Subject: CEO Report
Recommended Action: For Information Only
Financial Impact: None

1. **Waitlist Enrollment Update:** As of April 21, 2017, there has been a total of 414 children enrolled off of the School Readiness waitlist. Based on utilization numbers and updated projections from January 2017, it has been determined that a total of 665 children can be enrolled utilizing the additional OEL funding. Additional details regarding the waitlist referrals have been included in the Finance Committee section of this packet.

2. **Provider Contract Renewal Process and Child Care Resource and Referral Update:** The 2017-2018 School Readiness and VPK contracts were uploaded to the Provider Portal the week of February 13, 2017. The ELC, has and will continue to, conduct group and individual provider trainings to assist providers with the contract renewal process and send out reminder emails and robo calls. Our additional efforts to assist providers and complete the contract renewal process early has proven successful and we are on track to finish within OEL’s deadlines. Below are the ELC proposed deadlines given to providers as well as the percentage of applications submitted (and being processed by ELC staff).
   
a. VPK Summer – 4/7/17 (Percentage Applications Received - 100%)
b. School Readiness – 5/1/17 (Percentage Applications Received - 52%)
c. VPK School Year – 5/5/17 (Percentage Applications Received - 40%)

   **Deadlines above are ELC deadlines not OEL.**

Each year per OEL contract, the ELC is required to update provider information (for all Broward County providers) in the child care database by May 31st. To date, the ELC has updated 99% of provider information.

3. **Office of Early Learning Fiscal Monitoring:** As part of the Office of Early Learning (OEL) grant agreement between the Early Learning Coalition of Broward County (ELC), the ELC is required to undergo certain monitoring and audit reviews. OEL conducted its monitoring of ELC during March and April 2017. On April 11, 2017, OEL conducted an exit interview with ELC. Overall, while OEL identified 4 findings, encompassing the period of July 1, 2015 to December 31, 2016, some of the findings were related to issues/processes already addressed in the ELC’s recent restructuring and updated processes. The remaining findings are straightforward issues and easy to fix. The specifics of each finding and corrective actions will be shared with the Audit Committee on April 27th and then with the full board on May 12th.

4. **Sub Recipient Contract Renewal Process:** A new, more comprehensive contract review process was initiated beginning in February, in preparation for FY 17/18 contract renewals and budget. Provider meetings, consultations with OEL, and a detailed programmatic and administrative analysis will set the stage for contract modifications effective July 2017. The OEL fiscal monitoring conducted last month supports the need to improve compliance with OEL rules and protocols at the local level. Terms of the OEL contract should carry
through and be consistent with terms in all subcontracts, with a stronger alignment of contract deliverables with outcome performance measures. Although budget allocations have not been finalized by OEL, spreadsheet recommendations for renewal terms, and the assumption of level funding, will be distributed under separate cover for Board input next month.

5. **Professional Development:** ELC has been conducting Provider Feedback Sessions to obtain information from VPK and SR providers regarding their professional development needs and interests and to get their feedback regarding ELC’s Professional Development ideas and plans. Outcome and data from these sessions will be provided in the near future; however, to date the majority of Providers and Directors have really supported the idea of the ELC providing additional training and distinct training tracks. The ELC has also started conducting trainings on the new Health and Safety Standards utilizing existing staff. Additionally, the ELC is hoping to partner with the Broward County School District so that ELC staff can conduct trainings at the district’s future demonstration site housed at the now vacant Gulfstream Middle School. This would enable ELC to provide trainings in South Broward as well as our current location. Additional details can be found in this Executive Committee Packet (under Consent Agenda).

6. **Countdown to Kindergarten:** The Countdown to Kindergarten event on April 22nd was a huge success, with approximately 1,200 children and families in attendance. If you did not see Saturday Facebook posts, there were presentations and participation by Commissioner Beam Furr, Superintendent Robert Runcie, CEOs Cindy Arenberg Seltzer and Kathleen Cannon. A piglet petting area delighted everyone and set the stage for the interactive performance of *The Healthy Story of The Three Little Pigs* at the Broward Center for the Performing Arts.

On April 27, as part of the Broward Reads: Campaign for Grade Level Reading, there will be an all-day Broward Reads for Kindergarten event open to all interested School Readiness and VPK providers. All participating providers will read “Look out Kindergarten Here We Come” and engage in a variety of exciting Kindergarten transition activities at their respective sites throughout the day. Additionally, approximately 9,000 VPK children will receive a copy of the book “Miss Bindergarten Gets Ready for Kindergarten”. **Scholastic books, through collaboration with the Broward County School District, has generously donated 4,000 books to the Early Learning Coalition for this event.**

7. **Additional Office Space:** The ELC Broward is still in discussions with Lakeside Plaza regarding obtaining additional office space on the third floor of their current location. There is no new information to report. ELC staff will continue to update the Board as new information is available.