

Executive Meeting Agenda
June 3, 2025, at 1:30 PM
(Immediately following the Finance meeting)
Zoom Meeting

Meeting ID: 828 6018 5386 Passcode: 301368

<https://us06web.zoom.us/j/82860185386?pwd=BWjLMNPmjDU47lbfoqzKDafjEmnN3t.1>

Members are reminded of conflict-of-interest provisions. In declaring a conflict, please refrain from voting or discussing 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.

PAGE		
1.	Call to Order	Laurie Sallarulo, Chair
2.	Roll Call	Melody Martinez, Board Liaison
3.	Chair Report	Laurie Sallarulo, Chair
4.	CEO Report	3 Renee Jaffe, CEO
5.	Consent Agenda 1. Approve April 29, 2025, Committee meeting minutes 2. EXC257CA1 – Authorize Board Chair to Execute FY26 Grant Agreement 3. EXC257CA2 – Ratify Budget Increase Amendment to the Broward County School Readiness Match Funding Agreement 4. EXC257CA3 – Approve United Way School Readiness Match Revenue Agreement 5. EXC257CA4 – Approve Children’s Forum Sub Recipient INCENTIVE\$ Agreement 6. EXC257CA5 – Approve 211 Broward Sole Source Vendor Agreement 7. EXC257CA6 – Authorize Sole Sourced Award and Purchase Order to Teachstone Inc. 8. EXC257CA7 – Approve Goren Cherof Doody & Ezrol PA Agreement for Legal Services 9. EXC257CA8 – Approve Amendment 001 Agreements with Bryant, Miller, Ollive PA to renew Employment Law Related Legal Services 10. EXC257CA9 – Approve Agreements for Specialized Legal Services for Retirement Plan Compliance 11. EXC257CA10 – Approve FY26 Proposed Risk Management Insurance Policy Renewals and Coverage Levels 12. EXC257CA11 – Approve Proposed FY26 Employee Health Benefit Insurance Policy Renewals and Coverage Levels 13. EXC257CA12 – Authorize Staff bring Payroll Services Vendor directly to the Board	5 7 9 10 11 14 15 16 19 22 26 28 29 Laurie Sallarulo, Chair
6.	Regular Business 1. EXC257RB1 – Approve Board Chair Related Party Transaction for Learners to Earners 2. EXC257RB2 – Approve Broward School Board Related Party Lease Agreement 3. EXC257RB3 – Approve FY 26 Estimated Related Party Purchases and Agreements	30 36 40 Christine Klima, CAO

7.	FYI <ul style="list-style-type: none"> • FYI-1 Contract List • FYI-2 Board Engagement Calendar • FYI-3 Board Calendar FY 24/25 • FYI-4 Board Calendar FY 25/26 • FYI-5 Board Committee Member List FY 24/25 • FYI-6 FY 24/25 Executive Committee Meeting Attendance • FYI-7 Glossary of Terms 	42 44 46 47 48 49 50	
8.	Unfinished Business New Business Matters from the CEO Matters from the Committee Matters from our Partners Public Comment		
9.	Next Executive Committee Meeting: <u>September 15, 2025</u>		
10.	Adjourn		
<p>Please Note: Agenda is subject to revisions and additions at the discretion of the Chair of the Coalition. Notification will be sent of any such revisions or additions.</p> <p>Members of the Public: Please sign up at the entry desk for public comments to be made on any particular agenda items no later than five minutes after the Coalition meeting has been called to order.</p> <p>“As per Any person who decides to appeal any decision of the Board with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose, may need to ensure that a verbatim record of the proceedings is made which record includes testimony and evidence upon which the appeal is to be based.”</p>			

CEO Report

Executive Committee Meeting – June 3, 2025

School Readiness Enrollment Update

We are happy to report that our enrollment outlook looks good, given we had expected to have to drop our census to less than 12,000 earlier this fiscal year. Because of a number of one-time funding awards discussed at the last board meeting, we have been able to enroll children again. We paid for 14,654 children in April, and as of May 21st we had 1,162 children on the waitlist. We are steadily enrolling from the group of children we recently called from the waitlist and are approximately 7 weeks from being current.

Since we resumed enrolling/pulling new children from the SR wait list on January 29, 2025, we have enrolled 1,369 children, which puts the total new enrollments for this fiscal year (July 1, 2024 through May 23, 2025) at 3,210.

VPK Update

As of May 16th, 2025, we have approved 14,318 VPK school-year applications (FY 24-25), and we have 12,753 children who have now enrolled in VPK. The Florida Statewide Estimating Conference estimated earlier this year that Broward would have 12,815 school year participants. We are very close to meeting the State's estimate.

January 1st began the new enrollment period for next school year's VPK programming. To date we have approved 8,261 VPK applications for the next school year.

ELC Broward's State of Childcare Event

On May 20th, we held our State of Childcare event at our offices. We hosted approximately 55 attendees including leadership from various cities and Broward County government, United Way, and the Children's Services Council. We also had representation from the Broward legislative delegation, Broward Workshop and the Coordinating Council. ELC staff presented on the national, statewide, and local state of childcare, while educating the crowd on our services and what we do on a day-to-day basis. We also had city-specific posters, complete with customized data for each city, which each city got to take with them. The event far exceeded expectations, and I'm not quite sure yet how we will top it next year! Special thanks to our board members who also attended!

A Day in K Event

On June 4th, the ELC will hold its 2nd annual Day in K event at the Museum of Discovery and Science. We expect approximately 2,000 young children and their families to have a fantastic time, learning about the adventures that await them in kindergarten. We'll have plenty of hands-on activities for the kids, and we'll disseminate important information for their parents. Special thanks to our sponsors, including Children's Services Council, for their generous support! The event starts at 5:30 pm, and a light dinner is included for all attendees. Please join us!

Legislative Session 2025 Update

The 2025 Florida Legislative Session that began in March was scheduled to end on May 2nd, but without an agreement on budget between the House and the Senate, where there continues to be a \$4 billion gap, session has been extended through June 6 (but may go longer). Both chambers are expected to resume deliberations the week of June 2nd.

Both the House and Senate have proposed reductions to the overall School Readiness appropriation compared to last year (\$120 M and \$60M respectively). For Broward, the possible SR allocations for FY26 range from a \$12 million decrease up to a \$10 million increase when compared with FY25 final allocations. Ironically, without the proposed cuts to the SR statewide budget, the individual allocations for Broward actually increase in House and Senate models because a new required funding allocation methodology based on the proportional number of children actually served (FTEs) was implemented and better captures Broward's true SR funding needs (than the methods used by the State in the past). However, with the possibility of cuts to the overall SR budget these gains are in jeopardy.

The CEO is ensuring local legislators are aware of the proposed cuts and potential impact while also working with the AELC to advocate for the restoration of FY 25 statewide SR budget levels (at minimum). ELC staff will keep the Board updated on the situation.

ELC Collaboration Project

The ELC in collaboration with the Florida Chamber Foundation (Foundation) has formally submitted a proposal to the Broward Workshop to fund a comprehensive Early Learning Research Project specific to the Broward landscape. The ELC and Foundation will work hand in hand to lead a study that will include surveys, focus groups, and listening sessions with early learning stakeholders and partners including parents, childcare owners/directors, early educators, and the Broward school district. The Foundation will design surveys for parents, childcare providers, and early educators and collect additional data including but not limited to ALICE populations, housing, population trends, socioeconomic status, demographics, etc. The ELC will conduct focus groups and provide meaningful internal data to the Foundation to be used in their analysis. This data along with the Foundation's data, survey results, focus group and stakeholder feedback will be analyzed by the Foundation's research team and included in a comprehensive report. The final report will include the state of childcare in Broward as well as challenges, successful practices, and an early learning road map for the future. The study is anticipated to take place from June to November (2025) but may vary based on the timing and status of the award.

Board Calendar FY25/26

The Board and Committee meeting dates have all been updated for the 25/26 fiscal year which begins on July 1, 2025. Per our bylaws, the board is required to meet a minimum of 5 times per fiscal year. The FY 25/26 includes 6 board meeting dates, which is one less than in FY 24/25 (which had 7). This change is the result of board member feedback and discussions. The update also allows the ELC to remain in compliance in the event a board meeting is cancelled or a quorum not achieved. The new dates have been sent to board member calendars, and a copy is in the FYI section of this packet (FYI 4).

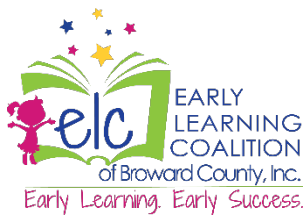
CEO Evaluation Information/Timeline

Great news... now that the Board has approved the use of the DEL CEO Evaluation solely, we are working to incorporate the document and scoring into our CRM. This should make the process easier and faster for Board member to enter their ratings and comments. This will also help with the aggregation of the results which have to be uploaded to DEL no later than August 30, 2025.

As always, members will receive the CEO's self-assessment (including the results of our Strategic Plan) with the evaluation tool around the first week of August. The Board will be asked to complete the evaluation no later than the third week of August to ensure DEL receives the results by the above Grant Agreement deadline. We appreciate your cooperation in advance.

Board Vacancies

ELC staff have been working diligently behind the scenes to recruit new board members who meet the needs of the organization. We have a few leads and at least one applicant that has been invited to the upcoming Nominating Committee on June 18. Staff will continue to focus on this effort and will keep the board updated on our progress. In the meantime, we would love for board members to assist with this effort. Please let Judith know if you have someone in mind or have questions about the process.



Early Learning Coalition of Broward County, Inc.
Executive Committee Meeting Minutes
(Immediately following the Finance meeting)
April 29, 2025, at 1:30 PM
Virtual Meeting

Members in Attendance	Chair, Laurie Sallarulo; Michael Asseff; Monica King; Cindy Arenberg-Seltzer; Amoy Reid; Renee Podolsky
Members Absent (Excused)	Dawn Liberta
Members Absent (Unexcused)	
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Judith Merritt, COO; Howard Bakalar, CPO; Hubert Cesar, CIO; Melody Martinez, Board Liaison & Executive Assistant; Lizbeth DelVecchio, Executive Assistant & Special Projects Coordinator; Amy Moore, Sr. Director of Family Services & Customer Services; Ancel Pratt III, Sr. Director of Communications & Outreach; Andres Calero, Accountant; Kasey LaFrance, Contracts Administration Manager; Megan DeGraaf, Purchasing & Procurement Specialist; Reinier Potts, Financial Analyst; Roy Persaud, Accountant; Sarane Epps, Contract Specialist; Stephanie Landreville, Controller; Daniel Hollenbaugh, AP and Payroll Manager
Others in Attendance	Julie Klahr, Legal Counsel

Item	Action/Discussion
Welcome & Call to Order	Chair Laurie Sallarulo called the meeting to order at 2:30 PM. The roll was called, and a quorum was established.
Chair Report	Chair Laurie Sallarulo reported that a call was held with the Broward Workshop and several other community stakeholders to discuss matters related to the Florida Chamber. A key topic of discussion was the concern that approximately 40% of children are not ready to enter school, and the root causes of this readiness gap are uncertain.
CEO Report	CEO Renee Jaffe provided an update on current organizational activities and initiatives.
Consent Agenda 1. Approve March 4, 2025, Committee meeting minutes 2. EXC256CA1- Authorize Sole Source award posting and purchase for Teachstone CLASS-related material and training for FY26 preliminary budget 3. EXC256CA2- Authorize Sole Source posting for INCENTIVE\$ from Children's Forum 4. EXC256CA3- Authorize Sole Source award posting for 211	A Motion was made by Cindy Arenberg-Seltzer and Seconded by Monica King to approve the Consent Agenda. The Motion was unanimously approved. Motion Passed.

<p>Regular Business</p> <ol style="list-style-type: none"> 1. EXC256RB1 – Approve Contract Amendment to the Children’s Services Council Vulnerable Populations FY24/25 Program Agreement pending legal review 2. EXC256RB2 – Legislative Update 	<p><u>Vulnerable Populations Budget Amendment</u></p> <p>A Motion was made by Monica King and Seconded by Amoy Reid to Approve a Contract Amendment for a \$2,775,000 Budget Increase to the Children’s Services Council FY24/25 Vulnerable Populations Program Agreement pending legal review. The Motion was unanimously approved. Motion Passed.</p> <p><u>Abstentions:</u></p> <ul style="list-style-type: none"> • Cindy Arenberg-Seltzer abstained as she is the CEO of CSC. <p><u>Legislative Update</u></p> <p>CEO Renee Jaffe provided a legislative update, noting that the 2025 Florida Legislative Session is in its 8th week and will conclude on May 2. ELC Broward is closely monitoring several early learning bills, particularly House Bill 859 and Senate Bill 1382, which propose redefining School Readiness (SR) eligibility from the Federal Poverty Level (FPL) to the State Median Income (SMI).</p>
<p>Unfinished Business</p>	<p>None</p>
<p>New Business</p> <ul style="list-style-type: none"> • EXC256NB1 - IRS 	<p>CAO Christine Klima informed the Board that the IRS has requested a resolution authorizing her to submit a Voluntary Correction Program (VCP) application for the Coalition’s 403B Retirement Plan. The resolution would grant her authority to sign all related documents under penalty of perjury and to take any necessary actions in connection with the application.</p> <p>A Motion was made by Monia King and Seconded by Amoy Reid to Authorize staff to bring a resolution before the Board on May 12, 2025, to authorize the Chief Administrative Officer to submit a Voluntary Correction Program application for the Coalition 403B Retirement Plan to the US Internal Revenue Service, Sign documents related to the application under penalty of perjury and carry out other activities related to the matter as required in consultation with legal counsel. The Motion was unanimously approved. Motion Passed.</p>
<p>Matters from the CEO</p>	<p>None</p>
<p>Matters from the Committee</p>	<p>None</p>
<p>Public Comments</p>	<p>There was no discussion.</p>
<p>Next Meeting</p>	<p><u>June 3, 2025</u></p>
<p>Adjourn</p>	<p>Meeting adjourned at 2:58 PM by Cindy Arenberg-Seltzer</p>

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

ITEM/MEETING	EXC257CA1 / Executive Committee
DATE:	June 3, 2025
SUBJECT:	FY 2026 DEL Grant Agreement
FOR ACTION:	Yes
RECOMMENDED ACTIONS:	Authorize the Board Chair to execute the finalized FY 2026 DEL Grant Agreement when it becomes available, Pending Legal Review
AS RECOMMENDED BY	N/A
FINANCIAL IMPACT:	TBD Pending Issuance of Notice of Award
ELC STAFF LEAD	C. Klima

Background/History

The Florida Department of Education, Division of Early Learning (DEL) Grant Agreement supplies most of the annual funding for Early Learning Coalitions throughout Florida. The Grant Agreement plays a key role in guiding nearly all of our activities and includes the Federal and State legal framework in which we operate. An Agreement draft for FY26 was shared with the Coalitions for comment in April, but the finalized Agreement will not be issued until after the Florida FY26 Budget Act is signed. None of the proposed changes shared to date are significant. The Coalitions have already provided DEL with comments and feedback. See DEL's crosswalk of changes attached.

The annual Grant Agreement includes School Readiness, VPK, and other program grants awarded by DEL throughout each fiscal year.

Current Status

Since the finalized Agreement might not be issued until after the Board breaks for the summer, staff request that the Board Chair be authorized to execute the FY 2026 DEL Grant Agreement when it becomes available and pending legal review. The Agreement must be executed on or before June 30, 2025, for the Coalition to continue operations during the new fiscal year beginning July 1, 2025.

Recommended Action

Authorize the Board Chair to execute the finalized FY 2026 DEL Grant Agreement when it becomes available, Pending Legal Review

Supporting Documentation

- Draft Agreement Updates

2025-2026

Grant Agreement Crosswalk

- Updated all DOE links to paths.

- Verified all external links.

Page Number	Section	Edit
5	2	Added: Florida Statute 287.05805 Purchase or Improve Real Property
21	Special Conditions - GG	Added: Pursuant to 287.05805 F.S., ELCs shall include in its standard contract document/lease a requirement that any state funds provided for the purchase of or improvements to real property are contingent upon the contractor or political subdivision granting to the state a security interest in the property at least to the amount of state funds provided for at least five (5) years from the date of purchase or the completion of the improvements or as furthered by law.
33	Scope of Work - Terms and Definitions # 28	Added: Least Privilege – The principle that a security architecture is designed so that each entity is granted the minimum system resources and authorizations that the entity needs to perform its function.
55	Deliverables Table	Added: SR administrative percentage will display showing three (3) decimal places to ensure a more precise view of the percentage calculation for legislation scrutiny. VPK administrative percentage will display showing three (3) decimal places to ensure a more precise view of the percentage calculation for legislation scrutiny.
86	List of Reports	Added: Program income application



ITEM/ MEETING:	EXC257CA2 / Executive Committee
DATE:	June 3, 2025
SUBJECT:	Broward County School Readiness Match Agreement Amendment
FOR ACTION:	YES
RECOMMENDED ACTION:	Recommend that the Board Ratify a Budget Increase Amendment to the Broward County School Readiness Match Funding Agreement.
FINANCIAL IMPACT:	\$265,000 FY25 Contract Year Revenue
ELC STAFF LEAD	C. Klima

Background

Since 2017 the Coalition has received funding from Broward County for School Readiness Match and Special Needs child care for children ages birth to 5 (not yet in kindergarten). At \$2.3 million per year over five years the Agreement allows the Coalition to:

1. Immediately enroll Special Needs children into child care while they wait to be enrolled for the long term in the School Readiness Program; and
2. Expand School Readiness services through a dollar-for-dollar Federal match to enroll more income eligible children, including those from families with income up to 200% of poverty (compared to 150% for non-matched School Readiness)

Current Status:

On May 20, 2025, the Broward County Commission approved a recommendation made by the Broward County Children Services Board to allocate \$265,000 in additional funding to the School Readiness Match Funding Program using funds that are available on a non-recurring basis. The increase brings the total Agreement amount to \$2,607,795 for the FY25 contract year (October 1, 2024 to September 30, 2025).

The additional allocation will help expand the Coalition's pool of match funding and help us keep School Readiness enrollments as high as possible in an uncertain budget year. The basic scope and purpose of the Agreement will remain unchanged.

The Board Chair signed the Amendment at the request of the County on May 19, 2025. Coalition legal counsel has reviewed the Amendment and approved it as to legal sufficiency. The County has not yet returned a fully executed copy.

Recommended Action:

Recommend that the Board Ratify a Budget Increase Amendment to the Broward County School Readiness Match Funding Agreement.

Supporting Documents:

None

ITEM/MEETING	EXC257CA3 / Executive Committee
DATE:	June 3, 2025
SUBJECT:	FY 2026 United Way School Readiness Match Agreement
FOR ACTION:	Yes
RECOMMENDED ACTION:	Recommend that the Board approve the FY 2026 United Way School Readiness Match Revenue Agreement Pending Legal Review
FINANCIAL IMPACT:	\$136,500
ELC STAFF LEAD	C. Klima

Background Information:

United Way of Broward County (United Way) has provided match funding for the School Readiness Program since the inception of the Early Learning Coalition. This funding allows the Coalition to draw down federal funds for reimbursing the cost of child care services for Broward families.

The United Way joins the Children’s Service Council and Broward County in providing the lion’s share of the Coalition’s match funding County-wide. Their participation and leadership helps the Coalition to raise additional funding from municipalities and helps expand the program to serve “ALICE” families that are slightly above the normal School Readiness income eligibility threshold of 150% of Federal Poverty when they apply.

100% of the funds are used for the cost of child care services.

Current Status:

The United Way contribution for FY 2026 will be \$136,500 which is the same amount as the prior year. The draft agreement is currently pending legal review for legal sufficiency.

Recommendation:

Recommend that the Board Approve FY 2026 United Way School Readiness Match Revenue Agreement Pending Legal Review.

Supporting Documentation:

None

ITEM/MEETING	EXC257CA4 / Executive Committee
DATE:	June 3, 2025
SUBJECT:	Children’s Forum INCENTIVE\$ Sole Sourced Sub Recipient Agreement FY 2026
FOR ACTION:	Yes
RECOMMENDED ACTION:	Approve FY 2026 Children’s Forum Sole Source Sub Recipient Agreement for Administering the INCENTIVE\$ Program Pending Legal Review and DEL Approval
FINANCIAL IMPACT:	\$958,974 FY 2025 Budget
ELC STAFF LEAD	C. Klima

Background

Early Childhood Educator INCENTIVE\$, formerly known as Child Care WAGES® in Florida, rewards early childhood educators with financial incentives based on their education and continuity of employment. By helping to retain the early childhood workforce, INCENTIVE\$ provides children with more stable teacher-child relationships and better educated teachers. INCENTIVE\$ addresses individual professional development efforts and low wages, but does not affect budgets, regular wages, or parent fees within the child care program.

For over 20 years the Coalition has partnered with the Children’s Forum, the sole licensee in Florida for the North Carolina-Based Child Care INCENTIVE\$® Program as a sole-sourced vendor to administer the program in Broward County. In FY 2022 the INCENTIVE\$ program rolled out a new, higher stipend scale and changed program participation rules to encourage more Directors to support their staff in applying to the program. In FY25 the program currently has approximately 450 active participants from more than 200 child care centers in Broward. Semi-annual wage supplements range from \$225 up to \$2,500 and the average semi-annual supplement paid is approximately \$750.

Current Status

In the continuing effort to balance demand for supplements from the INCENTIVE\$ program against the Coalition’s budget after one-time funds from ARPA sunset last year, Staff are working with Children’s Forum to update criteria for qualifying CDA credentials to focus on high quality, more in-depth training programs and discourage less-effective, self-paced “weekend” programs. This change will prioritize applicants that are more deeply committed to professional development that will be more likely to implement what they learn in the classroom with children.

The budget for the FY26 Agreement is unchanged from FY25 as follows:

Item	Amount	% Total
Wage Supplements	\$748,000	78%
Program Support	163,025	17%
Administration	47,949	5%
Total	\$958,974	100%

The intent to award was posted on the Coalition website for a period of fifteen (15) business days based on Board authorization in May and the notice of award will be posted for 72 business hours thereafter pending final Board approval. Sole source agreements over \$35,000 require DEL approval prior to execution.

Recommended Action:

Approve FY 2026 Children’s Forum Sole Source Sub Recipient Agreement for Administering the INCENTIVE\$ Program Pending Legal Review and DEL Approval

Supporting Documentation

- Sub Recipient Agreement Fact Sheet



CHILDREN'S FORUM - CONTRACT FACT SHEET

The information provided in this document identifies the major contract components including cost; scope of work; deliverables and goals. The document is being provided for ease of review but is not the approved contract. A copy of the full contract is available upon request.

CONTRACT NAME: Children's Forum, Inc.

CONTRACT NUMBER: POC 18-5004-00

POINT OF CONTACT: Lori Stegmeyer
Program Director
1211 Governors Square Blvd, Suite 200
Tallahassee, FL 32301

PROCUREMENT: Single Source

CONTRACT TYPE: Sub Recipient

BUDGET AMOUNT: \$958,974

METHOD OF PAYMENT: Invoice

PAYMENT SCHEDULE: Monthly

TERM: July 1, 2025 to June 30, 2026

PARTICIPANT ELIGIBILITY:

Child Care Professionals who work for licensed providers of early care and education who have an executed contract with ELC for School Readiness (SR) services and/or Voluntary Prekindergarten (VPK) services are eligible for Child Care INCENTIVE\$ (formerly known as WAGE\$®) services. Priority given to Broward County teachers who are willing to participate and:

- Have been continuously employed at the same child care program for a minimum of six months; and
- Work at least 20 hours per week with children ages 0-5 (supplements will be prorated based on a 40-hour work week); and
- Have a formal child care credential and/or some education beyond a high school diploma; and
- Earn less than \$17.50 per hour as a child care professional.

SCOPE OF WORK: Conduct outreach, eligibility verification, technical assistance and administration for funds provided by ELC to supplement the salaries of qualified child care providers in Broward County. The *Child Care INCENTIVE\$*® Project ("Program") is designed to improve child care quality by reducing turnover and encouraging the continued education of child care teachers. The Program provides education-based salary supplements to low-paid child care teachers working with children between the ages of 0-5.

DELIVERABLES:

Provide written management reports: quarterly, end-of-fiscal year, and a historical cumulative report showing the number of staff in each professional development level, the number who progressed to a higher level from the previous year, the dates, locations, methods and results of outreach, and comparative data from TEACH on scholarships accessed by INCENTIVE\$ participants. Quarterly reports shall include an itemized list of all recipients, date of disbursement and disbursement amounts made against the contract funds.

End-of-fiscal year (annual) report shall include an itemized list of all recipients, date of disbursement and disbursement amounts made against the contract funds. The report shall also include data listing the college or programs that issued degrees to INCENTIVE\$ participants.

**PERFORMANCE
MEASURE:**

The turnover rate of Broward County teachers participating in the Child Care INCENTIVE\$® project will be at least 10% lower than the average turnover rate of all states reported in the National Annual Child Care INCENTIVE\$® report produced by Child Care Services Association of North Carolina.

The INCENTIVE\$® program is promoted and made available to 100% of Broward Child Care Providers that have a School Readiness Contract. INCENTIVE\$® representatives will conduct onsite outreach at least two ELC events for providers such as ELC's PLAN meeting or the Broward Early Care and Education Conference.

ITEM/MEETING:	EXC257CA5 / Executive Committee Meeting
MEETING DATE:	June 3, 2025
SUBJECT:	211 Broward FY26 Sole Sourced Vendor Agreement
FOR ACTION:	Yes
RECOMMENDED ACTION:	Approve FY26 Sole-Sourced Vendor Agreement with First Call for Help d/b/a 211-Broward for Community Resource Services, pending legal review and DEL prior approval
AS RECOMMENDED BY:	N/A
FISCAL IMPACT:	\$125,000 FY26 Preliminary Budget
ELC STAFF LEAD	Christine Klima

Background Information:

On December 16, 2025, the Board approved a Program Review Committee recommendation to initiate a sole sourced Vendor Agreement with First Call for Help dba 211-Broward (211-Broward) for Community Resource Referral Services starting January 1, 2025 to better align the contracted scope of work and deliverables with the way the actual delivery of services has evolved over the past five years.

The scope of services includes:

- Referrals to Community Services or the Help Me Grow Program from Regular Call Traffic
- Call Overflow Coverage for Coalition Customer Service Team
- Enhanced Community Outreach for Coalition Services at 211 Events
- Referral Database Management
- Data Collection & Reporting on Call Traffic
- Disaster Recovery Readiness Support of the Coalition

The Coalition has determined that 211 Broward is a sole sourced vendor based on the following:

- 211 Broward is the sole FCC-designated 211 resource for community services in Broward County.
- 211 Broward holds the exclusive license to operate in Broward County using the three-digit FCC designated dialing number.
- 211 Broward is the only 24/7 comprehensive agency that provides support services for individuals seeking crisis intervention assistance and/or information and referral services needed for supporting Coalition services in an emergency.

Current Status:

Staff propose continuing services with 211-Broward in FY 2026 for a full year starting July 1, 2025 in an amount not to exceed \$125,000.

The intent to award was posted on the Coalition website for a period of fifteen (15) business days based on Board authorization in May and the notice of award will be posted for 72 business hours thereafter pending final Board approval. Sole source agreements over \$35,000 require DEL approval prior to execution.

Recommended Action:

Approve FY26 Sole-Sourced Vendor Agreement with First Call for Help d/b/a 211-Broward for Community Resource Services, pending legal review and DEL prior approval



ITEM/MEETING:	EXC257CA6 / Executive Committee
DATE:	June 3, 2025
SUBJECT:	FY 2026 Sole Source Purchase Order for Teachstone, Inc.
FOR ACTION:	YES
RECOMMENDED ACTION:	Authorize Staff to Issue a Sole Source Award and Purchase Order to Teachstone, Inc. for Required, CLASS® Trainings and CLASS® Materials Pending DEL Prior Approval
FINANCIAL IMPACT:	Not to Exceed \$100,000 FY26 Budget
ELC STAFF LEAD	C. Klima

Background:

In accordance with the Coalition's Grant Agreement with the Division of Early Learning (DEL), all Early Learning Coalitions are required to conduct child care program assessments to score the quality of teacher-child interactions in each classroom. DEL requires all Coalitions to use CLASS® (Classroom Assessment Scoring System) to conduct program assessments of childcare classrooms in accordance with Florida Statutes 1002.82(2)(n) and Rule 6N-4.740, F.A.C. Teachstone, Inc. is the sole sourced vendor for the CLASS® assessment tool, trainings required to certify its use and all related materials under its trademark. Child Care Programs wishing to enter into a Contract with the Coalition for School Readiness or VPK reimbursements are required to have a CLASS Score of 4 or higher.

Current Status:

Coalition Staff that conduct program assessments must receive periodic training from Teachstone, Inc. to become certified to use the CLASS assessment tool. The proposed award will include off-the-shelf online CLASS Observer Certification Trainings for FY 2026 and materials.

The intent to award was posted on the Coalition website for a period of fifteen (15) business days based on Board authorization in May and the notice of award will be posted for 72 business hours thereafter pending final Board approval. Sole source agreements over \$35,000 require DEL approval prior to execution.

Recommended action:

Authorize Staff to Issue a Sole Sourced Award and Purchase Order to Teachstone, Inc. for Required, CLASS® Trainings

Supporting Documents

None

ITEM/MEETING	EXC257CA7 / Executive Committee
DATE:	June 3, 2025
SUBJECT:	Goren Cherof FY 2026 Agreement Legal Services
FOR ACTION:	Yes
RECOMMENDED ACTION:	Approve FY 2026 Goren Cherof Doody & Ezrol PA Agreement for Legal Services Pending Outside Counsel Legal Review
FINANCIAL IMPACT:	Not to Exceed \$75,000 FY 2026 Budget
ELC STAFF LEAD	C. Klima

Background:

In April 2022, ELC selected Goren, Cherof, Doody & Ezrol PA, a Broward-based law firm specializing in not for profits and local governments, through a public procurement to provide General Counsel legal services to the Coalition’s Board and staff. Starting in FY 2024 and at the request of Goren Cherof, the Coalition has entered into a contract with a second law firm, Bryant, Miller and Olive, PA to provide services related to labor matters that require specialized knowledge and experience (see separate action item for Bryant Miller). Between these two law firms, the overall allocation for legal services totals \$100,000 annually.

Fiscal year 2026 will be the fourth year of a five-year cycle for services.

Current Status:

Goren, Cherof, Doody & Ezrol PA continues to provide quality legal services. Bob de la Fuente of the law firm Lehtinen Schultz, LLC will review this Agreement on behalf of the Coalition as outside counsel. Staff recommend that the Board approve FY 2026 Agreement for Legal Services with Goren Cherof Doody & Ezrol PA Pending Outside Counsel Legal Review

Recommendation:

Approve FY 2026 Goren Cherof Doody & Ezrol PA Agreement for Legal Services Pending Outside Counsel Legal Review

Supporting Documentation:

- Agreement Scope of Work

Exhibit A

Scope of Services

1) DEFINITIONS: None

2) DESCRIPTION OF THE WORK AND/OR SERVICES:

The Vendor was selected to provide services on April 11, 2022 through Coalition public procurement No. PR22-5034-00-FY22 Request for Qualifications. The services under this agreement shall align with the intent and purpose of the Vendor's submission to the Coalition in response to this procurement and the following Coalition service requirements:

- 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.

3) BILLING AND SCHEDULE:

The Vendor agrees to submit invoices detailing the services rendered monthly itemized by hours billed and matter. The Vendor shall be paid for services rendered in accordance with the schedule of fees set forth in the Vendor's Attorney Client Fee Contract, **Attachment 1 of this Exhibit A**, in an amount not to exceed **One Hundred Thousand Dollars (\$75,000)**.

In the event there is a conflict between **Section 3 of Exhibit A** of this Agreement and **Section 3 (Compensation and Billing)** of this Agreement in terms of the time of invoicing and payment, **Section 3 of Exhibit A** of this Agreement shall prevail. Except as stated herein, all other matters concerning compensation and billing hereunder shall be as set forth in Section 3 of this Agreement.

4) THE FLORIDA BAR RULES:

The contractual relationship and obligations of the parties shall at all times be subject to the Rules Regulating The Florida Bar.

RATE SCHEDULE

A. IDENTIFICATION

Client: EARLY LEARNING COALITION OF BROWARD COUNTY, INC.

Matters: General Matters

B. HOURLY RATES FOR LEGAL PERSONNEL

Partners \$250.00/hour

Associates \$250.00/hour

Law Clerks \$125.00/hour

Paralegals \$125.00/hour

C. STANDARD CHARGES

We charge for our time in minimum units of .10 hours.

D. COSTS AND EXPENSES

In-office photocopying \$0.35/page

Facsimile transmittal \$10.00

File retrieval costs \$50.00

Credit card payments will be subject to a 3% service charge.

Costs and expenses not specifically listed, such as overnight delivery or outsourced printing, shall be charged at actual cost.

ITEM/MEETING	EXC257CA8 / Executive Committee
DATE:	June 3, 2025
SUBJECT:	Employment and Labor Legal Services Renewal
FOR ACTION:	Yes
RECOMMENDED ACTION:	Approve Amendment 001 to Agreement with Bryant, Miller, Olive PA to renew Employment Law Related Legal Services for FY26 pending Legal Review
FINANCIAL IMPACT:	Not to Exceed \$25,000 FY 2026 Budget
ELC STAFF LEAD	C. Klima

Background:

In 2022, ELC selected Goren, Cherof, Doody & Ezrol PA (Goren Cherof), a Broward-based law firm specializing in nonprofit and local government legal matters, through a public procurement to provide General Counsel legal services to ELC's Board and staff. The scope of the contract services with Goren Cherof included employment law services that Goren Cherof previously handled through attorneys at the firm that specialize in this practice area. Due to staffing changes within the firm in July 2023, Goren Cherof recommended that the Coalition engage a specialized law firm to cover this element of the Goren Cherof Scope of Work to efficiently provide access to needed expertise in a collaborative arrangement with Goren Cherof. The services will be provided at the same rates established for Goren Cherof through procurement. A portion of the total allocation for General Counsel legal services was applied to this Agreement. The vendor's Scope of Services are attached as supporting documents.

Current Status:

Bryant Miller Olive PA continues to provide quality services and staff recommend approving Amendment 001 to renew services in FY26 in an amount not to exceed \$25,000. FY26 will be the third year of services in a 5-year cycle with this firm.

Recommendations:

Approve Amendment 001 to Agreement with Bryant, Miller, Olive PA to renew Employment Law Related Legal Services for FY26 pending Legal Review

Supporting Documentation:

- Bryant Miller Olive Scope of Services

Exhibit A

Scope of Services

1) DEFINITIONS: None

2) DESCRIPTION OF THE SCOPE OF WORK:

The Vendor was selected to provide services based on qualifications and cost analysis to provide employment law training and advisory services to the Coalition Board and staff. The Vendor's Credentials are attached to this Agreement as **Exhibit B**.

The Scope of Services will include (but are not limited to):

- A.** Assist Coalition staff in updating and strengthening Coalition human resource policies in consultation with the Coalition's General Counsel:
 - a. Provide model policies that align with all applicable State and Federal Laws
 - b. Advise Coalition staff is customizing policies to ensure:
 - i. Alignment with Coalition business model and culture
 - ii. Alignment with insurance policy requirements and other risk mitigation best practices
 - iii. Compliance with funding contract requirements
 - iv. Plain language presentation so that policies can be easily understood by and explained to staff, management and Board members.
 - c. Assist Coalition staff in presenting policies to the Coalition Board and discussing risk mitigation strategies.
- B.** Provide separate in-person training sessions on employment law topics relevant to the Coalition Board, Coalition management and Coalition non-management staff. Including, but not limited to, such topics as:
 - a. Discrimination
 - b. Sexual Harassment
 - c. Wage and Hour Laws, including overtime and paid time off, among other issues
 - d. Family and Medical Leave Act
 - e. Americans with Disabilities Act
 - f. Health Insurance Portability and Accountability Act of 1996
 - g. Drug Free and Smoke Free Work Place
 - h. Workplace Conduct and Communication
 - i. Remote Work/Telework Issues
 - j. Confidentiality Obligations
 - k. Privacy Issues
 - l. Hiring and Firing
 - m. Performance Evaluations
 - n. Progressive Discipline
 - o. Whistleblower Claims
 - p. Retaliation Claims

- C. Provide Ad hoc advisory services to Coalition Board and Management to mitigate Coalition risk and avoid claims.
- D. Review Coalition insurance policy coverage
- E. Provide legal representation in response to labor or employment law-related claims in collaboration with Coalition General Counsel and/or Counsel designated by insurance carriers as appropriate.
- F. Declare any potential conflict of interest with the Early Learning Coalition's staff and/or vendors.
- G. **Attestation of Background Screens:** The Vendor shall provide a completed attestation form to the Coalition confirming level I background screens as described in Section 10 of this Exhibit A below upon execution of this Agreement and prior to the first day of services. ***The Coalition has determined this section not to be applicable to the Vendor based on the Scope of Services.***
- H. **Certificate of Insurance:** The Vendor shall provide a Certificate of Insurance upon execution of this Agreement, and annually as appropriate, as required in section **15. INSURANCE** for the following coverages:
 - 1. General Liability
 - 2. Worker's Compensation

3) BILLING AND SCHEDULE:

The Coalition agrees that the Services will be provided on an hourly fee basis as set forth herein:

Attorneys: Fees for Services performed by attorneys will be provided at \$250.00 per hour.

Paralegals and law clerks: Fees for services performed by paralegals or law clerks will be provided at \$125.00 per hour.

The Vendor agrees to submit invoices detailing the services rendered monthly itemized by hours billed and matter. The Vendor shall be paid for services rendered in accordance with the schedule of fees set forth in the Vendor's Attorney Client Fee Contract, **Attachment 1 of this Exhibit A**, in an amount not to exceed **Twenty Five Thousand Dollars (\$25,000)**.

ITEM/MEETING	EXC257CA9 / Executive Committee
DATE:	June 3, 2025
SUBJECT:	Agreements for Specialized Legal Services for Retirement Plan Compliance
FOR ACTION:	Yes
RECOMMENDED ACTION:	<ol style="list-style-type: none"> 1. Approve a Purchase Order with Business Law Team for FY26 Retirement Plan Voluntary Correction Program Application Services, pending legal review. 2. Approve Agreement with the Klausner, Kaufman, Jensen & Levinson PA for FY26 Retirement Plan Related Legal Services, pending legal review
FINANCIAL IMPACT:	<p>\$2,250 Business Law Team</p> <p>\$25,000 Klausner, Kaufman, Jensen & Levinson</p> <p>\$27,250 Total Amount Not to Exceed FY26 Budget</p>
ELC STAFF LEAD	C. Klima

Background:

Since 2021, the Coalition has worked with two attorneys that specialize in navigating compliance matters with retirement plans:

Tanya Bower, previously of Tripp Scott and now a partner with Business Law Team, PLLC has been assisting the Coalition with its Voluntary Correction Plan (VCP) application with the IRS to clear a variety of historical compliance problems with the Coalition's 403B Retirement Plan (the Plan).

Robert Klausner of Klausner, Kaufman, Jensen & Levinson will be assisting us with expert advisory service in securing a new recordkeeper and service provider for the Plan once the IRS clearance letter for the Plan's VCP is received.

Current Status:

In March 2025, the IRS began reviewing the VCP documentation submitted 2 years ago, and staff have been working with Ms. Bower and the IRS to resolve all remaining issues with the Plan. While we anticipate that this work will be completed prior to June 30, 2025, we are requesting the Committee approve an additional \$2,250 for up to 5 hours of services in FY26 in the event the resolutions takes longer than expected.

Once the VCP clearance letter is resolved, we will begin working with Mr. Klausner to transition to a higher quality record keeper and plan service provider to replace our current vendor. We request to renew the Agreement in an amount not to exceed \$25,000 for approximately 62.5 hours from July 1, 2025 through June 30, 2026.

Recommendations:

1. Approve a Purchase Order with Business Law Team for FY26 Retirement Plan Voluntary Correction Program Application Services, pending legal review.
2. Approve Agreement with the Klausner, Kaufman, Jensen & Levinson PA for FY26 Retirement Plan Related Legal Services, pending legal review

Supporting Documentation:

- Business Law Team Scope of Services
- Klausner, Kaufman, Jensen & Levinson Scope of Services

Business Law Team, PLLC
Scope of the Engagement

We have been asked to represent Early Learning Coalition of Broward County, Inc. ("ELC" or "you" or "the client"). This Agreement is limited to assisting with compliance in relation to ELC's 403b Plan and responding to the Internal Revenue Service's questions regarding the previously filed Voluntary Correction Program (VCP) submission. It does not include any other services, including actual or potential litigation, appeals, arrangements, or transactions. Work on this matter will be performed by me. Our representation may be expanded if the parties separately agree in writing to do so. After this engagement concludes, we have no further obligation to advise you. Any additional services will require an additional, separate, written agreement and this Agreement may be modified by e-mail so long as there is mutual consent to such modification. The outcome of any matter is subject to and may be affected by factors beyond our control, including the actions of other individuals. Therefore, we have not made, and cannot make, any guarantees or promises concerning the outcome of this matter.

Scope of Services

1) DEFINITIONS:

- A. Coalition Retirement Plan shall mean** the Coalition's Employee 403B Retirement Savings Plan established with the Variable Annuity Life Insurance Corporation (VALIC) effective September 1, 2002, as amended.
- B. ERISA shall mean** the Employee Retirement Income Security Act of 1974; a federal law that sets minimum standards for most voluntarily established retirement and health plans in private industry to provide protection for individuals in these plans.

2) DESCRIPTION OF THE WORK AND/OR SERVICES:

The Vendor was selected to provide services based on qualifications and cost analysis to provide ERISA legal advisory services to the Coalition in procuring one or more qualified vendors to provide the Coalition staff and Board with specialized plan administration, investment, and fiduciary services for the Coalition Retirement Plan (the Plan). The Vendor's Credentials are attached to this Agreement as **Exhibit B**. Upon execution of this Agreement the Vendor shall provide a certificate of insurance as described in **Section 15** of this Agreement. The Coalition has determined that a background screen as described in **Section 5 of this Exhibit A** shall not be required.

The Scope of Services will include (but are not limited to):

- A. Assist Coalition staff in developing written technical requirements and the scope of services required that the Coalition may incorporate into its standard procurement solicitation document in consultation with the Coalition's General Counsel and in accordance with applicable Florida law.
- B. Assist Coalition staff in developing a plan to advertise the solicitation to ensure multiple qualified vendor responses.
- C. Assist Coalition staff in identifying potential members of a vendor selection committee with sufficient knowledge or experience to make an informed decision during the procurement process.
- D. Assist Coalition staff with raising Coalition Board member awareness of the Fiduciary risks, benefits and responsibilities that are inherent in the Plan and propose options for mitigation.
- E. Provide technical legal advisory services related to ERISA law and best practices for retirement plans to the selection committee and Coalition Board during the vendor selection process.
- F. Assist Coalition staff in negotiating contract terms and conditions with selected vendors if necessary.
- G. Answer ad-hoc ERISA compliance questions from the Coalition Board and staff, as needed.
- H. Declare any potential conflict of interest with the Early Learning Coalition's staff and/or vendors.

3) BILLING AND SCHEDULE:

Vendor Rate Schedule:

The Vendor shall bill the Coalition FOUR HUNDRED (\$400.00) DOLLARS per hour for attorneys. This fee is computed on an hourly basis in 1/10th hour increments. Travel time is billed at ½ time. All billing is by line item and with detail. Out-of-pocket costs and disbursements made by the Firm on behalf of the CLIENT will be reimbursed as billed. Overnight and bulk mail costs are billed as incurred. Photocopies shall be billed at \$.25 per page.

The Vendor agrees to submit invoices detailing the services rendered monthly itemized by hours billed and matter. The Vendor shall be paid for services rendered in accordance with the schedule of fees set forth in the Vendor's Attorney Client Fee Contract, Attachment 1 of this Exhibit A, in an amount not to exceed **Twenty-Five Thousand Dollars (\$25,000)**.

In the event there is a conflict between **Section 3 of Exhibit A** of this Agreement and **Section 3 (Compensation and Billing)** of this Agreement in terms of the time of invoicing and payment, **Section 3 of Exhibit A** of this Agreement shall prevail. Except as stated herein, all other matters concerning compensation and billing hereunder shall be as set forth in Section 3 of this Agreement.

ITEM/MEETING:	EXC257CA10 / Executive Committee
MEETING DATE:	June 3, 2025
SUBJECT:	Risk Management Insurance Policies
FOR ACTION:	YES
RECOMMENDED ACTION:	Approve Proposed FY26 Risk Management Insurance Policy Renewals and Coverage Levels
FINANCIAL IMPACT:	\$86,535 Liability, Cyber & D&O \$29,992 Workers Compensation \$116,527 Total (\$112,309 FY26 Budget, \$4,218 FY25 Budget for June)
ELC STAFF LEAD	C. Klima

Background

In accordance with Fiscal Policies, staff prepare and present proposed commercial insurance policies and coverage levels annually for Board review. AJ Gallagher provides brokerage and advisory services for these policies.

Current Status

The coverage lines listed below comply with all funder contract requirements and meet ELC current business operational needs. AJ Gallagher Brokers marketed our 2026 Renewal Options for Commercial Liability & Property, Professional Liability, Director's & Officers, and Cyber Coverage and have provided recommendations for these coverages as shown below. The deductible per DO employment coverage will increase to \$15,000 per incident with the new carrier. Worker's Compensation will renew at the same rate as the prior year pending finalization of our FY25 plan audit of payroll expense. Our commercial liability, property and director's & officer's policies will run for 13 months with this renewal, but all policy terms will be aligned with our fiscal year by July 1, 2026.

Type of Policy	Carrier	Coverage	Term	Premium
Commercial Liability & Property	Charity First/Lloyds	\$1M General \$3M Aggregate \$1M Hired Auto \$2M Umbrella \$500K Property Value	June 2025- June 2026	\$24,499
Professional Liability & Sexual Abuse & Molestation	Charity First	\$1M Total	June 2025- June 2026	Included w/ Umbrella
Director's & Officers	Travelers	\$3M Total \$15K Per Incident EPLI Deductible 5K Per Incident Other Deductible	June 2025- June 2026	\$28,227
Cyber Coverage	Travelers	\$1M Breach \$1M Liability \$1M Cyber Crime \$1M Business Interruption	July 2025- June 2026	\$33,809
Worker's Compensation	Zenith	\$1M Per Incident	July 2025- June 2026	\$29,992
ERISA Fidelity Bond	Charity First	\$700K or 10% of 403B Balance	June 2025- June 2026	Included with D&O

Recommendation

Approve Proposed FY26 Risk Management Insurance Policy Renewals and Coverage Levels

Supporting Documents

None

ITEM/MEETING:	EXC257CA11 / Executive Committee
MEETING DATE:	June 3, 2025
SUBJECT:	Employee Health Benefit Policy Renewals
FOR ACTION:	YES
RECOMMENDED ACTION:	Approve Proposed FY26 Employee Health Benefit Insurance Policy Renewals and Coverage Levels
FINANCIAL IMPACT:	\$4,063,077 Florida Blue 278,673 Lincoln \$4,341,750 Total Estimated Premiums (Approximately \$3,974,237 Employer Paid)
ELC STAFF LEAD	C. Klima

Background

In accordance with Fiscal Policies, staff prepare and present proposed commercial insurance policies and coverage levels annually for Board review. AJ Gallagher provides brokerage and advisory services for these policies.

Current Status

The coverage lines listed provide health and wellness insurance for ELC staff. 91% of Coalition staff have elected to participate in health plans and 100% are eligible for Disability and Life insurance. The FY2024-25 Plan Year runs from August 1, 2024 to July 31, 2025. Brown & Brown provides brokerage services for these plans. Medical Benefit Premiums per employee will increase by 6% over the prior year. All other premiums remain unchanged.

The Coalition pays 100% of employee only coverage, 90% of dependent coverage and 50% of spouse coverage for medical, dental and vision premiums and 100% of disability, accidental death & dismemberment and group life premiums.

Type of Policy	Carrier	Coverage	Term
3 Medical HMO & PPO Plans	Florida Blue	Preventive 100% Deductible Range \$0-\$1,000 Max Out of Pocket \$2,500-\$3,500 Office Visit Co Pay \$15-\$45 Procedure Co Pay \$45-\$200	August 2025- July 2026
Dental PPO	Lincoln	Preventive 100% Basic Procedures 90% Major Procedures 60%	August 2025- July 2026
Vision VSP	Lincoln	Annual Exam \$10 Annual Lenses \$15 Frames Allowance \$130 +	August 2025- July 2026
Short Term Disability Long Term Disability Accidental Death & Dismemberment Group Life	Lincoln	60% Pay up to 12 Weeks 60% Pay to Retirement Age \$100,000 Benefit \$100,000 Benefit	August 2025- July 2026

Recommendation

Approve Proposed FY26 Employee Health Benefit Insurance Policy Renewals and Coverage Levels

Supporting Documents

None

ITEM/MEETING:	EXC257CA12 / Executive Committee
DATE:	June 3, 2025
SUBJECT:	Invitation to Negotiate for Payroll Processing Services
FOR ACTION:	YES
RECOMMENDED ACTION:	Authorize staff to bring vendor selection recommendations for Payroll Processing Services to the Board for Approval at the June 2025 Meeting
FINANCIAL IMPACT:	TBD FY26 Budget
ELC STAFF LEAD	C. Klima

Background:

The Coalition has used its current outsource payroll processing vendor since 2006. The Coalition had a very small staff when it was founded, and the annual cost of payroll processing services was nominal. In the 19 years that have passed since then, the Coalition has expanded to approximately 220 employees and the annual cost for payroll services has reached the State of Florida's threshold that triggers a requirement for formal procurement. On January 13, 2025, staff released an Invitation to Negotiate (ITN) procurement solicitation for payroll processing services to finalize a new five-year agreement cycle and begin a vendor transition (if applicable) starting July 1, 2025. The Coalition aims to complete the configuration and transition process for the selected vendor (as applicable) by January 1, 2026.

Current Status:

In early March, an evaluation committee comprised of Coalition staff published a short list of vendor(s) for further negotiation and evaluation and is now in the final stages of the negotiation process for the services. Based on the negotiation meeting schedule and the need for legal review, the final terms and conditions are not expected to be agreed until after the date of this Executive Committee meeting. Therefore, staff request the Executive Committee members permit the Evaluation Committee to bring their recommendations for vendor selection directly to the Board for approval at the June 23, 2025 meeting. Once the Board approves the negotiated terms and award, staff will execute an agreement with the selected vendor to begin the implementation process on July 1, 2025.

Recommended action:

Staff recommend the Executive Committee Authorize staff to bring vendor selection recommendations for Payroll Processing Services to the Board for Approval at the June 23, 2025 Meeting.

ITEM/MEETING	EXC257RB1 / Executive Committee
MEETING DATE:	June 3, 2025
SUBJECT:	FY 2025 Estimated Related Party Travel Purchase
FOR ACTION:	Yes
RECOMMENDED ACTION:	Approve FY 2025 Estimated Related Party Travel Purchase for Laurie Sallarulo to Attend Learners to Earners Conference in Tampa on June 24, 2025
FINANCIAL IMPACT:	\$1,000-\$1,500
ELC STAFF LEAD	C. Klima

Background Information:

In accordance with Florida Statutes and the DEL Grant Agreement, related parties must declare a conflict and abstain from voting for related party contracts and purchases where they are an interested party as an individual or as an organizational representative.

According to the Coalition's DEL Grant Agreement (the full text of the section is attached), related party activities and/or conflicts of interest occur when for any transaction the benefits of an interested party may be seen as competing with those of the State of Florida. Such conflicts of interest:

- May be financial or non-financial.
- May include actual, potential, and perceived conflicts of interest.
- Include organizational conflicts of interest that occur because of a relationship with an affiliate or subsidiary organization.
- May occur due to governing board members and/or active entity employees.

Current Status:

Below is a list of estimated amounts of requested FY 2025 related party purchases and agreements.

Item No.	Estimated Amount	Related Party and Affiliated Organization	Activity
a.	\$1,000-\$1,500	Laurie Salarullo, Board Chair	Attend Learners to Earners Conference in Tampa on June 24, 2025

Recommended Action:

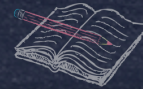
Approve FY 2025 Estimated Related Party Purchases and Agreements

Supporting Documentation:

- Related party disclosure requirements under DEL Grant Agreement
- Conference Agenda

**DEL FY2024-25 GRANT AGREEMENT
EXHIBIT III AUDIT REQUIREMENTS (Page 56)**

- 1. Related party disclosures.** The ELC shall ensure all related party transactions are included in the financial statement footnote disclosures in accordance with requirements defined in Financial Accounting Standards Board (FASB) *Accounting Standards Codification* (ASC) 850, *Related Party Disclosures*. In addition, the grantee shall comply with all applicable provisions of Chapter 112, F.S., Public Officers and Employees, as required by s. 1002.83(9) and s. 1002.84(21), F.S., for related party transactions.
 - 1.1.** Documentation of related party activity to support proper written notification to the entity's governing board is required and must be submitted to DEL for review/acceptance. Such supporting documentation includes the following items.
 - 1.1.1.** The impacted individual must complete the necessary conflict of interest disclosure forms.
 - 1.1.2.** Any governing board member(s) benefiting from the activity must disclose the conflict of interest in advance in writing and must abstain from the vote process.
 - 1.1.3.** Meeting minutes that reflect a valid vote of approval by two-thirds (2/3) vote of the entire membership of the governing board.
 - 1.1.4.** A copy of the Agreement or written summary of the transaction including the start date, purpose, amount/cost incurred, and funding/OCA code(s) charged.
 - 1.1.5.** Related documentation to verify compliance with state purchasing rules.
 - 1.2.** No related party activities may be executed without approval from the Division.
 - 1.2.1.** Transactions under twenty-five thousand dollars (\$25,000) must be submitted to DEL for processing within thirty (30) days after receipt of governing board approval.
 - 1.2.2.** Transactions of twenty-five thousand dollars (\$25,000) or more must be submitted to DEL for prior written approval before the contract/Agreement/activity can be executed.
 - 1.3.** Related party activities and/or conflicts of interest occur when for any transaction the benefits of an interested party may be seen as competing with those of the State of Florida. Such conflicts of interest:
 - 1.3.1.** May be financial or non-financial.
 - 1.3.2.** May include actual, potential, or perceived conflicts of interest.
 - 1.3.3.** Include organizational conflicts of interest that occur because of a relationship with an affiliate or subsidiary organization.
 - 1.3.4.** May occur due to governing board members and/or active entity employees.
 - 1.4.** The ELC shall submit one electronic copy of the support files described above in Section 2.1 and any other supporting files considered necessary electronically to the report recipient indicated in Exhibit VI, List of Reports. If the ELC does not have access to the DEL SharePoint site, DEL will provide alternative written instructions.



2025 FLORIDA LEARNERS TO EARNERS WORKFORCE SOLUTION SUMMIT

JUNE 24, 2025 | TAMPA, FL | 8:30AM-4:00PM ET

ABC

[REGISTER](#)

[BOOK HOTEL](#)

[SPONSOR](#)

SOLUTION SUMMIT AGENDA

7:30AM - 8:30AM - NETWORKING BREAKFAST + DATA WALK

8:30AM - PROGRAM STARTS

The Movement to Prepare Today's Learners to Become Tomorrow's Earners

Mark Wilson, President & CEO, Florida Chamber of Commerce & Foundation

Opening remarks, the state of Florida's workforce, and opportunities to secure Florida's talent.

The Florida Talent Center: Shaping Florida's Future with Impactful Metrics

Rachel Ludwig, Vice President, Talent Development for the Future of Work,
Florida Chamber Foundation

Unveiling the Florida Chamber Foundation's newest public-facing tool, the Education Data Hub spanning birth to career.

Strategic Partnerships for Data-Driven Solutions

Mark Wilson, President & CEO, Florida Chamber of Commerce & Foundation

Paul Luna, President & CEO, Helios Education Foundation

Opening remarks, the state of Florida's workforce, and opportunities to secure Florida's talent.

Building Florida's Early Learning Future: Data-Driven Insights & Actionable Resources

Makayla Buchanan, Director of Early Learning and Literacy, Florida Chamber Foundation

Data from the Florida Scorecard and Florida Gap Map on early learning milestones and how the Florida Business Alliance for Early Learning is driving outcomes.

From Data to Decisions: Guiding Business & Philanthropic Investments in Early Learning

Molly Grant, Executive Director, Association of Early Learning Coalitions

Tessa LeSage, Chief Impact Officer, Collaboratory

Maria Jimenez-Lara, CEO, Naples Children and Education Foundation

A look at how data, research, and collective impact can drive transformation in Florida.



Caring for Business: Real-World Strategies for Supporting Employees & Communities

Jordan Jones, Government Relations Representative, Kindercare

Dustin Becker, Senior Vice President and Assistant Director of
Client & Community Relations, PNC

Mike Boose, Sr. Director Human Resources & Organizational Development, Arthrex

Makayla Buchanan, Director of Early Learning and Literacy, Florida Chamber Foundation

Businesses of all sizes will share real-world examples of investments in childcare solutions, supported family-friendly policies for employees, and corporate volunteerism engagement to support early learning.

Level Up: Boosting Early Literacy & Math Proficiency Outcomes Through Strategic Partnerships

Michele Watson, CEO, Florida Association of Children's Councils and Trusts

Peter LaCasse, Chief Strategy Officer, Carnegie Learning

Katie Croland, Vice President, Literacy and Educational Initiatives - Florida State
Alliance of YMCAs

How strategic investments in evidence-based early literacy and math programs are driving student success from early learning through 3rd grade.

Elevating K-12 Math Education to Prepare Florida's Future Talent for High-Demand Careers

Dr. Keith Richard, Vice President of Research, Florida Chamber Foundation

Ashley Dietz, CEO, Florida Philanthropic Network

Key partners will discuss the collaborative research efforts happening across Florida to spotlight the importance of math education.

10:30AM - NETWORKING REFRESHMENT BREAK + DATA WALK

Accelerating Learning: How AI Tutoring is Transforming K-12 Skill Building

Sam Verghese, COO, Florida Virtual Schools

Developing Tomorrow's Workforce: Industry and K-12 Partnerships for Emerging Careers

Josh Olds, President & CEO, USI

Sarah Marmion, Senior Manager of Education & Outreach Centers, Florida Power & Light

Highlighting a promising practice fueled by industry to increase certifications in drones for high-demand career pathways.



How K-12 School Districts & FCS Are Leveraging Career & Technical Education for Workforce Readiness

Felecia Boyd, Ed.D., Senior Director, Orange Technical College

Belinthia Berry, Dean, Workforce Development and Corporate Partnerships,
St. Petersburg College

Florida's top districts and state colleges share how CTE is preparing students for high-demand careers.

Florida Chamber's Industry Immersion: Equipping Educators to Guide Future Talent

Tiffany Vause, Director of Strategic Initiatives, Florida Ready to Work

The Future of Work Florida Advisory Board's strategic efforts to connect educators with industry.

12:00PM - NETWORKING LUNCH + DATA WALK

From Cradle to Career: How Florida's Education System Is Shaping Talent Development

Raymond Rodrigues, Chancellor at State University System of Florida

A dive into Florida's education landscape from birth through postsecondary education.

Bridging Campus to Career: How University Career Centers Equip Tomorrow's Workforce

Dr. Rob Liddell, Assistant Vice President, Career Services, Florida State University

Discover how university career centers are shaping the future workforce by equipping students with essential skills, connections, and career readiness strategies.

Employer Spotlight:

How Internships and Apprenticeships Build and Develop a Talent Pipeline

Kristen Vanselow, Assistant Vice President of Innovative Education & Partnerships,
Florida Gulf Coast University

Patty Keenan, Chief Talent Officer, Miller Electric Company

Marian Cacciatore, Vice President of Human Resources, TECO Energy

Real-world examples of the power of internships and apprenticeships in talent development strategies.



Engaging & Elevating Adult Learners in the Workforce

Vicki Greene, CEO and President, GED Testing Service

Victoria Pu, CEO & Co-Founder, Pace AI

National leaders share their perspectives in building confidence and skills in adult learners to accelerate into the workforce.

2:00PM - NETWORKING BREAK + DATA WALK

Unlocking Potential: The Power of Second Chance Hiring

Nan Gibson, Executive Director for JPMorgan Chase PolicyCenter

Rachel Ludwig, Vice President, Talent Development for the Future of Work,

Florida Chamber Foundation

State and national leaders share innovative hiring practices, success stories, and the benefits of Second Chance Hiring for businesses.

Staring Down Demographics: How Employers Are Growing Talent from Within to Meet Workforce Needs

Adrienne Johnston, President & CEO, CareerSource Florida

Angelique McCormick, Director of Talent Pipelines, Tampa General Hospital

Kara Marante, Chief People Officer, Nicklaus Children's Health System

Real-world examples of employers taking a personalized approach to career development within.

Policy Priorities to Improve Florida's Talent Pipeline

Legislative debrief on education and workforce policy.

CLOSING

DATA DEBRIEF: COLLABORATE & NETWORK

4:00PM - PROGRAM ENDS

THANK YOU TO OUR SPONSOR!

PRESENTING EDUCATION PARTNER:





ITEM/ MEETING:	EXC257RB2 / Executive Committee
DATE:	June 3, 2025
SUBJECT:	School Board of Broward County Lease Agreement Renewal for Space at Gulf Stream Early Learning Center for Excellence.
FOR ACTION:	YES
RECOMMENDED ACTION:	Approve a Related Party Lease Agreement with the School Board of Broward County for Rental Space at Gulf Stream Early Learning Center for Excellence for the period September 5, 2025 through September 4, 2028 pending legal review and DEL prior approval
FINANCIAL IMPACT:	\$41,326 over three years
ELC STAFF LEAD	C. Klima

Background

Since the School Board of Broward County, Florida (SBBC) opened the Gulfstream Early Learning Center for Excellence in 2018, the Coalition has leased 224 square feet of dedicated space in the facility to provide eligibility counselor services for families which includes access to larger common areas that are used for provider trainings. The facility affords families and providers from the southern part of Broward County with convenient access to Coalition services.

Services or commodities provided by governmental entities are not subject to competitive solicitation pursuant to §287.057 (3)(e)12 F.S.

Coalition services are provided to the Community in-kind in lieu of monthly rent. SBBC charges the Coalition a monthly fee for custodial services and operating costs in cash. The lease term is for three years.

Board Member Sharonda Bailey is an employee of the School Board of Broward County and is a related party to this agreement as defined by Florida Statutes and the Coalition's Grant Agreement with the Florida Department of Education. Accordingly, related parties must declare a conflict and abstain from voting for related party contracts and purchases where they are an interested party as an individual or as an organizational representative.

See attached excerpt from the DEL Grant Agreement for the full text of the requirement.

Current Status:

The Coalition continues to use the facilities rented at Gulfstream to provide convenient and accessible services to parents and providers in the Southern part of the County. And the collaborative relationship with School Board and other service providers in the education space that use the facility provide benefits to all. The cost associated with the full term of this Agreement are below.

Gulfstream Early Education Center for Excellence

Rental Agreement Schedule

September 5, 2025 to September 4, 2028	Monthly Base Rate	Year 1 2025-2026	Year 2 2026-2027	Year 3 2027-2028	All Years Total
Non-Cash Expense <i>Rent Paid in Kind (with Services)</i>					
	\$ 3,477	\$ 41,724	\$ 42,976	\$ 44,265	\$ 128,965
Cash Expense					
Custodial Services	\$ 1,125	\$ 13,505	\$ 13,505	\$ 13,505	\$ 40,516
Operating Costs	22	262	270	278	810
Total Paid in Cash	\$ 1,147	\$ 13,767	\$ 13,775	\$ 13,783	\$ 41,326

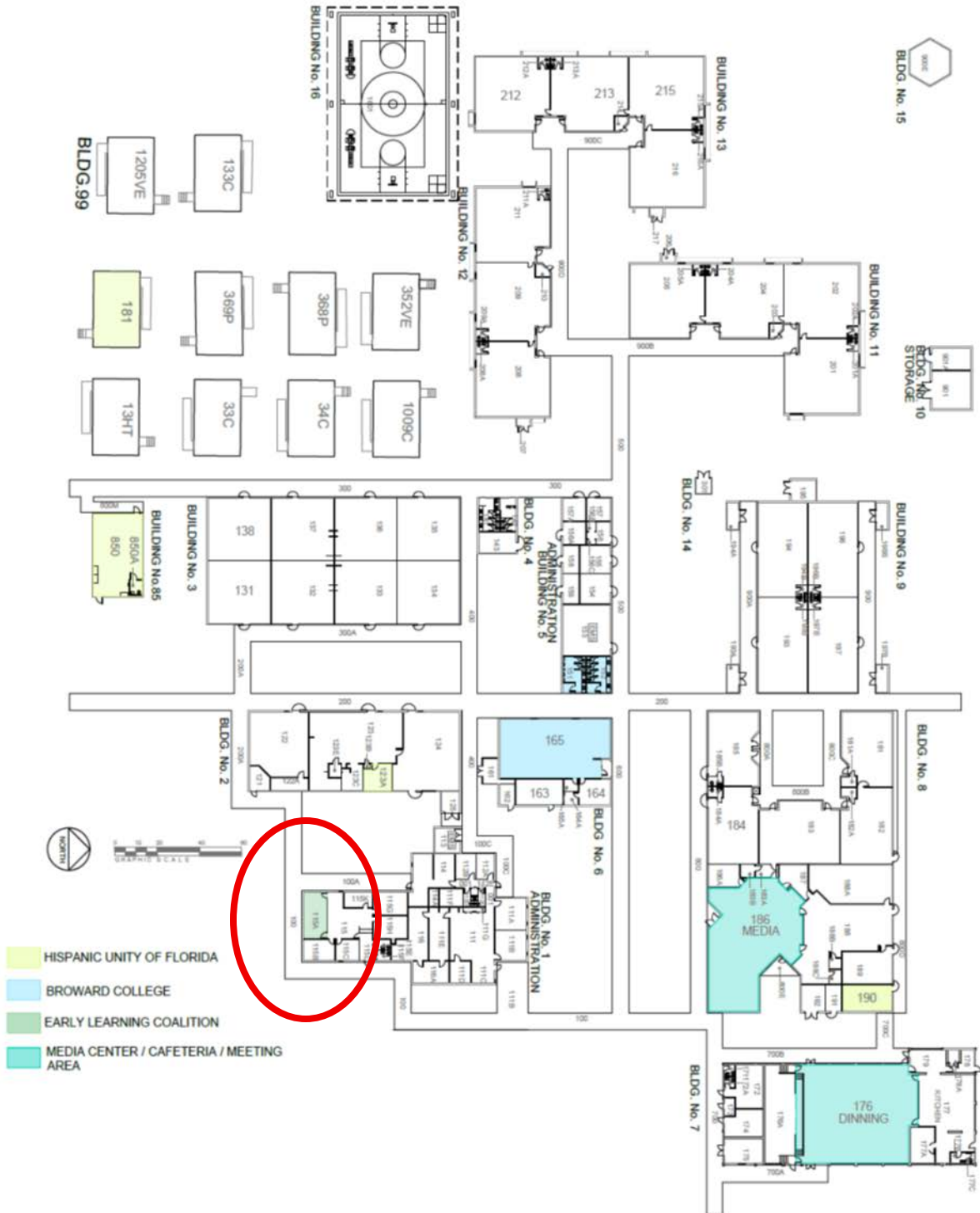
Recommended Action:

Approve a Related Party Lease Agreement with the School Board of Broward County for Rental Space at Gulf Stream Early Learning Center for Excellence for the period September 5, 2025 through September 4, 2028 pending legal review and DEL prior approval

Supporting Documents:

- Floor Plan Showing Leased Space
- Related Party Requirements from ELGA

Gulfstream Early Learning Center of Excellence "EXHIBIT B"



DEL FY2025-26 GRANT AGREEMENT (DRAFT)
EXHIBIT III AUDIT REQUIREMENTS (Page 57)

- 2. Related party disclosures.** The ELC shall ensure all related party transactions are included in the financial statement footnote disclosures in accordance with requirements defined in Financial Accounting Standards Board (FASB) *Accounting Standards Codification* (ASC) 850, *Related Party Disclosures*. In addition, the grantee shall comply with all applicable provisions of Chapter 112, F.S., Public Officers and Employees, as required by s. 1002.83(9) and s. 1002.84(21), F.S., for related party transactions.
- 2.1.** Documentation of related party activity to support proper written notification to the entity's governing board is required and must be submitted to DEL for review/acceptance. Such supporting documentation includes the following items.
- 2.1.1.** The impacted individual must complete the necessary conflict of interest disclosure forms.
- 2.1.2.** Any governing board member(s) benefiting from the activity must disclose the conflict of interest in advance in writing and must abstain from the vote process.
- 2.1.3.** Meeting minutes that reflect a valid vote of approval by two-thirds (2/3) vote of the entire membership of the governing board.
- 2.1.4.** A copy of the Agreement or written summary of the transaction including the start date, purpose, amount/cost incurred, and funding/OCA code(s) charged.
- 2.1.5.** Related documentation to verify compliance with state purchasing rules.
- 2.2.** No related party agreements or transactions may be executed without approval from the Division.
- 2.2.1.** Agreements or transactions under twenty-five thousand dollars (\$25,000) do not require DEL prior approval but must be submitted to DEL for review and processing within thirty (30) days after receipt of governing board approval.
- 2.2.2.** Agreements or transactions of twenty-five thousand dollars (\$25,000) or more must be submitted to DEL for prior written approval before the contract/Agreement/transactions may be executed.
- 2.3.** Related party conflicts of interest occur when for any transaction the benefits of an interested party may be seen as competing with those of the State of Florida. Such conflicts of interest:
- 2.3.1.** May be financial or non-financial.
- 2.3.2.** May include actual, potential, or perceived conflicts of interest.
- 2.3.3.** Include organizational conflicts of interest that occur because of a relationship with an affiliate or subsidiary organization.
- 2.3.4.** May occur due to governing board members and/or active entity employees.
- 2.4.** The ELC shall submit the support files described above in Section 2.1 and any other supporting files considered necessary electronically to SharePoint/Coalitions Zone/ELC Name/Coalition Document Exchange/Related Parties.

ITEM/MEETING	EXC257RB3 / Executive Committee
MEETING DATE:	June 3, 2024
SUBJECT:	FY 2026 Estimated Related Party Purchases and Agreements
FOR ACTION:	Yes
RECOMMENDED ACTION:	Approve FY 2026 Estimated Related Party Purchases and Agreements
FINANCIAL IMPACT:	\$5,142,000 FY26 Budget
ELC STAFF LEAD	C. Klima

Background Information:

In accordance with Florida Statutes and the DEL Grant Agreement, related parties must declare a conflict and abstain from voting for related party contracts and purchases where they are an interested party as an individual or as an organizational representative.

According to the Coalition's DEL Grant Agreement (the full text of the section is attached), related party activities and/or conflicts of interest occur when for any transaction the benefits of an interested party may be seen as competing with those of the State of Florida. Such conflicts of interest:

- May be financial or non-financial.
- May include actual, potential, and perceived conflicts of interest.
- Include organizational conflicts of interest that occur because of a relationship with an affiliate or subsidiary organization.
- May occur due to governing board members and/or active entity employees.

Current Status:

Below is a list of estimated amounts of FY 2026 related party purchases and agreements.

Item No.	Estimated Amount	Related Party and Affiliated Organization	Activity
a.	\$4,200,000	Sharonda Bailey/Broward County Public Schools	Provider Contracts for VPK Services
b.	\$510,000	Amy Hauser / Davie Academy	Provider Contract for SR and/or VPK Services
c.	\$387,000	Kristie Castillo / Viva Christian Academy	Provider Contract for SR and/or VPK Services
d.	\$25,000	Cindy Arenberg Seltzer / Children's Services Council of Broward County	Sponsorship for annual publication of the Broward County Family Resource Guide
e.	\$20,000	Cindy Arenberg Seltzer / Children's Services Council of Broward County	Sponsorship for annual Read for the Record Collaborative book purchase

Recommended Action:

Approve FY 2026 Estimated Related Party Purchases and Agreements

Supporting Documentation:

- Related party disclosure requirements under DEL Grant Agreement

DEL FY2025-26 GRANT AGREEMENT (DRAFT)
EXHIBIT III AUDIT REQUIREMENTS (Page 57)

- 2. Related party disclosures.** The ELC shall ensure all related party transactions are included in the financial statement footnote disclosures in accordance with requirements defined in Financial Accounting Standards Board (FASB) *Accounting Standards Codification* (ASC) 850, *Related Party Disclosures*. In addition, the grantee shall comply with all applicable provisions of Chapter 112, F.S., Public Officers and Employees, as required by s. 1002.83(9) and s. 1002.84(21), F.S., for related party transactions.
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- 2.1.3.** Meeting minutes that reflect a valid vote of approval by two-thirds (2/3) vote of the entire membership of the governing board.
- 2.1.4.** A copy of the Agreement or written summary of the transaction including the start date, purpose, amount/cost incurred, and funding/OCA code(s) charged.
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- 2.4.** The ELC shall submit the support files described above in Section 2.1 and any other supporting files considered necessary electronically to SharePoint/Coalitions Zone/ELC Name/Coalition Document Exchange/Related Parties.

ELC Broward Contract List 2024-2025

Funder or Vendor Name	Amount	Purpose	Type	Term	Status	Contract Number
Division of Early Learning	\$152,758,400	School Readiness, VPK	Revenue	7/1/24-6/30/25	Active	EL095
A.D. Henderson Foundation	\$289,103	Peer Support Specialists	Revenue	7/1/24-6/30/26	Active	224007
A.D Henderson	\$70,000	Food and Training Support	Revenue	10/23/24-9/30/25	Active	224031
United Way	\$136,500	SR Match Funds	Revenue	7/1/24-6/30/25	Active	1718-04-06-01
City of Pompano Beach	\$20,000	SR Match Funds	Revenue	10/1/24-9/30/25	Active	Match Contract
City of Hollywood	\$15,000	SR Match Funds	Revenue	10/1/24-9/30/25	Active	Match Contract
City of Deerfield	\$15,000	SR Match Funds	Revenue	10/1/24-9/30/2025	Active	Match Contract
City of Fort Lauderdale	\$100,000	SR Match Funds	Revenue	10/1/24-9/30/25	Active	Match Contract
Broward County	\$2,342,795	SR Match & Special Needs	Revenue	10/1/24-9/30/25	Active	23-CP-CSA-3516-01
Children's Services Council	\$3,592,850	Financially Assisted Child Care	Revenue	10/1/24-9/30/25	Active	23-2580
Children's Services Council	\$4,258,171	Vulnerable Populations	Revenue	10/1/24-9/30/25	Active	23-2581
Children's Forum	\$200,000	Developmental Support -Help Me Grow	Revenue	12/2/24-6/30/25	Active	24-528-HMGFA-04
Children's Forum	\$958,974	INCENTIVE\$ Program	Sub Recipient Agreement	7/1/24-7/30/25	Active	ELCB1-FY25
First Call for Help/211 Broward	\$62,550	Community Referral Services	Vendor	1/1/25-6/30/25	Active	ELCB38
Allison Gonzalez CLASS Observer	\$30,250	CLASS Assessor	Vendor	10/1/24-9/30/26	Active	ELCB33
Lianne Betancourt CLASS ASSESSOR	\$9,500	CLASS Assessor	Vendor	10/1/24-9/30/26	Active	ELCB32
Maria Lopez CLASS Observer	\$30,250	CLASS Assessor	Vendor	10/1/24-9/30/26	Active	ELCB34
BlueJean Software, Inc.	\$15,000	Hosting and Support Services	Vendor	7/1/24-6/30/26	Active	ELCB23
Bryan, Miller, Olive, Attorneys	\$25,000	Labor and employment legal services	Vendor	7/1/24-6/30/25	Active	ELCB4-R1
Causetech DBA Achieve	\$10,448	Website Hosting	Vendor	7/1/24-6/30/26	Active	ELCB25
Comcast	\$4,583.64	Internet Services	Vendor	7/1/24-6/30/25	Active	-----
CPR954 LLC	\$15,000	CPR Training for Providers	Vendor	8/15/24-6/30/26	Active	ELCB30
Webauthor	\$184,992.00	CCR&R Software	Vendor	7/1/2024-6/30/2026	Active	ELCB24
WEBAUTHOR	\$250,000.50	Web Hosting Service	Vendor	5/01/2024-9/30/26	Active	ELCB7
FL Dept of Law Enforcement	\$1,556/yr	LiveScan Service (est. annual cost)	Vendor	10/29/18-Ongoing	Active	-----
Goren, Cherof,Doody,Ezrol, PA	\$100,000	Legal Services	Vendor	7/1/24-6/30/25	Active	POC 22-5024-00-FY25
Abila	\$10,845	MIP Service Contract	Vendor	6/20/24-6/19/25	Active	-----
Intermedia	\$61,542.96	Cloud Base Communication Services	Vendor	9/16/24-9/15/27	Active	ELCB31

Klausner, Kaufman, Jensen, Levinson	\$25,000	<i>Retirement Plan legal services</i>	Vendor	7/11/24-6/30/25	Active	ELCB3-R1
Citrin Cooperman	\$31,775	<i>Tax Advisors</i>	Vendor	10/16/24-10/15/29	Active	ELCB35
Citrin Cooperman	\$258,661	<i>Auditors</i>	Vendor	10/16/24-10/15/29	Active	ELCB36
Maro Polo Learning, Inc.	\$285,012	<i>Learning Technology</i>	Vendor	5/1/24-9/20/25	Active	ELCBB8
Scholastic	\$275,000	<i>Supply and Distribution of Children's Books</i>	Vendor	7/1/24-6/30/26	Active	ELCB27
Sorenson Consulting, Inc.	\$29,000	<i>Professional Development Training</i>	Vendor	8/15/24-6/30/25	Active	ELCB19-R1
Age of Learning	\$269,500	<i>Online Development Training</i>	Vendor	5/15/24-11/15/25	Active	ELCB22
ADP	\$33,522	<i>Payroll Processing</i>	Vendor	Ongoing	Active	
One Beat	\$12,000	<i>CPR Training for Providers</i>	Vendor	8/1/24-7/31/26	Active	ELCB29
Business Leadership Institute for Early Learning	\$30,000	<i>Business courses for childcare center providers</i>	Vendor	01/01/25-06/30/25	Active	ELCB37
School Board Broward County	\$12,605.51/yr	<i>Gulfstream Early Learning Ctr</i>	Lease	9/5/22-9/4/25	Active	
Crown Center	\$517,993	<i>Office Lease (est. annual cost)</i>	Lease	7/16/18-12/16/28	Active	4852-0671-1913.3
Sharp	\$35,000	<i>Copier and Printer Rental</i>	State Term PO	11/1/20-9/1/25	Active	101-0018142
AT&T	\$95,000	<i>Cell Phones and Hot Spots</i>	State Term PO	7/1/24-6/30/25	Ongoing	-----
School Board of Broward County	\$0	<i>Community Partnership</i>	MOU	1/20/21-6/1/43	Active	
Brown & Brown	\$0	<i>Information Sharing Agreement</i>	MOU	8/1/20-7/31/26	Active	
Broward County	\$0	<i>Crisis Intervention & Support</i>	MOU	11/18/20-11/17/25	Active	
Child Abuse Prevention-CAPTA	\$0	<i>Interagency Referrals Cooperation</i>	MOU	9/1/21-8/31/26	Active	
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	6/21/21-6/1/24	Pending	


Legend:

Bolded Items: Recently Added/Updated

Grayed Out: Past Events

Board Engagement Calendar FY 24-25

Childcare Small Business Site Visits

***Please email Lizbeth DelVecchio at Ldelvecchio@elcbroward.org if you would like to RSVP for a site visit.**

Date	Childcare Center Name	Address	Time
Sep. 17, 2024	My First Learning Center	2116 Garfield St., Hollywood, FL 33020	9:30 AM – 11:00 AM
Oct. 8, 2024	Kinder Clues Academy (CANCELLED)	11880 W State Rd. 84 Suite D1 & D2, Davie, FL 33325	9:30 AM – 11:00 AM
Dec. 17, 2024	Hollywood Preschool (CANCELLED)	6523 Taft St, Hollywood, FL 33024	9:30 AM – 11:00 AM
Jan. 14, 2025	International Montessori Kids	602 Anderson Cir., Deerfield Beach, FL 33441	9:30 AM – 11:00 AM
Feb. 11, 2025	Kinder Clues Academy	11880 W State Rd. 84 Suite D1 & D2, Davie, FL 33325	9:30 AM – 11:00 AM
Mar. 11, 2025	Hollywood Preschool	6523 Taft St. Hollywood, FL 33024	9:30 AM – 11:00 AM
Apr. 30, 2025	Craft Learning Center	4000 N State Rd 7 #106, Lauderdale Lakes, FL 33319	9:30 AM - 11:00 AM

Monthly PLAN Meetings

ELC Broward: 1475 W. Cypress Creek Rd., Suite 301, Fort Lauderdale, FL 33309

Date	Location	Time
Aug. 21, 2024	ELC Broward, Training Room	10:00 AM – 12:00 PM
Sep. 18, 2024	ELC Broward, Training Room	10:00 AM – 12:00 PM
Oct. 16, 2024	ELC Broward, Training Room	10:00 AM – 12:00 PM
Nov. 20, 2024	ELC Broward, Training Room	10:00 AM – 12:00 PM
Dec. 18, 2024	ELC Broward, Training Room	10:00 AM – 12:00 PM
Jan. 15, 2025	ELC Broward, Training Room	10:00 AM – 12:00 PM
Feb. 19, 2025	ELC Broward, Training Room	10:00 AM – 12:00 PM
Mar. 19, 2025	ELC Broward, Training Room	10:00 AM – 12:00 PM
Apr. 16, 2025	ELC Broward, Training Room (CANCELLED)	10:00 AM – 12:00 PM
May 21, 2025	ELC Broward, Training Room	10:00 AM - 12:00 PM
Jun. 18, 2025	ELC Broward, Training Room	10:00 AM - 12:00 PM

Read For the Record/ Model Classroom Ribbon Cutting

***Please email Lizbeth DelVecchio at Ldelvecchio@elcbroward.org if you would like to RSVP for our Read for the Record Event.**

Date	Location	Time
Oct. 17, 2024	ELC Broward, Model Classroom	10:30 AM – 12:00 PM

ELC Broward's Annual State of Childcare Event

***Please email Lizbeth DelVecchio at Ldelvecchio@elcbroward.org if you would like to RSVP to this event.**

Date	Location	Time
May 20, 2025	ELC Broward, Training Room	9:00 AM – 11:00 AM

A Day in "K"indergarten

***Please email Lizbeth DelVecchio at Ldelvecchio@elcbroward.org if you would like to RSVP to our Day in K Event.**

Date	Location	Time
June 4, 2025	Museum of Discovery & Science (401 SW 2nd St, Fort Lauderdale, FL 33312)	5:30 PM – 7:30 PM

Notable Early Learning Conferences

Please Reach out to Melody Martinez at Mmartinez@elcbroward.org if you would like assistance organizing accommodations

Dates	Conference Name	Location	Registration Info
Sep. 17-20, 2024	<i>Division for Early Childhood's 39th Annual International Conference on Young Children with Disabilities and their Families</i>	<i>Hilton Riverside New Orleans, LA</i>	<u>Click to Register</u>
Oct. 16-19, 2024	<i>Council for Professional Recognition CDA – Early Educators Leadership Conference (Leading Career Pathways to Equity)</i>	<i>The Capital Hilton, Washington D.C.</i>	<u>Click to Register</u>
Oct. 16-20, 2024	<i>Florida Association for the Education of Young Children (FLAEYC)</i>	<i>Omni Orlando Resort Orlando, FL</i>	<u>Click to Register</u>
Nov. 6-9, 2024	<i>NAEYC Annual Conference</i>	<i>Anaheim, CA</i>	<u>Click to Register</u>
Jan. 27-30, 2025	<i>National Head Start Winter Leadership Institute</i>	<i>Washington DC</i>	<u>Click to Register</u>
Mar. 6-7, 2025	<i>Rocky Mountain Early Childhood Conference</i>	<i>Denver, CO</i>	<u>Click to Register</u>
Mar. 13-16, 2025	<i>American Montessori Society – The Montessori Event</i>	<i>Denver, CO & Online</i>	<u>Click to Register</u>
Mar. 20-22, 2025	<i>Southern Early Childhood Association Conference</i>	<i>Houston, TX</i>	<u>Click to Register</u>
Apr. 3-5, 2025	<i>Virginia Association for the Education of Young Children (vaeyc)</i>	<i>Richmond, VA</i>	<u>Click to Register</u>
Apr. 7-9, 2025	<i>InterAct CLASS Summit</i>	<i>New Orleans, LA</i>	<u>Click to Register</u>
Apr. 21-25, 2025	<i>National Training Institute on Effective Practices: Addressing Challenging Behavior (NTI) Conference</i>	<i>Tampa, FL</i>	TBA
May 4-7, 2025	Childcare Aware 2025 Symposium	Arlington, VA	<u>Click to Register</u>
May 19-22, 2025	National Head Start Conference	Columbus, OH	<u>Click to Register</u>
May 29, 2025	2025 FL Prosperity & Economic Opportunity Solution Summit	Daytona Beach, FL	<u>Click to Register</u>
Jun. 25-29, 2025	FL Family Childcare Home Association Annual Conference	Clearwater Beach, FL	<u>Click to Register</u>
Jun. 24, 2025	2025 FL Learners to Earners Workforce Solution Summit	Tampa, FL	<u>Click to Register</u>
Aug. 30-31, 2025	International Conference on Play-Based Learning and Early Childhood Curriculum	Sydney, Australia	<u>Click to Register</u>

ELC of Broward County FY 2024-2025 Board/Committee Meetings Calendar

July 2024							August 2024							September 2024							October 2024							November 2024							December 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
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28	29	30	31				25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				
January 2025							February 2025							March 2025							April 2025							May 2025							June 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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														30	31																										

Board

Mon. at 9:30 am

- Sep 16, 24 at 3p (rescheduled)
- Oct 14, 24
- Dec 16, 24
- Feb 10, 25
- Mar 10, 25
- May 12, 25
- Jun 23, 25

Finance/ Exec

Tues. at 1:30 pm

- Aug 27, 24
- Oct 1, 24
- Dec 10, 24
- Jan 28, 25
- Mar 4, 25
- Apr 29, 25
- Jun 3, 25

Governance

- Aug 26, 24 at 1:00 pm
- Oct 7, 24 at 1:00 pm
- Dec 3, 24 at 11:30 am
- Feb 3, 25 at 1:00 pm
- Mar 3, 25 at 11:30 am
- May 1, 25 at 11:30 am
- Jun 9, 25 at 1:00 pm

Nominating

Wed. at 1:00 pm

- Aug 28, 24 at 1 pm
- Dec 5, 24 at 12 pm
- Jan 29, 25 at 1 pm
- Apr 30, 25
- Jun 4, 25 at 1 pm

Audit

- July 29, 24 at 11 am RFP Appl.
- Aug 27, 24 at 3:30 pm
- Oct 10, 24 at 3:30 pm
- Mar 4, 25 at 3:30 pm

Program Review

- Aug 28, 24 at 11 am
- Dec 5, 24 at 10 am
- Mar 3, 25 at 9 am
- May 20, 25 at 1 pm

Ad-Hoc Fundraising

- Sep 3, 24 at 12:30 pm
- Feb 5, 25 at 10:30 am

ELC offices closed for holidays on:

July 4 Independence; Sep 2 Labor; Nov 11 Veterans; Nov 27-28 Thanksgiving; Nov 29 Day after Thanksgiving; Dec 23-25 Christmas; Dec 31 New Years Eve; Jan 1 New Year's Day; Jan 20 MLK; Feb 17 President; May 26 Memorial;

Federal Holidays:

Oct 14 Columbus; Jun 19 Juneteenth;

Holidays:

Oct 2 – Oct 4 Rosh Hashanah; Oct 11 Yom Kippur; Oct 16 – Oct 23 Sukkot; Dec 25 – Jan 2 Hannukah; Mar 5 Ash Wed/Lent; Mar 24 – 28 Spring Break; Apr 18 Good Friday;

ELC of Broward County

FY 2025-2026 Board/Committee Meetings Calendar

July 2025							August 2025							September 2025							October 2025							November 2025							December 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2		1	2	3	4	5	6				1	2	3	4						1		1	2	3	4	5	6	
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31			
							31																					30													
January 2026							February 2026							March 2026							April 2026							May 2026							June 2026						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7	1	2	3	4	5	6	7				1	2	3	4						1	2		1	2	3	4	5	6
4	5	6	7	8	9	10	8	9	10	11	12	13	14	8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13
11	12	13	14	15	16	17	15	16	17	18	19	20	21	15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20
18	19	20	21	22	23	24	22	23	24	25	26	27	28	22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27
25	26	27	28	29	30	31								29	30	31					26	27	28	29	30			24	25	26	27	28	29	30	28	29	30				
																												31													

Board

Mon. at 9:30 am

- Sep 15, 25
- Nov 17, 25
- Dec 15, 25
- Feb 9, 26
- May 11, 26
- Jun 22, 26

Finance/ Exec

Tues. at 1:30 pm

- Sep 9, 25
- Nov 4, 25
- Dec 9, 25
- Feb 3, 26
- May 5, 26
- Jun 9, 26

Governance

(No Set Date/Time)

- Sep 00, 25
- Oct 00, 25
- Feb 00, 26

Nominating

(No Set Date/Time)

- Aug 00, 25
- Oct 00, 26
- Feb 00, 26

Audit

(No Set Date/Time)

- Aug 00, 25
- Sep 00, 25
- Mar 00, 26

Program Review

(No Set Date/Time)

- Aug 00, 25
- Dec 00, 25
- Mar 00, 26

Ad-Hoc Fundraising

(No Set Date/Time)

- Sep 00, 25
- May 00, 26

ELC offices closed for holidays on:

July 4 Independence; Sep 1 Labor; Oct 13 Columbus/Indigenous (Observance); Nov 11 Veterans; Nov 27 Thanksgiving; Nov 28 Day after Thanksgiving; Dec 25 Christmas; Jan 1 New Year's Day; Jan 19 MLK; Feb 16 President; Apr. 3 Spring Day; May 25 Memorial;

Federal Holidays:

Oct 13 Colombus; Jun 19 Juneteenth;

Holidays:

Sep 22-24 Rosh Hashanah; Oct 1-2 Yom Kippur; Oct 6-13 Sukkot; Dec 14-22 Hannukah; Feb 18 Ash Wed; April 1-9 Passover; May 21-23 Shavuot; Mar 16-20 Spring Break; Apr 3 Good Friday

First Day of School: August 11, 2025

Last Day of School: June 3, 2026

ELC of Broward County

Committee Members 2024-2025

COMMITTEE	Member Name	Seat	By Laws
EXECUTIVE 4 needed for a Quorum	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)		
Officer	1 Laurie Sallarulo	Chair	effective 04/2014 - Governor appointment
Officer	2 Dawn Liberta	First Vice Chair/Governance	effective July 2024 (3 year term)
Officer	3 Michael Asseff	Second Vice Chair	effective July 2024 (3 year term)
Officer	4 Ellie Schrot	Secretary	effective May 2025 (3 year term)-Ellie appointed 5.12.25
Officer	5 Cindy Arenberg Seltzer	Treasurer/Finance Chair	effective July 2024 (3 year term)
	6 Amoy Reid	Nominating Com. Chair	effective July 2024 (3 year term)
	7 Renee Podolsky	Audit Com. Chair	effective July 2024 (3 year term)
FINANCE 4 needed for a Quorum	Members appointed by the Chair. Reports directly to the Board and shall consist of at least (5) five Members EXCLUDING CHAIR. No Term Limits		
	1 Cindy Arenberg Seltzer	Chair	effective 07/01/24
	2 Maria Hernandez	Member	effective 06/14/23
	3 Dawn Liberta	Member (Officer)	effective 02/12/24
	4 Renee Podolsky	Member	
	5 Amoy Reid	Member	effective 05/12/25
	6 Laurie Sallarulo	Member (Board Chair)	
	7 Zachary Talbot	Member	effective June 2020
PROGRAM REVIEW 5 needed for a Quorum	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 EXCLUDING CHAIR. No Term Limits		
	1 Maria Hernandez	Chair	effective 05/12/25
	2 Cindy Arenberg-Seltzer	Member (Officer)	effective 07/01/22
	3 Krystie Castillo	Member	effective 02/12/24
	4 Dawn Liberta	Member (Officer)	effective 02/12/24
	5 Renee Podolsky	Member	effective 05/10/23
	6 Laurie Salarullo	Member (Board Chair)	effective 07/01/18
	7 Ellie Schrot	Member (Officer)	effective 06/14/23
	8 Amy Hauser	Member	effective 02/10/25
AUDIT 3 needed for a Quorum	Members elected by Board. Consists of at least (5) five Members including Chair. 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		
	1 Renee Podolsky	Chair	effective July 2024 (3 year term)
	2 Michael Asseff	Member (Officer)	effective 02/12/24
	3 Sharonda Bailey	Member	effective 05/12/25
	4 Ellie Schrot	Member (Officer)	effective September 2024
	5 Traci Schweitzer	Member	effective 02/12/24
GOVERNANCE 4 needed for a Quorum	Members Elected by Board. Consists of at least (5) five Members, EXCLUDING CHAIR. First Vice Chair shall serve as chair of the Governance Committee. No Term Limits		
	1 Dawn Liberta	Chair	effective July 2024 (3 year term)
	2 Michael Asseff	Member (Officer)	effective 06/2020
	3 Kirk Englehardt	Member	effective 09/13/21
	4 Carol Hylton	Member	effective 02/2021
	5 Laurie Sallarulo	Member (Board Chair)	effective 09/15/22
	6 Renee Podolsky	Member	effective 10/06/22
	7 Amoy Reid	Member	effective 10/06/22
NOMINATING 4 needed for a Quorum	Members Elected by Board. Consists of at least (3) three Members who are not Officers of the Coalition . No Term Limits		
	1 Amoy Reid	Chair	effective July 2024 (3 year term)
	2 Michael Asseff	Member (Officer)	effective 7/1/24
	3 Sharonda Bailey	Member	effective 04/27/22
	4 Krystie Castillo	Member	effective 05/12/25
	5 Laurie Salarullo	Member (Board Chair)	
	6 Traci Schweitzer	Member	effective 05/12/25
	7 Julie Winburn	Member	effective 05/2022
AD HOC FUNDRAISING 4 needed for a Quorum Re-established 8/2022 Report to Executive Comm	1 Michael Asseff	Co-Chair (Officer)	Co-Chair effective 06/14/23
	2 Traci Schweitzer	Co-Chair	Co-Chair effective 03/11/24
	3 Krystie Castillo	Member	effective 02/12/24
	4 Kirk Englehardt	Member	effective 09/20/22
	5 Dawn Liberta	Member (Officer)	effective 02/12/24
	6 Amoy Reid	Member	effective 08/10/22
	7 Zachary Talbot	Member	effective 08/30/22
	8 Beverly Batson (Honorary)	Non-Voting Member/ No Quorum	effective 12/16/24



**Early Learning Coalition of Broward County
Finance & Executive Committee Attendance Chart FY 2024-2025**

QUORUM # NEEDED: 4

	FINANCE	Position	Term Started	Term Exp	Aug-27	Oct-01	Dec-10	Jan-28	Mar-04	Apr-29	Jun-03	TOTAL FY ABSENCES
1	Cindy Arenberg Seltzer	Chair	Jul-24		V	V	V	V	V	V		0
2	Maria Hernandez	Member	Jun-23		ABS	V	ABS	V	ABS	V		3
3	Dawn Liberta	Member (Officer)	Feb-24		V	V	V	V	V	V		0
4	Renee Podolsky	Member			V	V	V	V	ABS	V		1
5	Dr. Amoy Reid	Member	05/12/25									0
6	Laurie Sallarulo	Member (Board Chair)			V	ABS	ABS	V	V	V		2
7	Zachary Talbot	Member	Jun-20		V	V	V	V	ABS	V		1

QUORUM # NEEDED: 4

	EXECUTIVE	Position	Term Started	Term Exp	Aug-27	Oct-01	Dec-10	Jan-28	Mar-04	Apr-29	Jun-03	TOTAL FY ABSENCES
1	Laurie Sallarulo	Chair	Apr-14		V	V	ABS	V	V	V		1
2	Dawn Liberta	First Vice Chair/Governance	Jul-24		V	V	ABS	V	V	V		1
3	Michael Asseff	Second Vice Chair	Jul-24		V	V	V	V	V	V		0
4	Ellie Schrot	Secretary	05/12/25									
5	Cindy Arenberg Seltzer	Treasurer/Finance Chair	Jul-24		V	V	V	V	V	V		0
6	Dr. Amoy Reid	Nominating Com. Chair	Jul-24		V	V	V	V	V	V		0
7	Renee Podolsky	Audit Com. Chair	Jul-24		V	V	V	V	ABS	V		1

Members who left During FY 24 - 25 Term

	FINANCE	Position	Term Started	Last Day	Aug-27	Oct-01	Dec-10	Jan-28	Mar-04	Apr-29	Jun-03	TOTAL FY ABSENCES
1	Twan Russell	Member		3/11/2025	V	ABS	ABS	ABS	ABS /LM			4

2												
3												
	EXECUTIVE	Position	Term Started	Last Day	Aug-27	Oct-01	Dec-10	Jan-28	Mar-04	Apr-29	Jun-03	TOTAL FY ABSENCES
1	Monica King	Secretary/PRC Chair	Jul-24	04/30/29	V	ABS	V	V	V	V		1
2												
3												
	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											
	O:\Elc of Broward County\Board - Documents\Board- Committee & Board Meetings\Executive Finance\FY 2024-2025											

Except for Chair an Officers term is for two years. No officer may hold the same elected position for more than (2) term of two years

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>BG1 – At Risk Populations: 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>BG3 – Temporary Assistance for Needy Families (TANF), also referred to as Temporary Cash Assistance (TCA) Families who are receiving TCA, and subject to the federal work requirements.</p> <p>BG3R – Relative Caregiver 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>BG5 – Transitional Child Care (TCC) Family that is transitioning from the receipt of TCA (from a workforce program) into employment, as defined by law.</p> <p>BG8 – Income Eligible Family that is economically disadvantaged. Parent must meet income and work requirements, which include employment, educational activities or disability.</p> <p>CSC – Children's Services Council Vulnerable Populations Program 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	<p>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).</p> <p>There are four environment rating scales, each designed for a different segment of the early childhood field:</p> <p>(ECERS-R) The Early Childhood Environment Rating Scale-Revised (ITERS-R) The Infant/Toddler Environment Rating Scale-Revised (FCCERS-R) The Family Child Care Environment Rating Scale-Revised (SACERS) The School-Age Care Environment Rating Scale</p>
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		<p>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.</p> <p>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.</p>
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 measureable 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	PFP	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.