



APPROVED ON JUNE 02, 2023, PROGRAM REVIEW COMMITTEE MEETING

Early Learning Coalition of Broward County, Inc.

Program Review Committee Meeting Minutes

April 11, 2023, at 2:00 PM

Zoom Meeting

Members in Attendance	Chair, Monica King; Dawn Liberta; Cindy Arenberg-Seltzer; Renee Podolsky; Melody McDonald
Members Absent	Richard Campillo; Laurie Sallarulo
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Howard Bakalar, CPO; Hubert Cesar, CIO; Melody Martinez, Board Liaison; Amy Moore, Senior Director of Family Services and Provider Relations; Allison Metsch, Senior Director of Education & Quality; Ancel Pratt, III, Senior Director of Communications & Outreach; Ayme Hamoui, Director of Education Program Assessment; Maggie Laino,
Others in Attendance	

Item	Action/Discussion
Call to Order	Monica King, PRC Chair called the meeting to order at 2:04 PM.
Roll Call	The roll was called, and a quorum was established.
Consent Agenda	
1. Approve December 16, 2023, Committee meeting minutes	There was a Motion to move both Consent Agendas by Renee Podolsky and Seconded by Dawn Liberta. Unanimously approved. Motion Passes.
Regular Committee	
1. PRC233RB1 – School Readiness Enrollment/Redetermination Update (Goal 1 of Strategic Plan)	Amy Moore provided updates on School Readiness and enrollment and redetermination. ELC Broward is continuing to enroll families in School Readiness services. Since July 1, 2022, we have currently enrolled 3,062 children. Thanks to the Board’s approval of additional staff last year, we have been able to assign fewer cases to each staff member, which in turn has allowed our staff to act in more of a case manager capacity. This has enabled them to conduct more follow-ups with our families about their cases. Additionally, we have devised new outreach strategies and have also introduced texting with our customers, which has proven to be both a customer and a staff satisfier. Additionally, through that texting service, clients can submit their documentation through a secure link.
2. PRC233RB3 – Education/Quality (Goals 3 and 4 of Strategic Plan)	Allison began the Broward Above and Beyond update by welcoming Marjorie Rizzo, the new Broward Above and Beyond Education Manager to the team.
a. Broward Above and Beyond Update	She shared that the data received from surveys stemming from some of the Above and Beyond sites is being utilized to add two additional staff positions devoted to processing the paperwork necessary for childcare staff to receive their quarterly and other stipends, one additional coach, who will be used to expand the current cadre of providers from 50 to 55, along with the creation of a new Child Development

<p>b. Referrals for Children with Special Needs Progress Update</p>	<p>Associate Academy. This will be offered to the community for a nominal fee.</p> <p>The feedback from directors is that now they are able to get people in their classrooms, however, they have shared that they need help because the new hires aren't as familiar with conducting a classroom which is where our goal for our coaches comes in. We are hoping to have our coaches spend more time at the schools to prevent turnover.</p> <p>As discussed at the board meeting, with additional available stimulus funds we will be hiring two additional Inclusion Specialists, two additional Family Engagement Specialists, and four Peer Support Specialists who will provide emotional and navigational support to families who have either discovered or have been informed that their children may be experiencing developmental issues, and an additional coordinator.</p> <p>Ellie shared that she is excited about the peer specialists and her vision for working closely with them. She has a new staff position who will be tracking the ELC referrals so the individual hired to that position can provide feedback on what happened with those referrals. Laurie feels that the addition of the new inclusion, peer, and child client specialists, will be a significant step towards engaging the families that could benefit from these early intervention services.</p> <p>Howard provided a quick update concerning ASQs and VPK. After a conversation with Board Member Ellie Schrot, Renee brought it to Chancellor Mears and he was receptive to piloting a new program where we take a look at ASQs in VPK classrooms because right now ASQs are only in School Readiness classrooms. We will be piloting this in 5 schools with roughly 250 children. This will allow us to see the similarities and differences between the VPK and School Readiness populations.</p>
Unfinished Business	None
New Business	None
Matters from the Chair	None
Matters from the Committee	None
Public Comments	There was no discussion.
Next Meeting	TBD
Adjourn	Meeting adjourned at 3:06 PM

These minutes contain the action items of the Board meeting of the Early Learning Coalition of Broward. They do not include all of the Committee's discussions or comments on each matter or issue raised during the meeting. A tape recording of the meeting is held in the Coalition office. Corrections from the Committee will be taken before approval at the next meeting.