a. School Readiness FY 09.10 slot utilization and enrollment
- VI. New Business
 - a. Summer Head Start Enrollments
 - b. Whistleblower Policy
- VII. Board Education
 - a. Screening and Assessment
- VIII. Board Updates
 - a. Providers (Lori Duester and Doug Workman)
 - b. Licensing (Vern Buchanan)
- IX. Public Comment
- X. Adjourn - Next meeting: May 18, 2010

Early Learning Coalition of Brevard County, Inc. – Tuesday, March 16, 2010

Early Learning Coalition Conference Room

4:00 p.m. to 6:00 p.m.

Meeting Minutes

Members Present: Marci Brilley, Verner R. Buchanan, Sherry Covell, Mildred Coyne, Lori Duester, Mike Durante, Len Farias, Nancy Grzesik, Hugh Halsey, Chenita Joiner, Mona Potter, Jo Anne Scaringe, Myrna Shimei, Shannon Smithwick, Doug Workman.

Excused Absences: Scott Armstrong, Pamela Hamilton, Marsha Packard.

Administrative Staff: Sky Beard, Sandra Diaz, Jennifer Kondash, Cathie Odom, Ethel Pinkerton, Althea Puzio.

Guests: Gabriele DiTota, Denise Griffith, Sally Shinn.

Shannon Smithwick, Chairperson, called the meeting to order at 4:02 p.m. Self-introductions were conducted and quorum was established.

Consent Items:

Meeting Minutes – 2-16-2010

Director's Report: see file handout

Sky Beard highlighted the following items:

AWI:

The Coalition's annual financial monitoring was completed during the week of February 15, 2010 by AWI's contracted agency KPMG. A discussion about preliminary findings was conducted by KPMG and a draft report will be received by staff for review and comment prior to final approval by AWI. The preliminary discussions indicate that all prior year findings have been resolved and that only a few current year findings exist. Board members will be provided with the final copy upon receipt from AWI.

VPK:

The Coalition continues planning enrollment for school year 2010-2011 for the upcoming VPK round-ups being held in March and April for parents wishing to attend a public school VPK program and in May for those wishing to attend a private VPK provider. Staff conducted four VPK Provider Meetings in February/March to provide updates on the VPK program and process.

Coalition Update:

CDBG funding in the amount of \$5,000 has been secured from the City of Cocoa and final approval is pending for Melbourne, Palm Bay and Titusville. All cities with which the Coalition applied for funding have

recommended some level of funding for local match. The Coalition submitted a proposal to United Way on February 16, 2010 requesting \$280,000 in local match. An application was also submitted to the Harris Foundation on March 1, 2010 for \$10,000. The Coalition continues its participation in the launching of the Whole Child Connection in Brevard Staff attended a community awareness presentation on March 6, 2010 to show support of this needed program. The Coalition is piloting the use of the program by focusing on families in greatest need to community referrals and support.

As of March 9, 2010 there were 618 children, representing 474 families on the waiting list. During the month of February, 101 children (73 families) were added to the waiting list. Children added to the waiting list during the months of October and November 2009 is currently being enrolled.

Mildred Coyne made a motion to approve the Directors Report and Consent Items as presented. Hugh Halsey seconded the motion. The motion passed unanimously.

Committee Reports

Executive/Finance Committee: The Committees met on Monday, March 8, 2010 to discuss the current status of VPK/SR funding for next year. Shannon stated a reduction of services for Voluntary Prekindergarten Education funding for this year of \$637,665.00. The Committee provides an update on the status of hiring a new Executive Director and met with candidates for a 2nd interview and the Committee will be meeting via conference call for a decision of the new Executive Director.

Fundraising/Outreach Report:

Ethel Pinkerton provided a detailed summary of the 2010 Early Education through the Arts and reported a Cash total of \$8,520.31 and “In-kind” donation \$17,087.00. Ethel mentioned the diamond approximately value is (\$3,300.00) and upon the approval of the diamond it will go towards In-kind; all in total of \$28,907.31. All funds raised will go towards our local match for school readiness services.

Financial Report: *Cathie Odom reported the following: (see file handout)*

Cathie distributed a new format Financial Report (FY 09.10) has been reviewed and approved by the Finance Committee. Cathie gave an overview and requested board approval of the FY 09.10 Financial Report.

Old Business

School Readiness: FY 09.10 Slot Utilization/Enrollment – Cathie reported the following:

Cathie presented the FY 09.10 slot utilization and indicated in February was a surplus of \$186,000.00 based on the projected monthly cost for child care services. Enrollment continues to increase which is good. For comparison purposes, FY 08.09 – FY 09.10 Cathie reviewed enrollment statistics, surplus, match and direct service utilization. In addition, Cathie provided a handout to members to help visualize the graph charts of slot utilization report reflecting the YTD comparison purposes cost each month.

(See file handout)

Cathie mentioned as a reminder to Board Members the annual updated Conflict of Interest Statements to review

for signature.

New Business

VPK Readiness Rates-Sky reported the following: (see file handout)

VPK Provider Kindergarten Rates are based on these assessments to measure how well a private or public VPK provider has prepared four years olds for kindergarten. If a VPK Provider falls below the annual rate set by the state board of education they are considered a low performing provider. If designated as a low performing provider, the provider must submit an improvement plan and implement as applicable. Sky reported that based on the tentative minimum readiness rate fourteen (14) providers will be designated as low performing. Of those 14 low performing providers 2008-2009, nine will continue to offer VPK.

Board Education

Voluntary Pre-Kindergarten - Sky reported the following: (see file handout)

Sky presented a PowerPoint presentation on Voluntary Pre-Kindergarten (VPK). VPK is a free educational program created to prepare every four year old born on or before September 1 of each year for school. The VPK program offers each child and opportunity to perform better in school offering quality programs that include developmentally appropriate curricula with focus on early literacy skills, accountability, manageable class sizes, increase teacher credentials, and VPK Provider Readiness Rates. *(See file handout).*

Board Updates

Vern Buchanan gave an update on Licensing and reported that Brevard currently has one hundred and seventh-eight (178) child care centers, sixty-one (61) family daycares and six (6) Large Family daycares. Vern provided information on Legislative Session that is ongoing regarding licensed family day care homes & large family child care homes requirements applicable to child care facilities.

Public Comment

Shannon Smithwick opened the floor for comment from the Board and the public.

Gabriele DiTota had a question regarding the ARRA requirements. Sky said it isn't an enrollment issue but more of a funding issue.

The meeting adjourned at 4:56 p.m. The next meeting is scheduled for April 20, 2010 at ELC Conference Room.

Respectfully Submitted,

Approved

Signature Date
Executive Assistant

Signature Date
Interim Executive Director



LAUNCHING A CHILD'S FUTURE

Director's Report April 2010

Agency for Workforce Innovation (AWI) / Office of Early Learning (OEL) Update:

- At this time, it appears that statewide funding for the School Readiness program will remain whole for FY 2010 – 2011. VPK funding still continues to be decided in committees with the goal being to maintain the current VPK Base Student Allocation so that providers may continue to offer high-quality programs. The VPK one-pager dated April 6, 2010 contains the most recent information regarding where the House and Senate stand on VPK funding, instructor/student ratios and allocation for administrative costs.
- The Coalition has recently received the draft of the grant agreement with AWI for FY 2010 – 2011. Coalition staff is in the process of reviewing the agreement to determine the impact of any revisions for the upcoming fiscal year.

Coalition Update:

- The Coalition submitted a Request for Proposal in the amount of \$50,000 for School Readiness matching funds through the Brevard County Community Development Block Grant on April 2, 2010.
- Coalition staff participated in two United Way site visits on March 30, 2010. The first visit consisted of three United Way volunteers meeting with the Executive Director to discuss the mid-year report. The focus of the meeting was to discuss agency spending of United Way funds, trends regarding the number of children served and other aspects of United Way funding. A subsequent visit was made by United Way staff in an effort to learn more about Coalition services. This will allow United Way staff to more accurately and passionately convey the mission of the ELC when speaking with the community. In addition, United Way staff was invited to tour a contracted School Readiness and VPK provider who provided them an opportunity to interact with the children and take photos for use in United Way publications.
- Coalition staff is currently reviewing and updating the agency's Service Delivery Plan. The document is required by AWI/OEL and is considered the primary document used to guide operations and service delivery. Staff has developed a comprehensive plan for including all staff in the revisions and providing opportunities for input across all departments and positions. The update process will also serve as a means to identify additional policies, procedures and work instructions that are needed in order to provide clear guidance to staff and auditors.
- The Coalition has conducted five VPK round-ups to date for parents wishing to attend a public school VPK program. An additional five are scheduled for the remainder of April. Though the turnout has been less than anticipated, the feedback from parents and the staff of Brevard Public Schools has been favorable. Round ups are scheduled for May for those wishing to attend a private VPK provider.
- Waiting list update: As of April 14, 2010 there were 598 children, representing 453 families on the waiting list. During the month of March, 165 children (121 families) were added to the waiting list. Children added to the waiting list during the months of October and November 2009 are currently being enrolled.

Committees:

Executive / Finance Committee: The Committees will meet on April 19, 2010. A report will be provided at the Board meeting.

Voluntary Prekindergarten Education Funding



Maintain VPK per child funding at \$2575 in order to ensure continued high-quality programs Florida voters envisioned.

Based on enrollment projections, program funding total will need to be \$407.7 million to continue providing children with a high-quality educational foundation, ensuring future academic success.

With anticipated growth and potential funding reductions, Florida could become the largest program in the nation with one of the lowest rates for per child spending.

Current Proposed Funding Allocations

As of March 26th, the House and Senate PreK-12 Appropriation committees have released their anticipated reductions to the VPK Program. Below is a chart that represents the cuts in state general revenue and the impact on the program.

<u>House PreK-12 Appropriations Recommendations</u>	<u>Senate PreK-12 Appropriations Recommendations</u>
Total VPK Budget: \$402,321,505	Total VPK Budget: \$369,628,863
Base Student Allocation: School Year \$2549 and Summer \$2,168	Base Student Allocation: School Year and Summer \$2,320
Coalition Administrative Spending: 4.5% (Current 4.85%)	Coalition Administrative Spending: 4.5% (Current 4.85%)
Teacher to Student Ratio: Maintains current ratio of 1 to 10 or 2 to 18.	Teacher to Student Ratio: 1 to 12 and an assistant for any class up to 20; with the 21 st student the secondary instructor must have a CDA credential for a total class size of 24 (Current 1:10/2:18).

Senate position represents a \$255 dollar cut per child for a reduction of nearly 10%

Success in VPK

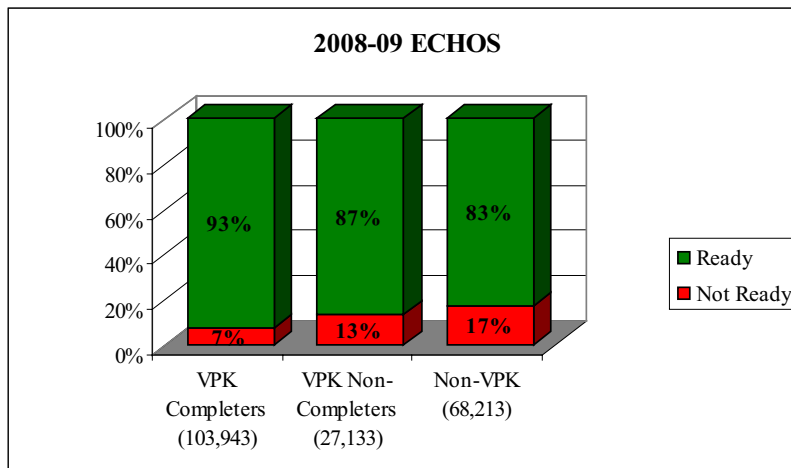
- Constitutionally mandated prekindergarten program, **free to every four year old in Florida.**
- **Children who participate in the VPK program consistently perform better** on the Florida Kindergarten Readiness Screener than children who did not participate in VPK.
- Consists of quality indicators including **developmentally appropriate curriculum, teacher credentials and ratios.**
- Program has served approximately **654,000 children since it began in 2005** and is the second largest prekindergarten program in the nation.
- In 2009-2010, it is estimated that the program will serve approximately **70% of all four year olds in Florida.** The total projected to be served is 160,555.
- Program growth is estimated to continue. Current estimates anticipate the program to serve **75% of all four year olds by 2010-2011.**

Voluntary Prekindergarten Success **Kindergarten Readiness**

Since its inception in 2005, VPK data has consistently shown that children who participated in the program are more likely to be ready for kindergarten compared to children who did not participate in VPK. On March 25, 2010 the results for children participating in the 2008-09 VPK program were released, further solidifying that this high-quality educational program prepares children for future school success.

- On the developmental portion of the kindergarten screener, the Early Childhood Observation Screener (ECHOS), **93 percent of the VPK students were ready for kindergarten** compared to 83 percent of non-VPK students.
- Furthermore, on the Florida Assessment for Instruction in Reading (FAIR), **74 percent of VPK students were kindergarten-ready compared to 55 percent of non-VPK students.**

2009-10 ECHOS™ Results: 2008-09 VPK Completers, Non-Completers, and Non-VPK Participants



2009-10 Florida Assessments for Instruction in Reading Broad Screen Results: 2008-09 VPK Completers, Non-Completers, and Non-VPK Participants

