



**Early Learning Coalition of Broward County, Inc. - Executive Committee Meeting Agenda**  
**June 1, 2021 – 3:00 pm**  
**Virtual Meeting**  
**Meeting Call-In Number: 1 (872)240-3412 Access Code: 534-097-765**  
**Go To Meeting Access: <https://global.gotomeeting.com/join/534097765>**

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

PAGE		
<b>I.</b>	<b>Call to Order</b>	Laurie Sallarulo, Chair
<b>II.</b>	<b>Roll Call</b>	Elsy Silvestre, Executive Assistant
<b>III.</b>	<b>Chair Report</b>	Laurie Sallarulo, Chair
<b>IV.</b>	<b>CEO Report</b>	<b>1</b> Renee Jaffe, CEO
<b>V.</b>	<b>Executive Committee Consent Agenda</b>	Laurie Sallarulo, Chair
	a. Approve March 23, 2021 Executive Committee meeting minutes	<b>3</b>
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	c. EXC215CA2 – BLI FY22 Contract Renewal	<b>8</b>
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	g. EXC325CA6—Webauthor LLC FY22 Contract Renewal	<b>20</b>
	h. EXC215CA7 – United Way FY22 Contract Renewal/Empower Chair	<b>21</b>
<b>VI.</b>	<b>Executive Committee Regular Business</b>	
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	b. EXC215RB2 – Request FY22 Procured Vendor Recommendations go Directly to June 21, 2021 Board Meeting	<b>23</b>
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<b>VIII.</b>	<b>Unfinished Business</b>	
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	<b>Matters from the Board</b>	
	<b>Matters from the CEO</b>	
	<b>Matters from our Partners</b>	
	<b>Public Comment</b>	
	<b>Next Executive Committee: August 24, 2021 at 1:30 PM</b>	
	<b>Adjourn</b>	

**Please Note:** Agenda subject to revisions and additions per the discretion of the Chair of the Coalition. Notification will be sent of any such revisions or additions.  
**Members of the Public:** Please sign up at the entry desk for public comments to be made on particular agenda items no later than five minutes after the Coalition meeting has been called to order.

## **CEO Report**

### **Executive/Finance Committee – June 1, 2021**

#### **Racial Equity**

The ELC hosted its second internal Café event on April 22, 2021 with special guest speaker Dr. Rosalind Osgood, the Chairperson of the Broward County School Board, and now candidate for Florida Senate. The Café series are part of the ELC's commitment to promote racial equity. The ELC is poised to continue to bring awareness and educate staff across the organization by cultivating an understanding of key concepts such as implicit bias, racial equity, institutional and systemic racism.

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

As of May 20th, 1,446 School Readiness children have been enrolled, and the waitlist is at 2,173, slightly down from the 2,206 reported at the April 12<sup>th</sup> board meeting. This very slight drop is probably due to a combination of factors, including the outreach campaign put in place in January, customer to customer word of mouth advertising, and the timing of this report relative to the timing of when ELC staff remove children from the waitlist so their families can be notified that they are being called off the waiting list and can begin the eligibility/enrollment process for the SR program (which is done bi-weekly). Just as meaningful, when the ELC began its enrollment push in November, the first pull from the waitlist brought the lag time between sign-up on the waitlist and being called off the waitlist to almost exactly one year. As of the May 13<sup>th</sup> pull, the lag time between sign-up and being called was 2 ½ months.

In April, the reported attendance rate for School Readiness children was 93% (11,255) and the absence rate was 7% (834). Pre-pandemic, the attendance rate hovered between 96 and 98 percent, but the overall volume of children attending is substantially the same as it was pre-pandemic because of increased enrollment of School Readiness children.

There are currently 575 children who have approved certificates to attend Summer VPK. There are 72 providers who have set up 102 classrooms. Two years ago, 2,175 children attended Summer VPK. There were 74 providers, who had set up 95 classrooms. We expect the small number of children currently enrolled to rise significantly. We have sent notifications to all parents who have, but did not use their school year certificates, and we have pushed Summer VPK through television, radio, and social media. And, traditionally, Summer VPK enrollments happen very close to the beginning of the start of classes. For many providers, classes will not begin until at least mid-June.

#### **COVID-19 Federal Relief Funding**

On May 7<sup>th</sup> OEL received approval to release ELC specific funding allocations and guidance on Phase V funding from the federal Coronavirus Response and Relief Supplemental Appropriations (CRRSA). This is the first portion (\$125.5 million) of the \$635 million from CCRA. Utilizing ELC's CRM (demonstrated at April's board meeting by Hubert), ELC Broward was able to create a simple to complete application for providers to complete and submit. Staff conducted a webinar with approximately 200 providers in attendance to walk child care small businesses through the application process. The webinar is also posted on the ELC website for 24-hour access. To date, we have received 415 provider applications. Payment will begin the first week of June, and the due date for applications is June 4<sup>th</sup>.

OEL is working on a strategy and spending plan for the remaining CCRSA funding as well as \$2 billion in funding for child care stabilization through the American Recovery Plan Act (ARPA) that would allow these funds to be used through 2024. As soon as we have more details about this relief effort and ELC Broward's allocation we will update the Board.

#### **Broward Bookworms**

Approved by the ELC board at its April 12<sup>th</sup> meeting, Broward Bookworms is the free book and learning guide giveaway for Broward's families with young children. After receiving board approval, staff met with Scholastic, the chosen vendor, to discuss data logistics, book packets, and contract execution. The contract was executed May 18<sup>th</sup>, and Broward Bookworms officially kicked off May 19<sup>th</sup> with a letter sent to parents receiving subsidy. Since its launch, we have had more than 3,700 families register to receive books.

Within the next week, Broward Bookworms will also be featured on television through WSFL Channel 39 *Inside South Florida*, on radio, digital email blasts and through social media. Also, because we are using our CRM as the platform for registration, we will be able to analyze geographically where families taking part in Broward Bookworms live in Broward.

### **CLASS Observations**

As the provider School Readiness contracting process for FY 21/22 has been initiated, CLASS observations have begun with our contracted observers and staff. Per OEL rules, sites can use a previous CLASS observation from prior fiscal years that meet current contracting requirements. Our current priority to complete CLASS observations are for those sites that do not have a current or previous score. This includes a mix of newly contracted SR child care programs with the ELC during the pandemic and those sites that have either received a CLASS 1 violation, are now serving over 20% School Readiness children or schools that scored between 3 and 3.49 on a previous assessment which is below the new 21/22 threshold for contracting. Approximately 75 sites are in the process of being observed, and their CLASS scores will be completed by June 30<sup>th</sup>.

### **Representative Woodson Collaboration**

ELC Broward has partnered with Representative Marie Woodson representing District 101, to help bring awareness to the Haitian community about our programs and early learning services. As a trusted voice in the community, we collaborated with the Representative to speak on Haitian Radio WSRF 1580 AM to discuss the importance of early learning and how the ELC can help families in need of financial assistance through our School Readiness program and about the VPK program. We plan to host additional community-focused events to continue to engage the Haitian community.

### **WSFL Collaboration**

Earlier in the year, ELC Broward and WSFL Channel 39 established a partnership to help extend our reach in the community. WSFL provided the ELC opportunity to be guests weekly on their new TV show *Inside South Florida* with Jason Carter. ELC topics range from awareness of School Readiness services, VPK services, CCR&R, literacy and quality efforts and resources. The weekly show airs every Wednesday at 9:30 am. To watch previous segments, [click here](#).

### **K-Readiness Rate**

Because of the pandemic, while the Kindergarten Readiness Screener (FLKRS) was administered early in the 20/21 school year, most children in Broward County did not have the opportunity to take the screener in-person upon entry into Kindergarten (due to low Kindergarten enrollment and because the screener was only available to brick and mortar students). That said, the State still conducted/scored the screener for children who could be tested. For the 2019-20 school year, Broward County had 18,022 children screened, with 9,052 (50%) scoring as ready for Kindergarten. For the 2020-21 school year, Broward County had 6,507 children screened, with 4,265 (66%) scoring as ready for Kindergarten. This year due to the pandemic, VPK provider kindergarten readiness scores were not assigned to VPK programs for the children who completed their program during the 19/20 school year.

### **Return2work Panel**

Renee Jaffe was invited to participate in a Virtual Town Hall called Return 2 Work organized by Lauderhill Commissioner Melissa Dunn. The Virtual Town Hall featured local Mayors, Commissioners, and State elected officials from Lauderhill, Plantation, and Fort Lauderdale and was hosted by Constance Jones of NBC 6. Renee joined an expert panel of local leaders from CareerSource, OIC, the Greater Fort Lauderdale Alliance, and the Urban League. They discussed the current state of employment, employment initiatives and innovative approaches to ensuring greater employment and livability in Broward County including the importance of maintaining safe, affordable, and quality child care services for working families in our community as we move farther along the economic recovery from the COVID-19 Pandemic.



Early Learning Coalition of Broward County, Inc.  
**Executive Committee Meeting Minutes**  
**March 23, 2021 – 1:30 pm**  
 Virtual Meeting

Members in Attendance	Chair, Laurie Salarullo; Dawn Liberta, Michael Asseff; Richard Campillo; Khalil Zeinieh; Cindy Arenberg-Seltzer; Monica King; Twan Russell
Members Absent	
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Hubert Cesar, CIO; Howard Bakalar, CPO; Judith Merritt COO; Allison Metsch, Director of Education & Quality Initiatives; Reiner Potts, Financial Analyst; Stephanie Landreville, Controller; Pablo Calvo, Director of Community Engagement, Elsy Silvestre, Executive Assistant
Others in Attendance	Jacob Jackson, General Counsel

Item	Action/Discussion
Welcome & Call to Order	Chair Laurie Salarullo called the meeting to order at 2:47 pm. Roll was called and a quorum was established.
Chair Report	Chair welcomed everyone to the meeting. Chair stated that she did not have anything to report.
CEO Report	Renee mentioned that ELC is awaiting \$635M Cares II and waiting for \$2B part of American Rescue Plan of 2021. These are dollars that the ELC is wanting to distribute to our providers that are struggling financially. OEL is strategizing on how to use the American Rescue Plan dollars. We are waiting for actual amounts.
<b>CONSENT AGENDA</b>	
a. Approve February 2, 2021 Executive Committee meeting minutes	There was a <b>Motion</b> to approve the Consent Agenda by Dawn Liberta and <b>Seconded</b> by Michael Asseff. <b>Motion Passes. Unanimously approved.</b>
<b>REGULAR BUSINESS</b>	<b>CEO Evaluation Tool</b>
a. EXC214RB1 – CEO Evaluation Tool	The COO discussed the DRAFT CEO Evaluation tool that was developed and drafted. At the last Executive Committee Meeting on February 2, 2021 the committee discussed the proposed draft and recommended some changes be made. This draft has been revised to include the suggested changes.  There was a <b>Motion</b> to approve the CEO Evaluation Tool by Dawn Liberta and <b>Seconded</b> by Michael Asseff. <b>Motion Passes. Unanimously approved.</b>

<b>NEW BUSINESS</b>	There was no discussion.
<b>MATTERS FROM CHAIR</b>	There was no discussion.
<b>MATTERS FROM COMMITTEES</b>	There was no discussion.
<b>PUBLIC COMMENT</b>	There was no comment.
<b>NEXT MEETING DATE</b>	June 1, 2021 at 3:00 PM
<b>ADJOURN</b>	<b>A Motion</b> was made by Cindy Arenberg-Seltzer to adjourn at 3:14 PM.

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

DRAFT

<b>ITEM/MEETING</b>	EXC215CA1 / EXECUTIVE COMMITTEE
<b>DATE:</b>	June 1, 2021
<b>SUBJECT:</b>	Annual Revision of Federal Poverty Level Sliding Fee Schedule
<b>TIES TO PILLAR</b>	Pillar One – Deliver Outstanding Eligibility, Enrollment and Payment Services
<b>FOR ACTION:</b>	Yes
<b>RECOMMENDED ACTION:</b>	<b>Approve Revised Sliding Fee Schedule, Effective July 1, 2021</b>
<b>FINANCIAL IMPACT:</b>	None
<b>ELC STAFF LEAD</b>	C. Klima

**Background:**

Each year, the Office of Early Learning (OEL) requires Early Learning Coalitions to update the schedule of parent co-payments based on revised Federal Poverty Levels (FPL) issued by the Federal Government. Since the updated sliding fee scale will be incorporated into ELC’s annual plan required by OEL, it must be approved by the Board.

The goal of the sliding fee scale is to encourage economic self-sufficiency by gradually increasing the parent’s proportionate share of child care costs without creating a barrier to families’ in receipt of assistance.

Families with incomes at or below 150% of the FPL are eligible to be enrolled from the waiting list into School Readiness subsidized child care. The FPL income limits are shown on the attached scale according to family size highlighted in yellow. However, once a family has been enrolled and is receiving child care services, their income is measured by a different scale, the State Median Income (SMI), which is generally higher. Families may continue to receive services until they reach 85% of the State Median Income. The SMI limits are shown on the scale according to family size in red.

OEL recommends that Coalitions set family copayment rates for families that are at or below 150% of FPL at less than 10% of the family income. Broward’s fees for this group range from approximately .05% at the low end and up to approximately 8.5% of gross annual income for the highest incomes.

Family copayments are waived for families with children who are at risk of child abuse or neglect.

**Current Status:**

In March 2021, OEL released the revised income limits based on the most recent Federal Poverty Level and requested that Coalitions update their sliding fees scales. The updated scale was submitted to OEL on the April 1, 2021 due date pending ELC Board approval and OEL has approved it.

The updated 2022 scale will leave family co-payments unchanged in most cases and may even result in a decrease for some. No families will experience an increase in co-payments because of the change. OEL waived parent copays during the pandemic from April 1, 2020 until December 31, 2020. The waivers lapsed briefly from January through April 2021 and they were waived again starting May 1, 2021 for May and June. Staff anticipate that copays will remain waived for the foreseeable future.

**Supporting Documentation:**

- Updated Sliding Fee Scale

Sliding Fee Scale for  
Effective date

Broward County Coalition  
July 1, 2021

**Florida's Office of Early Learning  
SLIDING FEE SCHEDULE**

**DAILY FEE**

----- Annual Gross Income - Number of persons in Family -----

Full-Time	Part-Time	FPL as indicated unless exceeds	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
0.73	0.55	85% SMI	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		50%FPL	6,440	8,710	10,980	13,250	15,520	17,790	20,060	22,330	24,600	26,870	29,140	31,410	33,680	35,950	38,220
1.35	1.01	75%FPL	6,441	8,711	10,981	13,251	15,521	17,791	20,061	22,331	24,601	26,871	29,141	31,411	33,681	35,951	38,221
			9,660	13,065	16,470	19,875	23,280	26,685	30,090	33,495	36,900	40,305	43,710	47,115	50,520	53,925	57,330
2.08	1.56		9,661	13,066	16,471	19,876	23,281	26,686	30,091	33,496	36,901	40,306	43,711	47,116	50,521	53,926	57,331
			12,879	17,419	21,959	26,499	31,039	35,579	40,119	44,659	49,199	53,739	58,279	62,819	67,359	71,899	76,439
4.14	3.11	FPL	12,880	17,420	21,960	26,500	31,040	35,580	40,120	44,660	49,200	53,740	58,280	62,820	67,360	71,900	76,440
			15,027	20,324	25,621	30,918	36,214	41,511	46,808	52,105	57,402	62,698	67,995	73,292	78,589	83,886	89,183
4.91	3.68		15,028	20,325	25,622	30,919	36,215	41,512	46,809	52,106	57,403	62,699	67,996	73,293	78,590	83,887	89,184
			17,174	23,228	29,281	35,335	41,389	47,442	53,496	59,550	65,603	71,657	77,711	83,764	89,818	95,871	101,925
5.52	4.14		17,175	23,229	29,282	35,336	41,390	47,443	53,497	59,551	65,604	71,658	77,712	83,765	89,819	95,872	101,926
		85% SMI															
		150%FPL	19,320	26,130	32,940	39,750	46,560	53,370	60,180	66,990	73,800	80,610	87,420	94,230	101,040	107,850	114,660
8.33	6.25		19,321	26,131	32,941	39,751	46,561	53,371	60,181	66,991	73,801	80,611	87,421	94,231	101,041	107,851	114,661
			20,071	27,146	34,220	41,295	48,370	55,444	62,519	69,594	76,668	83,743	90,818	97,892	104,967	112,042	119,116
9.53	7.15	85% SMI	20,072	27,147	34,221	41,296	48,371	55,445	62,520	69,595	76,669	83,744	90,819	97,893	104,968	112,043	119,117
			20,822	28,161	35,501	42,840	50,179	57,519	64,858	72,197	79,537	86,876	94,215	98,555	101,555	108,894	116,234
10.73	8.05	85% SMI	20,823	28,162	35,502	42,841	50,180	57,520	64,859	72,198	79,538	86,877	94,216	101,556	108,895	116,235	123,574
			21,573	29,177	36,781	44,385	51,989	59,593	67,197	74,801	82,405	90,009	96,584	97,613	105,217	112,821	120,425
11.93	8.95	85% SMI	21,574	29,178	36,782	44,386	51,990	59,594	67,198	74,802	82,406	90,010	97,614	105,218	112,822	120,426	128,030
			22,324	30,192	38,061	45,930	53,799	61,667	69,536	77,405	85,273	93,142	101,011	108,880	116,748	124,617	132,486
13.13	9.85	85% SMI	22,325	30,193	38,062	45,931	53,800	61,668	69,537	77,406	85,274	93,143	101,012	108,881	116,749	124,618	132,487
			23,075	31,208	39,341	47,475	55,608	63,742	71,875	80,008	88,142	94,613	96,275	104,409	112,542	120,675	128,809

<b>14.33</b>	<b>10.75</b>		23,076	31,209	39,342	47,476	55,609	63,743	71,876	80,009	88,143	96,276	104,410	112,543	120,676	128,810	136,943
		<b>185%FPL</b>	23,828	32,227	40,626	49,025	57,424	65,823	74,222	82,621	91,020	99,419	107,818	116,217	124,616	133,015	141,414
<b>15.53</b>	<b>11.65</b>	<b>85% SMI</b>	23,829	32,228	40,627	49,026	57,425	65,824	74,223	82,622	91,021	99,420	107,819	116,218	124,617	133,016	141,415
			24,794	33,534	42,273	51,013	59,752	68,492	77,231	85,971	94,710	103,450	112,189	120,929	129,668	138,408	147,147
<b>16.73</b>	<b>12.55</b>		24,795	33,535	42,274	51,014	59,753	68,493	77,232	85,972	94,711	103,451	112,190	120,930	129,669	138,409	147,148
		<b>200%FPL</b>	25,760	34,840	43,920	53,000	62,080	71,160	80,240	89,320	98,400	107,480	116,560	125,640	134,720	143,800	152,880
<b>17.93</b>	<b>13.45</b>	<b>85% SMI</b>	25,761	34,841	43,921	53,001	62,081	71,161	80,241	89,321	98,401	107,481	116,561	125,641	134,721	143,801	152,881
			27,692	37,453	47,214	56,975	66,736	76,497	86,258	96,019	105,780	115,541	125,302	135,063	144,824	154,585	164,346
<b>19.13</b>	<b>14.35</b>	<b>85% SMI</b>	27,693	37,454	47,215	56,976	66,737	76,498	86,259	96,020	105,781	115,542	125,303	135,064	144,825	154,586	164,347
			29,624	40,066	50,508	60,950	71,392	81,834	92,276	102,718	113,160	123,602	134,044	144,486	154,928	165,370	175,812
<b>20.33</b>	<b>15.25</b>	<b>85% SMI</b>	29,625	40,067	50,509	60,951	71,393	81,835	92,277	102,719	113,161	123,603	134,045	144,487	154,929	165,371	175,813
			<b>34,166</b>	<b>44,678</b>	<b>55,191</b>	<b>65,703</b>	<b>76,216</b>	<b>86,728</b>									

Parents receiving hourly care pay up to the part time fee.

Note: 10% Parent Fee was calculated using 260 days.

Refer to 6M-4.400, F.A.C.

**Income** 85% State Median Income:Upper threshold for eligibility

2021  
LIHEAP Poverty Level (FPL) effective January 13, 2021  
IM 2020-02 State Median Income Estimates

Please answer the following questions:

(1) If there is a sibling discount what is the percentage? **25%**

(2) If any family pays more than 10% of their gross income for child care, please complete and attach the justification form that explains how the fees will not limit parent access to services. **Please See Plan Amendment**



<b>ITEM/MEETING</b>	EXC215CA2 / EXECUTIVE COMMITTEE
<b>DATE:</b>	June 1, 2021
<b>SUBJECT:</b>	Business Leadership Institute (BLI) Contract
<b>TIES TO PILLAR</b>	Pillar Two – Provide Quality Early Care Opportunities
<b>FOR ACTION:</b>	Yes
<b>RECOMMENDED ACTION:</b>	<b>Approve renewal of contract with Business Leadership Institute for Business Development Training for Child Care Operators</b>
<b>FINANCIAL IMPACT:</b>	\$50,000
<b>ELC STAFF LEAD</b>	C. Klima

**Background Information:**

At its December 19, 2019 meeting, the ELC board selected the Business Leadership Institute’s (BLI) proposal to conduct business development training for child care operators. The board approved an initial contract for BLI that began in February 2020 and ends June 2020, with two (2) optional 12-month renewal periods for FY 2020/21 and FY 2021/22 (subject to ELC Board approval). During this initial contract, BLI was to create program collaterals, application forms, and measurement instruments with ELC staff approval, and to jointly interview and choose, with ELC staff, a cadre of at least twenty (20) program participants. Once chosen, these program participants would participate in a minimum of eight (8) daylong workshops designed to build business acumen. Participants would also receive assistance creating an individualized business plan; and receive support and guidance through a BLI mentor (program alumni operating successful child care businesses, assigned to each participant).

**Current Status:**

The Business Leadership Institute worked closely with ELC staff through its initial contract to develop and agree upon program collaterals, applicant questionnaires, and measurement indicators and tools. BLI and staff jointly interviewed applicants for the FY 20/21 class, and agreed on twenty-three participants. Additionally, ELC staff and BLI agreed upon the outcomes and measurements recommended by the ELC’s Program Review Committee and approved by the ELC board.

As it has with all other aspects of work and life, the pandemic made it necessary to shift plans a bit. All workshops have been conducted virtually, with BLI hosting through a zoom platform. BLI uses Zoom effectively, giving all participants opportunities to ask questions, and strategically using break out rooms for small group exercises. Additionally, all participants must have their cameras turned on to ensure full engagement in the workshops. As stipulated in the contract, all students have been assigned a mentor, and mentors work with students to reinforce lessons learned during the workshops.

BLI began its monthly classes in September, and recognizing the partnership created in the rollout of these courses, ELC staff has been attending the majority of the classes. ELC staff also conducted a 3-hour training during one of the modules, and this became the precursor to its bi-monthly A Team training series. Based on questions and feedback from the BLI students, ELC modified its training to more directly address specific aspects of doing business with the ELC.

**Outcome Attainment to Date:**

At this point in the fiscal year, the only outcome currently measureable is student attainment of newly acquired skills, following each workshop, using a pre/post measurement instrument. In the first four workshops of the 8 workshop year, post-test skill attainment is at an average level of 66 percent. This is due to only a 50 percent skill attainment registered for one workshop. That workshop’s test questions, as well as the content, is being reviewed by BLI and workshop presenters for quality improvement purposes.

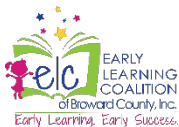
Additionally, while the plan originally was to use amount of staff turnover as one measure of business success, the pandemic has made this measurement insignificant and impossible to determine this year, and possibly next year, as the industry has not yet begun to stabilize. Staff is recommending this outcome requirement be suspended in both the current contract and the FY 2021/22 contract.

**Recommendation:**

Program Review Committee recommends that the ELC Board approve the contract renewal with BLI for Business Development Training for Child Care Operators for FY 21-22.

**Supporting Documentation:**

- Contract Fact Sheet



## BUSINESS AND LEADERSHIP INSTITUTE (BLI) 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:** Business Leadership Skills Training

**CONTRACT NUMBER:** POC21-0013

**POINT OF CONTACT:** Robyn Perlman  
Founder and CEO, BLI

**PROCUREMENT:** Request for Proposals

**CONTRACT TYPE:** Consultant

**BUDGET AMOUNT:** \$50,000

**METHOD OF PAYMENT:** Cost Reimbursement by Invoice

**PAYMENT SCHEDULE:** Upon Completion of Milestones, not more often than monthly

**TERM:** July 1, 2021 to June 30, 2022

**PARTICIPANT ELIGIBILITY:** A cadre of at least twenty (20) students who are either child care owners or directors, or who have the potential to become owners/directors in the near future. Students must apply for acceptance as cadre members, and all applications must be jointly approved by both BLI and the ELC.

**SCOPE OF WORK:** Contractor will provide a minimum of eight (8) workshops, either in-person, virtual, or a combination of both, that will last a minimum of five (5) hours in duration each. It is expected that each five-hour workshop will cover a range of topics under one general heading. For example, termination of employees and successful onboarding may be two topics covered under a Human Resources workshop.

The workshop headings are:

1. Growth Mindset: How Successful People Think
2. Introduction to Creating a Sound Business Model: An Overview of Components for Success
3. Contracts, Reimbursements, Reconciliations, and Risk Management
4. Child Care Compliance; Conversion and Closing: The Sales Cycle

5. Business Development: Pursuing Leadership and Success
6. Marketing
7. Financial Management: Minding Your Business and Your Money
8. Human Resources: Investing in Human Capital  
Real Estate: Location, Leasing, Owning, and Negotiating

These workshops will take into account the changing landscape caused by the global pandemic, and business models, as well as these workshops, will be created and led with this game changing factor in mind. Also, program participants will be issued Continuing Education Units (CEU's) for completion of these workshops.

In addition to the workshops, all cadre members will work with assigned mentor/alumnus of BLI to reinforce lessons learned during the training series, to develop and review business plans, and to gain general business acumen.

**DELIVERABLES:**

Provide written reports to accompany monthly invoices tracking attendance (virtual or in person) of both the cohort members and any/all other attendees at all workshops, pre and post-test data for each workshop, and report monthly on progress on each performance measure listed below.

**PERFORMANCE MEASURES:**

- Student Cadre Training Participants will demonstrate progress toward attainment of at least 50% of organizational goals six (6) months post program completion.
- 75% of Student Cadre Training Participants will gain business knowledge from assigned Coaches/Mentors, using a measurement instrument approved prior to contract execution.
- Positive difference in assessment of Business Financial Viability, including a decrease in staff turnover, using a measurement instrument approved prior to contract execution.  
\*\* this outcome expectation will be suspended until the FY 22-23 contract.
- 85% of Student Cadre participants will report being Satisfied or Highly Satisfied with the Business Training Program, using a measurement instrument that will include comment boxes, and will be approved prior to contract execution.
- 75% of all workshop participants will demonstrate newly acquired skills, following each workshop, using a pre/post measurement approved prior to contract execution.



<b>ITEM/MEETING</b>	EXC215CA3 / EXECUTIVE COMMITTEE
<b>DATE:</b>	June 1, 2021
<b>SUBJECT:</b>	Children’s Forum INCENTIVE\$ Agreement FY 2022
<b>TIES TO PILLAR</b>	Pillar Two – Provide Quality Early Care Opportunities
<b>FOR ACTION:</b>	Yes
<b>RECOMMENDED ACTION:</b>	Approve Six-Month Extension of Children’s Forum INCENTIVE\$ Agreement in FY 2022, Pending OEL Grant Agreement Issuance and Legal Review
<b>FINANCIAL IMPACT:</b>	\$225,450 FY22 Budget
<b>ELC STAFF LEAD</b>	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 retaining 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 more than 10 years ELC has partnered with the Children’s Forum, the sole licensee in Florida for the North Carolina-Based Child Care INCENTIVE\$® Program to administer the program in Broward County. In FY 18-19, ELC signed a new one-year Contract with Children’s Forum with up to 2 one-year renewal options. The Children’s Forum currently projects it will reward approximately 400 teachers with supplements. For FY 21, the average six-month salary supplement is projected to be approximately \$559 per participant. In FY 20-21 year to date, the turnover rate for INCENTIVE\$ participants is currently only 8%, compared to a national average of 40%. Stipends under this program account for approximately 90% of the estimated \$385K that ELC anticipates paying out to educators this year.

In FY 22 ELC and Children’s Forum will devise outreach strategies to align INCENTIVE\$ recruitment with ELC’s local Quality Initiative, prioritizing programs with staff retention issues or professional development needs. In addition, Children’s Forum has proposed increasing the stipend scale that would increase the stipend for most participants with participants completing the highest educational levels benefiting the most.

**Current Status**

Since all available contract renewals with this Sub Recipient will be exhausted as of June 30, 2021 ELC cannot renew this Agreement for another full fiscal year at this time. Instead ELC staff recommend extending the contract by an additional six months (as allowed by the current OEL Grant Agreement) pending OEL’s release of updated terms and conditions for the FY22 Grant Agreement. These updated terms and conditions will then be incorporated into a new 3-year Sub Recipient Agreement cycle with the Children’s Forum, along with an updated scope of work, by the September 2021 Board meeting. Staff also recommend including acceptance of the higher stipend scale in the six-month extension.

The budget remains unchanged from the prior year except that it is pro-rated for a six-month period:

Salary Supplements	\$175,000
Outreach and Eligibility Determination	40,450
Administrative Costs	10,000
<b>Total</b>	<b>\$225,450</b>

**Supporting Documentation**

Contract 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:** FORUM-WAGE\$-20-ELC7

**POINT OF CONTACT:** Lori Stegmeyer  
Program Director

**PROCUREMENT:** Single Source

**CONTRACT TYPE:** Sub Recipient

**BUDGET AMOUNT:** \$225,450 (6-Month Extension)

**METHOD OF PAYMENT:** Invoice

**PAYMENT SCHEDULE:** Monthly

**TERM:** July 1, 2021 to December 31, 2021

**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.

## INCENTIVE\$ SCALE side by side

Career Pathway Designation	Valid Period	Old Level	New Level	Education and/or Credentials	Proposed Annual Incentive	Current Annual Incentive	Percent Increase
<b>ECE III</b>		8	8	<ul style="list-style-type: none"> <li>• Bachelor Degree or higher in ECE</li> <li>• Bachelor Degree or higher with 36 credit hours in ECE</li> </ul>	\$5,000	\$3,000	67%
		8	7	<ul style="list-style-type: none"> <li>• Bachelor Degree or higher with 24 credit hours in ECE</li> </ul>	\$3,500	\$3,000	16%
<b>ECE II</b>		7	6	<ul style="list-style-type: none"> <li>• Associate Degree in ECE</li> <li>• Associate Degree or higher with 21 credit hours in ECE</li> </ul>	\$2,250	\$2,250	0%
		6	5	<ul style="list-style-type: none"> <li>• Bachelor Degree or higher with 12 credit hours in ECE</li> <li>• Associate Degree with 18 credit hours in ECE</li> <li>• 90 credit hours toward a Bachelor Degree with 15 credit hours in ECE</li> </ul>	\$1,600	\$1,500	7%
	2 years*	5	4	<ul style="list-style-type: none"> <li>• Bachelor Degree or higher</li> <li>• Associate Degree with 12 credit hours in ECE</li> <li>• 45 credit hours with 15 credit hours in ECE</li> </ul>	\$1,200	\$1,125	7%
	2 years*	4	3	<ul style="list-style-type: none"> <li>• Associate Degree</li> <li>• 70 credit hours of well-rounded coursework</li> <li>• 36 credit hours with 12 credit hours in ECE</li> <li>• 36 credit hours plus a National CDA or Florida Staff Credential</li> </ul>	\$850	\$750	13%
	2 years*	3	2	<ul style="list-style-type: none"> <li>• 24 credit hours with 12 credit hours in ECE</li> </ul>	\$650	\$600	8%
<b>ECE I</b>	2 years*	2	1	<ul style="list-style-type: none"> <li>➤ 12 credit hours in ECE or CD</li> <li>➤ National CDA or Florida Staff Credential</li> </ul>	\$450	\$450	0%
		1	---	This level was collapsed with # 2 since the staff credential articulates to the same amount of credit as a national CDA	---	\$200	n/a
<b>Foundation</b>	One time			<ul style="list-style-type: none"> <li>➤ Registry recognition – foundation level bonus</li> </ul>	\$100	---	100%

\* Funding for levels 1 through 4 have a continuing education requirement. Center-based educators awarded at levels 1 through 4 must complete at least three ECE college credit hours within two years to retain eligibility. Family child care educators must complete the course requirement within three years for continued funding. Notes: ECE credit hours is coursework that is focused on Birth – 5 year olds, typically Early Childhood Education or Child Development



<b>ITEM/MEETING</b>	EXC215CA4 / EXECUTIVE COMMITTEE
<b>DATE:</b>	June 1, 2021
<b>SUBJECT:</b>	211 Broward FY22 Sub Recipient Services
<b>TIES TO PILLAR</b>	Pillar One – Deliver Outstanding Eligibility, Enrollment and Payment Services
<b>FOR ACTION:</b>	Yes
<b>RECOMMENDED ACTION:</b>	<b>Approve Second Year Renewal with 211 Broward</b>
<b>FINANCIAL IMPACT:</b>	\$461,092 FY21-22 Budget
<b>ELC STAFF LEAD</b>	C. Klima

**Background Information:**

In February 2019, the Board voted to allow 211 Broward’s current Sub Recipient Agreement for CCR&R Services to sunset and replace it with a new sole-sourced Sub Recipient agreement in the amount of \$462,000. After a joint review of call traffic and options, both agencies agreed that it would make sense for ELC to handle all child care service related calls directly while continuing to leverage the unique role 211 plays as the FCC-designated resource for all other community services in Broward. ELC also sought to leverage 211’s high quality customer service trainings to reinforce continuous community collaboration between child care and other community referral services. The ELC Board approved the Sub-Recipient Agreement at the June 6, 2019 board meeting for one year with up to two additional one-year renewals.

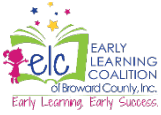
This Sub Recipient Agreement is in its third year of a three-year contract. The renewal term of the Agreement is unchanged and the Contract shall not exceed Four Hundred Sixty-One Thousand Ninety-Two Dollars (\$461,092). The Program Review Committee will review the contract during FY 22 prior to the end of the contract cycle.

**Current Status/Recommendation**

ELC staff recommend that the Board approve the FY 21-22 second year renewal to the 211 contract.

**Supporting Documentation:**

- Contract Fact Sheet



## 211 CONTRACT FACT SHEET

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**CONTRACT NAME:** 2-1-1 Broward (First Call for Help of Broward, Inc.)

**CONTRACT NUMBER:** 211-19-ELC1

**POINT OF CONTACT:** Frank Isaza, COO  
First Call for Help of Broward, Inc.  
250 NE 33<sup>rd</sup> St  
Oakland Park, FL 33334

**PROCUREMENT:** Sole Source February 2019

**CONTRACT TYPE:** Sub Recipient ELC funded

**BUDGET AMOUNT:** \$461,092

**METHOD OF PAYMENT:** Cost Reimbursement

**PAYMENT SCHEDULE:** Monthly

**TERM:** July 1, 2021 through June 30, 2022

**SCOPE OF WORK:** To provide resource support, outreach, call routing, customer service training and overflow call answering support to ELC's CCR&R-Customer Service Unit.

**DELIVERABLES:**

- (1) Updated and Accessible Community Resource Directory for ELC Clients
- (2) Documented Results of at least 36 Outreach Events
- (3) All CCR&R and ELC Service Related Calls Directed to ELC Certified Counselors
- (4) Seamless Supplemental Community Resource Referrals (Via Warm Handoff)
- (5) Seamless Outage and Overflow Coverage for ELC Client Inquiries
- (6) High Quality Customer Service Training for ELC Staff.

**PERFORMANCE MEASURES:**

- (1) ELC CCR&R Counselors will have access to a continuously updated Directory of Community Services in Broward tailored to comply with OEL CCR&R Grant Agreement standards.
- (2) One hundred percent (100%) of callers seeking CCR&R or Other ELC Services shall be referred to ELC for follow up [Measured by Call Traffic Reports and Secret Shopper Inquiries].
- (3) Call overflow and "Warm Handoff" transfers of calls from ELC to 211 Broward are handled seamless with minimal disruption to ELC clients. [Measured by Call Traffic Reports and Secret Shopper Inquiries]

- (4) Ninety-five percent (95%) of ELC staff participating in 211's Customer Service training series will demonstrate knowledge of new skills and techniques [Measured by pre and post training knowledge tests]
- (5) First Call for Help, Inc. spending forecasts and analyses, and budget management shall result in balanced fiscal year budgets, with no deficit spending and with no significant surplus of funds that have been contracted for services. [Measured by ELC records.]

**REPORTS:**

- (1) Monthly Call Traffic and Outreach Event Reports
- (2) Customer Service training Pre and Post Tests



<b>ITEM/MEETING</b>	EXC215CA5 / EXECUTIVE COMMITTEE
<b>DATE:</b>	June 1, 2021
<b>SUBJECT:</b>	Keefe McCullough Single Audit and Support Contract
<b>TIES TO PILLAR</b>	Pillar Five – Strengthen and Develop the ELC Broward Organization
<b>FOR ACTION:</b>	Yes
<b>RECOMMENDED ACTION:</b>	<b>Approve Renewal of Keefe McCullough Single Audit &amp; Support Services Contract FY2022</b>
<b>FINANCIAL IMPACT:</b>	\$42,500 FY 22 Budget
<b>ELC STAFF LEAD</b>	C. Klima

**Background:**

In the Grant Agreement between the Office of Early Learning (OEL) and the Early Learning Coalitions, OEL mandates that all Early Learning Coalitions in the State of Florida receive an annual audit of financial statements and program compliance of major federal awards, as well as tests of internal controls as required under the Single Audit Act. In February 2020, ELC selected Keefe McCullough, a Fort Lauderdale based CPA firm that specializes in not for profits, to provide single audit services for 5-year auditor Agreement Cycle. On February 17, 2021 the Board accepted the First Single Audit Report for the fiscal year ended June 30, 2020.

The Scope of Services for the Agreement includes:

- Annual Single Audit
- Annual 403B Retirement Plan Audit
- Preparation of IRS Form 990
- Preparation of DOL 403B Retirement Plan Form 5500
- On-going Advisory Services for IRS Compliance
- Ad hoc technical assistance and feedback in response to Coalition questions throughout the year,
- Sponsorship of 8 hours of CPE training for Coalition Finance and Accounting Staff
- Access to online CPE training at Vendor firm rates for Coalition Finance and Accounting Staff

**Current Status:**

Staff recommends exercising the first renewal option for an additional fiscal year from July 1, 2021 to June 30, 2022. The contract will be amended in the first quarter of FY 2022 when the Audit Committee approves engagement letters with specific parameters for the upcoming Audit of FY2021.

**Supporting Documentation:**

None

<b>ITEM/MEETING</b>	EXC215CA6 / EXECUTIVE COMMITTEE
<b>DATE:</b>	June 1, 2021
<b>SUBJECT:</b>	Webauthor FY 2022 Contract Renewal for Flex System Software as a Service
<b>TIES TO PILLAR</b>	Pillar Five – Strengthen and Develop the ELC Broward Organization
<b>FOR ACTION:</b>	Yes
<b>RECOMMENDED ACTION:</b>	<b>Approve Renewal of Webauthor Flex System Software as a Service Contract FY 2022</b>
<b>FINANCIAL IMPACT:</b>	\$65,000 FY 2022 Budget
<b>ELC STAFF LEAD</b>	C. Klima

**Background:**

In February 2020 ELC executed an agreement with Webauthor LLC for unlimited software as a service license for the Flex System CRM product following a public procurement process in December 2019. The contract for services was renewed for a full fiscal year on July 1, 2020 and up to three (3) additional one-year renewal terms remain.

Flex system software allows ELC to easily create customized, paperless workflows, public-facing forms for providers, partner agencies and the public and specialized data tracking modules. Flex system has allowed ELC to automate and manage sign-up for provider grants, family book packs and provider match participation. It has created seamless links for child care referrals from Career Source and CSC-funded family support agencies. Internally, it is being used to track waitlist enrollment mailings, family services task assignments, customer inquiries, VPK assessment kits and ELC equipment.

In FY22, staff plan to roll out paperless purchasing and HR authorization workflows, tracking logs for scheduled redeterminations, provider contract renewals, health and safety violations, provider monitoring, quality assurance reviews, and more. Integrations with SAMIS, financial & payroll software and benefits sign up modules are also planned.

The system currently serves about 1,058 users inside and outside of the ELC. While the agreement stipulates unlimited user licenses for a fixed \$5,000 monthly fee, the cost per user works out to less than \$5 or about 1/10<sup>th</sup> of the cost of comparable systems that charge fees on a per user basis.

**Current Status:**

Staff recommends exercising the second renewal option for an additional fiscal year from July 1, 2021 to June 30, 2022.

**Supporting Documentation:**

None

<b>ITEM/MEETING</b>	EXC215CA7 / EXECUTIVE COMMITTEE
<b>DATE:</b>	June 1, 2021
<b>SUBJECT:</b>	Empower ELC Board Chair to Execute the FY22 United Way Contract
<b>TIES TO PILLAR</b>	
<b>FOR ACTION:</b>	Yes
<b>RECOMMENDED ACTION:</b>	<b>Approve Empowering ELC Board Chair to Execute the FY22 United Way Contract Pending Legal Review</b>
<b>FINANCIAL IMPACT:</b>	TBD Pending Final Commitment from United Way
<b>ELC STAFF LEAD</b>	C. Klima

**Background Information:**

United Way of Broward County (United Way) has provided match funding for School Readiness dollars since the inception of the Early Learning Coalition. This funding allows ELC to draw down federal funds for the provision of child care services for Broward families. Historically, United Way has been Broward’s single largest source of Title XX match funds and has been a key partner in assisting ELC to meet OEL School Readiness Program local participation requirements. In FY 2019-20, United Way provided \$325,000 for this match, however the funding had to be reduced for FY20-21 because of the economic challenges of the Coronavirus Pandemic.

The final dollar amount and commitment for FY 22 is still pending finalization of United Way’s budget.

**Current Status:**

Since United Way might not finalize their commitment until after the ELC Board breaks for the summer, staff requests that the ELC Board Chair be empowered to execute the FY 22 United Way Contract when it is issued.

**Recommendation:**

Committee recommends that the Board empower ELC Board Chair to Execute the United Way Contract for FY 21-22 pending legal review.

<b>ITEM/MEETING</b>	EXC215RB1 / EXECUTIVE COMMITTEE
<b>DATE:</b>	6/1/2021
<b>SUBJECT:</b>	Pending Issuance of FY 2022 OEL Grant Agreement Contract
<b>TIES TO PILLAR</b>	N/A
<b>FOR ACTION:</b>	Yes
<b>RECOMMENDED ACTIONS:</b>	<b>Empower Board Chair to Execute OEL FY 2022 Grant Agreement Contract, pending legal Review</b>
<b>AS RECOMMENDED BY</b>	N/A
<b>FINANCIAL IMPACT:</b>	TBD Pending Issuance of Notice of Award
<b>ELC STAFF LEAD</b>	C Klima

**Background/History**

Due to recent legislation changing the Office of Early Learning (OEL)’s governance structure and the ongoing impact of the pandemic, OEL has not yet issued revised terms and conditions of the annual Grant Agreement that supplies the majority of the funding and operation guidelines for Early Learning Coalitions throughout Florida. OEL will meet with the Coalitions to go over the updated Agreement during the month of June 2021 and must issue the final terms and conditions for execution on or before June 30, 2020.

**Current Status**

Since the amendment might not be issued until after the ELC Board breaks for the summer, staff requests that the ELC Board Chair be empowered to execute the FY 2022 OEL Grant Agreement when it is issued as has been the practice in previous years.

**Supporting Documentation**

None

<b>ITEM/MEETING</b>	EXC215RB2 / EXECUTIVE COMMITTEE
<b>DATE:</b>	6/1/2021
<b>SUBJECT:</b>	Vendor Selection Recommendations for FY 2022 Procurements Currently Underway
<b>TIES TO PILLAR</b>	N/A
<b>FOR ACTION:</b>	Yes
<b>RECOMMENDED ACTIONS:</b>	<b>Approve Staff to Present Final Vendor Selection Recommendations for FY 2022 Procurements Directly to the Board for Approval on June 21, 2022</b>
<b>AS RECOMMENDED BY</b>	N/A
<b>FINANCIAL IMPACT:</b>	TBD pending vendor selection
<b>ELC STAFF LEAD</b>	C Klima

**Background/History:**

In April 2021 the ELC Board authorized staff to initiate four (4) solicitations to procure vendors to provide telephone, payroll, racial equity training and staff professional development training services in FY 2022. The solicitations are currently underway and final vendor selection recommendations are expected by mid-June 2021.

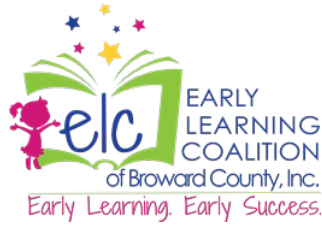
**Current Status:**

Since the Vendor selections for these solicitations will not be complete until mid-June, staff requests that Committee permit the final recommendations be brought directly to the Board meeting scheduled for June 21, 2021 so that staff may proceed with contract negotiations after the Board breaks for summer.

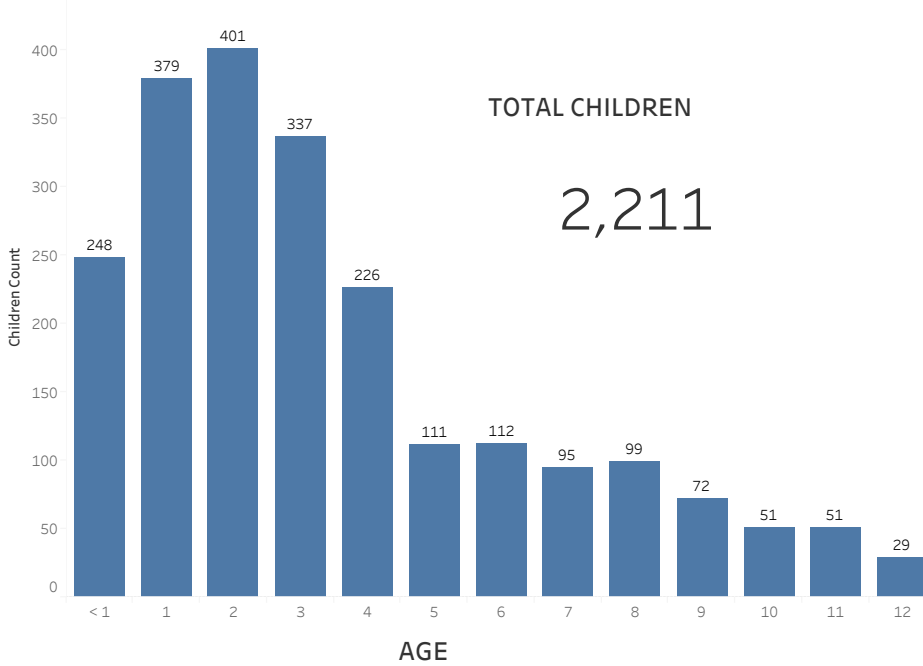
**Supporting Documentation:**

None





Waitlist Children by Age as of 5/21/2021

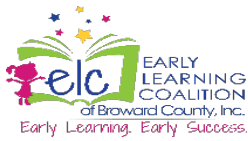


Prior Month	Children Count	+/-	%
May 2020	3,503	108	3%
Jun 2020	3,595	92	3%
Jul 2020	3,809	214	6%
Aug 2020	3,408	-401	-12%
Sep 2020	2,648	-760	-29%
Oct 2020	2,801	153	5%
Nov 2020	2,678	-123	-5%
Dec 2020	2,476	-202	-8%
Jan 2021	2,082	-394	-19%
Feb 2021	1,670	-412	-25%
Mar 2021	2,053	383	19%
Apr 2021	2,345	292	12%
May 2021	2,211	-134	-6%



**ELC Broward Contract 2020-2021 List**

<b>Funder or Vendor Name</b>	<b>Amount</b>	<b>Purpose</b>	<b>Type</b>	<b>Term</b>	<b>Status</b>
Office of Early Learning	\$121,306,212	<i>School Readiness, VPK &amp; PDG</i>	Revenue	7/1/20-6/30/21	Active
Office of Early Learning	\$50,388	<i>VPK Monitoring &amp; Outreach</i>	Revenue	7/1/20-6/30/21	Active
Broward County	\$2,342,795	<i>SR Match &amp; Special Needs</i>	Revenue	10/1/20- 9/30/21	Active
Children's Services Council	\$4,592,700	<i>Financially Assisted Child Care</i>	Revenue	10/1/20-9/30/21	Active
Children's Services Council	\$4,196,000	<i>Vulnerable Populations</i>	Revenue	10/1/20-9/30/21	Active
Jim Moran Foundation	\$200,000	<i>Learning Pods</i>	Revenue	9/22/20-11/30.21	Expired
United Way	\$56,000	<i>Learning Pods</i>	Revenue	10/8/20-11/30/20	Expired
AELC/PNC Bank	\$30,000	<i>3Ts Campaign Grant</i>	Revenue	7/1/2020-6/30/21	Active
City of Fort Lauderdale	\$41,249	<i>SR Match Funds</i>	Revenue	10/1/20-9/30/21	Active
City of Pompano Beach	\$22,500	<i>SR Match Funds</i>	Revenue	3/1/21-9/30/21	Active
United Way	\$130,000	<i>SR Match Funds</i>	Revenue	7/1/20-6/30/21	Active
Children's Forum, Inc.	\$450,909	<i>INCENTIVE\$® Program</i>	Sub-recipient	7/1/20-6/30/21	Active
First Call for Help/211	\$462,000	<i>Community Referral Services</i>	Sub-recipient	7/1/20-6/30/21	Active
School Board Broward County	\$1,192,800	<i>Rising K Instruction</i>	Sub-recipient	10/6/20-3/31/21	Expired
Abila	\$5,500	<i>MIP Accounting Software</i>	Vendor	7/1/20-6/30/21	Active
Accessible Comm for the Deaf	\$1,300	<i>Interpretation Services</i>	Vendor	8/13/18 Ongoing	Active
AT&T	\$40,000	<i>Cell Phones and Hot Spots</i>	Vendor	7/1/20-6/30/21	Active
Atech Security	\$420	<i>Panic Button</i>	Vendor	10/15/19-10/15/20	Expired
Biometrics4All, INC.	\$70	<i>Live Scan Software Support</i>	Vendor	7/1/20-6/30/21	Active
BlueJean Software, Inc.	\$33,000	<i>Hosting and Support Services</i>	Vendor	7/1/20-6/30/21	Active
Business Leadership Institute	\$50,000	<i>Business Development</i>	Vendor	10/1/20-6/30/21	Active
Causetech DBA Achieve	\$10,000	<i>Website Design &amp; Hosting</i>	Vendor	10/1/20/6/30/21	Active
CLASS Observers (7)	\$33,500ea	<i>Independent CLASS Observers</i>	Vendor	1/14/21-6/30/21	Active
Comcast	\$4,446	<i>Internet</i>	Vendor	7/1/20-6/30/21	Active
CSPI Office 365 Services	\$4,500	<i>Migration &amp; Licenses Office 356</i>	Vendor	2/1/21-6/30/21	Pending
Crown Castle	\$12,600	<i>Internet</i>	Vendor	7/1/20-6/30/21	Active
Crown Center	\$416,078	<i>Office Lease (est. annual cost)</i>	Lease	2/1/19-1/31/29	Active
Devereux Foundation DECI	\$15,800	<i>FLIP It Training &amp; BECE Keynote</i>	Vendor	7/13/20-6/30/21	Active
Family Central	\$14,420	<i>CEU Services</i>	Vendor	3/15/21-6/30/21	Active
FL Dept of Law Enforcement	\$1,863	<i>LiveScan Service (annual cost)</i>	Vendor	10/29/18-Ongoing	Active
Allison Golden	\$13,000	<i>Mental Health Support Training</i>	Vendor	4/15/21-6/30/21	Pending
Hillspoint Resources (1stDay)	\$26,400	<i>Mental Health Support Training</i>	Vendor	4/1/21-6/30/21	Active
Jacob Jackson	\$90,000	<i>Legal Services</i>	Vendor	4/1/20-3/31/21	Active
Keefe McCullough, LLP	\$42,500	<i>External Audit Preparation</i>	Vendor	7/1/20-6/30/21	Active
LeBoffe & Associates LLC	\$34,500	<i>Staff Professional Development</i>	Vendor	10/1/20-6/30/21	Active
Mitel	\$40,000	<i>Business Telephone Lines</i>	Vendor	7/1/20-6/30/21	Active
Piccolo Picasso LLC	\$25,000	<i>Online Learning Platform</i>	Vendor	1/1/21-6/30/21	Active
RedTeam	\$2,550	<i>External network penetration test</i>	Vendor	4/7/21-6/30/21	Active
School Board Broward County	\$12,000/yr	<i>Gulfstream Early Learning Ctr</i>	Lease	9/5/19-9/4/22	On Hold
Scholastic, Inc.	\$500,000	<i>Bookworms Reading Program</i>	Vendor	5/14/21-6/30/21	Active
Sharp (State Term Contract)	\$9,569	<i>Copier and Printer Rental</i>	Vendor	11/1/20-6/30/21	Active
Teaching Strategies Gold	\$19,425	<i>Child Assessment Software</i>	Vendor	7/1/20-6/30/21	Active
Tripp Scott Attorneys at Law	\$14,000	<i>ERISA Legal Services</i>	Vendor	9/21/20-6/30/21	Active
Vantiv Health, LLC	\$12,000	<i>Appointment Software License</i>	Vendor	7/1/20-6/30/21	Pending
Webauthor	\$65,000	<i>CRM Software</i>	Vendor	7/1/20-6/30/21	Active
Brown & Brown	\$0	<i>Information Sharing Agreement</i>	MOU	8/1/20-7/31/21	Active
Broward County	\$0	<i>Crisis Intervention &amp; Support</i>	MOU	11/18/20-11/17/25	Active
Child Abuse Prevention -CAPTA	\$0	<i>Interagency Referrals</i>	MOU	9/1/16-8/31/21	Active
School Board Broward County	\$0	<i>Community Partnership</i>	MOU	TBD-6/1/2045	Pending
Seventeenth Circuit Court	\$0	<i>Cooperation Agreement</i>	MOU	6/23/20-Ongoing	Active
University of Florida	\$0	<i>Data Use Agreement</i>	MOU	1/1/19-Ongoing	Active
Women in Distress	\$0	<i>Community Partnership</i>	MOU	10/1/21-9/30/22	Pending



# Training Calendar

## April May June 2021

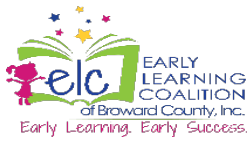
<u>Date</u>	<u>Time</u>	<u>Trainer</u>	<u>Training</u>
Thursday 4/8/2021	1pm – 2:30pm	Agnieszka Boddie & Aida Brar, Q&E Coaches, ELC	The Wonders of Literacy for Preschoolers
Thursday 4/22/2021	1pm – 2:30pm	Agnieszka Boddie & Aida Brar, Q&E Coaches, ELC	Throwback Thursday Child Assessments: “What’s the Next Steps...”
Thursday 5/6/2021	1pm – 2:30pm	Agnieszka Boddie & Aida Brar, Q&E Coaches, ELC	Transitions for Infants and Toddlers
Tuesday 5/4/2021	7pm – 8:30pm	Agnieszka Boddie & Stephanie Templin, Q&E Coaches, ELC	Let’s Get CLASSy: Learn About Positive Interactions
Monday 4/5/2021	7pm – 8:30pm	Ana Avalos Atkinson & Natacha Herisse, Q&E Coaches, ELC	The Growing Brain - 2-A: The Factors Affecting Brain Growth and Development
Monday 4/12/2021	7pm – 8:30pm	Ana Avalos Atkinson & Natacha Herisse, Q&E Coaches, ELC	The Growing Brain - 2-B: The Key Ingredients for Healthy Brain Development
Monday 4/19/2021	7pm – 8:30pm	Ana Avalos Atkinson & Natacha Herisse, Q&E Coaches, ELC	The Growing Brain 3-A: Communication Milestones and Strategies to Support Young Children (Birth through Three)
Monday 4/26/2021	7pm – 8:30pm	Ana Avalos Atkinson & Natacha Herisse, Q&E Coaches, ELC	The Growing Brain 3-B: Communication Milestones and Strategies to Support Young Children (Three through Five)



# Training Calendar

## April May June 2021

Monday 5/3/2021	7pm – 8:30pm	Ana Avalos Atkinson & Natacha Herisse, Q&E Coaches, ELC	The Growing Brain 4-A: Supporting the Process of Cognitive Development in Young Children
Monday 5/10/2021	7pm – 8:30pm	Ana Avalos Atkinson & Natacha Herisse, Q&E Coaches, ELC	The Growing Brain 4-B: Supporting Executive Functions and Understanding the Cognitive Processes
Monday 5/17/2021	7pm – 8:30pm	Ana Avalos Atkinson & Natacha Herisse, Q&E Coaches, ELC	The Growing Brain 5-A: The Brain’s Role in Social Emotional Development in the First Five Years of Life
Monday 5/24/2021	7pm – 8:30pm	Ana Avalos Atkinson & Natacha Herisse, Q&E Coaches, ELC	The Growing Brain 5-B: Supporting Relationships and Attachment During the Early Childhood Years
Monday 6/7/2021	7pm – 8:30pm	Ana Avalos Atkinson & Natacha Herisse, Q&E Coaches, ELC	The Growing Brain 6-A: How Connections Between Various Areas of the Brain Are Expressed through Behaviors
Monday 6/14/2021	7pm – 8:30pm	Ana Avalos Atkinson & Natacha Herisse, Q&E Coaches, ELC	The Growing Brain 6-B: Understanding Key Factors and Root Causes of Challenging Behaviors
Monday 6/21/2021	7pm – 8:30pm	Ana Avalos Atkinson & Natacha Herisse, Q&E Coaches, ELC	The Growing Brain 7-A: How Play Develops and Why It Is Important
Monday 6/28/2021	7pm – 8:30pm	Ana Avalos Atkinson & Natacha Herisse, Q&E Coaches, ELC	The Growing Brain 7-B: How Different Types of Play Maximize Children’s Learning



# Training Calendar

## April May June 2021

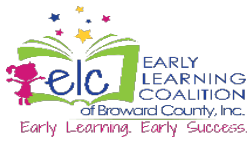
Tuesday 4/27/2021	7pm – 8:30pm	Ana Avalos-Atkinson & Grethel Arroyo, Q&E Coaches, ELC	Linking Scientific Inquiry to Daily Planning in VPK
Thursday 5/20/2021	1pm – 2:30pm	Ayme Hamoui & Jenny Sanchez, Q&E, ELC	Emotional Intelligence for ECE Leaders (Spanish)
Tuesday 6/8/2021	7pm – 8:30pm	Ayme Hamoui & Jenny Sanchez, Q&E, ELC	Emotional Intelligence for Early Childhood Teachers and Staff (in Spanish)
Tuesday 4/6/2021	7pm – 8:30pm	Beatriz Pillier, Q&E Coach, ELC	Aprenda todo sobre CDA y la renovación de credenciales del director (Learn All About CDA and Director's Credential Renewal)
Tuesday 6/15/2021	7pm – 8:30pm	Debra Cruz & Grethel Arroyo, Q&E Coaches, ELC	Linking Social Studies to Daily Planning in VPK
Tuesday 5/25/2021	7pm – 8:30pm	Debra Cruz & Stephanie Templin, Q&E Coaches, ELC	Linking Math to Daily Planning in VPK
Friday 4/16/2021	1pm to 2:30pm	First Day Learning	Classroom Relationships (Part 1)
Tuesday 4/20/21	1pm – 2:30pm	First Day Learning	Classroom Relationships (Part 2)



# Training Calendar

## April May June 2021

Wednesday 4/21/2021	7pm – 8:30pm	First Day Learning	Classroom Relationships (Part 1)
Thursday 4/22/2021	7pm – 8:30pm	First Day Learning	Classroom Relationships (Part 2)
Friday 4/23/2021	1pm to 2:30pm	First Day Learning	Classroom Relationships (Part 1)
Tuesday 4/27/2021	1pm – 2:30pm	First Day Learning	Classroom Relationships (Part 2)
Wednesday 4/28/2021	7pm – 8:30pm	First Day Learning	Intentional Teaching (Part 1)
Thursday 4/29/2021	7pm – 8:30pm	First Day Learning	Intentional Teaching (Part 2)
Friday 4/30/2021	1pm – 2:30pm	First Day Learning	Classroom Support (Part 1)
Tuesday 5/4/2021	1pm – 2:30pm	First Day Learning	Classroom Support (Part 2)
Wednesday 5/5/2021	7pm- 8:30pm	First Day Learning	Classroom Support (Part 1)



# Training Calendar

## April May June 2021

Thursday 5/6/2021	7pm – 8:30pm	First Day Learning	Classroom Support (Part 2)
Friday 5/7/2021	1pm – 2:30pm	First Day Learning	Understanding Behavior (Part 1)
Tuesday 5/11/2021	1pm – 2:30pm	First Day Learning	Understanding Behavior (Part 2)
Wednesday 5/12/2021	7pm – 8:30pm	First Day Learning	Understanding Behavior (Part 1)
Thursday 5/13/2021	7pm- 8:30pm	First Day Learning	Understanding Behavior (Part 2)
Friday 5/14/2021	1pm- 2:30pm	First Day Learning	Documenting Behavior (Part 1)
Tuesday 5/18/2021	1pm- 2:30pm	First Day Learning	Documenting Behavior (Part 2)
Wednesday 5/19/2021	7pm- 8:30pm	First Day Learning	Teaching Replacement Behaviors (Part 1)
Thursday 5/20/2021	7pm- 8:30pm	First Day Learning	Teaching Replacement Behaviors (Part 2)



# Training Calendar

## April May June 2021

Friday 5/21/2021	1pm- 2:30pm	First Day Learning	Behavior Support Systems (Part 1)
Tuesday 5/25/2021	1pm – 2:30pm	First Day Learning	Behavior Support Systems (Part 2)
Tuesday 4/13/2021	6:30pm – 8:30pm	Gordia Ross & Antoinette Shaw, Q&E Coaches, ELC	Sound Beginnings – Early Language Development: Best Practices for Early Learning Providers
Tuesday 4/20/2021	7pm – 8:30pm	Gordia Ross, Q&E Coach, ELC	Let’s Talk About T.E.A.C.H.
Tuesday 5/18/2021	7pm – 8:30pm	Q&E Coaches, ELC	Sound Beginnings – Early Language Development: Best Practices for Early Learning Providers
Thursday 6/3/2021	1pm – 2:30pm	Q&E Coaches, ELC	Sound Beginnings – Early Language Development: Best Practices for Early Learning Providers
Tuesday 5/11/2021	7pm – 8:30pm	Tiffanie Bernard, Q&E Manager, ELC	Encouraging Big Ideas: STEM Play in Pre-K





**FY 20-21 – ELC of Broward County**  
**2020-2021 Board/ Committee Meeting Calendar**

July 2020						
Su	Mo	Tu	We	Th	Fr	Sa
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5	6	7	8	9	10	11
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August 2020						
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September 2020						
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October 2020						
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November 2020						
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December 2020						
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January 2021						
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31						

February 2021						
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28						

March 2021						
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April 2021						
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May 2021						
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30	31					

June 2021						
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20	21	22	23	24	25	26
27	28	29	30			

**Executive/Finance Meetings**

- September 10, 2020 at 10:00 AM
- October 27, 2020 at 1:30 PM
- December 1, 2020 at 1:30 PM
- February 2, 2021 at 1:30 PM
- March 23, 2021 at 1:30 PM
- April 27, 2021 (if needed) at 1:30 PM
- June 1, 2021 at 3:00 PM

**Full Board Meeting**

- September 23, 2020 at 2:00 PM
- November 9, 2020 at 12:00 PM
- December 21, 2020 at 12:00 PM
- February 17, 2021 at 1:30 PM
- April 12, 2021 12:00 PM
- May 10, 2021 (if needed) at 12:00 PM
- June 21, 2021 at 12:00 PM

**Program Review Committee:**

- September 2, 2020 at 2:00 PM
- December 15, 2020 at 10:00 AM
- March 17, 2021 at 11:00 AM
- June 7, 2021 at 10:00 AM

**Governance Committee:**

- August 24, 2020 at 2:00 PM
- September 11, 2020 at 3:00 PM
- December 10, 2020 at 11:00 AM
- February 10, 2021 at 1:30 PM
- May 25, 2021 at 11:00 AM

**Nominating Committee:**

- March 23, 2021 at 11:00 AM
- April 6, 2021 at 10:30 AM

**Audit Committee:**

- February 12, 2021 at 1:00 PM
- March 12, 2021 at 2:30 PM

**ELC Offices closed for holidays on:**  
 July 3; Sep 7; Nov 11; Nov 26 and 27; Dec. 25; Jan 1; Jan 18; Feb 15; May 31



**FY 21-22 – ELC of Broward County**  
**2021-2022 Board/ Committee Meeting Calendar**

July 2021						
Su	Mo	Tu	We	Th	Fr	Sa
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18	19	20	21	22	23	24
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August 2021						
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29	30	31				

September 2021						
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12	13	14	15	16	17	18
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26	27	28	29	30		

October 2021						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2021						
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21	22	23	24	25	26	27
28	29	30				

December 2021						
Su	M	Tu	W	Th	Fr	Sa
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January 2022						
Su	Mo	Tu	We	Th	Fr	Sa
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2022						
Su	Mo	Tu	We	Th	Fr	Sa
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20	21	22	23	24	25	26
27	28					

March 2022						
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27	28	29	30	31		

April 2022						
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May 2022						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2022						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**Executive/Finance Meetings**

- August 24, 2021 at 1:30p
- October 26, 2021 at 1:30p
- February 1, 2022 at 1:30 p
- March 22, 2022 at 1:30 p
- April 26, 2022 (if needed) at 1:30p
- May 24, 2022 at 1:30p

**Full Board Meeting**

- September 13, 2021 at 12p
- November 8, 2021 at 12p
- February 14, 2022 at 12p
- April 4, 2022 at 12p
- May 9, 2022 (if needed) at 12p
- June 13, 2022 at 12p

**Program Review Committee:**

**Nominating Committee:**

**Governance Committee:**

**Audit Committee:**

**ELC Offices closed for holidays on:**

- July 5; Sep 6; Nov 11; Nov 25 and 26; Dec. 24; December 31; Jan3; Jan 17;
- Feb 21; May 30

ELC of Broward County

Committee Membership 2020-2021

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



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

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

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

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



Match		Refers to a statutorily specified percentage of program or project costs that must be contributed by an entity in order to be eligible for State or Federal funding; the value of third-party in-kind contributions and that portion of project or program costs not borne by the State or Federal government
Market Rate		The price that a child care provider charges for daily, weekly, or monthly child care services.
Office of Child Care	OCC	The Office of Child Care (OCC) supports low-income working families by providing access to affordable, high-quality early care and afterschool programs. OCC administers the Child Care and Development Fund (CCDF) and works with state, territory and tribal governments to provide support for children and their families juggling work schedules and struggling to find child care programs that will fit their needs and that will prepare children to succeed in school. The Office of Child Care was established in September 2010 and replaces the former Child Care Bureau. The Office of Child Care partners with states, territories, and tribes to administer the Child Care and Development Fund (CCDF) program.
Other Cost Accumulator	OCA	OCA is a cost accounting system to maintain the collection of costs in an organized and systematic manner.
Professional Development Initiative	PD	A continuum of learning and support activities designed to prepare individuals for work with and on behalf of young children and their families, as well as ongoing experiences to enhance this work, leading to improvements in knowledge, skills, practices, and dispositions.
Performance Funding Project	PPF	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.