



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

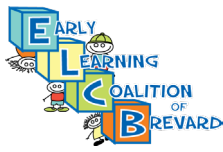
**Executive/Finance Committee Meeting
Tuesday, December 13, 2022
2671 W Eau Gallie Blvd
3:00 PM**

Agenda

Welcome & Call to Order	Alan Bergman Chair, Board of Directors
Executive/Finance Minutes – November 15, 2022	ACTION ITEM
Chair Report CEO Annual Performance – Jan 2023	Alan Bergman
CEO Report Finance Policy and Governance Banking Updates/Signature Requirements Provider/Parent Overpayment – Legal Update Execution of WorldClass Workforce Initiative	Laura Gambino, CEO
Finance Report Monthly Budget Report Operations/Bank Reconciliations	Amaris Rosario, CFO
New Business	
Adjourn	
Next meeting:	January 17, 2022

PROUDLY SUPPORTED BY:





Early Learning Coalition

Of Brevard County, Inc.

Minutes: Executive/Finance Committee Meeting
 Date/Time: November 15, 2022 at 3:00 p.m.
 Location: 2671 W Eau Gallie Blvd Melbourne, FL 32935
 Members Present: Alan Bergman, Caitlin Rice, Terri Barlow (V), Michael Blake
 Absent:
 Guests
 Staff present: Laura Gambino, Jeannie Williams, Amaris Rosario
 Start Time: 3:00 p.m.

Agenda Item	Summary/Discussion	Action/Follow-up
Welcome and Call to Order	Alan Bergman called the meeting to order at 3:05 a.m.	No Action
Approval of Meeting Minutes	September 13, 2022 minutes	Caitlin Rice motioned to approve the September 13, 2022 minutes. Terri Barlow seconded the motion. The motion passed Unanimously.
Chair Report	<p>CEO Performance Report – Division of Early Learning</p> <p>Alan would like to congratulate Laura Gambino, CEO for completing the Harvard University’s, Early Learning certificate. It was a yearlong very comprehensive program and the board is very appreciative of her continuing education effort.</p> <p>Alan spoke about a program where people go to different animal shelters and read books to the animals and maybe this is something Providers might be interested in.</p>	
CEO/Chief Executive Officer 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) • CLASS Work Group Meetings – bi-monthly, acting Chair • Division of Early Learning Rule Workshops • Weekly ARPA Spend Plan call AELC/DEL <p><u>ELCB Coalition Update:</u></p> <ul style="list-style-type: none"> • American Recovery Plan Act (ARPA) II Update: DEL Notice of Award (NOA) received September 30th in amount of \$17,985,966 for ARPA Phase II. Recommended itemized spend plan in review and waiting for further guidance from DEL; preliminary spend plan documents have priority of funding dedicated to stabilize Florida’s providers; expand access to high quality providers for families; invest in quality and elevate Florida’s workforce and early learning teaching industry. 	

- 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 of \$1,437,295 in addition to \$523,000. Dedicated award of almost \$2 million directly for Building a World Class Workforce Initiative.
- Rockledge Office – surplus and destruction to be finalized by 11.28.22. Complete vacancy of the west side office space and final walk through with landlord tentative scheduled for Dec 1st. The Rockledge Suite D space fully functional by 11.28.22/
- Division of Early Learning – VPK Readiness Rates and 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. Developing Program of Action for DEL on how ELCB will address increasing VPK Readiness Rates. Additional resources and staff needed for coaching, training and provider support.
- 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. **Update:** Initiating professional development tool with Marco Polo Learning for all providers to increase CLASS scores and enhance Family Engagement components.
- School Readiness (SR) Plan submission to Division of Early Learning is due December 30th. This project brings all ELCB policies and procedures into one document including all the new changes from legislative and rule approvals. ELCB will solicit input from community as part of the School Readiness (SR) Plan Amendment and Acknowledgement plan. **Update:** SR Plan updates per Rule are attached in draft format.

	<ul style="list-style-type: none"> • ELC Brevard Local Outreach <ul style="list-style-type: none"> ○ Space Coast League of Cities Monthly Meetings, Second Monday each month ○ Family Engagement event ○ Baby Bash Family Engagement, September 24th ○ Father's Event 11/22 ○ Annual Toy Drive 12/10 at Kia Dealership in Cocoa • Rule Updates <p>6M-4.500 – Child Attendance and Provider Reimbursements</p> <p>6M-4.735 Early Learning Professional Development Standards and Career Pathways</p> <p>6M-8.702 Removal from Voluntary Prekindergarten Education Program Eligibility</p> <p>6M-9.120 Early Learning Coalition Performance Standards and Evaluations</p> <p>School Readiness (SR) Plan Amendment/Rule Change</p> <p>Policy and Procedure Update Terri asked to clarify if Sub-recipient is the same as Provider. Answer: No Terri asked how cost allocation was figured. Answer: PAR</p>	
Finance Report	CFO, Amaris Rosario Monthly Budget Report	
Adjournment	Meeting was Adjourned at 3:35 p.m.	Terri Barlow motioned for the adjournment of the Executive/Finance Committee meeting. Michael Blake seconded the motion. The motion passed Unanimously.

November 15, 2022 Exec/Finance Committee Meeting Minutes approved at the December 13, 2022 Exec/Finance Meeting