



EARLY LEARNING COALITION OF  
BREVARD COUNTY, INC.  
PO BOX 560692  
ROCKLEDGE, FL 32956-0692  
PHONE: (321) 637-1800  
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**Board of Directors Meeting  
Tuesday, November 27, 2018 at 3:00 pm**

- I. Call to Order
- II. Pledge of Allegiance
- III. Coalition Roll Call by Self Introduction
- IV. Consent Items
  - a. Minutes: October 16, 2018
  - b. Director's Report
- V. Committee Reports
  - a. Executive/Finance Committee
- VI. New Business
  - a. Legislative Priorities and Session Timeline
  - b. Related Party Disclosures
  - c. December Meeting
  - d. Transition
- VII. Old Business
  - a. Finance Reports
  - b. Annual Meeting Follow Up
- VIII. Public Comment
- IX. Adjourn

Next Meeting: January 15, 2019



# EARLY LEARNING COALITION OF BREVARD COUNTY, INC.



**MINUTES:** Board of Directors Meeting  
**DATE/TIME:** Tuesday, October 16, 2018 at 3:00 p.m.  
**LOCATION:** Early Learning Coalition of Brevard, Conference Room 1018 Florida Ave, Rockledge, FL  
**MEMBERS PRESENT:** Terri Barlow, Alan Bergman, Mark Broms, Robin Buckmaster, Victoria Candelora, Lori Duester, Linda Halpin, Jeffrey Harrison, Khaled Jarrah, Beth Mills, Althea Puzio, Heather Quidort and Gena Tiedeman  
**EXCUSED ABSENT MEMBERS:** Ian Golden and Don Lusk  
**UNEXCUSED MEMBERS:** Natalie Jackson and Henry Perez  
**ABSENT MEMBERS:**  
**STAFF PRESENT:** Sky Beard, Jessica Beecham, Kevin Carraro, John Self, Gina Sousa, and Tina Snyder  
**GUEST PRESENT:** Tony Loupe, CEO of ELC of St. Lucie County  
**CALLED TO ORDER:** Alan Bergman called the meeting to order and quorum was established 3:07 p.m. Pledge of allegiance took place and introductions were conducted.

AGENDA ITEM	SUMMARY/DISCUSSION	ACTION/FOLLOW-UP
<b>Consent Items</b>	<ul style="list-style-type: none"> <li>a. Minutes: August 21, 2018 and September 18, 2018</li> <li>b. Directors Report (September and October)</li> <li>c. FY 17.18 Annual Report</li> </ul>	<p><b>Victoria Candelora motioned for the Consent Items to be approved.</b></p> <p><b>Althea Puzio seconded the motion. The motion passed unanimously by all Board members.</b></p>
<b>Committee Reports</b>	<p><b>Executive/Finance Committee:</b> Alan Bergman reported to the Board that the Executive/Finance Committee met on Monday, October 08, 2018. The agenda items included:</p> <ul style="list-style-type: none"> <li>• CDBG Authorization – The Committee authorized Sky Beard to apply for and execute contracts for the CDBG applications and Cathie Odom, Director of Business Operations, the authorization to submit the required reports and invoices.</li> <li>• Annual Meeting Agenda</li> <li>• PEARLS Participation – Discussed and reviewed the training video. Alan explained what the program was to the Board and the Committees concerns with the program. Sky will be meeting with the Coalition’s attorney to discuss the concerns further.</li> </ul>	<b>No Action/Follow-up</b>
<b>New Business</b>	<p><b>Election of Officers:</b> The Election ballots were distributed to the Board. The Officers for the Board of Directors for the FY 18.19 are as follows:</p> <ul style="list-style-type: none"> <li>• Mark Broms – Vice Chair</li> <li>• Jeffrey Harrison – Treasurer</li> <li>• Beth Mills – Secretary</li> </ul> <p><b>Presentation – ELC of St. Lucie County:</b> Sky introduced the ELC of St. Lucie County’s CEO, Tony Loupe. Tony gave the Board of the history of how he became the CEO of ELC of St. Lucie County. Tony informed the Board on what the ELC of St. Lucie is doing locally with their Chamber of Commerce, Round Table and Hanging of the Hands. This started the discussion with the ELC of Brevard Board about working with the local Chambers in</p>	


	<p>Brevard. Sky mentioned that there is a “new found” relationship with the new CEO of the Melbourne Chamber and discussed the possibility of having a Business Symposium in Brevard like St. Lucie County is hosting. The Board was excited about continued conversations with local Chambers. Sky will be attending the Early Education and Business Summit in Port St. Lucie on October 17 and will report back to the board her observations.</p> <p><b><u>Needs Assessment and School Readiness Priorities Review:</u></b>  Sky presented the Board with a PowerPoint presentation (see attached) with HB 1091 language regarding the required needs assessment and School Readiness priorities. HB 1091 states that that Coalitions shall conduct “An assessment of local priorities within the county or multi-county region based on the needs of families and provider capacity using available community data.” At this time, the Coalition staff is inquiring about the ability to use already existing needs assessments and/or shared data across Coalitions. The Board reviewed the current School Readiness priorities and discussed the possibility of re-arranging the priorities. Coalition staff will research how many families will be affected by potential revisions and the Board will continue the discussion at the next scheduled meeting.</p> <p><b><u>Strategic Planning Discussion and Review of Existing Board Committees:</u></b> The Board reviewed the current Key Result Areas and Committees (see attached). The list will be emailed out to the Board members to review and ideas will be shared at the next meeting about updating the committee structure.</p> <p><b><u>November Meeting Date:</u></b> The Board discussed the rescheduling of the November meeting. The decision was made to reschedule the November meeting to Tuesday, November 27, 2018 due to the Thanksgiving holiday.</p> <p><b><u>FY 18.19 Agency Budget Revision:</u></b> The Board reviewed the revision to the FY 18.19 Agency Budget (see attached). The following changes were reviewed and approved by the Executive/Finance Committee at their October meeting:</p> <ul style="list-style-type: none"> <li>• CCEPP funding was not awarded at full amount that was requested.</li> <li>• Additional federal School Readiness dollars awarded to states and were distributed across Early Learning Coalitions. The total School Readiness Grant award was increased by about 8.36%. The new money must be spent by June 30, 2019.</li> <li>• ELC Quality Initiatives (including PFP, teacher stipends and professional development) has increased as well.</li> </ul>	<p><b>Gena Tiedeman motioned to approve the FY 18.19 Agency Budget Revision. Lori Duester seconded the motion. The motion passed unanimously by all Board members.</b></p>
<p><b>Old Business</b></p>	<p><b><u>Finance Report and Waiting List/New Enrollment Update:</u></b>  Staff discussed the ongoing challenges with being able to obtain necessary reports through the EFS Modernization system. It has proven difficult to identify information related to enrollments and provider payments are continued to be based on estimates. Therefore, fiscal reporting to the board has also been</p>	<p><b>No Action/Follow-up</b></p>


	<p>challenging. Coalition staff has worked to identify as accurate wait list numbers as possible. Currently there are 508 children birth to 5 years old and 138 school age children on the waiting list. Coalition staff are calling off families that applied between April and June 2018.</p> <p>The Board inquired about the Portal and any updates from OEL on the status of the project. Coalition staff informed the Board that a small group is currently piloting the attendance functionality with the Portal.</p>	
<b>Public Comment/Board Announcements</b>	N/A	<b>No Action/Follow-up</b>
<b>Adjournment</b>	The meeting was adjourned at 4:59 pm	<p><b>Jeffrey Harrison motioned for the adjournment of the Board meeting.</b></p> <p><b>Victoria Candelora seconded the motion. The motion passed unanimously by all Board members.</b></p>

October 2018 Board of Directors Minutes Approved:

Respectfully Submitted,

Approved


 \_\_\_\_\_ 12/16/2018  
 Signature Date  
 Executive Coordinator


 \_\_\_\_\_ 12/18/18  
 Signature Date  
 Executive Director



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## Director's Report November 2018

### State and Office of Early Learning (OEL) Update:

- Sky Beard attended a meeting of the Association of Early Learning Coalitions on November 15, 2018 in Gainesville. The meeting contained information about legislative strategy, best practices, EFS Modernization status, partnership opportunities and policy updates.

### Coalition Update:

- Sky attended the Early Education and Business Summit on October 17, 2018 in Port St. Lucie. This community event was hosted by leaders of children's services in St. Lucie County, including the Early Learning Coalition of St. Lucie County. The event was well attended and provided information about the status of early childhood education, continuing needs in the field and how the business community can partner to further support the work done in early childhood education.
- The Coalition will once again be partnering with The Beach 98.5FM for a toy drive to benefit currently enrolled School Readiness families. The 8<sup>th</sup> annual toy drive will include three Fill the Truck events throughout the community as well as live radio remotes. The Fill the Truck events will be held at:
  - Saturday, December 1 from 12:00 – 2:00 pm at Notice Automotive (1390 Clearmont St NE, Palm Bay)
  - Friday, December 7 from 10:00 am – 5:00 pm at Sam's Club in Cocoa (450 Townsend Rd)
  - Saturday, December 8 from 10:00 am – 5:00 pm at Sam's Club in West Melbourne (4255 W New Haven Ave)
- Coalition staff will be participating in the Books, Balls and Blocks family event on December 8 at the Melbourne Square Mall. The event is coordinated by 2-1-1 Brevard's Help Me Grow program and provides an opportunity for children to receive free developmental screenings and information on child development. Coalition staff will be present to conduct Ages and Stages Questionnaires, provide any necessary referrals for follow up and share information with the community about ELC and Help Me Grow.
- Staff and Board Members from the Early Learning Coalition attended Florida Today's Volunteer Recognition Awards on November 14, 2018. The Coalition had been named a finalist in the Organization of the Year category. Though the Coalition wasn't selected as the winner, the event provided a great opportunity to engage in discussions with attendees about early childhood education.
- Members of the Coalition's Leadership Team will be attending the Dec 4 – 7 Wipfli Winter Training Conference in Orlando on December 4 – 7, 2018. This high quality conference provides sessions on leadership, information technology, finance, accountability and other related topics.

PROUDLY SUPPORTED BY:



## 2019 LEGISLATIVE PRIORITIES



*"Early childhood programs have the potential for producing positive and lasting effects on children, but this potential will not be achieved unless more attention is paid to ensuring that all programs meet the highest standards of quality."*  
- National Association for the Education of Young Children

### INCREASE QUALITY OF & INVESTMENT INTO VPK PROGRAM



Research shows that 3- and 4-year-olds who attend a high-quality preschool are more successful in kindergarten and beyond. Florida has committed to providing prekindergarten services to all four-year-olds in the state who are eligible, and interested and ranks second in the nation in access for children; however, many of our most vulnerable children attend the lowest quality programs, and children who are at risk for school failure are more strongly influenced by the quality of preschool. Out of the 10 quality standards for prekindergarten identified nationally, Florida only meets two. The legislature should increase the quality of our VPK program by mandating higher standards. These mandates must be accompanied by an increased investment into the system by raising the base student allocation, allowing programs to afford the resources necessary for high-quality programming.

In order to fully understand the impact of Florida's investment into early learning, there must be a valid, reliable assessment in place that can assist teachers to support learning as well as help administrators and the legislature monitor trends. The Florida Committee for Early Grade Success was created during the 2017 legislative session with a purpose of determining the best plan to achieve this goal. In 2019, the legislature should enact legislation that implements the recommendations of the Committee in order to more accurately understand the status of children before kindergarten as well as to track their progress from birth and into the school system. This will allow the state to more appropriately target its investment and make changes based on valid educational outcomes.

### IMPLEMENT A VALID MEASUREMENT OF LEARNING GAINS



FOR MORE INFORMATION  
VISIT US AT [WWW.AELCFL.ORG](http://WWW.AELCFL.ORG)  
OR CONTACT  
DR. SARALYN GRASS, EXECUTIVE DIRECTOR,  
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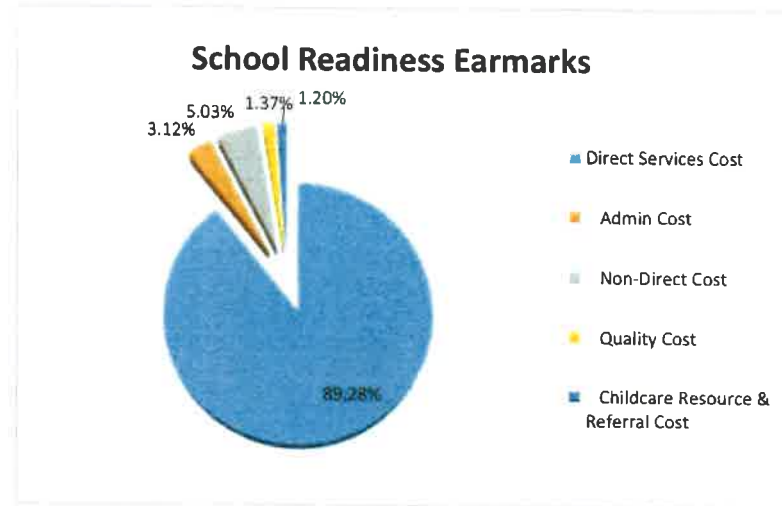
**ELC BOARD OF DIRECTORS**  
**STRATEGIC PLANNING KEY RESULT AREAS**

- **Diversified Funding**
  - Mark Broms
  
- **Parent Education and Family Engagement**
  - Beth Mills
  - Lori Duester
  
- **Improve Technology**
  - Jeff Harrison
  - Terri Barlow
  
- **Quality Initiatives**
  - Althea Puzio
  - Natalie Jackson
  - Beth Mills
  - Ian Golden
  - Victoria Candelora
  
- **Tapping into Board Talent**
  - Jeff Harrison
  - Don Lusk
  - Alan Bergman

*\*Community collaboration to be a key aspect of the work done through the Diversified Funding and Parent Education and Family Engagement Committees*

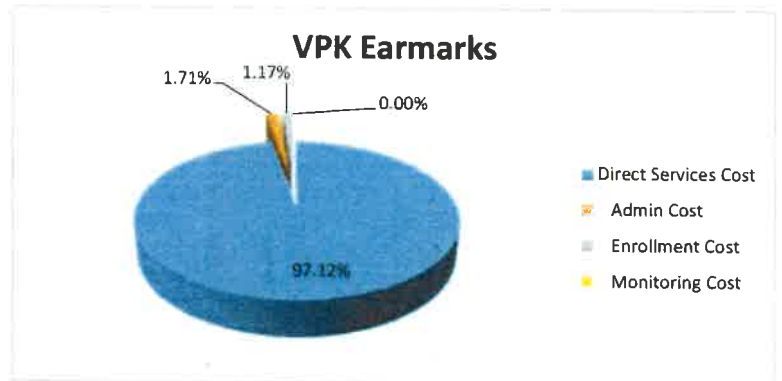
**School Readiness**

Category of Spending	FY 18-19 Award	Actual thru 10/31/18	Current %	Earmark/Restrictions
Award Amount	\$ 19,776,700			
Direct Services Cost	\$ 16,170,868	\$ 5,975,247	89.28%	Minimum 78%
Non-Slot Dollars:				
Admin Cost	\$ 859,107	\$ 208,568	3.12%	Maximum 5% Minimum 4% (2.57%)
Non-Direct Cost	1,553,652	336,494	5.03%	
Quality Cost	833,982	91,837	1.37%	
Childcare Resource & Referral Cost	359,091	80,437	1.20%	
Total Non-Slot Dollars	\$ 3,605,832	\$ 717,337	10.72%	Maximum 22%



**VPK**

Category of Spending	FY 18-19 Award	Actual thru 10/31/18	Current %	Earmark/Restrictions
Award Amount	\$ 11,530,805			
Direct Services Cost	\$ 11,096,617	\$ 3,401,572	97.12%	Minimum 96%
Non-Slot Dollars:				
Admin Cost	\$ 236,138	\$ 59,902	1.71%	Maximum 4%
Enrollment Cost	169,874	40,905	1.17%	
Monitoring Cost	28,176	-	0.00%	
Total Non-Slot Dollars	\$ 434,188	\$ 100,806	2.88%	



Amounts and figures in red are estimates due to portal functionality



Fiscal Year 2018-2019

October 2018

	Budget		Actual
	Total	Thru 10/31/18	
Economically Disadvantaged Direct Svcs	9,122,672	3,040,891	2,980,025
Projected Match	547,360	182,453	178,802
Match Waived	-	-	-
<b>Total Match Requirement</b>	<b>547,360</b>	<b>182,453</b>	<b>178,802</b>
	Projected		
	Total	Thru 10/31/18	Actual
Cash Match Sources			
United Way	262,000	87,333	87,220
CDBG Funders	71,621	23,874	-
Other direct match funders	2,500	-	72
Indirect match funders	-	-	-
<b>Cash subtotal</b>	<b>336,121</b>	<b>111,207</b>	<b>87,291</b>
In-kind Match Sources			
Public Education Program	90,147	30,049	15,117
Managed IT Services	29,940	9,980	11,180
Professional Services/Other	300	100	-
<b>InKind subtotal</b>	<b>120,387</b>	<b>40,129</b>	<b>26,297</b>
<b>Total Match</b>	<b>456,508</b>	<b>151,336</b>	<b>113,588</b>
<b>Estimated Match Remaining (Surplus)</b>	<b>90,852</b>	<b>31,117</b>	<b>65,213</b>

Amounts and figures in red are estimates due to portal functionality

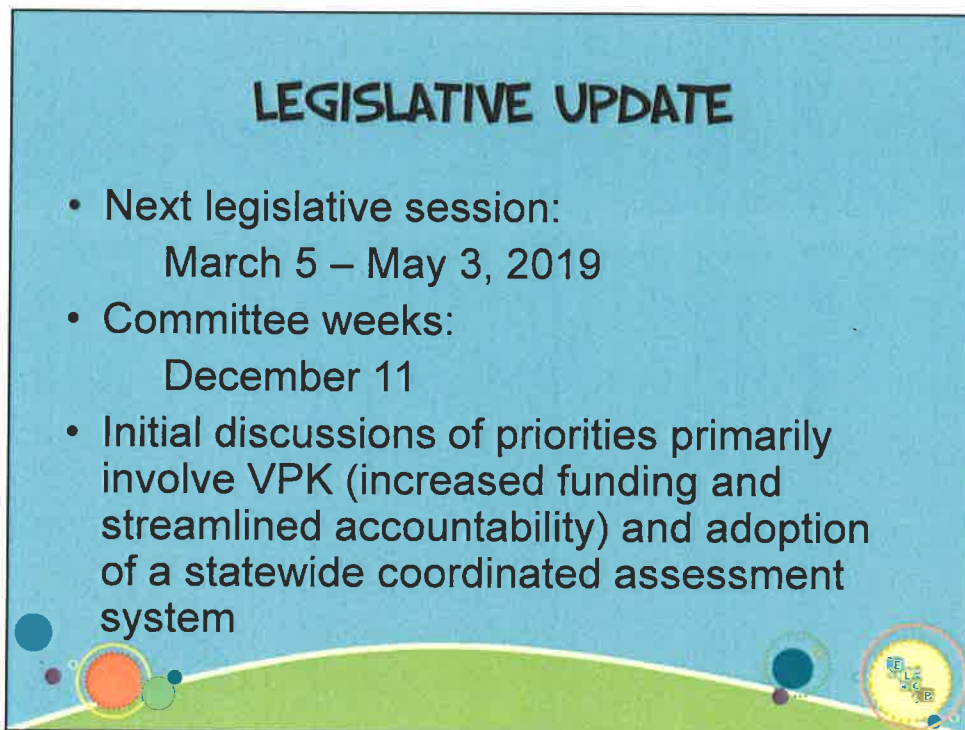
## EARLY LEARNING COALITION OF BREVARD

Board of Directors Annual Meeting  
November 27, 2018



## LEGISLATIVE UPDATE

- Next legislative session:  
March 5 – May 3, 2019
- Committee weeks:  
December 11
- Initial discussions of priorities primarily involve VPK (increased funding and streamlined accountability) and adoption of a statewide coordinated assessment system



## ANNUAL MEETING FOLLOW UP

- Local Needs Assessment
  - To mirror Head Start's needs assessment
- School Readiness Priorities
  - Challenges obtaining data to determine impact
- Committee Structure

