



**Early Learning Coalition of Broward County, Inc.  
Board Meeting Agenda  
February 14, 2022 at 12:00PM**

**Via Zoom Meeting:**

**Meeting ID: 870 3450 9142 Passcode: 058047**

<https://us06web.zoom.us/j/87034509142?pwd=ZUxMRWZqNkticUplcTV0WU5FcUhqUT09>

*Members are reminded of conflict of interest provisions. In declaring a conflict, please refrain from voting or discussion and declare the following information: 1) Your name and position on the Board, 2) The nature of the conflict and 3) Who will gain or lose as a result of the conflict. Please also fill out form 8B prior to the meeting.*

<b>PAGE</b>			
<b>I.</b>	<b>Call to Order</b>		Laurie Sallarulo, Chair
<b>II.</b>	<b>Roll Call</b>		Melody Martinez, Board Liaison
<b>III</b>	<b>Chancellor Mears</b>		Renee Jaffe, CEO
<b>IV</b>	<b>Chair Report</b>		Laurie Sallarulo, Chair
<b>V</b>	<b>CEO Report</b>	3	Renee Jaffe, CEO
<b>VI.</b>	<b>Consent Agenda</b>		Laurie Sallarulo, Chair
	<ul style="list-style-type: none"> <li>• Approve December 20, 2021 Meeting minutes</li> <li>• B224CA1 – Approve Audit &amp; 990's</li> <li>• B224CA2 – Approve Scholastic Contract renewal for bookworms</li> </ul>	6 11 20	
<b>VII.</b>	<b>Finance Committee</b>		Cindy Arenberg Seltzer, Committee Chair Christine Klima, CAO
	<ul style="list-style-type: none"> <li>• B224FIN1 – Approve December Interim Financials</li> <li>• B224FIN2 – Approve Budget Amendment #4</li> <li>• B224FIN3 – Approve Rate Increase</li> </ul>	21 32 36	
<b>VIII.</b>	<b>Regular Business</b>		
	<ul style="list-style-type: none"> <li>• B224RB1 – Approve draft scope of services for procurement of new legal services vendor</li> <li>• B224RB2 – Approve Provider Representative Nomination/Recruitment Policy</li> </ul>	42 46	
<b>IX</b>	<b>Ad Hoc Strategic Planning Committee</b>		Kirk Englehardt, Committee Chair Carol Wick, President Sharity Inc.
<b>X.</b>	<b>Program Review Committee</b>		Khalil Zeinie, Committee Chair
<b>XI.</b>	<b>Audit Committee</b>		Richard Campillo, Committee Chair
<b>XII.</b>	<b>Nominating Committee</b>		Michael Asseff, Committee Chair
	<ul style="list-style-type: none"> <li>• B224NOM1 –Officer/Chair Election Process Timeline</li> </ul>	50	
<b>XIII.</b>	<b>Governance Committee</b>		Dawn Liberta, Committee Chair
<b>XIV.</b>	<b>Provider Representative Update</b>		Beverley Batson, Representative private faith based child care provider

XV.	<b>FYI Items</b> <ul style="list-style-type: none"> <li>● FYI 1 Wait List Report</li> <li>● FYI 2 FY 21-22 ELC Contracts</li> <li>● FYI 3 Education and Quality Training Calendar</li> <li>● FYI 4 December Cash Disbursements</li> <li>● FYI 5 Match Report</li> <li>● FYI 6 Legislative Session Bill Update</li> <li>● FYI 7 Carol Wick – Consultant Bio</li> <li>● FYI 8 FY 21-22 Committee Membership</li> <li>● FYI 9 FY 21-22 Board Meeting Attendance</li> <li>● FYI 10 Glossary of Terms</li> </ul>	56 57 59 60 61 62 66 67 68 69	
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XVI.	<b>Unfinished Business</b> <b>New Business</b> <b>Matters from the Board</b> <b>Matters from the CEO</b> <b>Matters from our Partners</b> <b>Public Comment</b> <a href="#">Next ELC Board Meeting: April 11, 2022@ Noon</a> <b>Adjourn</b>		
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**Please Note:** Agenda subject to revisions and additions per the discretion of the Chair of the Coalition. Notification will be sent of any such revisions or additions. **Members of the Public:** Please sign up at the entry desk for public comments to be made on particular agenda items no later than five minutes after the Coalition meeting has been called to order.

## **CEO Report**

### **Board Meeting – February 14, 2022**

#### **Racial Equity Update**

On February 1<sup>st</sup>, the ELC hosted Broward Sheriff Office's Undersheriff Nichole Anderson as a last minute replacement for Sherriff Gregory Tony to kick-off Black History Month. Undersheriff Anderson did a fantastic job. The staff found her session informative and inspirational. She talked about her years of experience in the criminal justice field and the plethora of great equity initiatives BSO is spearheading in the community. Many thanks to the ELC board members who were able to attend.

As previously reported to the board, ELC has placed a pause on conducting Racial Equity training based on a directive from the Division of Early Learning (DEL). The ELC is awaiting formal notice in writing. ELC staff will bring this issue with recommendations to the next Executive Committee for discussion.

ELC will continue to celebrate Black history throughout the month of February.

#### **School Readiness and VPK Enrollment/Attendance Update**

School Readiness attendance during October remained nearly level with the prior month at 11,650 but showed an uptick in November; rising to 11,755. December numbers continued an upward trend, coming in at 11,895. Staff continue to monitor utilization trends and the net impact of new enrollments, attrition during peak eligibility redetermination season, changes to usage for mandated care programs and other factors to project out the rest of the year. In response to the increase in SR Waitlist funding, staff is continuing to pull children off the waitlist at an aggressive pace. In November, almost 1,000 children were called off the waitlist and another approximately 1,000 additional children were called in December. We pulled another 900 children off the list in January, and are pulling an additional 439 children from the list February 9<sup>th</sup>. This brings our waitlist to 883. As of February 9<sup>th</sup>, we are now pulling families off the waitlist that signed up January 12<sup>th</sup>. So, the current lag time is now down to 4 weeks.

VPK enrollment for the 2022/2023 school year began in January. Staff has been processing applications, and have launched an outreach effort that includes social media, print advertising, direct emails, fliers to community partner organizations, and a new grass roots awareness campaign.

#### **The American Recovery Plan (ARP):**

ELC Broward has been informed by the Division of Early Learning (DEL) that the American Rescue Plan Act plan (which includes \$1.5 billion statewide for stabilization of the child care industry and \$952 million in discretionary funding) is now in its final phase of review (with Legislators) and unless there is a formal objection (which is not expected), the funds will be available to DEL by February 9<sup>th</sup> and then quickly distributed to Coalitions. The proposed ARP award amount for ELC Broward is \$62.9 million (of which \$59,864,965 for provider grants) to be distributed by June 30<sup>th</sup> with additional ARP funding awards thereafter for the next seven quarters.

ELC staff has now received a drafted overview of ARP funding parameters. It appears the strategy is to provide child care small businesses with another large grant opportunity that will include a base grant (based on enrollment rather than licensed capacity) and additional supplemental awards based on Gold Seal status, CLASS scores, workforce investments to be implemented, and some other additional factors that benefit children and families. The minimum base grant amount any provider will receive is \$12k, but grant awards could exceed \$100k, depending on numbers of School Readiness children served, Gold Seal status, etc. This round of ARP funding, to be distributed by June 30<sup>th</sup>, 2022, will be the largest grant opportunity for child care small businesses to date.

DEL is building a series of modules in its EFS System for child care providers to complete the ARP applications. The module is scheduled to be shared with the State's ELC's later this week. While the funding is scheduled to be approved by

Legislators no later than February 9<sup>th</sup>, ELC's must wait until the above mentioned application module has been completed and formal guidance is provided from DEL before rolling it out to child care small businesses. To date, there are still details related to eligibility that have not been solidified by DEL. In the meantime, utilizing what has been shared by DEL, ELC staff is working internally on the logistics and operations to successfully administer these funds. ELC's awarded ARP funding is included as a budget amendment at the Board meeting on February 14<sup>th</sup>. Updates will be provided as available.

### **Strategic Planning Process**

A Consultant has been acquired for the facilitation of the Strategic Planning process and is scheduled to meet with the Ad Hoc Strategic Planning Committee on February 11, 2022, she will also attend the Board meeting on February 14<sup>th</sup>, 2022. We have held several internal meetings with the Consultant (and staff) and are formulating the groundwork required prior to us having our Board Retreat. A survey of Retreat dates was conducted and Monday March 14, 2022 was by far the most popular date, with the majority wanting the Retreat to be virtual (only 3 indicated in person preferred). The main purpose of this Retreat is to discuss ELC Strategic Planning and data so that we ensure the Board has been involved and all data reviewed in order to develop a Strategic Plan.

### **Broward Above and Beyond Initiative**

Approved by the ELC board at its last meeting, this initiative to help approximately 50 child care providers recruit, upskill, and retain its educators is readying itself for launch. ELC staff are in the process of staffing this program. The initiative has been announced to child care small businesses and communications about it will continue leading up to and through the application period. Because of his extensive knowledge of Broward's array of child care providers, William Karp has agreed to help choose participants. Thanks, William! Broward Above and Beyond will be discussed in-depth at the next monthly (provider) PLAN meeting, and will be followed by a mail-out flier, introducing the initiative in more detail. We will keep you informed as this exciting initiative gets underway.

### **Virtual Child Care Townhall**

On January 5<sup>th</sup>, the ELC hosted our Second Annual Virtual Child Care Town Hall. The event brought together State Legislators, Municipal Officials, partners and stakeholders to discuss the current state of the child care industry. Participants heard from our CEO Renee Jaffe about the changes and challenges in the early childhood education sector and the need for future action. From the ten legislators and legislative staff who attended, two chief advocates for early education Representatives Marie Woodson and Representative Vance Aloupis spoke about the importance of maintaining safe, affordable, and quality child care services for working families in our community. Our elected officials also heard from a panel of child care center owners who shared the struggles and successes of the last two years. ELC also shared some of our current and future initiatives to help the early childhood education workforce with recruitment and retention efforts.

### **Legislative Update**

Florida's State Legislature officially kicked off its first week on January 10<sup>th</sup>. ELC of Broward County is actively tracking the legislative process. While there are a few early learning bills we are tracking, this year HB 1199/SB 1700 Funding For School Readiness is in the spotlight and successfully moving through both the House and Senate. This bill would require DEL to conduct a funding formula allocation conference to determine specific funding allocations for Coalitions for School Readiness. This would be a huge change in how funding is allocated. The intent of the legislation is to fund Coalitions based on need in each community and allow for provider reimbursements that better reflect the cost of care.

Renee Jaffe, CEO and Howard Bakalar, CPO were in Tallahassee the week of January 30<sup>th</sup> for Children's Week, where they attended Children's Week events and met with many local legislators and Statewide early learning partners.

As communicated to Board members earlier this week, , the Senate proposed an additional investment of \$392 million in Florida's VPK program over three years, which would bring per-student funding to the highest level since the

program's inception: from \$2,486 to \$3,294. In the context of a rising minimum wage in Florida, this increase recognizes the important work of early learning educators and the need to support competitive wages.

ELC staff will continue to provide regular updates to the Board on the status of proposed early learning related bills and the budget proposals, which can be viewed along with a description in the FYI section of this packet.



**Early Learning Coalition of Broward County, Inc.**  
**Board Meeting Minutes**  
**December 20, 2021 at 12:00 PM**  
 Virtual Meeting

Members in Attendance	Michael Asseff; Cindy Arenberg-Seltzer; Beverley Batson; Cara Cerchione; Amoy Reid; Renee Podolsky; Khalil Zeinieh; Richard Campillo; William Karp; Monica King; Laurie Sallarulo; Carol Hylton; Sharonda Bailey; Dawn Liberta; Zachary Talbot; Ellie Schrot; Laurie Rich Levinson
Members Absent	Twan Russell; Kristina West; Amoy Reid; Kirk Englehardt
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Hubert Cesar, CIO; Howard Bakalar, CPO; Judith Merritt, COO, Allison Metsch, Sr. Director of Education & Quality; Elsy Silvestre, Contract Administrator; Lizbeth Juan, Executive Assistant; Melody Martinez, Board Liaison; Reiner Potts, Financial Analyst; Keisha Dunn-Pettis, Senior Director of Family Services and Provider Relations; Stephanie Landreville, Controller
Others in Attendance	Jacob Jackson, General Counsel; Mary Rizzuti; kiddieridge; Heather Siskind; Layne Polakoff, BCPS; Debi Palmisano; Sara Schmidt, Compensation Resources; Cindy Brown; Diana L; Sandra Paul; Monica Mahecha; Rebeca Rosa; 321-426-0539; 561-308-0308; iPhone; iPhone (3)

Item	Action/Discussion
Welcome & Call to Order	Chair, Laurie Salarullo called the meeting to order at 12:02 PM. Roll was called and a quorum was established.
Chair Report	Chair, Laurie Salarullo asked what the process is if any, when a provider or a guest that is attending the meeting wants to speak. CEO said they can type any question they might have in the chat and one of our staff members will inform.
CEO Report	CEO welcomed everyone and summarized the CEO report
<b>Mission Moment – Workforce Initiative Above &amp; Beyond</b>	<p>Howard Bakalar, CPO, went over survey data collected from 581 providers through the CRRSSA Grant application process recently, noting that roughly 75 percent of Providers were reporting little to no turnover in their schools. Board Member William Karp added that this is not what Child Care Licensing was observing when out in the field. The feedback they are getting from providers is that people are not staying very long, and the number of new staff hired within the last 0-3 months is high.</p> <p>A <b>Motion</b> was made by Laurie Sallarulo to override policy and allow public comment at the end of each agenda item (in the absence of a virtual process). <b>Seconded</b> by William Karp. <b>Unanimously approved. Motion Passes</b></p> <p>Allison presented ELC’s workforce Initiative to support the Broward county childcare community.</p>

<p><b>Consent Agenda</b></p> <ol style="list-style-type: none"> <li>1. Approve November 15, 2021 Meeting minutes</li> <li>2. B222CA1 – Accept 2020 403B Audit Report and IRS Form 5500</li> </ol>	<p>A <b>Motion</b> was made by Monica King to proceed with the consent agenda. <b>Seconded</b> by Khalil Zeinieh. <b>Unanimously approved. Motion Passes.</b></p>
<p><b>Finance Committee</b></p> <ol style="list-style-type: none"> <li>1. B223FIN1 – Approve October Interim Financials</li> <li>2. B223FIN2 – Approve Budget Amendment #3</li> </ol>	<p><b>Approve October Interim Financials</b> Christine Klima, CAO shared and presented the October 2021 interim financial statements.:</p> <p>A <b>Motion</b> was brought forth by Dawn Liberta and Seconded by Carol Hylton to approve October 2021 Interim Financial Statements, pending approval of an annual audit performed by a qualified independent certified public accountant. The <b>Motion was unanimously approved. Motion Passes.</b></p> <p><b>Approve FY 22 Budget Amendment #3</b></p> <p>The CAO reviewed the highlights of the FY21 Budget Amendment #3:</p> <p>Board member Cara Cerchione asked who was on the ad hoc workforce committee and how they were invited, because a lot of providers are messaging her that they weren’t aware of the ad hoc workforce committee and were unable to participate.</p> <p>Howard Bakalar, CPO reminded the members that the Ad Hoc Workforce committee was created by the Board Chair and with sunshined meetings are open to the public. In addition, Cara Cerchione and Beverly Batson as provider representatives to the ELC Board are both members of this Committee. Cara attended the two workforce meetings, and was also in attendance at the subsequent program review committee, which was also sunshined and open to the public.</p> <p>Board member Laurie Rich-Levinson, noted she is on the Program Review Committee where we were invited and did attend the last Workforce workgroup meeting, and she fully supports allocating new funds for coaches for new hires at child care centers.</p> <p>A <b>Motion</b> was brought forth by the Finance Committee to approve FY2022 Budget Amendment #3. The <b>Motion was unanimously approved. Motion Passes.</b></p>
<p><b>Regular Business</b></p> <ol style="list-style-type: none"> <li>1. B223RB1 – Salary Survey</li> </ol>	<p>Sara Schmidt, Program Director from Compensation Resources (CR) presented results of their recent ELC salary survey to the members:</p>

Richard Campillo thanked the Consultants for their presentation and expressed his support for a motion to align the CEO compensation with ELC's salary administration policies and bring it up to the 30<sup>th</sup> percentile of the 2022 scale.

Michael Asseff stated that he would support that motion.

The Chair asked whether we already had a motion on the table that was a recommendation from the Executive Committee. The CAO confirmed that we did. The Chair called for that motion to be considered first before discussing a new motion.

A motion was brought forth from the Executive Committee to adjust the CEO Cash Compensation to \$194,100 total effective January 1, 2022 (184,100 annual base pay plus potential performance pay up to \$10,000). Monica King seconded.

The Chair confirmed with staff that a quorum of the members was present and asked if there was any discussion.

Richard Campillo noted that while there was a motion from the Executive Committee that he had further questions following the meeting, had followed up with the Consultants individually and asked them to provide clarifying background on ELC's Salary Administration Policies. Specifically, he asked them to explain that while ELC's policy is to set all salaries at or above the 30<sup>th</sup> percentile of each grade, one staff member is below that threshold: the CEO. And that is not in alignment with our policy. He added that he would propose a different motion correcting this issue if the Executive Committee motion failed.

Michael Asseff noted that he had voted against the Executive Committee motion when it was made at the Committee meeting and had wanted to set the CEO salary at the HHS Salary Cap, which was only \$5,000 higher. He added that he had also followed up with questions about the policies and practices at other Coalitions, observing that of the 4 largest Coalitions in the State, Renee was the only female CEO and was underpaid by comparison. He felt her compensation should be aligned to salaries of the other Coalitions and raised to HHS Salary Cap for 2021, which was \$199,300, particularly since the additional amount needed was nominal. He added that this was a reasonable salary for an organization with budget of more than \$160 million.

Monica King stated that she agreed with everything Michael said, noting that it was she who made the motion from the Executive Committee, but that she was confused by the presentation and did not realize the salary recommended was not the HHS Salary Cap. She added that Renee does a great job and deserves a good salary.

Michael Asseff echoed Monica's remark about Renee and reminded the members that Renee's evaluations all scored at that "exceeds expectations" level. In his opinion, an employee that exceeds expectations should receive a salary that reflects that.



Khalil Zeinieh stated that he was also planning to vote against the Executive Committee motion even though he had previously supported it because he was confused by the original presentation and found the update charts provided for the Board packet very compelling. He felt strongly that the CEO compensation should be set in alignment with ELC policy. He reminded the members that salary administration adjustments are strictly a matter of policy and separate from the performance evaluation process.

Laurie Sallarulo stated for the record that she too voted for the Executive Committee motion because the presentation at that meeting did not make clear that there were any staff that were not at the 30<sup>th</sup> percentile at the ELC. She added that she agreed with Khalil that all staff should be at the 30<sup>th</sup> percentile as a matter of policy.

The Chair called the vote on the Executive Committee motion. The motion failed unanimously

Richard Campillo made new motion to adjust the CEO Salary to the 30<sup>th</sup> Percentile effective January 1, 2022 in alignment with ELC Policy (\$197,899 total, base salary \$187,899 plus \$10,000 bonus). Monica King seconded.

Michael Asseff stated that he preferred to bring the amount up the HHS Salary Cap amount of \$199,300 to be alignment with other comparable Coalitions since the additional amount needed was so little.

Richard Campillo asked if he can amend his motion to change the amount.

Jacob Jackson, ELC General Counsel stated that since the motion had been seconded, it could not be amended.

Laurie Sallarulo added that the motion currently being considered was in alignment with the 30<sup>th</sup> percentile that was the Board Approved Policy.

The motion passed.

Michael Asseff wanted to note for the record that he voted no on the motion because he strongly believes that Renee's compensation should be brought all the way up to HHs Salary Cap of \$199,300.

Laurie Sallarulo added that she felt that bringing the salary to the 30<sup>th</sup> percentile was the intent of the Salary Administration Policy when it was first approved by the Board.

Board Chair Laurie Sallarulo, opened for discussion.

Program Review Committee – Khalil Zeinieh	No Discussion.
Audit Committee- Richard Campillo	No Discussion.
Nominating Committee - Michael Asseff	No Discussion.
Governance Committee – Dawn Liberta	We are going to be requesting a Governance Meeting and sending out request for dates.
Provider Representative –  Cara Cerchione, Representative private for profit child care provider  Beverley Batson, Representative private faith based child care provider	No Discussion.
<b>UNFINISHED BUSINESS</b>	None
<b>NEW BUSINESS</b>	None
<b>MATTERS FROM CHAIR</b>	There was no discussion.
<b>MATTERS FROM COMMITTEES</b>	
<b>PUBLIC COMMENT</b>	There was no discussion.
<b>NEXT MEETING DATE</b>	February 14, 2022 at 12:00PM
<b>ADJOURN</b>	Dawn Liberta Motioned to Adjourn meeting at 2:20 PM

*These minutes contain the action items of the Board meeting of the Early Learning Coalition of Broward. They do not include all 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 prior to approval at the next meeting.*

<b>ITEM/MEETING</b>	B224CA1 / Board
<b>DATE:</b>	February 14, 2022
<b>SUBJECT:</b>	1. Draft Audit Report for Fiscal Year 2021 2. Draft Form 990 for 2020
<b>FOR ACTION:</b>	Yes
<b>RECOMMENDED ACTIONS:</b>	1. Approve Draft Audit Report for Fiscal Year 2021 2. Approve Draft Form 990 for 2020
<b>FINANCIAL IMPACT:</b>	None
<b>ELC STAFF LEAD</b>	C. Klima

**Background Information:**

In accordance with the Early Learning Coalition’s fiscal policies and the OEL Grant Agreement, an audit of the Coalition’s financial operations is performed annually. For FY 2021, ELC’s external audit firm, Keefe McCullough, began a virtual site visit in October 2021 and completed a Draft Audit Report and Draft Form 990 on February 1, 2022.

**Current Status:**

Keefe McCullough presented their results at the meeting:

- The Preliminary Draft Audit Report contains no findings.
- IRS Form 990 was prepared by Keefe McCullough’s tax team. It reflects financial data tested during the FY21 audit process and has been reviewed and reconciled by staff to the financials.

**Recommendation:**

Audit Committee recommend that the Board:

1. Approve Draft Audit Report for Fiscal Year 2021
2. Approve Draft Form 990 for 2020

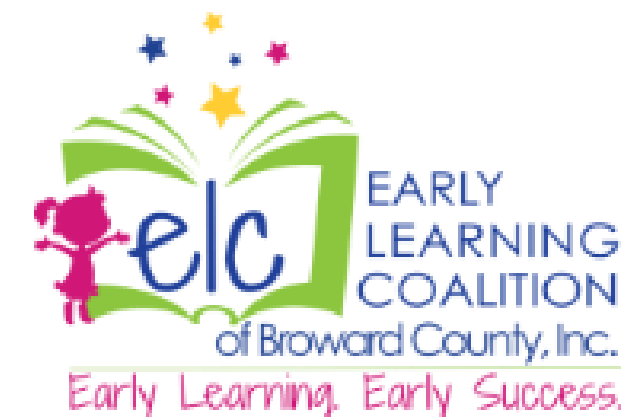
**Supporting Documentation:**

- Draft FY21 Audit Report (separate link)
- Draft Form 990 2020 (separate link)
- PowerPoint Presentation from Keefe McCullough (separate link)



# Financial Highlights

For the Year Ended June 30, 2021



The information presented has been derived from the financial statements and information provided by Early Learning Coalition of Broward County, Inc. . It is not intended to be a financial report under accounting principles generally accepted in the United States of America.

**Total Assets**

\$ 18,891,303

**Total Liabilities**

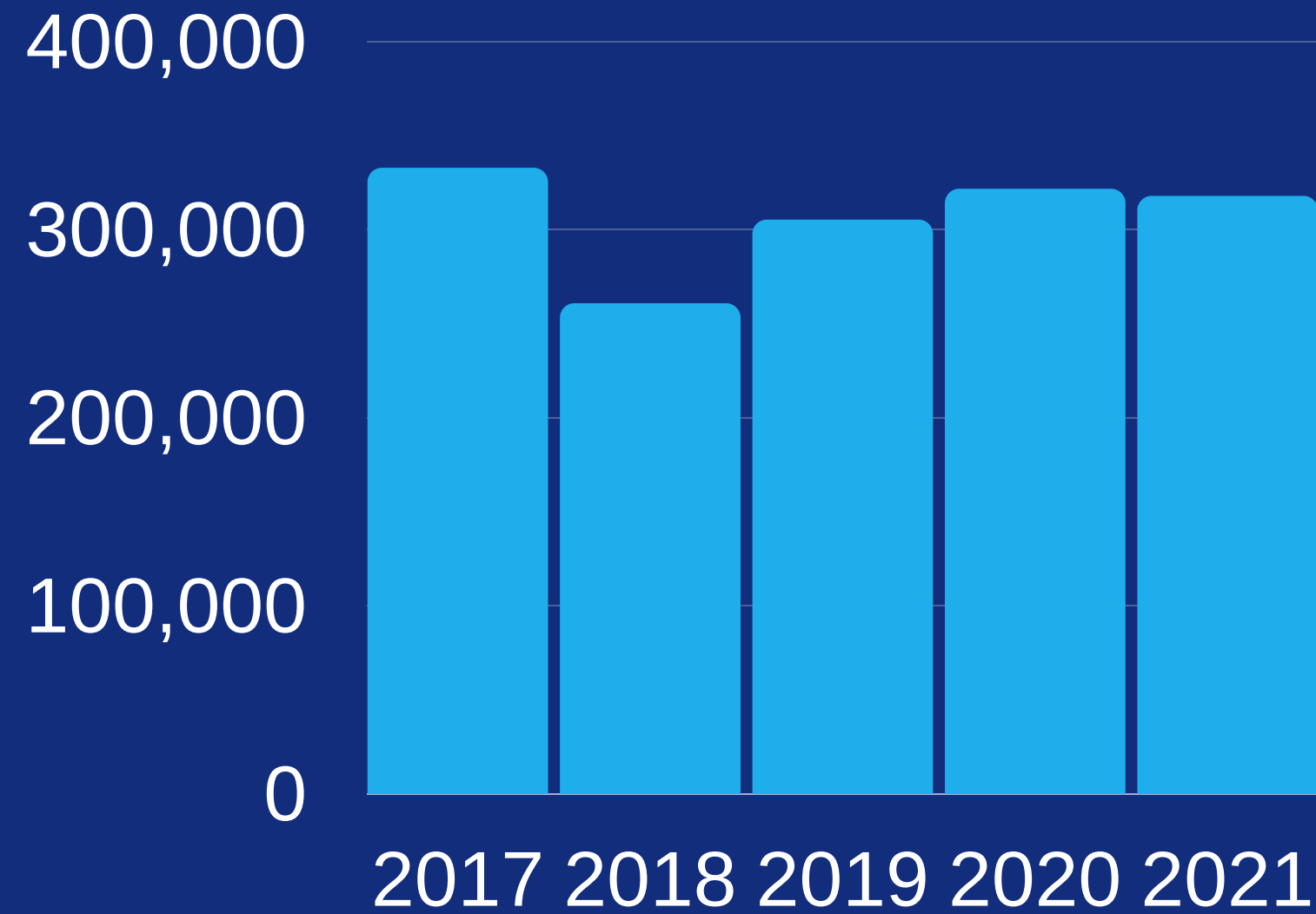
\$ 17,610,161

**Net Assets**

\$ 317,763

**Statement of  
Financial  
Position**

Net Assets of the Organization for the last four years:



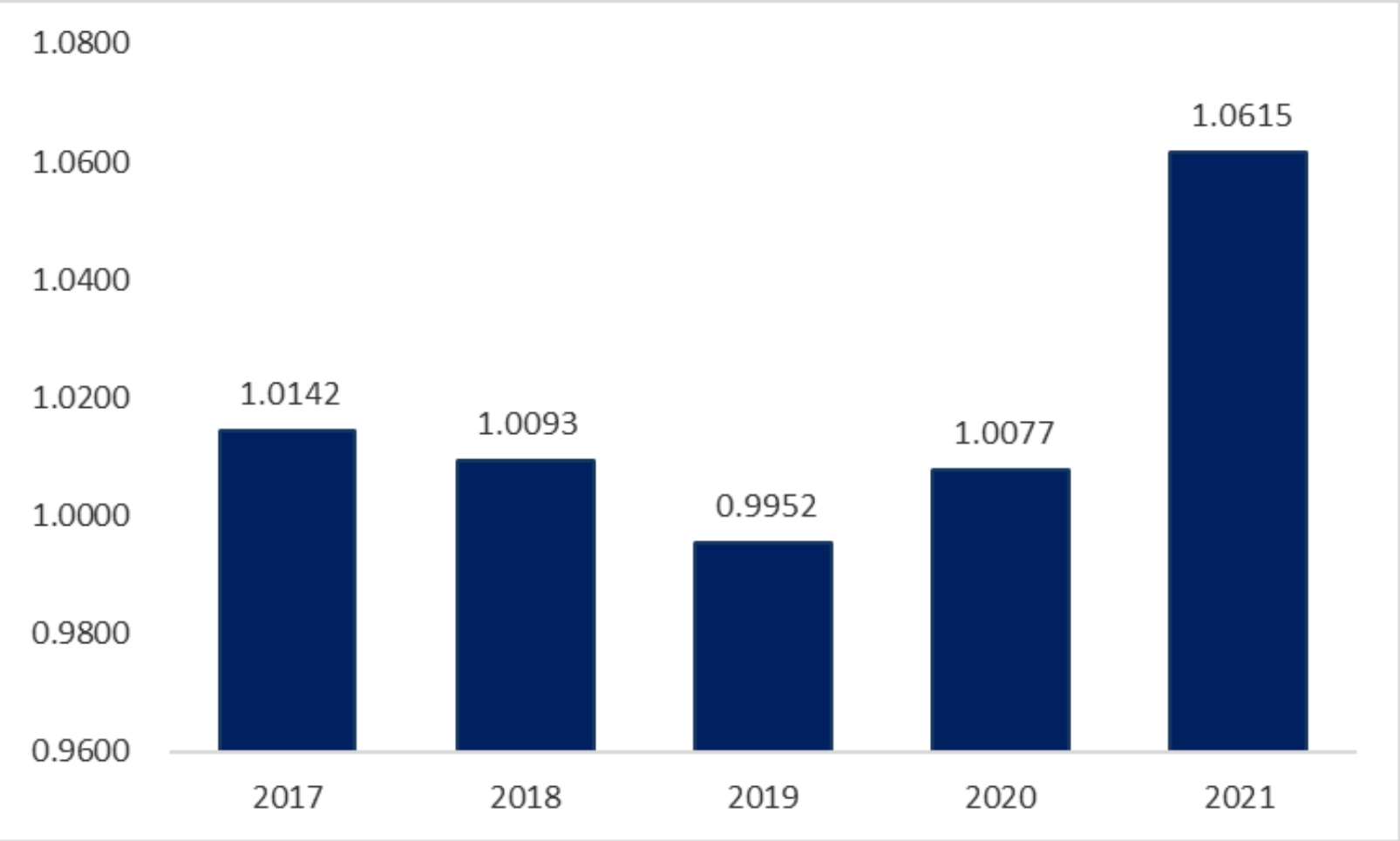
Total net assets at June 30, 2021 were \$ 317,763. This represents a decrease of \$ 3,793 over 2020.

# Net Assets





# Liquidity ratio:



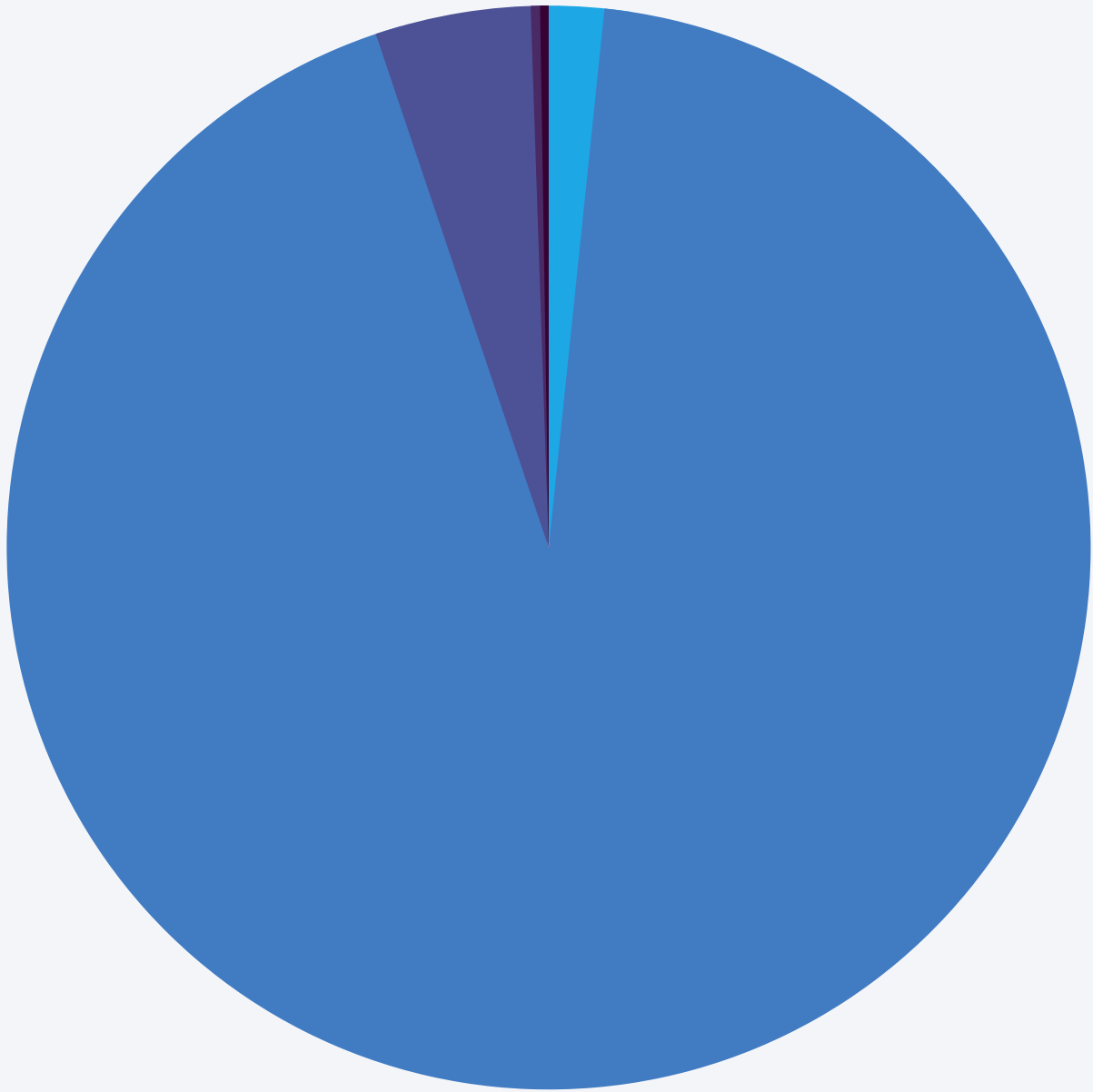
# Revenues

	<u>2021</u>	<u>2020</u>	<u>Increase/ Decrease</u>
Federal grants	\$ 97,999,008	\$ 60,915,401	\$ 37,083,607
State grants	27,139,415	47,118,337	(19,978,922)
Local grants	9,142,186	12,888,544	(3,746,358)
Other income	4,728	59,964	(55,236)
	<u>\$ 134,285,337</u>	<u>\$ 120,982,246</u>	<u>\$ 13,303,091</u>



# Public support and revenue of the Organization for the year:

Children's Services Council  
4.6%

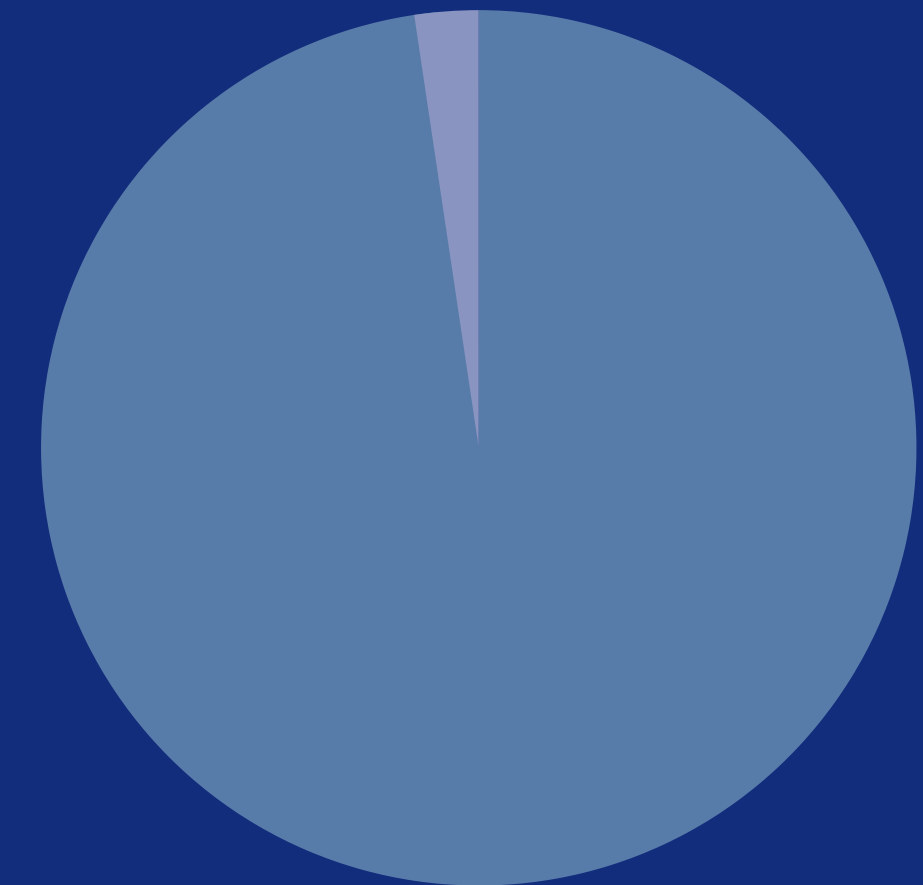


Division of Early Learning  
93.2%

# Expenses

General and administrative

2.4%



Program

97.6%

	<u>2021</u>	<u>2020</u>	<u>Increase/ Decrease</u>
Slots and pass through Eligibility, provider relations and payments	\$ 120,131,693	\$ 109,144,953	\$ 10,986,740
Quality and education	6,612,782	5,862,861	749,921
General and administrative	4,380,402	2,838,442	1,541,960
	<u>3,164,253</u>	<u>3,119,571</u>	<u>44,682</u>
	<u>\$ 134,289,130</u>	<u>\$ 120,965,827</u>	<u>\$ 13,323,303</u>



Significant Audit Matters

Other Matters

Report to Management



# Required Communication



<b>ITEM/MEETING</b>	B224CA2 / Board
<b>DATE:</b>	February 14, 2022
<b>SUBJECT:</b>	Renew the Broward Bookworms Program for Broward Families
<b>FOR ACTION:</b>	Yes
<b>RECOMMENDED ACTIONS:</b>	<b>Approve the Scholastic contract renewal for the Broward Bookworms Program for Broward Families pending legal review</b>
<b>AS RECOMMENDED BY</b>	N/A
<b>FINANCIAL IMPACT:</b>	Up to \$600,000
<b>ELC STAFF LEAD</b>	Christine Klima

**Background:**

The ELC staff and Board members have been concerned about the loss of learning across the early childhood spectrum and across the entire K-12 spectrum since the beginning of the pandemic. In FY21 the ELC created the Broward Bookworms program to promote literacy by encouraging reading at home for families with young children in Broward County. Broward families with children ages 0-5 received packets of books from Scholastic as well as accompanying activities based on the book themes mailed directly to them after registering on the ELC website. Over 10,000 book packets were sent to children ages 0-5 in Broward County in FY 2021. The ELC also created a continuing connection with approximately 6,000 (71%) of the families that opted to “keep in touch” when they registered in the Broward Bookworms program.

**Current Status:**

Due to the success of the FY21 Broward Bookworms Program and the availability of funding, the ELC would like to conduct a second Broward Bookworms Program in FY22 in two cycles. We anticipate that the cost of the book packets will have an estimated 5% increase this year to approximately \$26.00/packet and we anticipate the amount of children to increase by approximately 10% to 11,425 children. The ELC is targeting a March 1, 2022 launch date for the first cycle.

**Recommended Action:**

The Executive Committee recommends that the Board approve the contract renewal with Scholastic for the Broward Bookworms Program for Broward Families pending legal review.

**Supporting Documentation**

- None

ITEM#/MEETING	B224FIN1 / Board
MEETING DATE:	February 14, 2022
SUBJECT:	December 2021 Interim Financial Statements
FOR ACTION:	YES
RECOMMENDED ACTION:	<b>Approve December 2021 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant</b>
FINANCIAL IMPACT:	None
AS RECOMMENDED	Finance Committee

The Interim Financial Statements for the six-month period ending December 31, 2021 are attached for review. Financial Highlights are as follows:

**Overall**

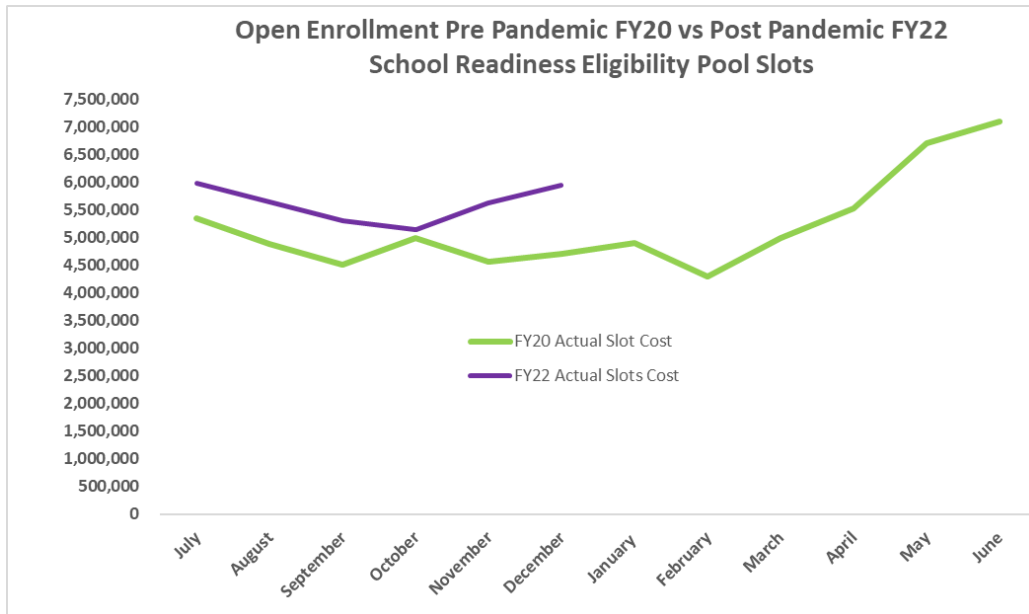
Total expenditures were 2% below the 50% target during December due to the combined impact of the expenditure rates in the following key categories:

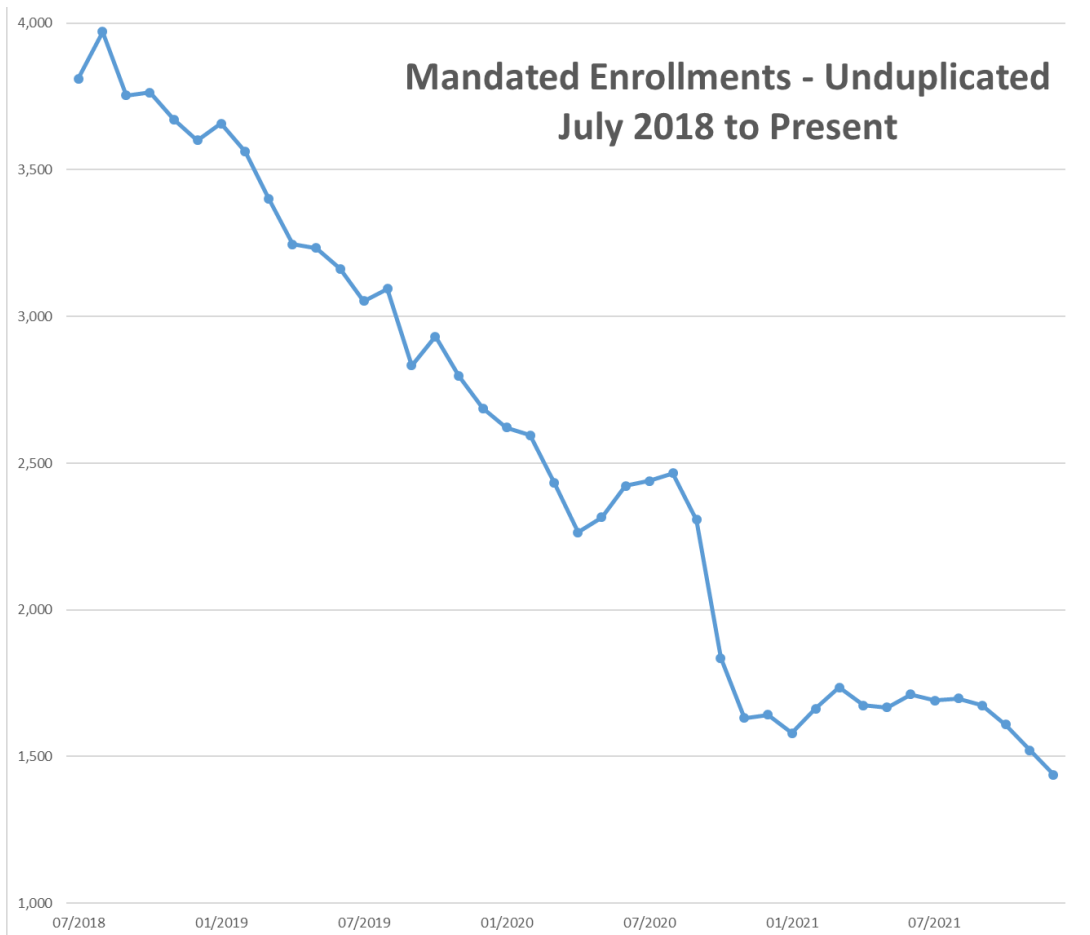
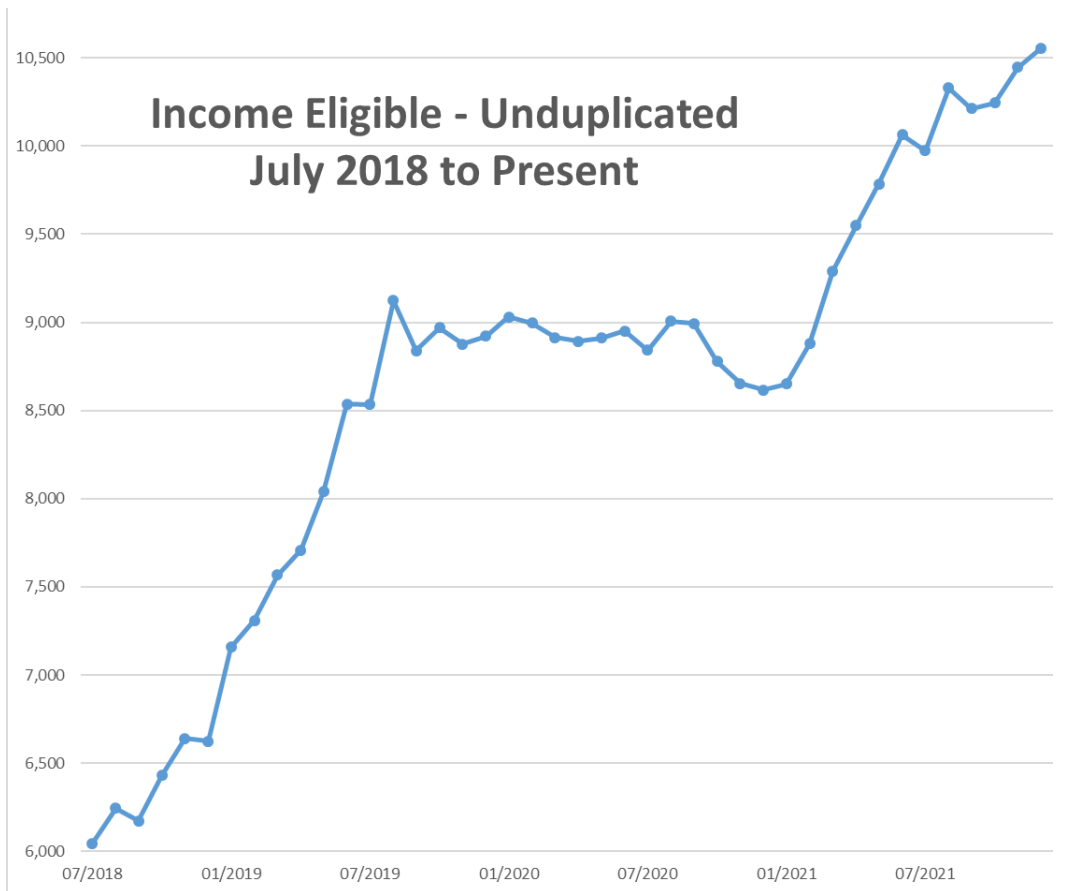
- 48% School Readiness Funding Pool
- 37% VPK Expenditures
- 75% CRRSA Federal Stimulus
- 37% Other Funds

**School Readiness**

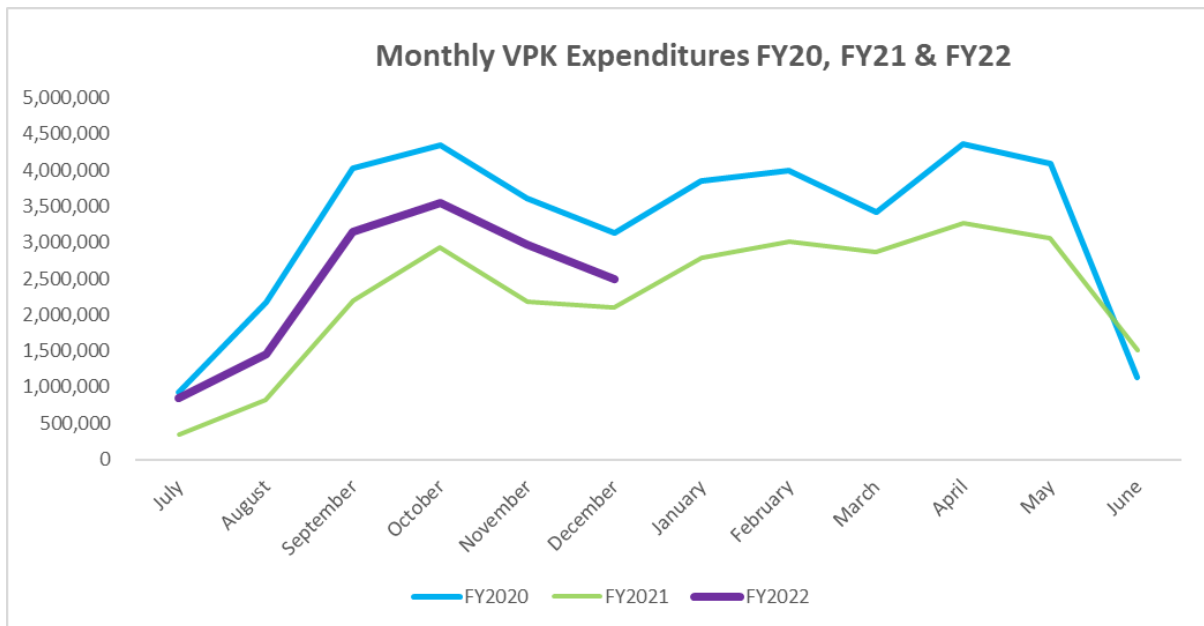
School Readiness slot expenditures continued to reflect high enrollment as a vigorous effort to call families from the waitlist shifted into higher gear after DEL issued a larger-than-expected allocation for waitlist enrollment in late October. Child Care slots accounted for 84% of all School Readiness year-to-date costs, which was 2% higher than the 82% budget target.

While enrollments and expenditures have continued to grow throughout the year compared to prior years, the pace has been dampened by a 25% average redetermination rate and a steady decline in referrals for mandated care from ChildNet and Careersource throughout the year. Staff nevertheless anticipate that new enrollments will overcome most of this as high numbers of newly enrolled children continue to come on line as the waitlist clears. Staff currently project a year end surplus of approximately \$2 million, or 2.5% of the total School Readiness eligibility pool. See attached utilization projection for more information. Staff will submit a proposal for the highest sustainable rate increase to DEL effective March 1, 2022 to take up the remaining allocation for the year.





VPK Program expenditures continue to ramp up for the year but remain approximately 10% below the 47% target that would be expected at this stage during a normal year due to the lingering parental health concerns from the pandemic and potential labor shortages at some centers. VPK programs begin in August and expenditures typically increase during the school year. VPK is funded by DEL to match actual usage each year and allocations are determined for each county by the State based on demographic analysis at an annual Statewide estimating conference.



**CRRSA Federal Stimulus Expenditures**

In November and December 2021 ELC issued more than \$21 million in CRRSA Federal Stimulus Grants to 584 Providers from a \$25 million allocation received at the end of October (84% of the funds, 80% of active providers). Staff will continue to process applications for this allocation until June 30, 2022. On February 9, 2022, DEL will issue the first of several allocations expected for Provider stabilization grants from the ARP Federal Stimulus program. See Budget Amendment #4 Action Statement for more information.

**Summary:**

The Finance Committee recommends that the Board approve the December 2021 interim financial statements.

**Supporting Documents:**

- December 2021 Interim Financial Statements
- December 2021 Utilization Projection



## **Early Learning Coalition of Broward County, Inc.**

### **INTERIM FINANCIAL STATEMENTS**

### **FISCAL YEAR 2021-2022**

### **For The Six Months Ended December 31, 2021**

Submitted to the Board Meeting on February 14, 2022

As Recommended by the Finance Committee on February 1, 2022



**Early Learning Coalition of Broward County, Inc.**  
**FY 2021-2022 Statement of Financial Position**  
**As of December 31, 2021**

	<b>December 31, 2021</b>	<b>December 31, 2020</b>
<b>Assets:</b>		
Cash	\$ 989,300	\$ 13,539,102
Grants Receivable	20,757,491	9,029,033
Accounts Receivable	1,073,310	978,083
Due From Providers	748,524	2,573,944
Prepaid Expense	291,589	220,209
Fixed Assets	13,262	17,178
<b>Total Assets</b>	<b>\$ 23,873,477</b>	<b>\$ 26,357,548</b>
 <b>Liabilities:</b>		
Accounts Payable	\$ 343,200	\$ 354,441
Salary & Benefits Payable	29,959	30,554
Compensated Absences	394,749	303,467
Rent Abatement	196,061	154,864
Due to Providers	8,444,299	9,297,116
Due to Other Agencies	1,328,246	2,542,687
Deferred Revenue	12,827,641	13,276,386
<b>Total Liabilities</b>	<b>\$ 23,564,155</b>	<b>\$ 25,959,514</b>
 <b>Net Assets</b>		
Unrestricted	309,322	398,034
<b>Total Net Assets</b>	<b>309,322</b>	<b>398,034</b>
 <b>Total Liabilities and Net Assets</b>	<b>\$ 23,873,477</b>	<b>\$ 26,357,548</b>

**Early Learning Coalition of Broward County, Inc.**  
**FY 2021-2022 Statement of Activities**  
**For The Month Ending December 31, 2021**

	Dec 2021 Actual	FY 2022 YTD Actual	FY 2021 YTD Actual
<b>Revenue</b>			
DEL School Readiness	\$ 17,357,729	\$ 34,080,244	\$ 31,971,136
DEL School Readiness Match Pool	1,333,181	2,694,794	1,367,914
DEL Preschool Development Grant	104,197	122,547	552,690
DEL-CARES/CRRSA Pandemic Relief	21,071,588	21,071,588	16,092,403
DEL - Voluntary Pre-K	9,371,120	14,816,859	10,571,010
DEL - VPK Monitoring & Outreach	-	-	3,886
CSC - Income Eligible	690,654	1,841,012	1,978,957
CSC - Vulnerable Populations	535,823	1,075,287	1,101,990
Broward County- Match	419,044	1,057,121	918,742
Broward County - Special Needs	44,204	104,364	181,756
Univ of Florida Lastinger Ctr	31,565	31,565	23,740
Local Match: United Way & Cities	178,959	238,309	268,339
BECE & Misc	661	1,470	286,522
<b>Total Revenue</b>	<b>\$ 51,138,725</b>	<b>\$ 77,135,160</b>	<b>\$ 65,319,085</b>
<b>Expenses</b>			
<b>Child Care Slots and Incentives:</b>			
DEL School Readiness	\$ 14,290,498	\$ 28,141,108	\$ 27,635,938
DEL School Readiness Match Pool	1,333,181	2,694,794	1,367,799
DEL-CARES/CRRSA Pandemic Relief	-	-	9,473,012
DEL - Voluntary Pre-K	8,874,377	14,186,731	10,040,200
CSC - Income Eligible	568,659	1,678,854	1,792,417
CSC - Vulnerable Populations	492,773	987,610	919,963
Broward County- Income Eligible	372,099	939,278	816,660
Broward County - Special Needs	39,292	92,768	161,561
Local Match: United Way & Cities	181,959	241,309	224,273
Learning Pods Collaborative	-	-	206,000
Stipends and Grants to Providers	21,059,089	21,151,154	5,647,960
<b>Total Child Care Slots and Incentives</b>	<b>\$ 47,211,928</b>	<b>\$ 70,113,607</b>	<b>\$ 58,285,782</b>
<b>Sub Recipient Expense</b>			
School Board of Broward County	\$ -	\$ -	\$ 1,192,800
Nova Southeastern University	28,855	49,462	13,061
Children's Forum	-	-	22,313
211 Broward	123,561	227,693	228,701
<b>Total Sub Recipient Expense</b>	<b>\$ 152,416</b>	<b>\$ 277,155</b>	<b>\$ 1,456,874</b>
<b>ELC Expense</b>			
Salaries & Benefits	\$ 3,175,240	\$ 5,699,214	\$ 4,848,808
Attorneys	11,670	28,922	28,861
Auditors	22,000	22,000	17,000
Temporary Staff	-	17,560	-
Consultants	215,325	263,090	48,506
Staff & Board Travel	11,135	20,924	1,835
Insurance	11,310	22,531	16,858
Office Rent & Maintenance	128,384	251,743	215,927
Office Machines & Storage	1,625	3,282	4,406
Software Licenses	53,411	113,225	100,044
Internet, Email, Website, Phones	47,897	87,778	56,022
Cell Phones	13,137	26,284	28,927
Sponsorships & Memberships	5,538	13,166	6,740
Books for Kids	14,020	14,760	3,045
Other Operating Costs	66,681	137,805	103,159
Computer Equipment & Software	6,308	29,880	24,162
Furniture & Fixtures	-	675	1,626
Depreciation	-	-	-
<b>Total ELC Expense</b>	<b>\$ 3,783,681</b>	<b>\$ 6,752,840</b>	<b>\$ 5,505,927</b>
<b>Total Expenses</b>	<b>\$ 51,148,025</b>	<b>\$ 77,143,602</b>	<b>\$ 65,248,583</b>
<b>Change in net assets</b>	<b>\$ (9,300)</b>	<b>\$ (8,442)</b>	<b>\$ 70,502</b>
Net assets, beginning of year		322,649	321,556
<b>Net assets, end of the period</b>		<b>\$ 314,206</b>	<b>\$ 392,058</b>

**Early Learning Coalition of Broward County, Inc.**  
**FY 2021-2022 Annual Budget to Actual by Month**  
**For The Period Ending December 31, 2021**  
**Detail**

	FY 2022 Budget	YTD Actual	Balance	% of Budget	Notes
<b>Revenue:</b>					
DEL School Readiness	\$ 74,791,942	\$ 34,080,244	\$ 40,711,698	46%	Enrolling from the Waitlist
DEL School Readiness Match Pool	5,380,330	2,694,794	2,685,536	50%	
DEL Preschool Development Grant	583,513	122,547	460,966	21%	Grant Extended through December 2022
DEL-CARES/CRRSA Pandemic Relief	28,032,779	21,071,588	6,961,191	75%	Large Grant Outlay November 2021
DEL - Voluntary Pre-K	40,113,923	14,816,859	25,297,064	37%	Lower than Normal due to Pandemic
CSC - Income Eligible	4,594,530	1,841,012	2,753,518	40%	Flexible Funding w/b shifted to FY23
CSC - Vulnerable Populations	2,968,621	1,075,287	1,893,334	36%	Funder of Last Resort
Broward County- SR Match	1,896,249	1,057,121	839,129	56%	
Broward County - Special Needs	559,084	104,364	454,719	19%	Funder of Last Resort/Shift to SR Match
Univ of Florida Lastinger Ctr	35,000	31,565	3,435	90%	Intermittent Expenditures
SR Local Match: United Way & Cities	500,000	238,309	261,691	48%	
BECE & Miscellaneous	50,000	1,470	48,530	3%	BECE Conference in April 2022
<b>Total Revenue</b>	<b>\$ 159,505,971</b>	<b>\$ 77,135,160</b>	<b>\$ 82,370,812</b>	<b>48%</b>	
<b>Expense</b>					
<b>Child Care Slots and Incentives</b>					
DEL School Readiness	\$ 60,770,917	\$ 28,141,108	\$ 32,629,809	46%	SR + Match 84% of Total Expenditures (78% Required)
DEL School Readiness Match	5,380,330	2,694,794	2,685,536	50%	
DEL-CARES/CRRSA Pandemic Relief	128,086	-	128,086	0%	Reserved for VPK COVID closures
DEL - Voluntary Pre-K	38,571,079	14,186,731	24,384,349	37%	Lower than Normal due to Pandemic
CSC - Income Eligible	4,135,077	1,678,854	2,456,223	41%	Flexible Funding w/b shifted to FY23
CSC - Vulnerable Populations	2,671,759	987,610	1,684,149	37%	Funder of Last Resort
Broward County- SR Match	1,685,555	939,278	746,277	56%	
Broward County - Special Needs	496,963	92,768	404,195	19%	Funder of Last Resort/Shift to SR Match
Municipalities-SR Local Match	500,000	241,309	258,691	48%	
Grants & Stipends to Providers	27,730,609	21,151,154	6,579,455	76%	Large Grant Outlay November 2021
<b>Total Child Care Slots and Incentives</b>	<b>\$ 142,070,376</b>	<b>\$ 70,113,607</b>	<b>\$ 71,956,769</b>	<b>49%</b>	
<b>Sub Recipient Expense</b>					
Children's Forum	139,212	49,462	89,750	36%	Invoices Lag 1-2 months behind
Nova Southeastern University	175,000	-	175,000	0%	Program Launched December 2021
211 Broward	462,000	227,693	234,307	49%	
<b>Total Sub Recipient Expense</b>	<b>\$ 776,212</b>	<b>\$ 277,155</b>	<b>\$ 499,057</b>	<b>36%</b>	
<b>ELC Expense</b>					
Salaries & Benefits	\$ 13,002,564	\$ 5,699,214	\$ 7,303,350	44%	
Attorneys	99,000	28,922	70,078	29%	Intermittent Expenditures
Auditors	42,500	22,000	20,500	52%	
Temporary Staff	50,000	17,560	32,440	35%	Intermittent Expenditures
Consultants	971,479	263,090	708,389	27%	CLASS & Outreach Ramping up
Staff & Board Travel & Training	75,000	20,924	54,076	28%	Intermittent Expenditures
Insurance	42,418	22,531	19,887	53%	
Office Rent & Maintenance	468,769	251,743	217,026	54%	
Office Machines & Storage	10,085	3,282	6,803	33%	Storage cost declining
Software Licenses	230,154	113,225	116,929	49%	
Internet, Email, Website, Phones	119,954	87,778	32,176	73%	Phone, Email Server Vendor Transitions
Cell Phones	50,000	26,284	23,716	53%	
Sponsorships & Memberships	59,115	13,166	45,949	22%	Intermittent Expenditures
Books for Kids	250,000	14,760	235,240	6%	Intermittent Expenditures
Other Operating Costs	281,308	137,805	143,503	49%	
Computer Equipment & Software	58,916	29,880	29,036	51%	
Furniture & Fixtures	11,542	675	10,867	6%	Intermittent Expenditures
Unallocated (Budget Only)	836,580	-	836,580	0%	
<b>Total ELC Expense</b>	<b>\$ 16,659,383</b>	<b>\$ 6,752,840</b>	<b>\$ 9,906,544</b>	<b>41%</b>	
<b>Total Non-Slot Expense</b>	<b>\$ 17,435,595</b>	<b>\$ 7,029,995</b>	<b>\$ 10,405,600</b>	<b>40%</b>	
<b>Total Expense</b>	<b>\$ 159,505,971</b>	<b>\$ 77,143,602</b>	<b>\$ 82,362,369</b>	<b>48%</b>	

**Early Learning Coalition of Broward County, Inc.**  
**FY 2021-2022 Annual Budget to Actual YTD**  
**For The Period Ending December 31, 2021**  
**Summary**

	FY 2022 Budget	YTD Actual	Balance	% of Budget	Notes
<b>Revenue:</b>					
DEL School Readiness	\$ 74,791,942	\$ 34,080,244	\$ 40,711,698	46%	Enrolling from the Waitlist
DEL School Readiness Match Pool	5,380,330	2,694,794	2,685,536	50%	
DEL Preschool Development Grant	583,513	122,547	460,966	21%	Grant Extended through December 2022
DEL-CARES/CRRSA Pandemic Relief	28,032,779	21,071,588	6,961,191	75%	Large Grant Outlay November 2021
DEL - Voluntary Pre-K	40,113,923	14,816,859	25,297,064	37%	Lower than Normal due to Pandemic
CSC - Income Eligible	4,594,530	1,841,012	2,753,518	40%	Flexible Funding w/b shifted to FY23
CSC - Vulnerable Populations	2,968,621	1,075,287	1,893,334	36%	Funder of Last Resort
Broward County- SR Match	1,896,249	1,057,121	839,129	56%	
Broward County - Special Needs	559,084	104,364	454,719	19%	Funder of Last Resort/Shift to SR Match
Univ of Florida Lastinger Ctr	35,000	31,565	3,435	90%	Intermittent Expenditures
SR Local Match: United Way & Cities	500,000	238,309	261,691	48%	
BECE & Miscellaneous	50,000	1,470	48,530	3%	BECE Conference in April 2022
<b>Total Revenue</b>	<b>\$ 159,505,971</b>	<b>\$ 77,135,160</b>	<b>\$ 82,370,812</b>	<b>48%</b>	
<b>Expense</b>					
<b>Child Care Slots and Incentives</b>					
OEL School Readiness	\$ 60,770,917	\$ 28,141,108	\$ 32,629,809	46%	SR + Match 84% of Total Expenditures
OEL School Readiness Match	5,380,330	2,694,794	2,685,536	50%	(78% Required)
DEL-CARES/CRRSA Pandemic Relief	128,086	-	128,086	0%	Reserved for VPK COVID closures
OEL - Voluntary Pre-K	38,571,079	14,186,731	24,384,349	37%	Lower than Normal due to Pandemic
CSC - Income Eligible	4,135,077	1,678,854	2,456,223	41%	Flexible Funding w/b shifted to FY23
CSC - Vulnerable Populations	2,671,759	987,610	1,684,149	37%	Funder of Last Resort
Broward County- SR Match	1,685,555	939,278	746,277	56%	
Broward County - Special Needs	496,963	92,768	404,195	19%	Funder of Last Resort/Shift to SR Match
Municipalities-SR Local Match	500,000	241,309	258,691	48%	
Grants & Stipends to Providers	27,730,609	21,151,154	6,579,455	76%	Large Grant Outlay November 2021
<b>Total Child Care Slots and Incentives</b>	<b>\$ 142,070,376</b>	<b>\$ 70,113,607</b>	<b>\$ 71,956,769</b>	<b>49%</b>	
<b>Program Expense</b>					
Children's Forum	107,712	40,662	67,050	38%	Invoices Lag 1-2 months behind
Nova Southeastern University	175,000		175,000	0%	Program Launched December 2021
211 Broward	337,000	160,609	176,391	48%	
Eligibility, Payments & CCR&R	7,416,980	3,268,733	4,148,247	44%	
Quality & Education	4,693,120	1,779,319	2,913,801	38%	CLASS Consultants and BLI Ramping Up
<b>Total Program Expense</b>	<b>\$ 12,729,812</b>	<b>\$ 5,249,322</b>	<b>\$ 7,480,490</b>	<b>41%</b>	
<b>Administrative Expense</b>					
Children's Forum	31,500	8,800	22,700	28%	Invoices Lag 1-2 months behind
211 Broward	125,000	67,085	57,915	54%	
ELC Administration	4,549,283	1,704,788	2,844,495	37%	2.2% of Revenues (ELC Only)
<b>Total Administrative Expense</b>	<b>\$ 4,705,783</b>	<b>\$ 1,780,673</b>	<b>\$ 2,925,110</b>	<b>38%</b>	<b>2.3% of Revenues (All Admin)</b>
<b>Total Expenses</b>	<b>\$ 159,505,971</b>	<b>\$ 77,143,602</b>	<b>\$ 82,362,369</b>	<b>48%</b>	

# SCHOOL READINESS 2 YEAR UTILIZATION FY 2021 -2022

**New Enrollments from Waitlist:**  
Enrollment based on 1,000 invitations per month

**Funding Changes:**

**Assumptions:**  
Daily Average Cost forecast reflects current actual trends.  
All currently requested rate increases approved



## Fiscal Year 2020-21

Act or Proj	Month	Days of Care	Percent Days Used	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness	Children's Services Council	Total Slots	Match	Net Billable
A	Jul-20	23	101%	11,173	-145	\$25.29	6,347,721	152,458	6,500,180	(43,871)	6,456,309
A	Aug-20	21	93%	11,345	+172	\$23.37	5,567,577	-	5,567,577	(48,565)	5,519,012
A	Sep-20	22	98%	10,923	-422	\$20.08	4,022,405	803,539	4,825,944	(50,627)	4,775,317
A	Oct-20	22	95%	10,557	-366	18.68	4,200,907	138,151	4,339,059	(40,649)	4,298,409
A	Nov-20	21	87%	10,070	-487	19.85	3,818,306	379,151	4,197,458	(47,479)	4,149,979
A	Dec-20	23	91%	10,099	+29	19.82	4,227,848	376,151	4,603,999	(38,641)	4,565,358
A	Jan-21	21	84%	10,007	-92	17.83	3,459,409	286,708	3,746,117	(28,079)	3,718,039
A	Feb-21	20	79%	10,251	+244	21.97	4,309,646	194,345	4,503,991	(33,513)	4,470,478
A	Mar-21	23	93%	10,893	+642	20.45	4,869,831	253,357	5,123,188	(41,995)	5,081,193
A	Apr-21	22	95%	11,063	+170	19.89	4,587,047	253,357	4,840,404	(52,575)	4,787,829
A	May-21	21	92%	11,257	+194	19.87	4,568,185	129,896	4,698,081	(34,779)	4,663,303
A	Jun-21	22	98%	11,653	+396	20.72	5,226,517	85,093	5,311,610	(47,191)	5,264,419
Average Enrollments (Baseline)				10,774						Projected Total	\$ 57,749,644
Increase to baseline FY21 over FY20				(579)						Budget	57,749,644
										<b>Surplus(Deficit)</b>	<b>\$ -</b>
Increase to baseline FY21 over FY17				1,378	(FY17 Baseline= 9,396)					<b>CSC Carry-Over</b>	<b>\$ -</b>
										<b>Surplus(Deficit)</b>	<b>\$ -</b>

## Fiscal Year 2021-22

Act or Proj	Month	Days of Care	Percent Days Used	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness	Children's Services Council	Total Slots	Match	Net Billable
A	Jul-21	22	88%	11,467	-186	\$24.40	5,925,958	230,544	6,156,503	(43,029)	6,113,474
A	Aug-21	23	80%	11,806	+339	20.78	5,407,886	233,987	5,641,873	(35,188)	5,606,685
A	Sep-21	22	87%	11,680	-126	20.78	4,694,321	644,212	5,338,533	(35,198)	5,303,335
A	Oct-21	21	88%	11,652	-28	20.89	4,922,386	189,932	5,112,318	(39,627)	5,072,690
A	Nov-21	22	80%	11,755	+103	21.37	5,336,501	189,000	5,525,501	(35,185)	5,490,316
A	Dec-21	23	94%	11,895	+140	21.60	5,720,649	189,000	5,909,649	(40,269)	5,869,380
P	Jan-22	21	94%	12,048	+153	21.62	5,279,813	189,000	5,468,813	(35,712)	5,433,101
P	Feb-22	20	94%	12,278	+230	21.63	5,122,434	189,000	5,311,434	(34,011)	5,277,422
P	Mar-22	23	94%	12,487	+209	21.53	5,995,048	189,000	6,184,048	(39,113)	6,144,935
P	Apr-22	21	94%	12,777	+290	21.56	5,596,952	189,000	5,785,952	(35,712)	5,750,240
P	May-22	22	94%	13,022	+245	22.33	6,208,520	189,000	6,397,520	(39,772)	6,357,748
P	Jun-22	21	94%	13,289	+267	23.72	6,429,706	189,000	6,618,706	(36,940)	6,581,767
Average Enrollments (Baseline)				12,180						Projected Total	\$ 69,001,093
Increase to baseline FY22 over FY21				1,405						Budget	71,147,478
										<b>Surplus(Deficit)</b>	<b>\$ 2,146,384</b>
Increase to baseline FY22 over FY17				2,784	(FY17 Baseline= 9,396)					<b>CSC Carry-Over</b>	<b>\$ -</b>
										<b>Surplus(Deficit)</b>	<b>\$ 2,146,384</b>

## Fiscal Year 2022-23

Act or Proj	Month	Days of Care	Percent Days Used	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness	Children's Services Council	Total Slots	Match	Net Billable
P	Jul-21	21	94%	12,318	-971	\$21.90	5,224,534	441,467	5,666,002	(35,201)	5,630,800
P	Aug-21	23	94%	12,321	+3	21.69	5,705,670	441,467	6,147,137	(38,554)	6,108,583
P	Sep-21	22	94%	12,323	+3	21.70	5,442,763	441,467	5,884,230	(36,877)	5,847,353
P	Oct-21	21	94%	12,326	+3	22.05	5,147,293	559,263	5,706,556	(35,201)	5,671,354
P	Nov-21	22	94%	12,328	+3	22.22	5,468,276	559,263	6,027,539	(36,877)	5,990,662
P	Dec-21	22	94%	12,331	+3	22.22	5,469,403	559,263	6,028,666	(36,877)	5,991,788
P	Jan-22	22	94%	12,333	+3	22.22	5,470,529	559,263	6,029,792	(36,877)	5,992,915
P	Feb-22	20	94%	12,336	+3	22.35	4,955,169	559,263	5,514,432	(33,525)	5,480,907
P	Mar-22	23	94%	12,338	+3	22.17	5,730,954	559,263	6,290,217	(38,554)	6,251,663
P	Apr-22	20	94%	12,341	+3	22.35	4,957,218	559,263	5,516,481	(33,525)	5,482,956
P	May-22	23	94%	12,343	+3	22.53	5,838,202	559,263	6,397,465	(39,376)	6,358,089
P	Jun-22	22	94%	12,346	+3	24.30	6,040,556	559,263	6,599,819	(40,023)	6,559,795
Average Enrollments (Baseline)				12,332						Projected Total	\$ 71,366,866
Increase to baseline FY23 over FY22				152						Budget	71,367,725
										<b>Surplus(Deficit)</b>	<b>\$ 859</b>
Increase to baseline FY22 over FY17				2,936	(FY17 Baseline= 9,396)					<b>CSC Carry-Over</b>	<b>\$ -</b>
										<b>Surplus(Deficit)</b>	<b>\$ 859</b>

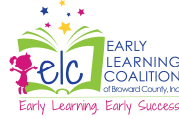
# SCHOOL READINESS UTILIZATION FY 2021-2022

## Children Services Council Vulnerable Population Contracts

**New Enrollments from Waitlist:**

Enroll per Mo: 25  
 Transfer to Sr/ Mo. 5 Avg  
 Age Out/Exit Care: 7 Avg  
 Rate Incr Effective 7/1/21

**Funding Changes:**



**Assumptions:**

Daily Average Cost forecast reflects current actual trends.  
 All currently requested rate increases approved

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day		Total Slots	Adjustments	Net Billable
A	Oct-20	22	197	-57	25.33		109,761		109,761
A	Nov-20	22	205	+8	21.85		98,552		98,552
A	Dec-20	21	185	-20	25.31		98,332		98,332
A	Jan-21	23	148	-37	22.93		78,062		78,062
A	Feb-21	20	162	+14	27.90		90,404		90,404
A	Mar-21	22	157	-5	27.62		95,413		95,413
A	Apr-21	21	168	+11	28.82		101,673		101,673
A	May-21	23	203	+35	25.12		117,272		117,272
A	Jun-21	21	231	+28	29.15		141,411		141,411
							Projected Total		\$ 930,879
							FY21 CSC Contract Year Bud		\$ 2,712,049
							<b>Surplus(Deficit) End of ELC FY21</b>		<b>\$ 1,781,170</b>
A	Jul-21	22	251	+20	28.88		159,452		159,452
A	Aug-21	21	275	+24	30.71		177,365		177,365
A	Sep-21	20	281	+6	31.22		175,445		175,445
							Projected Total		\$ 512,262
							FY21 CSC Contract Year Bud		<b>904,016</b>
							<b>Surplus(Deficit) ELC FY22 Quarter 1</b>		<b>\$ 391,754</b>
							<b>Total Surplus(Deficit) Life of Contract</b>		<b>\$ 2,172,925</b>
A	Oct-21	22	276	-5	27.74		168,431		168,431
A	Nov-21	22	274	-2	26.44		159,352		159,352
A	Dec-21	21	255	-19	30.62		163,954		163,954
							Projected Total		\$ 491,737
							FY21 CSC Contract Extension		<b>2,172,925</b>
							<b>Surplus(Deficit) ELC FY22 Quarter 2</b>		<b>\$ 1,681,188</b>
							<b>Total Surplus(Deficit) Life of Contract</b>		<b>\$ 1,681,188</b>
P	Jan-22	23	269	+14	29.42		182,042		182,042
P	Feb-22	20	280	+11	30.62		171,455		171,455
P	Mar-22	22	292	+12	30.62		196,683		196,683
P	Apr-22	21	307	+15	30.62		197,388		197,388
P	May-22	23	320	+13	31.37		230,861		230,861
P	Jun-22	21	336	+16	31.62		223,089		223,089
							Projected Total		\$ 1,201,518
							FY22 CSC Contract Year Bud		<b>\$ 1,681,188</b>
							<b>Surplus(Deficit) End of ELC FY22</b>		<b>\$ 479,669</b>
P	Jul-22	22	349	+13	31.62		242,755		242,755
P	Aug-22	21	361	+12	32.07		243,160		243,160
P	Sep-22	20	375	+14	30.62		229,627		229,627
							Projected Total		\$ 715,542
									\$ 1,917,060
							FY22 CSC Contract Year Bud		<b>1,681,188</b>
							<b>Surplus(Deficit) ELC FY23 Quarter 1</b>		<b>\$ (235,872.91)</b>

# SCHOOL READINESS UTILIZATION FY 2021-2022

## Broward County Children Services Board Special Need Contract (COSPN)

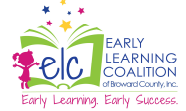
**New Enrollments from Waitlist:**

Rate Incr Effective 7/1/21

**Funding Changes:**

FY21- \$350K Transferred to SubSided Contract

**Assumptions:**



Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	Total Slots	Adjustments	Net Billable
A	Oct-20	22	41	-8	27.07	24,415		24,415
A	Nov-20	22	30	-11	31.22	20,603		20,603
A	Dec-20	21	30	+	28.65	18,047		18,047
A	Jan-21	23	25	-5	25.63	14,739		14,739
A	Feb-21	20	20	-5	32.94	13,175		13,175
A	Mar-21	22	22	+2	36.77	17,799		17,799
A	Apr-21	21	26	+4	37.15	20,283		20,283
A	May-21	23	25	-1	36.60	21,048		21,048
A	Jun-21	21	27	+2	37.56	21,297		21,297
							Projected Total	\$ 171,405
							FY20 SPN Contract Year Bud	\$ 206,455
							Surplus(Deficit) End of ELC FY20	\$ 35,050
A	Jul-21	22	28	+3	36.21	22,305		22,305
A	Aug-21	21	26	-2	29.26	15,978		15,978
A	Sep-21	20	20	-6	36.49	14,597		14,597
							Projected Total	\$ 52,880
							FY20 SPN Contract Year Bud	\$ 68,818
							Surplus(Deficit) ELC Quarter 1 FY21	\$ 15,938
							Total Surplus(Deficit) Life of Contract	\$ 50,988
A	Oct-21	22	21	-5	32.70	15,108		15,108
A	Nov-21	22	20	-1	31.12	13,695		13,695
A	Dec-21	21	15	-5	33.30	10,489		10,489
P	Jan-22	23	19	+4	33.30	14,552		14,552
P	Feb-22	20	23	+4	33.30	15,318		15,318
P	Mar-22	22	27	+4	33.30	19,780		19,780
P	Apr-22	21	32	+5	33.30	22,378		22,378
P	May-22	23	37	+5	33.30	28,338		28,338
P	Jun-22	21	42	+5	33.30	29,371		29,371
							Projected Total	\$ 169,029
							FY20 SPN Contract Year Bud	\$ 169,029
							Surplus(Deficit) End of ELC FY20	\$ -
P	Jul-22	22	47	+5	33.30	34,432		34,432
P	Aug-22	21	52	+5	34.89	38,095		38,095
P	Sep-22	20	58	+6	33.30	38,628		38,628
							Projected Total	\$ 111,155
							FY20 SPN Contract Year Bud	\$ 496,202.22
							Surplus(Deficit) ELC Quarter 1 FY21	\$ 385,047
							Total Surplus(Deficit) Life of Contract	\$ 385,047



ITEM#/MEETING	B224FIN2 / Board
MEETING DATE:	February 14, 2022
SUBJECT:	FY 2022 Budget Amendment #4
FOR ACTION:	YES
RECOMMENDED ACTION:	<b>Approve FY2022 Budget Amendment #4</b>
AS RECOMMENDED BY:	Finance Committee
FINANCIAL IMPACT:	\$63,405,083 increase to FY22 Revenue

**Background Information:**

In June 2021, the Board approved a preliminary annual budget that reflected estimated revenues and expenditures pending receipt of actual grant award letters from funders. In September, the Board approved amendment #1 after the Division of Early Learning (DEL) issued some, but not all of the expected notices of award for FY2022. In November, the Board approved Amendment #2 after DEL issued 4 more of the expected notices of award for FY2022. In December, the Board approved Amendment #3 after DEL issued a large Federal Stimulus Grant.

**Current Status:**

Budget Amendment #4 Includes the following changes:

1. New Revenues

- *\$62,858,213 of restricted American Rescue Plan Act funds expected to be awarded on February 9, 2022. While guidance on how these funds may be used is still forthcoming, DEL has earmarked the funds as follows:*
  - *\$59,864,965 for grants to providers*
  - *\$2,993,248 program support/administration of the funds.*
- *\$356,870 of restricted ESSR II US Department of Education funds to purchase tablets for child care providers. Guidance on how these funds may be used is still forthcoming. DEL issued the awards in order to obligate the funds by their federal deadline, but have instructed the Coalitions to wait for instructions before expending the funds.*

2. Allocation Changes

- *Increase Books for Kids line item allocation from \$250K to \$650K by shifting \$400K from Allocated.*

*\$600,000 Bookworms II*  
*50,000 Books for Literacy Events*  
*\$650,000 Total*

Summary of Pandemic Relief Initiatives Paid Directly to Providers FY20 to the Present:

Pandemic Relief Direct Support	FY20	FY21	FY22 *	3 Yr Total
Stipends & Grants (CARES, CRSSA & ARPA) State Initiatives	\$ 442,645	\$ 12,981,868	\$ 85,035,573	\$ 98,460,085
First Responders Slots and other support (CARES) State Initiative	2,562,400	12,794,220		15,356,621
Stipends & Grants (CCDF) <b>Local Broward Initiatives</b>	1,784,103	6,177,835	48,000	8,009,938
Books for Kids (Bookworms & others) <b>Local Broward Initiatives</b>	39,917	280,982	600,000	920,899
<b>Total</b>	<b>\$4,829,065</b>	<b>\$32,234,906</b>	<b>\$ 85,683,573</b>	<b>\$122,747,543</b>

*\*Estimated FY22 funds available, allocations and actual grant issuance is in progress*

**Recommendations:**

Finance Committee recommend the approval of Budget Amendment #4

**Supporting Documents:**

- Draft FY2021 Budget Amendment #4 with comparison to last three years and current year actuals



# FY2022 Budget by Business Activity As Amended (Proposed)



**Revenue:**

	FY 2022	FY 2022	FY 2022	FY 2022	FY 2022
	Child Care Slots	Program Support Subsidized Child Care & CCR&R	Quality and Education Activities	Administration	Total Budget
DEL School Readiness	\$ 60,770,917	\$ 5,825,000	\$ 4,162,411	\$ 4,033,614	\$ 74,791,942
DEL School Readiness Match	5,380,330	-	-	-	5,380,330
DEL Preschool Development Grant	-	-	554,337	29,176	583,513
OEL-Special Funding SRPAS, ESSER II	-	-	356,870	-	356,870
DEL-CARES	-	-	-	-	-
DEL-CRRSA	128,086	-	27,904,693	-	28,032,779
DEL-ARPA	-	-	62,858,213	-	62,858,213
DEL - Voluntary Pre-K	38,571,079	1,157,132	-	385,711	40,113,923
CSC - Income Eligible	4,135,077	344,590	-	114,863	4,594,530
CSC - Vulnerable Populations	2,671,759	222,647	-	74,216	2,968,621
Broward County- Income Eligible	1,685,555	158,021	-	52,674	1,896,249
Broward County - Special Needs	496,963	46,590	-	15,530	559,084
DCF Entrant	-	-	-	-	-
Univ of Florida Lastinger Ctr	-	-	35,000	-	35,000
Local Match: United Way & Cities	500,000	-	-	-	500,000
Learning Pods, 3 Ts, BECE & Misc	-	-	50,000	-	50,000
<b>Total Revenue</b>	<b>\$ 114,339,767</b>	<b>\$ 7,753,980</b>	<b>\$ 95,921,525</b>	<b>\$ 4,705,783</b>	<b>\$ 222,721,054</b>

**Expense:**

**Child Care Slots & Incentives**

DEL - School Readiness	\$ 60,770,917				\$ 60,770,917
DEL - School Readiness Match	5,380,330				5,380,330
DEL - CARES First Responders	128,086				128,086
DEL - Voluntary Pre-K	38,571,079				38,571,079
CSC - Income Eligible	4,135,077				4,135,077
CSC - Vulnerable Populations	2,671,759				2,671,759
Broward County-Income	1,685,555				1,685,555
Broward County - Special Needs	496,963				496,963
Local Match: United Way & Cities	500,000				500,000
Stipends & Grants to Providers	-		87,595,574		87,595,574
Placeholder: Restricted Allocations	-		3,350,118		3,350,118
<b>Total Child Care Slots &amp; Incentives</b>	<b>\$ 114,339,767</b>	<b>\$ -</b>	<b>\$ 90,945,692</b>	<b>\$ -</b>	<b>\$ 205,285,459</b>

**Sub Recipient Operating Expenses**

Nova Southeastern University		-	\$ 175,000	-	\$ 175,000
Children's Forum			107,712	\$ 31,500	139,212
211 Broward		\$ 337,000	-	125,000	462,000
<b>Total Sub Recipient Operating</b>	<b>\$ -</b>	<b>\$ 337,000</b>	<b>\$ 282,712</b>	<b>\$ 156,500</b>	<b>\$ 776,212</b>

**ELC Operating Expenses**

Staff Costs		\$ 7,184,899	\$ 2,799,582	\$ 3,018,081	\$ 13,002,563
Attorneys		-	-	99,000	99,000
Auditors		-	-	42,500	42,500
Temporary Staff		9,344	-	40,656	50,000
Consultants		23,300	767,179	181,000	971,479
Staff & Board Travel		-	18,750	56,250	75,000
Insurance		25,639	8,480	8,299	42,418
Office Rent & Utilities		276,107	91,288	101,375	468,769
Office Machines & Storage		-	-	10,085	10,085
Software Licenses		34,381	45,925	149,848	230,154
Phones/Internet/Web Page		72,481	24,012	23,462	119,954
Cell Phones		-	-	50,000	50,000
Sponsorships & Memberships		-	-	59,115	59,115
Books for Kids		-	650,000	-	650,000
Instructional Materials		-	47,505	-	47,505
Fees, Supplies & Other Costs		11	4,740	229,052	233,803
Computers & Software		-	-	58,916	58,916
Furniture & Fixtures		-	-	11,542	11,542
Unallocated Budget Only		(209,181)	235,660	410,101	436,580
<b>Total ELC Operating</b>	<b>\$ -</b>	<b>\$ 7,416,980</b>	<b>\$ 4,693,121</b>	<b>\$ 4,549,283</b>	<b>\$ 16,659,383</b>

**Total ELC & Sub Recipient**

	\$ -	\$ 7,753,980	\$ 4,975,833	\$ 4,705,783	\$ 17,435,595
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**Total Expense**

	<b>\$ 114,339,767</b>	<b>\$ 7,753,980</b>	<b>\$ 95,921,525</b>	<b>\$ 4,705,783</b>	<b>\$ 222,721,054</b>
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**Revenue Over Expense**

	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
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**Percent Total Expenses**

	51.34%	3.48%	43.07%	2.11%	100.00%
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# Proposed FY2022 Budget Amendment #4 Three Year Comparison



**Revenue:**

	FY2020 Actual	FY2021 Actual Pending Audit	FY22 Preliminary Approved June 2021	FY22 Amendment #3 Approved December 2021	FY22 Proposed Amendment #4	Change Amendment 3 over Amendment 2	
DEL School Readiness	\$ 60,326,862	\$ 64,093,701	\$ 66,273,494	\$ 74,791,942	\$ 74,791,942	\$ -	
DEL School Readiness Match Pool	5,185,466	5,489,725	5,489,738	5,380,330	5,380,330	-	
DEL Preschool Development Grant	265,519	872,970	160,000	583,513	583,513	-	
DEL Special Funding					356,870	356,870	ESSR II for Provider Tablets
DEL-CRRSA Pandemic Relief	2,954,519	27,543,012	-	28,032,779	28,032,779	-	
DEL - ARPA					62,858,213	62,858,213	First ARPA Subgrant Award
DEL - Voluntary Pre-K	39,117,306	27,139,415	40,341,291	40,113,923	40,113,923	-	
CSC - Income Eligible	5,725,342	4,502,338	5,592,850	4,594,530	4,594,530	-	
CSC - Vulnerable Populations	3,951,231	1,725,958	4,242,850	2,968,621	2,968,621	-	
Broward County- Income Eligible	2,141,397	1,902,157	2,198,564	1,896,249	1,896,249	-	
Broward County - Special Needs	495,025	303,639	665,231	559,084	559,084	-	
DCF Entrant	184,057	-	-	-	-	-	
Univ of Florida Lastinger Ctr	38,530	49,900	35,000	35,000	35,000	-	
Local Match: United Way & Cities	523,313	371,301	500,000	500,000	500,000	-	
BECE & Misc	73,671	291,208	100,000	50,000	50,000	-	
<b>Total Revenue</b>	<b>\$ 120,982,237</b>	<b>\$ 134,285,324</b>	<b>\$ 125,599,018</b>	<b>\$ 159,505,971</b>	<b>\$ 222,721,054</b>	<b>\$ 63,215,083</b>	

**Expense:**

	FY2020 Actual	FY2021 Actual Pending Audit	FY22 Preliminary Approved June 2021	FY22 Amendment #3 Approved December 2021	FY22 Proposed Amendment #4	Change Amendment 3 over Amendment 2	
<b>Child Care Slots &amp; Incentives</b>							
DEL School Readiness	\$ 49,831,906	\$ 49,029,070	\$ 53,766,096	\$ 60,770,917	\$ 60,770,917	\$ -	
DEL School Readiness Match Pool	5,185,466	5,489,725	5,489,738	5,380,330	5,380,330	-	
DEL-CARES Pandemic Relief	2,562,400	12,861,548	-	128,086	128,086	-	
DEL - Voluntary Pre-K	37,543,126	26,047,263	38,741,253	38,571,079	38,571,079	-	
CSC - Income Eligible	5,103,427	3,981,297	5,033,565	4,135,077	4,135,077	-	
CSC - Vulnerable Populations	3,610,433	1,552,987	4,157,993	2,671,759	2,671,759	-	
Broward County- Income Eligible	1,925,666	1,690,800	1,954,279	1,685,555	1,685,555	-	
Broward County - Special Needs	469,544	269,901	591,316	496,963	496,963	-	
DCF Entrant Refugee Program	162,911	-	-	-	-	-	
Local Match: United Way & Cities	523,312	371,341	500,000	500,000	500,000	-	
Learning Pods Collaborative	-	206,000	-	-	-	-	
Stipends and Grants to Providers	2,576,747	19,009,243	420,000	27,730,609	87,595,574	59,864,965	ARPA Grants to Providers
Placeholder: Restricted Allocations					3,350,118	3,350,118	ARPA Program Support + ESSR \$
<b>Total Child Care Slots &amp; Incentives</b>	<b>\$ 109,494,938</b>	<b>\$ 120,509,176</b>	<b>\$ 110,654,241</b>	<b>\$ 142,070,376</b>	<b>\$ 205,285,459</b>	<b>\$ 63,215,083</b>	

**Sub Recipient Expense**

School Board of Broward County	-	1,192,800	-	-	-	\$ -	
Nova Southeastern University	-	-	-	175,000	175,000	-	
Children's Forum	\$ 88,903	72,739	100,900	139,212	139,212	-	
211-Broward	427,750	455,193	462,000	462,000	462,000	-	
<b>Total Sub Recipient Expense</b>	<b>\$ 516,653</b>	<b>\$ 1,720,732</b>	<b>\$ 562,900</b>	<b>\$ 776,212</b>	<b>\$ 776,212</b>	<b>\$ -</b>	

**ELC Expense**

Salaries & Benefits	\$ 9,335,956	\$ 10,279,570	\$ 11,976,253	\$ 13,002,563	\$ 13,002,563	\$ -	
Attorneys	68,400	62,127	90,000	99,000	99,000	-	
Auditors	33,480	37,500	42,500	42,500	42,500	-	
Temporary Staff	12,085	2,697	-	50,000	50,000	-	
Consultants	155,781	185,427	399,888	971,479	971,479	-	
Staff & Board Travel	64,739	10,465	75,000	75,000	75,000	-	
Insurance	19,833	33,492	31,693	42,418	42,418	-	
Office Rent & Utilities	428,257	432,396	445,680	468,769	468,769	-	
Office Machines & Storage	12,152	8,545	10,085	10,085	10,085	-	
Software Licenses	142,271	194,325	230,154	230,154	230,154	-	
Internet & Phones	88,514	101,141	103,954	119,954	119,954	-	
Cell Phones	63,104	55,444	50,000	50,000	50,000	-	
Sponsorships & Memberships	49,680	46,984	47,950	59,115	59,115	-	
Books for Kids	44,117	280,982	250,000	250,000	650,000	400,000	Bookworms (600K) & Event Bks
Instructional Materials	75,978	27,436	-	47,505	47,505	-	
Other Operating Costs	260,489	254,987	233,803	233,803	233,803	-	
Computer Equipment & Software	75,952	35,013	58,916	58,916	58,916	-	
Furniture & Fixtures	19,525	6,773	11,542	11,542	11,542	-	
Depreciation	3,916	3,916	-	-	-	-	
Unallocated (Budget Only)			324,459	836,580	436,580	(400,000)	Reallocate to Books for Kids
<b>Total ELC Expense</b>	<b>\$ 10,954,227</b>	<b>\$ 12,059,221</b>	<b>\$ 14,381,877</b>	<b>\$ 16,659,383</b>	<b>\$ 16,659,383</b>	<b>\$ 0</b>	

**Total Non-Slot Expense**

	\$ 11,470,880	\$ 13,779,953	\$ 14,944,777	\$ 17,435,595	\$ 17,435,595	\$ 0	
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<b>Total Expense</b>	<b>\$ 120,965,818</b>	<b>\$ 134,289,129</b>	<b>\$ 125,599,018</b>	<b>\$ 159,505,971</b>	<b>\$ 222,721,054</b>	<b>\$ 63,215,083</b>	
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<b>Revenue over Expense</b>	<b>\$ 16,419</b>	<b>\$ (3,805)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
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# Proposed FY22 Amendment #4 vs Year to Date Actual



**Revenue:**

	FY22	December	Balance	%	
	FY22 Proposed Amendment #4	YTD Actual	Remaining Balance	% YTD Expenditures	Notes
DEL School Readiness	\$ 74,791,942	\$ 34,080,244	\$ 40,711,698	46%	Enrolling from the waitlist
DEL School Readiness Match Pool	5,380,330	2,694,794	2,685,536	50%	
DEL Preschool Development Grant	583,513	122,547	460,966	21%	Recent allocation, program ramping up
DEL-CRRSA Pandemic Relief	28,032,779	21,071,588	6,961,191	75%	Large grant outlay issued November
DEL - ARPA	62,858,213	-	62,858,213	0%	
DEL - Voluntary Pre-K	40,113,923	14,816,859	25,297,064	37%	Low expenditures due to pandemic
CSC - Income Eligible	4,594,530	1,841,012	2,753,518	40%	
CSC - Vulnerable Populations	2,968,621	1,075,287	1,893,334	36%	Enrolling, funder of last resort
Broward County- Income Eligible	1,896,249	1,057,121	839,129	56%	
Broward County - Special Needs	559,084	104,364	454,719	19%	Enrolling, funder of last resort
Univ of Florida Lastinger Ctr	35,000	31,565	3,435	90%	Intermittent expenditures
Local Match: United Way & Cities	500,000	238,309	261,691	48%	
BECE & Misc	50,000	1,470	48,530	3%	Intermittent expenditures
<b>Total Revenue</b>	<b>\$ 222,364,184</b>	<b>\$ 77,135,160</b>	<b>\$ 145,229,024</b>	<b>35%</b>	

**Expense:**

	FY22	December	Balance	%	
	FY22 Proposed Amendment #4	YTD Actual	Remaining Balance	% YTD Expenditures	Notes
<b>Child Care Slots &amp; Incentives</b>					
DEL School Readiness	\$ 60,770,917	\$ 28,141,108	32,629,809	46%	SR + Match 83% of total expenditures (78% Required)
DEL School Readiness Match Pool	5,380,330	2,694,794	2,685,536	50%	
DEL-CARES Pandemic Relief	128,086	-	128,086	0%	Restricted to VPK Covid closures as needed
DEL - Voluntary Pre-K	38,571,079	14,186,731	24,384,349	37%	Low expenditures due to pandemic
CSC - Income Eligible	4,135,077	1,678,854	2,456,223	41%	
CSC - Vulnerable Populations	2,671,759	987,610	1,684,149	37%	Enrolling, funder of last resort
Broward County- Income Eligible	1,685,555	939,278	746,277	56%	
Broward County - Special Needs	496,963	92,768	404,195	19%	Enrolling, funder of last resort
Local Match: United Way & Cities	500,000	241,309	258,691	48%	
Stipends & Grants to Providers	87,595,574	21,151,154	66,444,420	24%	
Placeholder: Restricted Allocations	3,350,118	-	3,350,118		
<b>Total Child Care Slots &amp; Incentives</b>	<b>\$ 205,285,459</b>	<b>\$ 70,113,607</b>	<b>\$ 135,171,852</b>	<b>34%</b>	
<b>Sub Recipient Expense</b>					
Nova Southeastern University	175,000		175,000	0%	
Children's Forum	139,212	49,462	89,750	36%	
211-Broward	462,000	227,693	234,307	49%	
<b>Total Sub Recipient Expense</b>	<b>\$ 776,212</b>	<b>\$ 277,155</b>	<b>\$ 499,057</b>	<b>36%</b>	
<b>ELC Expense</b>					
Salaries & Benefits	\$ 13,002,563	\$ 5,699,214	\$ 7,303,349	44%	
Attorneys	99,000	28,922	70,078	29%	Intermittent Expenditures
Auditors	42,500	22,000	20,500	52%	
Temporary Staff	50,000	17,560	32,440	35%	
Consultants	971,479	263,090	708,389	27%	CLASS & outreach exp pending
Staff & Board Travel	75,000	20,924	54,076	28%	Intermittent Expenditures
Insurance	42,418	22,531	19,887	53%	
Office Rent & Utilities	468,769	251,743	217,026	54%	
Office Machines & Storage	10,085	3,282	6,803	33%	Storage cost declining
Software Licenses	230,154	113,225	116,929	49%	
Internet & Phones	119,954	87,778	32,176	73%	Phone, Email Server Vendor Transitions
Cell Phones	50,000	26,284	23,716	53%	
Sponsorships & Memberships	59,115	13,166	45,949	22%	Intermittent Expenditures
Books for Kids	650,000	14,760	635,240	2%	Bookworms II to launch in March
Instructional Materials	47,505	-	47,505	0%	Intermittent Expenditures
Other Operating Costs	233,803	137,805	95,998	59%	
Computer Equipment & Software	58,916	29,880	29,036	51%	
Furniture & Fixtures	11,542	675	10,867	6%	Intermittent Expenditures
Unallocated (Budget Only)	436,580	-	436,580	0%	
<b>Total ELC Expense</b>	<b>\$ 16,659,383</b>	<b>\$ 6,752,840</b>	<b>\$ 9,906,543</b>	<b>41%</b>	
<b>Total Non-Slot Expense</b>	<b>\$ 17,435,595</b>	<b>\$ 7,029,995</b>	<b>\$ 10,405,600</b>	<b>40%</b>	
<b>Total Expense</b>	<b>\$ 222,721,054</b>	<b>\$ 77,143,602</b>	<b>\$ 145,577,452</b>	<b>35%</b>	

ITEM#/MEETING	B224FIN3 / Board
MEETING DATE:	February 14, 2022
SUBJECT:	<b>Provider Maximum Reimbursement Rate Increase Proposal</b>
FOR ACTION:	Yes
RECOMMENDED ACTION:	<b>Approve the Maximum Sustainable Increase to the Coalition’s Maximum Reimbursement Rate that DEL will approve Effective March 1, 2022 or on the soonest date available following DEL approval.</b>
FINANCIAL IMPACT:	\$1,995,282 within the existing Budget for Child Care Slots FY22
AS RECOMMENDED	Finance Committee

**Background Information:**

- In 2019, after raising provider reimbursement rates for only the third time in nearly twenty years, ELC Broward’s Board made a commitment to increase reimbursements rates on an annual basis with the goal of reaching Federal market rate targets as quickly as possible without having to dis-enroll children. Since then, OEL implemented a targeted Statewide increase as of January 1, 2021 that emphasized infant care to address a statewide capacity shortage in that age group. To build on this increase, Broward’s Board approved an additional increase effective July 1, 2021 to bring non-school aged rates to 90% of the 75<sup>th</sup> percentile in order to incentivize services for all other non-school aged care levels since Broward does not have an infant care capacity shortage.
- Also in 2019, Broward’s Board directed the ELC to Budget no less than 82% of its annual OEL allocation for School Readiness for slots, 4% higher than the 78% minimum required by OEL (approximately \$3 million higher than the minimum for FY22). This additional commitment, along with continuous sweeping of unexpended non-direct funds into slots throughout the year, helps to pay for increased rates without reducing the number of children served.
- The Children’s Services Council, the Broward County Children’s Services Board and the United Way have expressed support for the effort to increase rates and have made their funds available to help offset the cost with each proposal.
- DEL recently gave the greenlight to Coalitions to submit additional rate increase requests for FY22 following approval of the proposal by the Coalition’s Board.
- Broward is a high cost County and more than half of Broward's providers have rates that are higher than Broward's current rate and the majority charge parents for the difference. Raising rates to or above the 75th percentile (2019 scale) should alleviate some of the financial pressure on parents and providers as the post pandemic economic recovery continues. It will also help us to gain more ground on the 2021 Scale, which is expected to be higher than 2019 and will be released in the coming weeks.
- Legislation signed into law allowing Gold Seal differential rates above the current maximum of 20% was effective July 1, 2021, however rules for implementation have not yet been added to the Florida Administrative Code and the School Readiness billing system (EFS Mod) has not yet added needed functionality to adopt this change.

**Current Status:**

Mid-year analysis for FY22 expenditures and projections indicate that Broward will realize a surplus of approximately \$2 million by year end as waiting time for families applying for services is gradually eliminated and the pace of new enrollments from the waitlist is expected to slow. If School Readiness Allocations remain flat in FY23, staff would be able to manage enrollment (through attrition and the pace of waitlist enrollment) to ensure that sufficient funding is available to sustain another rate increase without the need to dis-enroll children.

While staff will work with DEL to identify a rate proposal that they will approve, our current proposal is as follows:

Increase all maximum base reimbursement rates as shown below to reach 104% of the most recent (2019) Federal market rate targets for all non-school aged care levels effective March 1, 2022.

Staff originally planned to include an increase to the Gold Seal differential in the proposal (shown below in scenarios 3 and 4), which had been approved by the Finance Committee but learned from DEL that the EFS Mod system is not yet equipped to handle such a change at this time. However, DEL confirmed they would consider a rate increase proposal for non-school-aged children above the 75<sup>th</sup> percentile, as long as it was sustainable. During discussion last year at this time about a rate increase, Finance Committee members asked whether rate changes for school aged children could also be considered. However, staff financial analysis indicates the cost of even nominal changes is prohibitive due to the high number of school age children enrolled compared to non-school aged children. Additionally, DEL has indicated in public statements that they do not regard School Age rates as a priority.

**Recommendation:**

Staff recommends that the Board empower staff to negotiate the highest sustainable increase that DEL will approve with the earliest available effective date using Scenario 2 as a guide.

**Supporting Documentation:**

Rate Increase Scenarios 1-4

## Scenario 1: Raise Non-School Aged Base Rates Only to the 75<sup>th</sup> Percentile (2019 Scale)

Raise all Non-School Aged Rates to the 75th Percentile (2019 Scale)	Annual Slot Opportunity Cost	FY 2022 Financial Impact Up to 4 Months	FY 2023 Financial Impact 12 Months
<ul style="list-style-type: none"> <li>Targets the youngest children</li> <li>Affect &gt;50% of providers/age group</li> <li>High likelihood of DEL approval</li> </ul>	<b>741</b>	<b>\$1,396,968</b>	<b>\$4,177,288</b>

	Rate Increase to bring to the 75th Percentile	4 Months Total Dollar Impact	4 Months Total Gold Seal Impact	Children Attending Eligible Centers that would benefit from increase			Count of Providers Serving each Age Group that would benefit from increase			75th Percentile	Current Rates
				Count of Children Served in Aged Group	Count of Children Served in Aged Group	Pct	Count of Providers Serving each Age Group	Count of Providers Serving each Age Group	Pct		
INFANTS	\$ -	-	-	420	290	69%	168	119	71%	\$ 44.00	\$ 44.00
TODDLERS	\$ 3.96	283,402	23,818	1,206	884	73%	338	235	70%	\$ 39.60	\$ 35.64
2 YEAR OLDS	\$ 3.80	390,396	32,742	1,778	1,271	71%	398	269	68%	\$ 38.00	\$ 34.20
3 YEAR OLDS	\$ 3.60	394,928	35,150	1,970	1,362	69%	404	255	63%	\$ 36.00	\$ 32.40
4 YEAR OLDS	\$ 3.56	254,402	24,409	1,983	1,189	60%	407	231	57%	\$ 35.61	\$ 32.05
5 YEAR OLDS	\$ 3.96	73,839	7,543	568	406	71%	269	189	70%	\$ 33.00	\$ 29.70
SCHOOL AGE	\$ -			4,625	4,489	97%	408	388	95%	\$ 31.80	\$ 20.00
SPECIAL NEEDS	\$ -			50	29	58%	31	14	45%	\$ 35.43	\$ 50.61
<b>TOTAL IMPACT</b>		1,396,968	123,662	12,600	9,920	79%					
<b>GOLD SEAL DIFF.</b>	<b>20%</b>										
<b>INCREASE DAYS</b>	<b>87</b>	<b>4 Months</b>	<b>\$ 1,396,968</b>								
<b>INCREASE DAYS</b>	<b>260</b>	<b>12 Months</b>	<b>\$ 4,177,288</b>								

Rate Refresh

**Scenario 2: Raise Non-School Aged Base Rates Only to 104% of the 75<sup>th</sup> Percentile (2019 Scale)**

Raise All Non-School Aged-Rates to 104% of the 75 <sup>th</sup> Percentile	Annual Slot Opportunity Cost	FY 2022 Financial Impact Up to 4 Months	FY 2023 Financial Impact 12 Months
<ul style="list-style-type: none"> <li>• Targets the youngest children, including infants</li> <li>• Affect &gt;50% of providers/age group</li> <li>• Medium- High likelihood of DEL approval</li> </ul>	1062	\$1,995,282	\$5,964,718

	Rate Increase to bring to 104% of the 75 <sup>th</sup> Percentile	4 Months Total Dollar Impact	4 Months Total Gold Seal Impact	Children Attending			Providers			75 <sup>th</sup> Percentile	Current Rates
				Children Served	Eligible Centers	Pct	Serving	Eligible	Pct		
INFANTS	\$ 1.76	39,583	3,237	420	290	69%	168	119	71%	\$ 44.00	\$ 44.00
TODDLERS	\$ 5.54	396,788	33,369	1,206	884	73%	338	235	70%	\$ 39.60	\$ 35.64
2 YEAR OLDS	\$ 5.32	546,556	45,838	1,778	1,271	71%	398	269	68%	\$ 38.00	\$ 34.20
3 YEAR OLDS	\$ 5.04	552,899	49,210	1,970	1,362	69%	404	255	63%	\$ 36.00	\$ 32.40
4 YEAR OLDS	\$ 4.98	356,197	34,175	1,983	1,189	60%	407	231	57%	\$ 35.61	\$ 32.05
5 YEAR OLDS	\$ 5.28	98,446	10,058	568	406	71%	269	189	70%	\$ 33.00	\$ 29.70
SCHOOL AGE	\$ -			4,625	4,489	97%	408	388	95%	\$ 31.80	\$ 20.00
SPECIAL NEEDS	\$ 2.11	4,814	421	50	29	58%	31	14	45%	\$ 35.43	\$ 50.61
<b>TOTAL IMPACT</b>		1,995,282	176,307	12,600	9,920	79%					
<b>GOLD SEAL DIFF.</b>	<b>20%</b>										
<b>INCREASE DAYS</b>	<b>87</b>	<b>4 Months</b>	<b>\$1,995,282</b>								
<b>INCREASE DAYS</b>	<b>260</b>	<b>12 Months</b>	<b>\$5,964,718</b>								

Rate Refresh

### Scenario 3: Raise Gold Seal Rates by 7%

Raise Gold Seal Rate Differential by 7% Across the Board	Annual Slot Opportunity Cost	FY 2022 Financial Impact Up to 4 Months	FY 2023 Financial Impact 12 Months
<ul style="list-style-type: none"> <li>Affects all groups of children</li> <li>Affect &gt;50% of providers/age group, especially school -aged</li> <li>Low likelihood of DEL approval/EFS Mod Not Equipped for it</li> </ul>	<b>320</b>	<b>\$598,999</b>	<b>\$1,790,113</b>

Rate Increase to bring to the 75th Percentile	4 Months Total Dollar Impact	4 Months Total Gold Seal Impact	Children Attending Eligible Centers that would benefit from increase			Count of Providers that would benefit from increase			75th Percentile	Current Rates
			Count of Children Served in Aged Group	Count of Centers that would benefit from increase	Pct	Count of Providers Serving each Age Group	Count of Providers that would benefit from increase	Pct		
INFANTS   \$ -	29,149	29,149	420	290	69%	168	119	71%	\$ 44.00	\$ 44.00
TODDLERS	77,551	77,551	1,206	884	73%	338	235	70%	\$ 39.60	\$ 35.64
2 YEAR OLDS	106,438	106,438	1,778	1,271	71%	398	269	68%	\$ 38.00	\$ 34.20
3 YEAR OLDS	114,016	114,016	1,970	1,362	69%	404	255	63%	\$ 36.00	\$ 32.40
4 YEAR OLDS	79,302	79,302	1,983	1,189	60%	407	231	57%	\$ 35.61	\$ 32.05
5 YEAR OLDS	20,416	20,416	568	406	71%	269	189	70%	\$ 33.00	\$ 29.70
SCHOOL AGE   \$ -	168,647	168,647	4,625	4,489	97%	408	388	95%	\$ 31.80	\$ 20.00
SPECIAL NEEDS   \$ -	3,481	3,481	50	29	58%	31	14	45%	\$ 35.43	\$ 50.61
<b>TOTAL IMPACT</b>	<b>598,999</b>	<b>598,999</b>	<b>12,600</b>	<b>9,920</b>	<b>79%</b>					
<b>GOLD SEAL DIFF.</b>										
	<b>27%</b>									
<b>INCREASE DAYS</b>	<b>87</b>	<b>4 Months</b>	<b>\$598,999</b>							
<b>INCREASE DAYS</b>	<b>260</b>	<b>12 Months</b>	<b>\$1,790,113</b>							

Rate Refresh



## Scenario 4: Combine Scenario 1 & 3

<b>Raise Non-School Aged-Rates to the 75<sup>th</sup> Percentile and Raise Gold Seal Rate Differential by 7% Across the Board</b>	<b>Annual Slot Opportunity Cost</b>	<b>FY 2022 Financial Impact Up to 4 Months</b>	<b>FY 2023 Financial Impact 12 Months</b>
<ul style="list-style-type: none"> <li>Affects all groups of children</li> <li>Affect &gt;50% of providers/age group, especially school -aged</li> <li>Low likelihood of DEL approval/EFS Mod Not Equipped for it</li> </ul>	<b>1,086</b>	<b>\$2,040,693</b>	<b>\$6,098,623</b>

	Rate Increase to bring to the 75th Percentile	4 Months Total Dollar Impact	4 Months Total Gold Seal Impact	Children Attending Eligible Centers that would benefit from increase			Count of Providers Serving each Age Group that would benefit from increase			75th Percentile	Current Rates
				Count of Children Served in Aged Group	Count of Children Served in Aged Group	Pct	Count of Providers Serving each Age Group	Count of Providers Serving each Age Group	Pct		
INFANTS	\$	29,149	28,280	420	290	69%	168	119	71%	\$ 44.00	\$ 44.00
TODDLERS	\$ 3.96	369,646	107,310	1,206	884	73%	338	235	70%	\$ 39.60	\$ 35.64
2 YEAR OLDS	\$ 3.80	508,662	147,326	1,778	1,271	71%	398	269	68%	\$ 38.00	\$ 34.20
3 YEAR OLDS	\$ 3.60	521,616	158,141	1,970	1,362	69%	404	255	63%	\$ 36.00	\$ 32.40
4 YEAR OLDS	\$ 3.56	342,537	109,826	1,983	1,189	60%	407	231	57%	\$ 35.61	\$ 32.05
5 YEAR OLDS	\$ 3.96	96,956	29,978	568	406	71%	269	189	70%	\$ 33.00	\$ 29.70
SCHOOL AGE	\$ -	168,647	162,843	4,625	4,489	97%	408	388	95%	\$ 31.80	\$ 20.00
SPECIAL NEEDS	\$	3,481	3,224	50	29	58%	31	14	45%	\$ 35.43	\$ 50.61
<b>TOTAL IMPACT</b>		<b>2,040,693</b>	<b>746,928</b>	<b>12,600</b>	<b>9,920</b>	<b>79%</b>					
<b>GOLD SEAL DIFF.</b>	<b>27%</b>										
<b>INCREASE DAYS</b>	<b>87</b>	<b>4 Months</b>	<b>\$ 2,040,693</b>								
<b>INCREASE DAYS</b>	<b>260</b>	<b>12 Months</b>	<b>\$ 6,098,623</b>								

Rate Refresh

<b>ITEM/MEETING</b>	B224RB1 / Board
<b>DATE:</b>	February 14, 2022
<b>SUBJECT:</b>	Legal Services Procurement Proposal
<b>TIES TO PILLAR</b>	Strengthen and Develop the ELC staff and Organization
<b>FOR ACTION:</b>	Yes
<b>RECOMMENDED ACTIONS:</b>	<b>Approve Draft Scope of Services for Procurement of a New Legal Services Vendor</b>
<b>AS RECOMMENDED BY</b>	N/A
<b>FINANCIAL IMPACT:</b>	None
<b>ELC STAFF LEAD</b>	C. Klima

**Background/History**

On January 24, 2022 Jacob Jackson, ELC’s Legal Services Vendor for the past ten years notified staff and the Board Chair that he would not renew his contract with the Coalition on April 1 as originally planned and that he was resigning from his role as the ELC General Counsel effective February 14, 2022. ELC will need to select a new vendor as soon as possible to meet the Coalition’s on-going need for registered agent, legal advice and other services. While formal procurement is not required for legal services under Florida procurement law, competitive vendor selection is a best practice that helps ensure transparent, market-based decision-making for this important and key service.

**Current Status**

Staff have developed the attached draft scope of services, timeline and evaluation criteria to conduct a procurement upon Board approval. The members of the Executive Committee will comprise the Rating Committee. The solicitation will be posted upon Board approval on February 14, 2022 with Submissions due on March 14, 2022. The Rating Committee will evaluate proposals and recommend an award as follows:

- March 16, 2022: Rating Committee members will receive submissions and score sheets
- March 23, 2022: Completed Score Sheets due back to staff
- March 29, 2022: Respondent Interviews at Executive Committee meeting (Top 3 Scoring Proposals)
- April 11, 2022: Board approves final recommendation from the Executive Committee and Award is Posted
- April 18, 2022: Contract negotiation begins

**Recommended Action:**

Executive Committee recommend that the Board approve the draft scope of services and solicitation schedule for procurement of a New Legal Services Vender as soon as possible.

**Supporting Documentation**

- Draft Scope of Services, Timeline and Evaluation Process/Criteria

# DRAFT

## Scope of Scope of Work, Timeline & Evaluation Criteria for Legal Services RFQ

### A. Request for Qualifications for Legal Services

The Early Learning Coalition of Broward County (The Coalition) is seeking responses from a law firm or sole practitioner attorney with relevant experience and expertise to provide legal services to the Coalition. These services are being procured through an RFQ to select the best qualified vendor through an open, competitive process and to secure the best price and value available to meet the organization's needs. The total forecasted budget for the services is up to \$100,000 per fiscal year (July 1 to June 30). The source of funding for the requested services is as follows:

Federal:	68%
State:	25%
Local:	7%
<b>Total</b>	<b>100%</b>

### B. Statement of Work, Minimum Vendor Requirements, Cost Proposal and Value Added Services

#### 1. Statement of Work:

The qualified respondent shall:

- a. Serve in the capacity of Coalition General Counsel
- b. Provide timely legal advice, and serve as a trusted advisor to the Board of Directors, Executives, Committees, and all Department Heads of the Early Learning Coalition while ensuring all requests for legal services are promptly addressed with the highest priority.
- c. Attend all Coalition Board meetings;
- d. Attend all Audit, Finance, Executive, Nominating and Governance Committee meetings
- e. Attend other Committee or staff meetings upon request
- f. Review and provide legal approval and guidance based on statutory, regulatory and funding requirements including but not limited to scope of work, budget and budget modifications for contracts, professional service agreements, purchases, settlement agreements, RFP's, ITN's, RFQ's and leases;
- g. Respond to questions of a legal nature, provide guidance to Board and staff in the interpretation, implementation and adherence to all laws, regulations and any other applicable policies to ensure compliance;
- h. Conduct research and analysis of specific legal questions, prepares memoranda and provide comments on documents submitted for review from a legal perspective;
- i. Provide guidance, general legal advice, opinions and representation in a variety of legal areas including, but not limited to:

- Florida Government in Sunshine/Public Records/Roberts Rules/Governance

- State and Federal Contracts Law/Compliance
- State/Federal Procurement
- Employment Law
- Insurance/Risk Management
- Public Assistance Fraud/Compliance
- Provider Claims
- Employment
- Non-Profit Corporate Law
- Public Law and Civil Litigation

- j. Declare any potential conflict of interest with the Early Learning Coalition's staff and/or vendors.
- k. Perform related duties as needed.

## **2. Minimum Vendor Requirements:**

The qualified respondent shall:

- a. Demonstrate that respondent is a current member in good standing of the State Bar of Florida.
- b. Possess at least 10 years of legal experience with at least 5 years of experience representing Non-Profit Agencies in a manner that demonstrates the respondents' trustworthiness and adherence to high ethical standards.
- c. A minimum of five (5) references should be provided. References should include written letters of reference from current clients or past clients served within the five (5) years, including a contact name, address, telephone and fax numbers and an e-mail address. References may be checked and background checks may be performed to verify information submitted in the response.
- d. Identify the primary point of contact on the engagement and submit a resume for each individual who will be performing professional services under the Contract. A narrative shall be attached that describes the specific relevant experience for each proposed individual and his/her area of expertise. The narrative shall include the name of the individual proposed, a through description of the skill, education, knowledge, and relevant experience as well as certifications or other professional credentials, that clearly show how the individual is an expert in the area(s) proposed.
- e. Possess employment law experience that includes representing the Agency during administrative personnel actions, adverse actions, grievances, and employee appeals.
- f. Possess experience in government law, regulatory and administrative law, contracts and procurement law, human resource matters, governance matters, regulatory compliance matters and related areas, including representation of a Board of Directors.
- g. Possess experience at a minimum with Florida Statutes 119, 286 287, 402, 1002.
- h. Provide a description of how services would be provided and proposed billing methodology and procedures
- i. Qualified Applicants must have office located in Broward County.

## **3. Cost Proposal:**

The Applicant shall prepare a schedule of proposed billing rates for the various levels of staff and/or a proposed schedule of fixed fees for discrete services as applicable. Cost proposals may assume an estimated eight (8) hours per week for services.

Fee schedules must be based on actual services rendered. Monthly or annual retainer cost proposals are not reimbursable by the Coalition's funders and will not be considered.

**4. Value Added Services:**

Applicants are encouraged to include any value added services, pro-bono trainings for the Board or staff, preferred pricing or other value added opportunities that the Coalition will receive if the vendor is selected.

**Timeline**

RFQ posted on Coalition Website	<b>February 14, 2022 5:00 PM</b>
Deadline for receipt of written questions	<b>February 25, 2022 12:00 Noon</b>
Pre-Submission Conference (Location/Virtual TBD)	<b>March 1, 2022 Time TBD</b>
Last day for application submission (No exceptions)	<b>March 14, 2022 5:00 PM</b>
Respondent Interviews, if applicable	<b>March 29, 2022 1:30-3:00 PM</b>
Award Notice Posted	<b>April 11, 2022 5:00 PM</b>
Contract Negotiation Commences	<b>April 18, 2022</b>

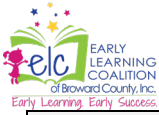
**C. Evaluation Process and Criteria**

The ELC’s Rating Committee will evaluate the proposals and make recommendations to the ELC in accordance with the established evaluation criteria as set for in the RFP or as published by the ELC, whichever is applicable. The ELC’s Rating Committee may request a presentation by any or all Applicants to clarify proposed plans and details as part of the review and evaluation process. The ELC’s request for presentations may include an interview by the Applicant with the ELC’s Rating Committee. The ELC’s Rating Committee will rate all Applicants and will communicate its ratings and recommendations to the appropriate ELC Committee and/or ELC Board at a publicly noticed meeting. Notwithstanding the foregoing, a Board Committee, in its sole discretion, may act as the ELC’s Rating Committee for this solicitation instead of forming a separate Rating Committee. The Board will vote on the selection of a successful Applicant and, if an agreement cannot be reached with the selected Applicant, ELC shall negotiate with their next selection(s) until an agreement is reached and a contract is signed between the parties. At any time during the contract negotiations after the award of the solicitation, the ELC may modify the choice of a selected Applicant if determined to be in the best interest of ELC.

The ELC further reserves the right before recommending any award to inspect the facilities, agency, and financial condition or take any other action necessary to determine the ability to perform the work in accordance with specifications, terms and conditions.

The evaluation will be based on the following criteria:

Experience and Areas of Expertise	25%
Credentials	25%
References	25%
Cost Proposal	25%
<b>Total</b>	<b>100%</b>



<b>ITEM #/MEETING:</b>	B224RB2 / Board
<b>MEETING DATE:</b>	February 4, 2022
<b>SUBJECT:</b>	<b>Private for-profit child care provider (includes private for-profit family day care homes) and a faith-based child care provider Nomination Process</b>
<b>FOR ACTION:</b>	Yes
<b>FINANCIAL IMPACT:</b>	None
<b>AS RECOMMENDED BY:</b>	N/A
<b>ELC STAFF LEAD</b>	J Merritt

**Background**

Per ELC’s enacting statute, there are two board seats designated specifically for childcare providers. One seat is designated for “a representative of private for-profit child care providers including private for-profit family day care homes.” The second seat is designated for a “faith-based” child care provider representative.

On January 7, 2022, one of ELC’s two child care provider representatives, Cara Cerchione, resigned leaving a vacancy for a private for-profit child care seat. Beverly Batson remains as the faith-based representative.

**Current Status**

While reviewing the ELC nomination policy in preparation to fill the ELC private provider representative vacancy, ELC staff reviewed the process to see if any changes were necessary. In doing so, we wanted to recognize child care providers as business owners, something many are working hard to be recognized as, therefore, staff asked the nominating committee to consider changes to the process in order to align with those of other private sector board members. The Nominating committee discussed the below three options and choose Option 3, which aligns the nominating process to that of private sector board members.

**Option 1:**

Stick with the current process. Which includes:

1. Child care small business owner/director submits a Provider Rep application
2. ELC staff validate candidate’s eligibility
3. Eligible vetted candidates produce a short video provided to all ELC providers to view
4. ELC administers an election survey – providers vote for the Provider Rep candidate of their choice
5. ELC staff provides the tally of the votes to the Nominating Committee, along with supporting documents the candidate has submitted
6. The Nominating Committee then decides to either interview some/all candidates and make recommendations to the Board or interview no candidates and recommend the top vote-getter to the full board as their approved nomination

**Option 2: Amend a portion of the current process**

The process would continue to include steps 1-4, but all subsequent steps are amended (as seen in bold text):

1. Child care small business owner/director submits a Provider Rep application
2. ELC staff validate candidate’s eligibility
3. Eligible vetted candidates produce a short video provided to all ELC providers to view
4. ELC administers an election survey – providers vote for the Provider Rep candidate of their choice

5. **The Nominating Committee will interview the top (3) candidates chosen through the Provider vote (rather than leaving it optional for the Nominating committee to interview some/all candidates as it stands in the current process)**
6. **The Nominating committee will recommend one candidate to the full Board**

### **Option 3: Amend the current process**

Treat all Provider Representative vacancies the same as ELC's private sector business board seats which includes the steps below (as seen in bold text)

1. **Child care small business owners/directors submits an ELC Board Candidate Application**
2. **ELC staff validate candidate's eligibility**
3. **The Nominating Committee members are presented with all eligible candidate applications (and their supporting application documents)**
4. **The Nominating Committee decides whether to either interview some/all candidates and then make a recommendation to the Board or interview no candidates and recommend their approved candidate to the full board**

### **Current Status**

Nominating committee recommend Option 3 in an effort to recognize child care small business owner/director candidates as private sector business member/owner Board candidates while allowing all interested eligible candidates to apply.

### **Supporting Documents**

- Approved ELC Child Care Provider Nominating Process for Board of Directors
- Private sector business board seat process.



**Early Learning Coalition of Broward County**  
**Child Care Provider Nominating Process for Board of Directors**  
**Approved by ELC Nominating Committee on 6/26/19**

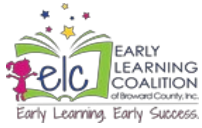
The Child Care Provider applicant must be an Owner or Director. At least 10% of the applicants' early childcare center enrollment must be comprised of subsidized children (and/or VPK children). Please review the entire application prior to completing.

**Process**

To select child care providers to the Early Learning Coalition Board of Directors, the following process will be followed:

1. The ELC will post the open seat for a minimum of ten (10) business days. At a minimum, the notice will be posted on the ELC's website and via social media. Additionally, ELC will send an email notification to all child care providers with the announcement with the request for nominations.
2. Interested child-care providers will complete the required application form, provide a bio and email to the ELC.
3. After receipt of the application, ELC staff will review to ensure candidate meets criteria as outlined in the application.
4. ELC staff will arrange for each applicant, who meets minimum criteria, to be taped to express their interest and qualifications. These short videos will be posted on the ELC YouTube site.
5. Staff will communicate the provider seat election (with access to applications and videos) along with voting instructions to all contracted child care providers. Voting is only open to child care providers and will occur via Survey Monkey (and be constructed in a manner where there is only one (1) vote per child care facility). Providers will have ten (10) business days to vote.
  - a. Voting for "private provider" representative will be open to all licensed providers
  - b. Voting for the "faith-based provider" representative will be open to all licensed and registered providers.
6. The Nominating Committee may decide to interview candidates. The number of interviewees will be determined by the Nominating Committee.
7. The Nominating Committee will vote and make a recommendation to the ELC Board.
8. The ELC Board of Directors will vote on the nominated provider.





**Early Learning Coalition of Broward County**  
**Private Sector Applicant process**  
*(from 2016-2017 board application member process)*

**Process**

To select private business members to the Early Learning Coalition Board of Directors, the following process will be followed:

- 1) The ELC will post the open seat for a minimum of ten business days. At a minimum, the notice will post on the ELC's web-site and may be posted/advertised in the local newspaper and/or social media.
- 2) The CEO and board members will also seek out potential candidates, whose names will be forwarded to staff.
- 3) Interested individuals will fill out the required nomination form, provide a bio and "head shot"
- 4) After receiving the nominations, staff will assure candidates are eligible to serve.
- 5) The Nominating Committee will review potential candidates and determine next steps for viable candidates, which may include interviews and gathering additional information about a candidate of candidates. The review and any additional steps shall be at the discretion of the Nominating Committee.
- 6) The Nominating Committee forwards vetted candidates to the Board for approval.
- 7) The board of directors will vote on the nominated applicant.

<b>ITEM #/MEETING:</b>	B224NOM1 / Board
<b>MEETING DATE:</b>	February 4, 2022
<b>SUBJECT:</b>	<b>FY 21-22 Officer Election and Committee Chair process and timeline</b>
<b>FOR ACTION:</b>	NO
<b>FINANCIAL IMPACT:</b>	None
<b>AS RECOMMENDED BY:</b>	N/A
<b>ELC STAFF LEAD</b>	J Merritt

**Background**

Section 4.2 of the ELC Bylaws states that “Except for the Chair, each Officer shall be elected by a majority vote of the Board for a two (2) year term (“term of office”). No Officer may hold the same elected position for more than one (1) term of office but may be elected to the same position after a one (1) term absence from position. Terms of office shall coincide with the Coalition’s fiscal year. Election of Officers shall take place at the annual meeting in June of each fiscal year.”

The terms of the current elected Board Officer positions end on June 30, 2022. The Officer positions include First Vice Chair, Second Vice Chair, Treasurer and Secretary.

According to Section 6.1 of the Bylaws: “the length of term of a Committee Chair shall be a two (2) year term (“Committee Chair term”) and whenever possible, the commencement of a Committee Chair term should coincide with the election of Officers of the Board. Chairs may be re-appointed to serve one additional consecutive Committee Chair term.” The Chair positions of the Nominating Committee, Program Review and Audit Committee are appointed by the Board Chair. Unlike the Officer positions, current incumbents in these chair positions may be re-appointed to serve one additional consecutive Committee Chair term.

**Current Status**

**Officer Positions:**

Given the Bylaws, each of the following Board members are unable to occupy their current elected Officer positions beginning on July 1, 2022. However, they are eligible to be nominated/elected for **another** officer position or appointed as the chair for a standing committee:

- Dawn Liberta, 1<sup>st</sup> Vice Chair (Chair of Governance Committee)
- Twan Russell, 2<sup>nd</sup> Vice Chair
- Cindy Arenberg Seltzer, Treasurer (Chair of Finance of Committee)
- Monica King, Secretary

**Committee Chairs:**

The following Chairs are unable to serve an additional term:

- Richard Campillo – Audit Committee Chair (Terms 7/18 – 7/20 & 7/20 – 7/22)

The following Chairs are eligible to serve in their current roles for an additional Committee Chair term:

- Michael Asseff - Nominating Committee (Term 7/20 – 7/22)
- Khalil Zeinieh - Program Review (Term 7/20 – 7/22)

**Supporting Documents**

- FY21-22 Officer Election and Appointment Timeline
- FY21-22 Officer and Standing Committee Chair position matrix and overview

**2021-2022 ELC Election of Officers  
& Committee Chair Appointments  
TIMELINE**

ACTION	DATE
<b>Nominating Committee</b> meeting - review officer election process	<b>February 4, 2022</b>
<b>Board meeting</b> - Communicate officer roles/responsibilities, election process and next steps	<b>February 14, 2022</b>
Board members communicate to Judith Merritt (jmerritt@elcbroward.org) nominations for Officer positions and/or Standing Committee Chair positions, including self-nominations they are interested in being considered for	<b>From February 14 – March 25, 2022</b>
<b>Nominating Committee</b> Meeting – Review Nominations for Officer positions and recommend to Board the slate of nominees for Board vote and approval.	<b>April TBD, 2022</b>
<b>Board meeting</b> – Board votes on members who have been nominated for Officer positions.	<b>May 9, 2022</b>
Transition period. Newly elected Officers meet with current officers	<b>May 10 – June 30 , 2022</b>
<b>Board meeting</b> – Board Chair appoints (or re-appoints) Chairs of Nominating, Audit and Program Review Committee	<b>June 13, 2022</b>
Newly elected Officers and Appointed chairs of Standing Committees assume their new roles	<b>July 1, 2022</b>

## 2021-2022 ELC Election of Officers & Committee Chair Appointments

Position	Role serves on Exec. Committee?	Current	Term	Term limited	Elected by Board	Can serve in this role for another consecutive 2-years?	Prior Board member serving in this role
<b>First Vice Chair</b> <i>(serves as Chair of Governance Committee)</i>	Yes	Dawn Liberta	7/20-6/22	Yes	Yes	No	Michael Asseff
<b>Second Vice Chair</b>	Yes	Twan Russell	7/20-6/22	Yes	Yes	No	Renee Podolsky
<b>Treasurer</b> <i>(serves as Chair of Finance Committee)</i>	Yes	Cindy Arenberg Seltzer	7/20-6/22	Yes	Yes	No	Nicholas Kaniaris
<b>Secretary</b>	Yes	Monica King	7/20-6/22	Yes	Yes	No	Twan Russell
Chair, Nominating Committee	Yes	Michael Asseff	7/20-6/22	Yes	No	Yes	Ellie Schrot
Chair, Program Review Committee	Yes	Khalil Zeinieh	7/20-6/22	Yes	No	Yes	Cindy Arenberg Seltzer
Chair, Audit Committee	Yes	Richard Campillo	7/18-6/22	Yes	No	No	Nicholas Kaniaris

### Officer Role Responsibilities

<b>First Vice-Chair</b>	<i>Serves as the Chair of the Governance Committee; preside at all Board meetings in the absence of the Chair; assume the duties of the Chair in the event the office becomes vacant, there is a conflict of interest, or due to the unavailability of the Chair; and perform such duties as designated by the Chair. Serves on Executive Committee</i>
<b>2<sup>nd</sup> Vice Chair</b>	<i>Preside at the Board meetings in the absence of the Chair and the First Vice Chair; assume the duties of the First Vice-Chair, in the event that office becomes vacant, there is a conflict of interest, or due to the unavailability of the Chair; and perform such duties as designated by the Chair. Serves on the Executive Committee</i>
<b>Treasurer</b>	<i>Serves as Chair of the Finance Committee. Preside at the Board meetings in the absence of the Chair, First Vice-Chair, Second Vice-Chair and Secretary; and perform such duties as designated by the Chair. Serves on Executive Committee.</i>
<b>Secretary</b>	<i>Presides at the Board meetings in the absence of the Chair, First Vice-Chair and Second Vice-Chair; confirm recording of the official minutes at each meeting of the Board; review the minutes for accuracy prior to submission to the Board and certify the minutes after approval by the Board; and perform such duties as designated by the Chair. Serves on Executive Committee</i>

## **Committee Responsibilities**

### **Governance Committee**

*The Governance Committee shall have the authority to do the following:*

- *review and if necessary, recommend changes to the employment and/or governance, manuals or any other manual or guidance required for certification purposes for the Coalition;*
- *except as stated in the Coalition Bylaws, review and if necessary recommend changes, deletions and/or the creation of policies and procedures for the Coalition;*
- *review and if necessary, recommend changes to the Coalition's organizational documents (e.g. Bylaws, Coalition Plan and Articles of Incorporation);*
- *review, respond and make recommendations to the Board, which include, but not limited to corrective actions to be done by the Coalition and/or its contractors in response to findings or conclusions from an investigation, report or monitoring by a Florida or federal agency, commission, board or other entity for those matters that would not clearly fall under the responsibilities of the Audit Committee pursuant to the Coalition Bylaws.*

### **Finance Committee**

*The Finance Committee shall be a committee that reports directly to the Board and shall consist of at least five (5) Members. The Treasurer of the Board shall serve as chair of the Finance Committee. The Chair shall make a good faith effort to appoint Members to the Finance Committee that have significant accounting or financial management experience. In the event the Finance Committee is unable to recruit or identify a Member to serve on the committee that has significant accounting or financial management experience in accordance with this section, the Finance Committee may appoint Ad Hoc Member(s) as defined and set forth in the Coalition Bylaws with significant accounting or financial management experience to assist the Members of the Finance Committee.*

*The Finance Committee shall have the authority to do the following:*

- *review, and/or recommend revisions to the annual operating budget for the Coalition to the Board;*
- *review the Coalition's monthly and quarterly financial statements;*
- *provide reports and recommendation to the Board for review and approval;*
- *creation, review and alteration, of accounting and financial related policies and procedures for the Coalition;*
- *ensure that budget to actual variances are done after each year- end numbers are finalized;*
- *recommend budget amendments;*
- *analyze budget variances; and*
- *monitor compliance with State of Florida property guidelines as it pertains to surplusing, write offs and property inventory.*
- *review and monitor the financial operations of the Coalition in order to determine compliance with applicable Florida and federal laws as well as in accordance with generally accepted financial and accounting standards where applicable.*

## **Nominating Committee**

*The Nominating committee shall be a committee that reports directly to the Board. The Board, at any regular scheduled Board meeting, shall elect Members to serve on the Nominating Committee. The Nominating Committee shall consist of at least three (3) Members who are not Officers of the Coalition.*

*The Nominating committee shall have the authority to do the following:*

- *oversee and conduct the nomination process for Members and Officers as set forth in the Coalition Bylaws.*
- *review and recommend potential applicants for membership for the Board and forward the committee's recommendations to the Board in accordance with the Coalition Bylaws.*
- *recommend to the Board policies and procedures that govern the selection of Members who are not Ex-Officio Members and Gubernatorial Appointees as set forth in the Coalition Bylaws.*

## **Audit Committee**

*The Audit Committee shall be a committee that reports directly to the Board. No more than one (1) Member of the Finance Committee shall be a Member of the Audit Committee and in no event shall the chair of the Finance Committee be a Member of the Audit Committee. No Member of the Audit Committee shall have a business, contractual, beneficial, or monetary interest, whether direct or indirect, with the Coalition. In no event shall the Chair of the Board be a member of the Audit Committee nor shall the chair of the Governance Committee be the chair of the Audit Committee.*

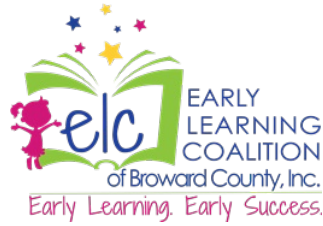
*The Audit Committee shall have the authority to do the following:*

- *recommend the selection, retention, and termination of the internal and independent external auditor(s) to the Board and shall be responsible for recommending the compensation of the auditors;*
- *oversee the auditing function of the Coalition, which includes, but is not limited to a review of the internal and external operations of the Coalition;*
- *monitor and report on the adequacy of the Coalition's financial disclosure;*
- *review and recommend approval of the audit plan;*
- *monitor and report on the status of the Coalition's compliance with applicable Florida and federal statutes, codes and regulations.*
- *ensure that an annual audit of the Coalition is done by the auditors for each fiscal year; and*
- *Make recommendations, if applicable, to the Board based on the committee's review of any and all accountability, risk, financial, monitoring or other reports or audits done by the Coalition and/or its governing agencies.*
- *recommend an investigation into any alleged or actual violations of any financial or compliance related laws or rules committed by the Coalition, its employees, its contractors, its vendors or its service providers that come before, or to the attention of the Auditcommittee.*

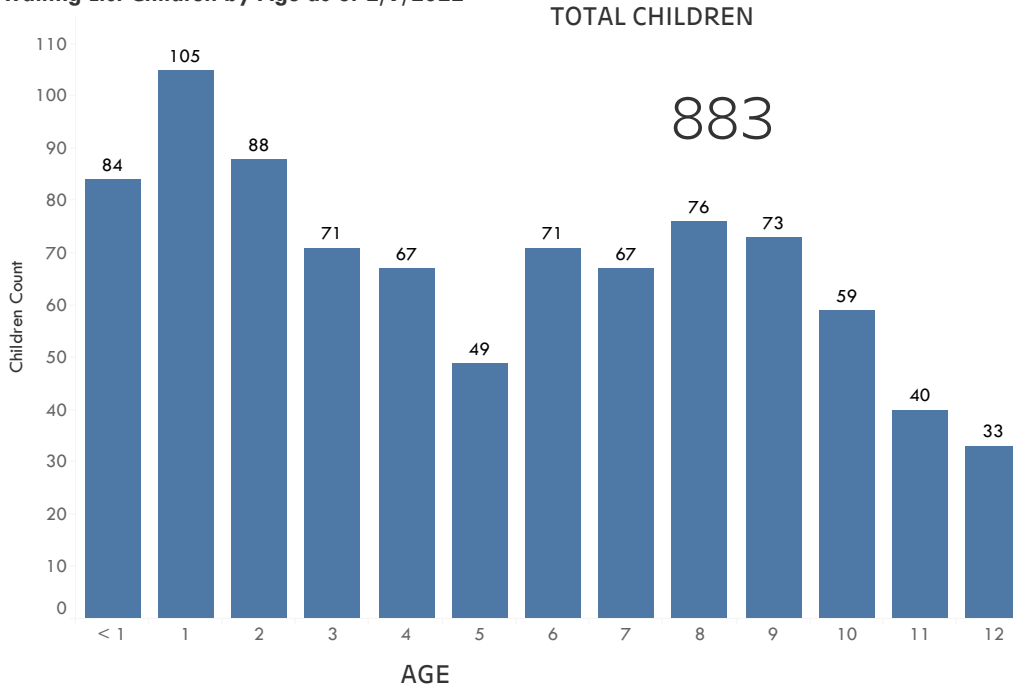
### ***Program Review Committee***

*The Program Review committee shall be a committee that reports directly to the Board. The Program Review committee shall have the authority to do the following:*

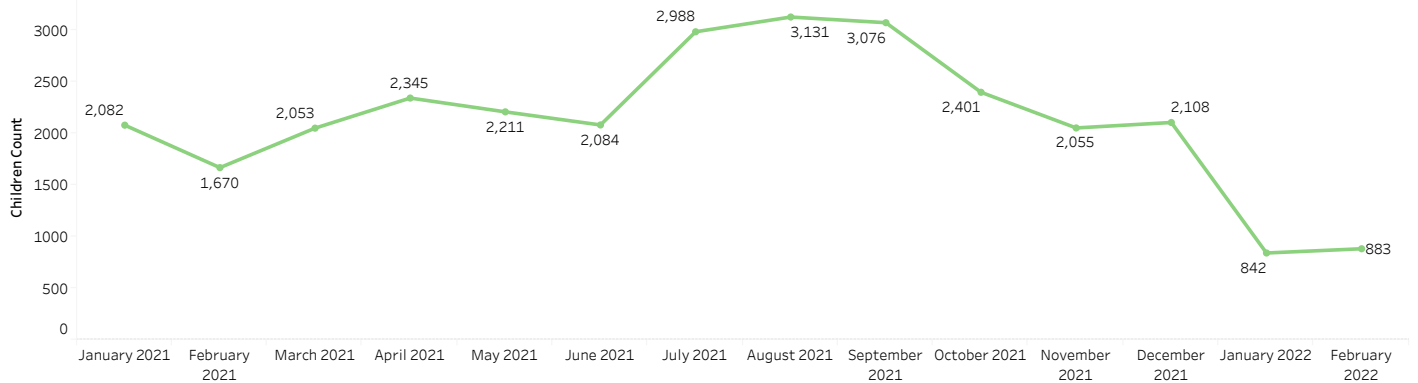
- Review and discuss internal and external program and quality reports*
- Review and discuss relevant program area and quality outcomes and benchmark included in the ELC's strategic plan*
- Review and discuss programmatic (non-financial) audits*
- Discuss new or outstanding program/quality issues presented to the committee*
- Discuss new program ideas and/or initiatives*
- Discuss existing and potential community partnerships and program/quality related grant opportunities*



**Waiting List Children by Age as of 2/9/2022**



Prior Month	Children ..	+/-	%
Jan 2021	2,082	-394	-19%
Feb 2021	1,670	-412	-25%
Mar 2021	2,053	383	19%
Apr 2021	2,345	292	12%
May 2021	2,211	-134	-6%
Jun 2021	2,084	-127	-6%
Jul 2021	2,988	904	30%
Aug 2021	3,131	143	5%
Sep 2021	3,076	-55	-2%
Oct 2021	2,401	-675	-28%
Nov 2021	2,055	-346	-17%
Dec 2021	2,108	53	3%
Jan 2022	842	-1,266	-150%
Feb 2022	883	41	5%

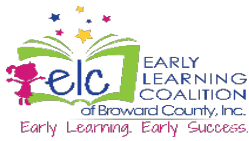




## ELC Broward Contract List 2021-2022

Funder or Vendor Name	Amount	Purpose	Type	Term	Status
Division of Early Learning	\$151,235,956	School Readiness, VPK & PDG	Revenue	7/1/21-6/30/22	Active
Broward County	\$2,342,795	SR Match & Special Needs	Revenue	10/1/21- 9/30/22	Active
Children's Services Council	\$4,592,850	Financially Assisted Child Care	Revenue	10/1/21-9/30/22	Active
Children's Services Council	\$4,017,850	Vulnerable Populations	Revenue	10/1/20-6/30/22	Active
City of Fort Lauderdale	\$50,000	SR Match Funds	Revenue	10/1/21-9/30/22	Active
City of Hollywood	\$7,611	SR Match Funds	Revenue	10/1/21-9/30/22	Active
City of Pompano Beach	\$21,500	SR Match Funds	Revenue	10/1/21-9/30/22	Active
United Way	\$130,000	SR Match Funds	Revenue	7/1/21-6/30/22	Active
Children's Forum	\$225,450	INCENTIVES <sup>®</sup> Program	Subrecipient	7/1/21-12/31/21	Extended
Children's Forum	\$312,174	INCENTIVES <sup>®</sup> Program	Subrecipient	1/1/22-6/30/22	Active
First Call for Help/211	\$461,092	Community Referral Services	Subrecipient	7/1/21-6/30/22	Active
Abila	\$6,200.10	MIP Accounting Software	Vendor	6/20/21-6/19/22	Active
Allison Golden	\$10,000	Mental Health Support Training	Vendor	10/1/21-12/31/21	Expired
Chris Becerra	\$10,000	Mental Health Support Training	Vendor	7/1/21-6/30/22	Active
Accessible Comm for the Deaf	\$1,300	Interpretation Services	Vendor	8/13/18 Ongoing	Active
AT&T	\$50,000	Cell Phones and Hot Spots	Vendor	7/1/21-12/19/21	Ongoing
Biometrics4All, INC.	\$840	Live Scan Software Support	Vendor	7/1/21-6/30/22	Active
BlueJean Software, Inc.	\$33,000	Hosting and Support Services	Vendor	7/1/21-6/30/22	Active
Business Leadership Institute	\$50,000	Business Development	Vendor	7/1/21-6/30/22	Active
Causetech DBA Achieve	\$7,988	Website Hosting	Vendor	7/1/21/-6/30/22	Active
CLASS Observers (9)	\$33,500ea	Independent CLASS Observers	Vendor	7/1/21-6/30/22	Active
Comcast	\$4,368	Internet	Vendor	7/1/21-6/30/22	Active
Compensation Resources	\$34,650	Competitive Market Study	Vendor	8/6/21-6/30/22	Active
Crown Center	\$416,078	Office Lease (est. annual cost)	Lease	2/1/19-1/31/29	Active
Devereux Foundation	\$1,525	Prof. Development Provider Training	Vendor	1/25/22-6/30/22	Active
FL Dept of Law Enforcement	\$1,863	LiveScan Service (annual cost)	Vendor	10/29/18-Ongoing	Active
Hillspoint Resources (1 <sup>st</sup> Day)	\$28,800	Mental Health Support Training	Vendor	10/23/21-12/31/21	Expired
Intermedia.net, Inc.	\$21,540	Office 365	Vendor	7/12/21-7/12/22	Active
Jacob Jackson	\$90,000	Legal Services	Vendor	4/1/21-3/31/22	Active
Keefe McCullough, LLP	\$42,500	External Audit Preparation	Vendor	7/1/21-6/30/22	Active
LeBoffe & Associates LLC	\$8,000	Senior Team Retreat/Follow up	Vendor	7/1/21-12/31/21	Expired
NSU	\$34,500	Providers State mandated training	Vendor	12/1/21-6/30/22	Active
One Beat	\$7,200	CPR Training for Providers	Vendor	9/1/21-6/30/22	Active
Piccolo Picasso LLC	\$25,000	Online Learning Platform	Vendor	7/1/21-6/30/22	Active
Racial Equity Institute	\$60,000	Racial Equity Training	Vendor	10/1/21-6/30/22	Active
Revation Systems, Inc.	\$18,000	Telecommunications Services	Vendor	9/15/21-9/30/24	Active
Tripp Scott Attorneys at Law	\$14,000	ERISA Legal Services	Vendor	7/1/2021-6/30/22	Active
Scholastic	\$600,000	Book Worms Reading Packets	Vendor	2/22-6/30/22	Pending
School Board Broward County	\$10,210.60/yr	Gulfstream Early Learning Ctr	Lease	9/5/19-9/5/22	Active
Sharp (State Term Contract)	\$14,353.12	Copier and Printer Rental	Vendor	11/1/20-9/1/25	Active
Teaching Strategies Gold	\$19,425	Child Assessment Software	Vendor	7/1/21-6/30/22	Active
Teaching Strategies Gold	\$8,120	Teaching Strategies materials	Vendor	2/17/22-6/30/22	Active
The Journey Institute	\$25,500	Mental Health Support Training	Vendor	8/4/21-12/18/21	Expired
Tripp Scott	\$14,000	Legal Services	Vendor	9/20/20-6/30/22	Active
Trusaic	\$6,500	Monthly Fee for up to 500 W2's	Vendor	6/1/21-6/30/22	Active
Webauthor	\$65,000	CRM Software	Vendor	7/1/21-6/30/22	Active
Brown & Brown	\$0	Information Sharing Agreement	MOU	8/1/20-7/31/26	Active
Broward County	\$0	Crisis Intervention & Support	MOU	11/18/20-11/17/25	Active
Child Abuse Prevention -CAPTA	\$0	Interagency Referrals	MOU	9/1/21-8/31/26	Active
School Board Broward County	\$0	Community Partnership	MOU	TBD-6/1/2045	Pending

Seventeenth Circuit Court	\$0	<i>Cooperation Agreement</i>	MOU	6/23/20-Ongoing	Active
University of Florida	\$0	<i>Data Use Agreement</i>	MOU	1/1/19-Ongoing	Active
Women in Distress	\$0	<i>Community Partnership</i>	MOU	10/1/21-9/30/22	Active



# Training Calendar

## February 2022

<u>Date</u>	<u>Time</u>	<u>Trainer</u>	<u>Training</u>	<u>Location</u>
Wednesday 2/2/2022	7pm – 8:30pm	Ana Avalos-Atkinson, Q&E Coach, ELC	(Serie de Capacitación para Nuevos Educadores) Práctica Apropriadada para el Desarrollo (DAP) Parte 1: Qué Esperar con los Bebés y Niños Pequeños	<a href="https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=D875F8F8-F660-40CC-841F-CC76BCC7BBCA">https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=D875F8F8-F660-40CC-841F-CC76BCC7BBCA</a>
Thursday 2/3/2022	7pm – 8:30pm	Debra Cruz & Jasmine Rhinehart, Q&E Coaches, ELC	Being Proactive: Behavior Management with “CLASS” in Pre-K	<a href="https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=93014836-IABB-4480-AC9F-DEIE05C3ADIA">https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=93014836-IABB-4480-AC9F-DEIE05C3ADIA</a>
Tuesday 2/8/2022	7pm – 8:30pm	Ana Avalos-Atkinson, Q&E Coach, ELC	Enfocando la atención de los niños: Formatos didácticos para el aprendizaje en Pre-K (Focusing Children’s Attention: Instructional Learning Formats in Pre-K)	<a href="https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=ID5F793C-8C83-434D-B234-8DFAB6B0ED8F">https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=ID5F793C-8C83-434D-B234-8DFAB6B0ED8F</a>
Thursday 2/17/2022	7pm – 8:30pm	Agnieszka Boddie, Q&E Coach, ELC	How to Scaffold Learning and Stretch Children’s Thinking: Quality of Feedback in Pre-K - Part 1	<a href="https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=47884003-F572-474B-8FFC-8FB0BE80629D">https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=47884003-F572-474B-8FFC-8FB0BE80629D</a>
Tuesday 2/22/2022	7pm – 8:30pm	Jasmine Rhinehart & Debra Cruz, Q&E Coaches, ELC	(New Educators) Developmentally Appropriate Practice (DAP) Part 2: Planning your Schedule in Pre-K	<a href="https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=1C98F6F3-C064-4AAB-91F8-96D311F90A94">https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=1C98F6F3-C064-4AAB-91F8-96D311F90A94</a>
Wednesday 2/23/2022	7pm – 8:30pm	Agnieszka Boddie & Aida Brar, Q&E Coaches, ELC	(New Educators) Developmentally Appropriate Practice (DAP) Part 2: Planning your Schedule for Infants and Toddlers	<a href="https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=936A9459-8FBC-4FD1-966C-DC279A8689FA">https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=936A9459-8FBC-4FD1-966C-DC279A8689FA</a>
Thursday 2/24/2022	7pm – 8:30pm	Debra Cruz & Jasmine Rhinehart, Q&E Coaches, ELC	How to Be Specific and Encourage Children’s Efforts: Quality of Feedback in Pre-K - Part 2	<a href="https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=190F97A3-314C-4A84-89D0-D198EE9C8E2B">https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=190F97A3-314C-4A84-89D0-D198EE9C8E2B</a>
Monday 2/28/2022	7pm – 8:30pm	Ana Avalos-Atkinson, Q&E Coach, ELC	(Serie de Capacitación para Nuevos Educadores) Práctica Apropriadada para el Desarrollo (DAP) Parte 2: Planificación de su Horario en Pre-K	<a href="https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=FD7F570D-3A41-48CF-9626-C3C90CD1FC77">https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=FD7F570D-3A41-48CF-9626-C3C90CD1FC77</a>

All trainings appear on the ELC website on the calendar.

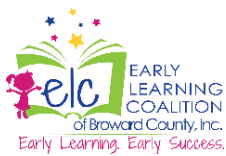
<https://www.elcbroward.org/events>

## FYI 4 – Cash Disbursements

In accordance with ELC Cash Disbursement Policy Approved September 12, 2019 cash disbursements issued by ELC in amounts greater than \$1,000 and less than \$35,000 are submitted to the ELC Board for review monthly.

### Cash disbursement for December 2021

Vendor Name	Amount	Purpose
ADP, Inc.	2,095.81	November 2021 Processing Charges for 11/13 & 11/27/21
Allison Golden	3,332.00	Early Childhood Training (11/9,11/15,11/18/21) Discipline Training 11/20
Ann Marie Maceda-Calderon	3,150.00	November 2021 Class Observation
AT&T Mobility	4,373.00	Cell Phone & Data Charges December 2021
Bluejean Software, Inc.	1,412.50	Cloud Hosting and Maintenance & Support for Nov 2021
Business Card	307.49	Bank of America Ops purchases C. Klima (No Individual Items > \$1,000)
Business Card - Online Training Centers	1,495.00	Tableau 3-day Training for L. Vengadasalam
Business Card - Intermedia	4,058.80	Email Hosting for December 2021
Business Leadership Institute	6,250.00	November 2021 Professional Development Training Services
Business Leadership Institute	6,250.00	October 2021 Professional Development Training Services
Carmen Arellano	1,400.97	C. Arellano Paycheck for Period Ending 12/11/21
Carmen Nicholas	5,600.00	Class Observation November 2021
Crown Castle Fiber, LLC.	1,050.00	Internet Charges for 12/01/21 - 12/31/21
Dell Marketing L.P.	2,700.00	Dell Thunderbolt Dock-WD19TBS
Evelyn Puerto	3,150.00	November 2021 Class Observation
Trusaic	3,000.00	2019 Compliance Tracking Services & Final 50% Installment
Trusaic	1,250.00	2021 ACA Remaining 50% of Prior Months Fees (Jan-May)
Guardian	11,698.28	January 2022 Employee Health Benefits
The Journey Institute, Inc.	1,700.00	November 2021 Trainings
Humana Insurance Co.	1,159.66	January 2022 Employee Health Benefits
Indeed	1,997.52	November 2021 Job Posting
Jacob C. Jackson, P.A.	2,204.00	November 2021 Services
Keefe McCullough	5,000.00	Final Bill for Financial Statement for Year End 12/31/20
Keefe McCullough	15,000.00	Financial Statement for Year Ended 6/30/21
Keefe McCullough	2,000.00	Prep of Return of Small Benefit Plan (Form 5500)
Kimesha House	7,350.00	Class Observation November 2021
Lianne Betancourt	8,050.00	November 2021 Class Observer
Maria Caro	3,500.00	November 2021 Class Observer
Maria Lopez	3,500.00	November 2021 Class Observation
Racial Equity Institute, LLC.	12,000.00	Phase I Workshop (Nov 1-2, 2021)
TASC	1,058.32	Claim Fees 1/1/22-3/31/21;Renewal Fee 1/22-12/22;Administrative Fee 1/22-3/22
Teachstone Training LLC	30,095.50	Dimension Guides English/Spanish
The Lincoln National Life Ins. Co.	8,298.62	January 2022 Employee Health Benefits
Western NRG, Inc.	1,165.23	Sonic Wall Router Support 12/27/21 - 12/26/22
Yvette Veras	4,900.00	November 2021 Class Observation



## Match YTD Match Fundraising Report

Funder	Requested FY21/22	Status as of 01/14/22
Coconut Creek	\$25,684	Recommended for Funding
Cooper City	-	No Funding Available
Coral Springs (Community Chest)	5,000	Recommended for Funding
Dania Beach	-	No Funding Available
Davie	-	No Funding Available
Deerfield Beach	15,000	Recommended for Funding
Ft. Lauderdale	50,000	Recommended for Funding
Hallandale	10,000	Recommended for Funding
Hollywood	7,611	Recommended for Funding
Lauderdale By The Sea	2,000	Recommended for Funding
Lighthouse Point	1,000	Recommended for Funding
Lauderdale Lakes	-	No Funding Available
Lauderhill	-	Not Funded
Margate	1,000	Recommended for Funding
Miramar	5,000	Recommended for Funding
North Lauderdale	5,000	Recommended for Funding
Oakland Park	-	Not Funded
Parkland	3,000	Recommended for Funding
Pembroke Park (Town)	-	No Funding Available
Pembroke Pines	35,000	Recommended for Funding
Plantation	22,000	Recommended for Funding
Pompano Beach	40,000	Recommended for Funding
Tamarac	10,000	Pending Response
Sunrise	55,890	Recommended for Funding
Southwest Ranches	-	No Funding Available
West Park	-	No Funding Available
Weston	6,850	Recommended for Funding
Wilton Manors	-	No Funding Available
<b>Total Municipalities (SR)</b>	<b>\$ 300,035</b>	<b>Total Requested FY21</b>
United Way	130,000	Committed as of July 1, 2021
Child Care Providers	500,000	Committed as of July 1, 2021
Broward County	1,490,872	Committed as of July 1, 2021
CSC	2,939,423	Committed as of July 1, 2021
<b>Total All Match</b>	<b>\$ 5,360,330</b>	<b>Total SR Match</b>

2022 Legislative Session  
**Early Learning Bills of Interest**

**Senate proposes \$392 million increase for Early Learning**

The House and Senate presented their budget packages the week of February 7<sup>th</sup> before moving into “conference” and ultimately agreeing on a budget to present to the Governor. Of major significance, the Senate proposes an additional investment of \$392 million in Florida’s VPK program over three years, which would bring per-student funding to the highest level since the program’s inception: from \$2,486 to \$3,294. In the context of a rising minimum wage in Florida, this increase recognizes the important work of early learning educators and the need to support competitive wages.

*These bills have been filed and are actively moving through the process. This does not mean they have passed nor does it mean their current form is the final form. We will continue to monitor each of these bills as they may be amended and action required.*

Bill #	Title/Summary	Sponsors	Committee References/Last Action
<a href="#">HB 1199</a> <a href="#">SB1700</a>	<p><b>Funding for School Readiness</b></p> <p>Deletes requirement that school readiness program funds be used to increase number of children served; requires Division of Early Learning to conduct School Readiness Funding Formula Allocation Conference before distribution of certain funds for school readiness program; specifies conference principals; provides division duties; provides requirements for conference.</p> <p>The House Bill was amended on 2/2/22 to include details of the formula computation.</p> <p>The Senate-sponsored legislation is similar to the House version, but not identical.</p>	<p>Rep. Grall</p> <p>Sen Gruters</p>	<p>House References:</p> <ol style="list-style-type: none"> <li>1. PreK-12 Appropriations Subcommittee – Passed 01/27/22</li> <li>2. Early Learning &amp; Elementary Education Subcommittee – Passed 02/02/22</li> <li>3. Appropriations Committee</li> </ol> <p>Senate References:</p> <ol style="list-style-type: none"> <li>1. Education – Passed 01/25/2022</li> <li>2. Appropriations Subcommittee on Education</li> <li>3. Appropriation</li> </ol>

2022 Legislative Session  
**Early Learning Bills of Interest**

Bill #	Title/Summary	Sponsors	Committee References/Last Action
<p><a href="#">HB 1319</a> <a href="#">SB 1918</a></p>	<p><b>School Readiness Program</b> Requires early learning coalitions to adopt payment rate schedule; provides requirements for payment rate schedule; requires early learning coalitions to reimburse contracted school readiness program providers minimum payment rate; provides minimum payment rate reimbursements shall be charged as direct services; revises required contents of early learning coalition plans; requires division to annually collect data &amp; include such data in annual report. The bill also contains a provision requiring DEL to identify child care personnel as essential workers.</p>	<p>Rep Nixon Sen Taddeo</p>	<p>House References: 1. <a href="#">Early Learning &amp; Elementary Education Subcommittee</a> – Passed 02/07/22 2. <a href="#">PreK-12 Appropriations Subcommittee</a> 3. <a href="#">Education &amp; Employment Committee</a></p> <p>Senate References: 1. <a href="#">Education</a> 2. <a href="#">Appropriations Subcommittee on Education</a> 3. <a href="#">Appropriations</a></p>
<p><a href="#">SB 1048</a> <a href="#">HB 1193</a></p>	<p><b>Student Assessments</b> The Senate-sponsored legislation would revise the grade levels for which the coordinated screening and monitoring program measures student progress in the Voluntary Prekindergarten Education Program, as well as modify requirements for the statewide, standardized comprehensive assessments program. The bill requires progress monitoring to include both a web-based and mobile device-compatible option. In addition, the bill would establish 2022-2023 school and school district grades to serve as an informal baseline for schools and school districts and provide for a one-year transition period to the new statewide standardized assessments, which will hold students and schools harmless during the transition.</p>	<p>Rep Plasencia Sen Diaz</p>	<p>Senate References: 1. <a href="#">Education</a> – Passed, 1/11/22 2. <a href="#">Appropriations Subcommittee on Education</a> – Passed 01/26/22 3. <a href="#">Appropriations</a> – On Agenda, 02/09/22, 9:00 am, 412 K</p> <p>The House-sponsored legislation is similar to the Senate version, but not identical.</p> <p>House References: 1. <a href="#">Early Learning &amp; Elementary Education Subcommittee</a> – Passed, 02/02/22 2. <a href="#">PreK-12 Appropriations Subcommittee</a> 3. <a href="#">Education &amp; Employment Committee</a></p>

2022 Legislative Session  
**Early Learning Bills of Interest**

Bill #	Title/Summary	Sponsors	Committee References/Last Action
<p><a href="#">HB 277</a> <a href="#">SB 638</a></p>	<p><b>Early Childhood Music Education Incentive Pilot Program</b> The Legislature established the Early Childhood Music Education Incentive Pilot Program (pilot program) in 2017 to assist certain school districts in implementing comprehensive music education programs in kindergarten through grade 2, beginning with the 2017-2018 school year. This legislation would extend the expiration date of the Pilot Program from June 2022 to June 203.</p>	<p>Rep Clemons Sen Perry</p>	<p>Senate References:            1. <a href="#">Education</a> – Passed, 11/30/21            2. <a href="#">Appropriations</a> – Passed, 01/20/22            3. Passed the full Senate on 02/03/22 and is now in messages to the House.</p> <p>House References:            1. <a href="#">Early Learning &amp; Elementary Education Subcommittee</a> – Passed, 02/02/22            2. <a href="#">PreK-12 Appropriations Subcommittee</a> – Passed, 02/05/22            3. <a href="#">Education &amp; Employment Committee</a></p>
<p><a href="#">HB 1219</a> <a href="#">SB 1578</a></p>	<p><b>Instructional Personnel</b> This legislation would revise the definition of term “instructional personnel” to include prekindergarten instructors funded in the Florida Education Finance Program who hold an educator certificate in Prekindergarten/Primary Education, Preschool Education, Early Childhood Education, or any exceptional student education area with the Prekindergarten Disabilities endorsement.</p>	<p>Rep Bartleman Sen Jones</p>	<p>House References:            1. <a href="#">Early Learning &amp; Elementary Education Subcommittee</a> – Passed, 02/02/22            2. <a href="#">Government Operations Subcommittee</a>            3. <a href="#">PreK-12 Appropriations Subcommittee</a>            4. <a href="#">Education &amp; Employment Committee</a></p> <p>Senate References:            1. <a href="#">Education</a>            2. <a href="#">Appropriations Subcommittee on Education</a>            3. <a href="#">Appropriations</a></p>



2022 Legislative Session  
**Early Learning Bills of Interest**

**Early Learning Bills Not Actively Moving Through the Process**

Bill #	Title/Summary	Sponsors	Committee References/Last Action
<a href="#">SB 1922</a>	<b>Instructional Hours for the VPK Program</b> Instructional Hours for the Voluntary Prekindergarten Education Program; Revising the	Sen Taddeo	
<a href="#">HB 1417</a>	instructional hours required in the Voluntary Prekindergarten Education Program to provide for an 8-hour program day in the summer and school-year programs, etc.	Rep Brown	
<a href="#">HB 945</a>	<b>The School Readiness Program</b> Requires early learning coalitions to waive school readiness program copayment for children under court-ordered protective supervision or in out-of-home care; provides reimbursement in specified amount to school readiness providers for such children.	Rep Roach	
<a href="#">HB 911</a> <a href="#">SB 1818</a>	<b>Early Learning Scholarship Program</b> Establishes Early Learning Scholarship Program; provides for eligibility, funding, administration, & requirements of program.	Rep Roth Sen Broxson	
<a href="#">SB 710</a> <a href="#">HB 1299</a>	<b>Early Learning Scholarship Program</b> Establishing the Early Learning Scholarship program, administered by the Division of Early Learning; specifying eligibility criteria; providing that a student who receives a scholarship remains eligible to participate until the student is admitted to kindergarten or attains the age of 6 years by a specified date; requiring the division to contract with an independent contractor to evaluate the program; requiring the division to submit a written copy of the evaluation to the Legislature and certain state agencies by a specified date; exempting the state from liability; providing that the program does not expand the regulatory authority of the state, etc.	Sen Ausley Rep Diamond	
<a href="#">SB 1148</a>	<b>Early Learning</b> Requiring the Division of Early Learning of the Department of Education to conduct an analysis of solutions to help close early learning opportunity gaps for children in the child welfare system; requiring the division to submit a report of its findings and recommendations to the Governor and Legislature by a specified date, etc.	Rep Bean	

### Carol Wick, MS, LMFT



Carol Wick is the founder and President of Sharity, Inc. She started her career working with traumatized children and spent the next 30 years in nonprofit leadership, creating collaborative program models to address community issues. In 2016, Carol launched Sharity to bring together teams of experts to address some of the world's most pressing challenges. Clients include organizations from across the globe from 4-year state universities to national advocacy groups.

Carol has a reputation for tackling long term problems with innovative solutions. She developed a global award-winning domestic abuse screening app for physicians that is featured in the New England Journal of Medicine and utilized worldwide. She is an experienced strategic planning facilitator, published author of five evidence-based studies on program effectiveness, and a seasoned evaluator of programs having served for several years as a peer reviewer.

Carol's experience in the early learning space began in the 1980's as a student intern in a child development center in college. She oversaw a licensed daycare center at a domestic violence shelter for tens years and has since worked with numerous statewide and regional early learning organizations in Florida including ELAC, ALEC, FLAEYC, Florida Early Learning Consortium and several ELC's.

Carol holds a bachelor's from Florida State University; Master's from Auburn University; Certificate in Board Governance from the Harvard University Kennedy School of Government, and a Certificate in Advanced Entrepreneurship from Rollins College Crummer School of Business.

ELC of Broward County

Committee Membership 2021-2022

COMMITTEE	Member Name	Seat	By Laws
<b>EXECUTIVE</b>	<i>Members consist of the Chair, First Vice-Chair, Second Vice-Chair, Secretary, Treasurer, Immediate Past Chair (if applicable) and each of the chairs of the Standing Committees</i>		
Officer	Laurie Sallarulo	Chair	effective 4/2014 - Governor appointment
Officer	Dawn Liberta	First Vice Chair	effective June 2020
Officer	Twan Russell	Second Vice Chair	effective June 2020
Officer	Monica King	Secretary	effective June 2020
Officer	Cindy Arenberg Seltzer	Treasurer	effective June 2020
	Khalil Zeinieh	Program Review Chair	effective June 2020
	Michael Asseff	Nominating Com. Chair	effective June 2020
	Richard Campillo	Audit Com. Chair	effective June 2020
<b>FINANCE</b>	<i>Members appointed by the Chair. Reports directly to the Board and shall consist of at least (5) five Members. No Term Limits</i>		
	Cindy Arenberg Seltzer	Chair	
	Renee Podolsky	Member	
	Laurie Sallarulo	Member	
	Zachary Talbot	Member	effective June, 2020
	Twan Russell	Member	
	Khalil Zeinieh	Member	effective 9/13/21
	Dawn Liberta	Member	effective 9/13/21
<b>PROGRAM REVIEW</b>	<i>Members appointed by the Chair. Ad Hoc members with particular expertise may be appointed to assist in the given particular area of program. Reports directly to the Board and shall consist of at least (3) members. No Term Limits</i>		
	Khalil Zeinieh	Chair	effective 6/2020
	Laurie Rich Levinson	Member	
	Dawn Liberta	Member	
	Laurie Salarullo	Member	
	Renee Podolsky	Member	
	Richard Campillo	Member	
	Cindy Arenberg-Seltzer	Member	
<b>AUDIT</b>	<i>Members elected by Board. Consists of at least (5) five Members. Ad Hoc Members may be appointed to assist in accounting or financial management experience. No more than (1) one Member of the Finance Committee shall be a Member of the Audit Committee and in no event shall the chair of the Finance Committee be a Member of the Audit Committee. No Term Limits</i>		
	Richard Campillo	Chair	effective 7/1/18
	Michael Asseff	Member	
	Twan Russell	Member	effective 12/9/16
	Monica King	Member	effective 4/7/17
	Beverley Batson	Member	effective 12/19/19
<b>GOVERNANCE</b>	<i>Members Elected by Board. Consists of at least (5) five Members. First Vice Chair shall serve as chair of the Governance Committee. No</i>		
	Dawn Liberta	Chair	effective 6/30/20
	Michael Asseff	Member	effective 6/2020
	Carol Hylton	Member	effective 2/2021
	Laurie Salarullo	Member	
	Kirk Englehardt	Member	effective 9/13/21
<b>NOMINATING</b>	<i>Members Elected by Board. Consists of at least (3) three Members who are not Officers of the Coalition. No Term Limits</i>		
	Michael Asseff	Chair	effective 6/2020
	William Karp	Member	effective 6/2019
	Twan Russell	Member	
	Dr. Amoy Reid	Member	effective 12/19/19
	Kristina West	Member	effective 9/13/21
	Laurie Salarullo	Member	
<b>AD HOC FUNDRAISING</b> established 2/13/20	Michael Asseff	Chair	effective 2/13/20
	Amoy Reid	Member	effective 2/13/20
	Richard Campillo	Member	effective 2/13/20
	Twan Russell	Member	effective 2/13/20
	Kristina West	Member	effective 9/13/21
	Michael Asseff	Member	effective 2/13/20
<b>AD HOC STRAT PLANNING</b> established 11/2021	Kirk Englehardt	Chair	effective 11/2021
	Laurie Salarullo	Member	effective 11/2021
	Cindy Arenberg-Seltzer	Member	effective 11/2021
	Khalil Zeinieh	Member	effective 11/2021
	Ellie Schrot	Member	effective 11/2021
	William Karp	Member	effective 11/2021
	Dawn Liberta	Member	effective 11/2021
	Renee Podolsky	Member	effective 11/2021
	Monica King	Member	effective 12/2021
<b>Workforce Workgroup</b> established 10/2021	William Karp	Member	effective 10/2021
	Laurie Rich Levinson	Member	effective 10/2021
	Dawn Liberta	Member	effective 10/2021
	Laurie Salarullo	Member	effective 10/2021
	Carol Hylton	Member	effective 10/2021
	Cindy Arenberg-Seltzer	Member	effective 10/2021



**Early Learning Coalition of Broward County  
Board Attendance Chart FY 21-22**

	<b>Member</b>	<b>1st Term Started</b>	<b>1st Term Exp</b>	<b>Sept 23</b>	<b>Nov 15</b>	<b>Dec 20</b>	<b>Feb 14</b>	<b>Apr 11</b>	<b>May 9</b>	<b>Jun 13</b>	<b>TOTAL FY ABSENCES</b>
1	Cara Cerchione	4.4.19	N/A	V	V	LM					0
2	Cindy Arenberg Seltzer	1999	N/A	V	V	V					0
3	Dawn Liberta	6.2018	N/A	V	ABS	V					1
4	William Karp	4.2019	N/A	V	V	V					0
5	Ellie Schrot	6.2014	N/A	V	V	V					0
6	Khalil Zeinieh	5.12.17	6.30.25	V	V	V					0
7	Monica King	5.12.17	6.30.25	V	V	V					0
8	Laurie Rich Levinson	11.2014	N/A	V	V	V					0
9	Laurie Sallarulo	4.2014	4.2018	V	V	V					0
10	Michael Asseff	5.7.2013	5.7.2018	V	V	V					0
11	Renee Podolsky	6.2014	N/A	P	V	V					0
12	Richard Campillo	5.12.17	6.30.25	V	V	V					0
13	Twan Russell	2.2016	N/A	ABS	ABS	ABS					3
14	Dr. Amoy Reid	9.2019	N/A	V	V	ABS					1
15	Beverly Batson	9.2019	N/A	V	V	V					0
16	Zachary Talbot	2.2020	N/A	ABS	ABS	V					2
17	Carol Hylton	9.2020	N/A	V	V	V					0
18	Kristina West	4.2021	N/A	V	V	ABS					1
19	Kirk J. Englehardt	4.2021	N/A	ABS	V	ABS					2
20	Sharonda Bailey	10.1.21		N/A	FM	V					0
	Angela Iudica	9.7.17	N/A	LM							0
	VACANT - Gub. private sector										
	<b>MEMBERS WHO LEFT DURING FY 21-22</b>										
		<b>Last Day</b>									
	Angela Iudica	9/30/2021									
	Cara Cerchione	1/7/2022	N/A	V	V	V					0
	V = Virtual Meeting										
	X = Present at meeting										
	ABS = Absent from Meeting										
	P = phone attendance										
	FM First Meeting LM Last Meeting										
	Shaded areas - no meeting scheduled										

## FYI - ELC Broward Glossary of Terms (August 2019)

Rev. 7/2019Subject	Acronym	Definition
Ages and Stages Questionnaire®	ASQ	A developmental and social-emotional screening for children from one month to 5 ½ years. Highly reliable and valid, ASQ looks at strengths and trouble spots, educates parents about developmental milestones, and incorporates parents' expert knowledge about their children.
Association of Early Learning Coalitions	AELC	The Association of Early Learning Coalitions (AELC) is an organization comprised of 31 Early Learning Coalitions throughout the State of Florida. The AELC supports the role of the Early Learning Coalitions to develop and administer a comprehensive school readiness program and voluntary pre-kindergarten program that prepares preschool children to succeed in school and in life Each Early Learning Coalition's service area is as unique as the population it serves, with some Coalitions serving a single county while others are serving two to seven counties.
Billing Group	BG	<p>An eligibility category that aligns with Chapter 411, Florida Statutes, which describes the different groups or defined categories of children served; a category of direct service costs. The following defines the various billing groups:</p> <p><b>BG1 – At Risk Populations:</b> School readiness services for a child in a family that is: referred for investigation by the Broward Sheriff's Office (BSO); under the supervision of ChildNet (in home, foster care or relative/no relative placement); in the custody of a parent who is homeless, as verified in law; in the custody of a parent who is the victim of domestic violence, residing in a certified DCF shelter or; actively participating in a diversion program as required by law.</p> <p><b>BG3 – Temporary Assistance for Needy Families (TANF), also referred to as Temporary Cash Assistance (TCA)</b> Families who are receiving TCA, and subject to the federal work requirements.</p> <p><b>BG3R – Relative Caregiver</b> Child who is in receipt of the Relative Caregiver (RCG) payment, who is adjudicated by a Florida court and placed in the home of a relative through ChildNet.</p> <p><b>BG5 – Transitional Child Care (TCC)</b> Family that is transitioning from the receipt of TCA (from a workforce program) into employment, as defined by law.</p> <p><b>BG8 – Income Eligible</b> Family that is economically disadvantaged. Parent must meet income and work requirements, which include employment, educational activities or disability.</p> <p><b>CSC – Children's Services Council Vulnerable Populations Program</b> Eligibility mirrors the Income Eligible (BG8) criteria. Other conditions may be set by CSC, on an as needed (case-by-case) basis.</p>
Categories Exempt from Licensing		Certain religious affiliated and non-public schools may be exempt from licensure but must register with Broward County and receive approval prior to operating. Programs for children grades six and above and summer day camps for elementary school aged children are exempt from licensure.
Center-Based Child Care Provider		A provider licensed or authorized as license-exempt to provide care and education of children in a nonresidential setting for fewer than 24-hours a day per child.
Child Assessment		<p>An individual assessment performed on each child for the purpose of measuring the child's growth in specific developmental domains. Child care providers who perform this detailed assessment can be reimbursed at a higher rate per child.</p> <p>Teaching Strategies Gold (TSG) is one of three ongoing assessment tools that is approved by OEL for child care providers to receive a Quality Performance Incentive Differential. TSG helps teachers observe children during regular everyday activities, plan for their development and assess their needs. Training is needed to become a reliable observer in the tool.</p>
Child Care Development Fund	CCDF	The federal Child Care and Development Fund (CCDF) is an aggregate of several funding sources that is distributed in block grants by the federal government to the states and territories. The majority of the funds are to be used to provide child care services to families who meet certain income and need criteria. A portion of the funding (at least 4 percent of the block grant amount) is to be used for activities to improve the quality of child care. Another portion (not to exceed 5 percent of the block grant amount) is to be used to pay for costs of administering the CCDF. The purpose of the CCDF is to increase the availability, affordability, and quality of child care services.
Child Care Development Plan		Every two years, states and territories receiving CCDF funds must prepare and submit to the federal government a plan detailing how these funds will be allocated and expended.

Child Care Licensing		The child care licensing program is a component of the services provided by Department of Children and Families. The program is accountable for the statewide licensure of Florida's child care facilities, specialized child care facilities for the care of mildly ill children, large family child care homes and licensure or registration of family day care homes. The purpose of the program is to ensure a healthy and safe environment for the children in child care settings and to improve the quality of their care through regulation and consultation. The department ensures that licensing requirements are met through on-going inspections of child care facilities and homes, thus preventing the continued operation of substandard child care programs
Child Care Resource and Referral Program	CCR&R	The Child Care Resource and Referral Network is dedicated to helping families find answers to their questions regarding how to identify quality child care and early education programs. The CCR&R program also conducts a search for providers that meet the specific needs of the family; the CCR&R program also provides information and community resources that may benefit the entire family.
Children's Services Council	CSC	A Children's Services Council is a local government body that oversees funding for programs and services that improve the lives of children and their families. Chapter 125 of Florida Statutes governs the creation and operation of a Children's Services Council, commonly referred to as a CSC. Florida is the only state in the nation that empowers communities to create a local government with the sole purpose of investing in the well-being of families.
Child Development Associate	CDA	A nationally recognized early childhood professional credential awarded to individuals who successfully complete the nationally established requirements of the CDA program to work with young children.
Classroom Assessment Scoring System™	CLASS	The Classroom Assessment Scoring System™ (CLASS™) is an observational tool that provides a common lens and language focused on classroom interactions that boost student learning. This tool is used as the basis for the State of Florida's Quality Rating System, and CLASS scores are used to calculate payment differentials for child care facilities serving subsidized children.
Continuing Education Units	CEUs	A measure used to track continuing education; in general, a CEU is defined as 10 clock hours of participation in a recognized continuing education program with qualified instruction and sponsorship through an accrediting CEU body.
Enhanced Field System Modernization	EFS Mod	The billing system currently in use for early learning programs.
Environment Rating Scales	ERS	The Early Childhood Environment Rating Scales are designed to assess process quality in an early childhood or school age care group. Process quality consists of the various interactions that go on in a classroom between staff and children, staff, parents, and other adults, among the children themselves, and the interactions children have with the many materials and activities in the environment, as well as those features, such as space, schedule and materials that support these interactions. Process quality is assessed primarily through observation and has been found to be more predictive of child outcomes than structural indicators such as staff to child ratio, group size, cost of care, and even type of care, for example child care center or family child care home (Whitebook, Howes & Phillips, 1995).  There are four environment rating scales, each designed for a different segment of the early childhood field: <a href="#">(ECERS-R) The Early Childhood Environment Rating Scale-Revised</a> <a href="#">(ITERS-R) The Infant/Toddler Environment Rating Scale-Revised</a> <a href="#">(FCCERS-R) The Family Child Care Environment Rating Scale-Revised</a> <a href="#">(SACERS) The School-Age Care Environment Rating Scale</a>
Federal Poverty Guidelines	FPL	The set minimum amount of gross income that a family needs for food, clothing, transportation, shelter and other necessities. In the United States, this level is determined by the Department of Health and Human Services. FPL varies according to family size. The number is adjusted for inflation and reported annually in the form of poverty guidelines. Public assistance programs, such as Medicaid in the U.S., define eligibility income limits as some percentage of FPL. The poverty guidelines are typically issued every February and correspond to the year in which they are issued.
Florida Child Care Professional Credential	FCCPC	Florida Child Care Professional Credential (FCCPC)," pursuant to Section 402.305(3)(b), F.S., is a department approved training program that consists of a minimum of 120 hours of early childhood instruction, 480 contact hours with children ages birth through eight (8) and at least two (2) methods of formal assessment that offers two (2) areas of certification; "Birth Through Five (formerly the department approved CDA Equivalency training programs)" and "School-Age (formerly the Florida School-Age Certification)."
Florida Kindergarten Readiness Screener	FLKRS	The Florida Kindergarten Readiness Screener (FLKRS) is administered to assess the readiness of each child for kindergarten. The FLKRS assessment is the Star Early Literacy®, which is an online, adaptive instrument that students complete independently in approximately 15-20 minutes. The assessment covers 3 main domains: Word Knowledge and Skills, Comprehension Strategies and Constructing meaning, and Numbers and Operations.

Florida Administrative Code	FAC	The Florida Administrative Code is the official compilation of the administrative rules and regulations of state agencies.
Florida Child Care Professional Credential	FCCPC	Florida Child Care Professional Credential (FCCPC)," pursuant to Section 402.305(3)(b), F.S., is a DCF approved training program that consists of a minimum of 120 hours of early childhood instruction, 480 contact hours with children ages birth through eight (8) and at least two (2) methods of formal assessment that offers two (2) areas of certification; "Birth Through Five (formerly the department approved CDA Equivalency training programs)" and "School-Age (formerly the Florida School-Age Certification)."
Florida Department of Children and Families	DCF	A state agency of Florida. The Department provides social services to children, adults, refugees, domestic violence victims, human trafficking victims, the homeless community, child care providers, disabled people, and the elderly.
Florida Department of Economic Opportunity	DEO	A state agency of Florida. The Department promotes economic opportunities for Floridians through workforce, community, and economic development strategies.
Florida Department of Education	DOE	A state agency of Florida. The Department governs public education and manages funding and testing for local educational agencies (school boards).
Florida Department of Health	DOH	A cabinet level agency of the state government, headed by a state surgeon general who reports to the governor. The Department is responsible for protecting the public health and safety of the residents and visitors of the state of Florida.
Florida Office of Early Learning	OEL	The Office of Early Learning is the lead agency for the administration of state and federal child care funds and partners with 31 Early Learning Coalitions, the Redlands Christian Migrant Association, and others to deliver a comprehensive early learning system of services statewide.
Florida Sunshine Law		The "Sunshine Amendment," adopted by Florida voters through a constitutional initiative in 1976 as Article II, Section 8, Florida Constitution, contains standards of ethical conduct and disclosures applicable to public officers and employees; it also requires the Legislature to adopt the code of ethics (see Code of Ethics definition above).
Gold Seal		In 1996, the Florida Legislature established the Gold Seal Quality Care program to acknowledge child care facilities and family day care homes that are accredited by nationally recognized agencies and whose standards reflect quality in the level of care and supervision provided to children. In addition, the Legislature established provisions for Gold Seal providers participating in the subsidized child care program, a.k.a. school readiness and early Learning, to receive a higher reimbursement per child, than providers not receiving a Gold Seal designation.  In 1999, the Legislature revised the program to provide tax incentives through the Department of Revenue or county tax appraiser for participating in the Gold Seal Quality Care Program. Since then, the Legislature has revised the maximum amount of the reimbursement. Currently, the rate differential cannot exceed 20% above the reimbursement rate established by the local early learning coalition, a.k.a. the local school readiness coalition.
Home Instruction for Parents of Preschool Youngsters	HIPPY	Home Instruction for Parents of Preschool Youngsters (HIPPY) is an evidenced-based program that works with families in the home to support parents in their critical role as their child's first and most important teacher.
Inclusion		The principle of enabling all children, regardless of their diverse abilities, to actively participate in natural environments in their communities, including early care and education settings.
Inclusion/Warm Services		These services educate and assist childcare providers with any special needs concerns regarding the children they are serving, particularly children with disabilities and other special health care needs. These services also provide training and consultation on issues such as managing challenging behaviors, understanding the American with Disabilities Act, screening and assessment of children with special needs, and adapting home and school environments.
Individual Education Plan	IEP	The plan for individualizing the education of a child over age three with a disability that includes measurable goals and documentation of the child's progress.
Individual Family Service Plan	IFSP	A plan for special services for young children (under three) with disabilities and their families that includes individualized supports and services that will enhance the child's development.
Infant and Toddler Program		The provision of activities to foster brain development in infants and toddlers.
Informal Child Care		Any legal but non-regulated child care, subject to health and safety requirements, that is provided by a relative or non-relative in the child's home or other location.
Licensed Family Child Care Home	FCCH	An individual that provides child care for fewer than 24 hours a day per child, as sole caregiver, in a private residence other than the child's home and meets the state and/or local family child care licensing requirements.
Licensed Large Family Child Care Provider		Two or more people that provide child care for fewer than 24 hours a day per child in a private residence other than the child's home and meet the state and/or local licensing requirements for large family child care homes.



Match		Refers to a statutorily specified percentage of program or project costs that must be contributed by an entity in order to be eligible for State or Federal funding; the value of third-party in-kind contributions and that portion of project or program costs not borne by the State or Federal government
Market Rate		The price that a child care provider charges for daily, weekly, or monthly child care services.
Office of Child Care	OCC	The Office of Child Care (OCC) supports low-income working families by providing access to affordable, high-quality early care and afterschool programs. OCC administers the Child Care and Development Fund (CCDF) and works with state, territory and tribal governments to provide support for children and their families juggling work schedules and struggling to find child care programs that will fit their needs and that will prepare children to succeed in school. The Office of Child Care was established in September 2010 and replaces the former Child Care Bureau. The Office of Child Care partners with states, territories, and tribes to administer the Child Care and Development Fund (CCDF) program.
Other Cost Accumulator	OCA	OCA is a cost accounting system to maintain the collection of costs in an organized and systematic manner.
Professional Development Initiative	PD	A continuum of learning and support activities designed to prepare individuals for work with and on behalf of young children and their families, as well as ongoing experiences to enhance this work, leading to improvements in knowledge, skills, practices, and dispositions.
Performance Funding Project	FPF	In 2014, the Florida Legislature created the Early Learning Performance Funding Project (ELPFP). It was designed to provide performance based funding for School Readiness providers that demonstrate improved: program quality, teacher-child interactions and/or child outcomes. The ELPFP has demonstrated a significant and positive effect on early childhood program quality and child outcomes among at-risk children and the teachers who support them.
Quality Initiatives	QI	Activities that enhance early learning environments and experiences.
Quality Improvement Plan	QIP	A plan created for providers that do not meet the quality threshold as set by rule 6M-4.741 Program Assessment Threshold Requirements for the School Readiness Program. The plan includes 1 to 2 targeted strategies.
Quality Rating and Improvement System	QRIS	A systematic approach to assessing, supporting, improving, and communicating the level of quality in an early care and education setting. The State of Florida currently utilizes CLASS scores as its only measurement of quality in this system, and assesses whether a child care provider can contract with an ELC to provide care to subsidized children on this. The QRIS system also uses CLASS scores to reimburse child care providers on a scale. Child care providers with higher CLASS scores receive higher reimbursement rates.
Registered Family Child Care Provider		An individual that provides child care for fewer than 24 hours a day per child, as sole caregiver, in a private residence other than the child's home and meets the state and/or local registered family child care requirements.
Religious Exemption		A child care facility which is an integral part of church or parochial schools conducting regularly scheduled classes, courses of study, or educational programs accredited by, or by a member of, an organization which publishes and requires compliance with its standards for health, safety, and sanitation. Such facilities shall meet minimum requirements of the applicable local governing body as to health, sanitation, and safety and shall meet the screening requirements pursuant to ss. 402.305 and 402.3055. Failure by a facility to comply with such screening requirements shall result in the loss of the facility's exemption from licensure.
School-Age Child Care Provider		A provider licensed or authorized as license-exempt to provide care and education of children who are at least 5 years of age by Sept 1 of the beginning of the school year and who attends kindergarten through grade 5.
School Readiness Program		The School Readiness Act, Chapter 411.01 of the Florida Statutes, School readiness programs are to be full-day, year-round to the maximum extent possible, to enable parents to work and become financially self-sufficient.
Teacher Education and Compensation Helps	T.E.A.C.H.	A scholarship program, which provides educational scholarships and financial incentives to caregivers and administrators of early childhood programs, family day care homes, and large family child care homes.
Temporary Assistance for Needy Families	TANF	Temporary Assistance for Needy Families (TANF) is one of the federal assistance programs. It began on July 1, 1997, and succeeded the Aid to Families with Dependent Children (AFDC) program, providing cash assistance to indigent American families with dependent children. This cash benefit is often referred to simply as "welfare." TANF was created by the <u>Personal Responsibility and Work Opportunity Act</u> instituted in 1996. The Act provides temporary financial assistance while aiming to get people off of that assistance, primarily through employment. The reform granted states wide discretion of how to distribute TANF entitlements.
Utilization Report		This is a management tool that is system which provides year to date expenditures of dollars by category. This data allows for funding projections, based on actual, projected and historical data, to determine if spending is on target or if adjustments may be needed.



Voluntary Prekindergarten Program	VPK	A constitutional amendment passed by Florida's voters in Nov. 2002, required a voluntary prekindergarten program for all four-year-old children. VPK is a program designed to prepare four-year-olds for kindergarten and build the foundation for their educational success. The program allows a parent to enroll his or her eligible child (four years old by September 1 and residing in Florida) in a free VPK program. The program is voluntary for children and providers.
Wait List		"Waiting list" means a list of children waiting for potential enrollment in the school readiness program once funding is available. The list is a record of the names of parent(s), the names and dates of birth of their children, waiting list date and anticipated eligibility and priority category for seeking school readiness services.