



Early Learning Coalition

Of Brevard County, Inc.

Minutes: Executive/Finance Committee Meeting
 Date/Time: April 19, 2022 at 4:00 p.m.
 Location: 2671 W Eau Gallie Blvd Melbourne, FL 32935
 Members Present: Khaled Jarrah, Caitlin Rice (virtual), Terri Barlow
 Absent: Alan Bergman
 Guests: Octavio Verdaja, Monique Bustamante (Auditors – Verdaja, DeArmas & Trujillo)
 Staff present: Laura Gambino, Jeannie Williams, Amaris Rosario
 Start Time: 3:00 p.m.

| Agenda Item | Summary/Discussion | Action/Follow-up |
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| Welcome and Call to Order | Khaled Jarrah called the meeting to order at 3:05 a.m. | No Action |
| Vice Chair Update | Statement from Vice Chair – Alan Bergman, Board President is hospitalized and we are all praying for a swift recovery | No Action |
| Approval of Meeting Minutes | February 19, 2022 minutes | Terri Barlow motioned to approve the February 15 minutes with the following change- Caitlin was listed as both the motion maker and the second (it has been changed to reflect Terri Barlow as the second). Caitlin Rice seconded the motion. The motion passed Unanimously. |
| Auditors Report | <p>The auditing firm of Verdaja, DeArmas & Trujillo presented ELC’s annual 990 and the annual financial statement. Auditor Octavio Verdaja compliment both the CEO, Laura Gambino and CFO, Amaris Rosario on their diligence and willingness to ask questions.</p> <p>Khaled suggests voting on the 990 and letting the full board vote on the financial statement.</p> | Terri Barlow makes a motion to accept the 990 Tax Return Caitlin Rice seconded the motion. The motion passed unanimously. |
| CEO Report | <p><u>State Board of Education and Division of Early Learning Updates</u></p> <ul style="list-style-type: none"> • DEL Executive Director update calls – bi-weekly • Association of Early Learning Coalitions (AELC) – monthly • Finance Director/DEL/ED Collaborative calls - monthly <p><u>ELCB Coalition Update:</u></p> <ul style="list-style-type: none"> • 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. Project will be completely electronic with reviews and updates held at Board meetings during this same time period.

- Division of Early Learning Accountability Monitoring final CAP items have been submitted to DEL within the identified timeframe of April 7th. Division of Early Learning Fiscal Monitoring in DRAFT format only and responses from ELCB due to DEL by Friday, April 22nd.
****Fiscal Monitoring DRAFT report shows prior year #11 findings and current year #1 finding.
- Rockledge Lease update - several meetings held with current landlord and optional space at CareerSource Brevard. Landlord has extended a rent reduction for the smaller space at the current Rockledge office as well as complete renovation of the current space.
ACTION: Board approval to move forward with lease negotiations with Florida Ave landlord as well as MOU with CareerSource Brevard. *
- DEL additional CARES funding potential (CRRSAA) for Coronavirus Response and Relief Supplemental Appropriations Act has been funded to providers. American Rescue Plan (ARP) funding initial funding to providers on March 25th. **UPDATE: CRRSA award issued amount of \$6,413,368 and ARPA award issued amount of \$16,339,297.**
- 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. **UPDATE:** Award of \$523,000 for continue support to providers related to workforce and upskill training and building an EL pipeline of talent.
- Legislative Activity Highlights:
 - School Readiness New Funding Formula
 - Gold Seal differential payment pulled from base rate of funding
 - Additional funding source specific for Wait List
- ***Historic increase for Base Student Allocation for VPK – school year from \$2,486 to \$2803***

Transition to K mandate to adopt Best Practices Plan with Brevard Public Schools

- 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. It provides opportunity for continuous improvement that is data-driven and focused on what matters most for student outcomes, interactions. DEL working on continuous

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| | <p>improvement efforts based on CLASS scores by county.</p> <ul style="list-style-type: none"> • ESSER Award for Technology – additional award from Division of Early Learning dedicated to providing tablets and headphones for every VPK classroom. In process and estimated delivery from the vendor by summer. • ELC Brevard Local Outreach <ul style="list-style-type: none"> ○ Space Coast League of Cities Monthly Meetings, Second Monday each month ○ Melbourne Regional Chamber – Small Business/Nonprofit Luncheon, April 5th ○ Melbourne Regional Chamber – State of the State Breakfast, April 7th ○ Coordinating “Business EL Briefing” Event with Chancellor Mears, late May/June ○ Confirmed Education Update from State Representative Randy Fine, May 17th. • Rule Updates <ul style="list-style-type: none"> 6M-4.500 – Child Attendance and Provider Reimbursements 6M-4.735 Early Learning Professional Development Standards and Career Pathways 6M-8.702 Removal from Voluntary Prekindergarten Education Program Eligibility 6M-9.120 Early Learning Coalition Performance Standards and Evaluations <p>*It was discussed and decided that lease negotiations would be on hold and a committee formed to decide next steps.</p> | |
| Finance Report | <p>Finance Director, Amaris Rosario gave the Finance Update</p> <p>Khaled Jarrah requests a breakdown of Quality dollars</p> | |
| Adjournment | <p>Meeting was Adjourned at 3:55 p.m.</p> | <p>Terri Barlow motioned for the adjournment of the Executive/Finance Committee meeting. Caitlin Rice seconded the motion. The motion passed Unanimously.</p> |

April 19, 2022 Exec/Finance Committee Meeting Minutes approved at May 17, 2022 Exec/Finance Meeting