

Minutes

Early Learning Coalition of Broward County

Community Partner Systems Meeting

9/19/07

10:00 a.m.

6301 NW 5th Way, Suite 3400

Ft. Lauderdale, FL 33309

Attendees:

Julie Bergstrom, Willie Cameron, Claudia Dean, Suzanne Ford, Jill Gelman, Ilene Gevirtz, Yanick Goutier, Jayne Hafner, Monica King, Cheryl Long, Ilene Miller, Julia Musella, Anita Platt, Gilbert Rincon, Wendi Siegel, Charlene Swanson, Carol Wasserman, Mary Jean Woika

Staff in Attendance:

Lisa Feeney, Sr. ECE Program Specialist, Janice Carter, ECE Program Specialist, Leticia Boswell, ECE Program Specialist, Deborah David, Director of CRRD, Inez Webb, Administrative Assistant

I. Welcome and Call to Order

K. Lee Tirpak

The meeting was called to order by K. Lee Tirpak at 10:05 a.m.

II. Introductions

Self-introductions were made.

III. Review and Approve Agenda

The agenda was approved by consensus with OEL Monitoring visit added to VII "New Business.

IV. Review and Approve Minutes – 8/21/07

The minutes were approved by consensus without corrections.

V. VPK Update: 2007/2008

Carol Wasserman

Family Central, Inc. (FCI)

1. To date: 12,802 VPK certificates have been issued and 10,260 children enrolled.
2. The Department of Education will be conducting “It’s Okay to Play in VPK” training in September and October. First, the training will be offered to Center Directors, then it will be offered to the VPK teachers.
3. FCI staff and several Broward child care providers attended the Rule Development Workshop in Palm Beach. The workshop addressed the following topics:
 - Current method used to determine school readiness rates.
 - Giving providers meaningful data that is used to compute their Performance scores on the Readiness Rate, and making them aware of the areas for which they will be held accountable.

Comments from Partners

1. Legislative action is necessary
2. Pre-test the children prior to VPK and post-test at the end of the VPK program.
3. Weighting scores – (ECHOES/DIBELS).
4. Institute a long range plan to look at the gains.
5. Take absences and transfers into consideration (child has to be at the same sight 70% of the time to be eligible for the testing).
6. Give consideration to wrap-around data.
7. The first year should not be counted, but used to create awareness and allow corrective action.
8. Remove standardized testing and make comparisons with other providers who have done well under the same conditions.

Action Items:	Person Responsible	Deadline
Attend DOE Public Hearings and communicate with legislators	all	On-going

VI. Discussion Topics

K. Lee Tirpak

System Meetings – Year in Review

1. Where have we been in 2006/2007?
 Hand-out was provided with overview of Topics covered, presentations, workshops and System improvement ideas from the Community Partners Systems meetings conducted from June 2006 through July 2007. Areas that continue to be of concern from the year in review are as follows:
 - Highlights:
 - Developmental Screening: Based on data reported from FCI, the months of January and February would be a more effective time-line to determine service delivery.
 - Correction: NBCDI Broward is not an affiliate but an Interest Group.

- The Early Learning Information Systems (ELIS) ideas from three counties will be used to develop future model by the year 2010. (Broward visit August 27-30, 2007).
 - Provider Training: Topics offered by child outcomes
 - Ideas for Unspent Coalition funds: Include accreditation fees
- Health Department – Immunization: FCI provided a letter to the Health Department authorizing Local, State and Federal Agency access to sites that received state funding based on the Service Agreement signed by the Provider.

Where are we going 2007/2008? Improvement Ideas

FCI

- Adequate Phone system:
 - New telephone systems have been ordered
 - Workshops will be held to train ELC and other Service Providers how to use the new system.
- Staffing crisis:
 - FCI is weak on accreditation resource fees.
 - Offer tutoring for mandatory introductory course test-taking.
- VPK Training for parents:
 - Parent Education: How to assist Child Care Providers to engage parents in appropriate child-focused activities. Department of Education in coordination with FCI is offering “It’s Okay to Play in VPK” September through October 2007.

Further Discussion

- Child Care Provider Focus:
 - Strengthen communication with Center Directors: Visit ELC website (central place) for meetings, workshops and general information.
 - Child Care Provider awareness of legislative changes.
 - Child Care provider representative takes important ideas that may interest the Board to implement as a Board policy.
 - Attention given to the mode of communication which provides a global perspective and allow for technology choices.
- The coalition invites partners to participate in presentations during the course of the year.

Action Items:	Person Responsible	Deadline
The coalition will invite ELC 5 Developmental Screening Manager, Jill Gelman, to future QRIS meetings	Lisa Feeney	Next QRIS meeting

VII. Workgroup Discussion Topics

At 11:15 partners separated into two groups for discussion on the following topics:

1. Intentional Communication between System Leaders and Providers: Facilitated by Wendi Siegel

Systems leaders were urged to be in close contact with child care providers and to recognize that they are part of the same team. Since many providers are occupied with daily operations of their centers, it is not only difficult for them to attend meetings, but also to keep up with the current information that is being disseminated. Some comments that were voiced included:

- Providers receive too many emails to keep up with.
- Need for a central place for information: A central website with information from all the partners might streamline communication rather than sending individual emails. To do this, it would be necessary to determine who is responsible to maintain such a website as well as the cost involved to do so. Could this expense be budgeted?
- Not all providers use email, some that do use it may not check on a daily basis due to time or location of computer.
- FCI reported that email was the most efficient way of getting information from their offices to providers.
- Having computer access is part of the cost of doing business; should this be the sole method of communication?
- The question of legality was raised, if it was decided that email was the exclusive method of communication, providers would be required to have internet access.
- Another avenue is to use voice mail as a means of communicating.
- No matter what the means of communication, providers want to be informed
- System providers should realize that it is important to take a global perspective when drafting instructions or conveying information, that clarity and accuracy in communication is absolutely necessary.
- Needs:
 - Training; awareness; accountability group; clarity in content of communication; proof-reading
 - Recognition of providers' input and the importance of provider outreach.

2. Set Up of Websites: Identifying Broward ELC System of Service: Facilitated by Deborah David

Hand-outs were provided explaining the present system: Service provider discussed how gainful the website would be to the community and how easy it would be to gain access through the links.

1. Based on the contract, ELC will have a link to all Service Providers; template will give details of each Service providers titled services.
2. At the last meeting the group discussed how to link to each other: How do we make this happen?
Timeline: how long will the process take working with web-master.
 - Adding link to the School Board's contract; Claudia will check into the process.
 - NSU: Linking to NSU would be directly to the Mailman Institute
 - FCI: Quality Rating & Improvement; Technical Assistance

- ELC website: Name of Service Providers: Name of service that each provides.
- Add to next meeting agenda: New web-site format for review.

Action Items	Person Responsible	Deadline
1. Proposed central web-site and the cost of maintenance	Deborah David	October 17, 2007 next meeting
2. BCPS process of adding links to their web-site	Claudia Dean	October 17, 2007 next meeting

	VIII. Old Business	Partners
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Coalition

1. Early Learning Information System (ELIS):

Office of Early Learning gave the information to an independent group to make flow charts. They are in the process of taking Broward's and two other coalitions' system around the state to build a model for the future. Some helpful tools were derived from the workshops and will be distributed to service providers when they become available.

2. School-Age Children on the Waiting List:

- 7% of the school-age children waiting for financial assistance on the spring waiting list were included in CSC funded programs.

IX. New Business	Partners
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1. Office of Early Learning is scheduled to visit Broward county on the week of October 8-11, 2007. Telephone interviews will begin on October 8. The coalition has submitted pre-audit files to OEL.

Action items:	Person responsible:	Deadline:
1. Invite Shukree Cha-Jua, Head Start Coordinator to Systems meeting	Coalition staff	
2. E-mail OEL schedule to Service providers and Child Care providers	K. Lee Tirpak	September 21, 2007

X. Public Comments

None

Action items:	Person responsible:	Deadline:

X1. Adjourn

The meeting was adjourned at 12:20pm

Next Meeting: Wednesday, October 17, 2007

These minutes contain the action items of the Community Partner Systems Meeting. They do not contain all items discussed. A tape recording of the meeting is held in the Coalition office. Submitted by: Inez Webb