

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

**Executive Meeting Agenda**

**Feb 27, 2024, at 1:30 PM**

**Zoom Meeting**

**Meeting ID: 876 2326 6359**

**Passcode: 589947**

<https://us06web.zoom.us/j/87623266359?pwd=bHY0RkJ5ZjRlR1F4WW15VjVja2tjdz09>

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

<b>PAGE</b>		
<b>1.</b>	<b>Call to Order</b>	Laurie Sallarulo, Chair
<b>2.</b>	<b>Roll Call</b>	Melody Martinez, Board Liaison
<b>3.</b>	<b>Chair Report</b> Traci Schweitzer – Co-Chair of Ad Hoc Fundraising Committee	Laurie Sallarulo, Chair
<b>4.</b>	<b>CEO Report</b>	<b>3</b> Renee Jaffe, CEO
<b>5.</b>	<b>Consent Agenda</b> 1. Approve January 23, 2024, Committee meeting minutes 2. EXC245CA1 – Approve RFQ for Employee Benefits Broker 3. EXC245CA2 – Approve RFQ for Risk Management Broker 4. EXC245CA3 – Approve FY25 RFP for customer Relations Management SaaS 5. EXC245CA4 – Approve FY25 RFP for Bookworms Supply & Shipping Services 6. EXC245CA5 – Approve FY25 RFP for First Aid-CPR Training 7. EXC245CA6 – Approve FY25 RFP for Executive Coaching 8. EXC245CA7 – Approve MODEL Classroom Vendor Selection	<b>4</b> <b>6</b> <b>7</b> <b>8</b> <b>9</b> <b>12</b> <b>13</b> <b>14</b> Laurie Sallarulo, Chair
<b>6.</b>	<b>Regular Business</b> 1. EXC245RB1 – Approve United Way Sponsorship Related Party Agreement 2. EXC245RB2 – approve Mid-Year CEO Evaluation Merit Increase	<b>15</b> <b>26</b> Christine Klima, CAO Judith Merritt, COO
<b>7.</b>	<b>FYI</b> • FYI-1 Contract List • FYI-2 Legislative Bill Tracker • FYI-3 Board Engagement Calendar • FYI-4 2023/2024 Board Calendar • FYI-5 Board Committee Member List 23/24 • FYI-6 FY 23-24 Executive Committee Meeting Attendance • FYI-7 Glossary of Terms	<b>31</b> <b>33</b> <b>38</b> <b>40</b> <b>41</b> <b>42</b> <b>43</b>

8.	<b>Unfinished Business</b> <b>New Business</b> <b>Matters from the Board</b> <b>Matters from the CEO</b> <b>Matters from the Committee</b> <b>Matters from our Partners</b> <b>Public Comment</b>		
9.	<b>Next ELC Executive Meeting: April 30, 2024, at 1:30 PM</b>		
10.	<b>Adjourn</b>		
<p><i><b>Please Note:</b> Agenda is subject to revisions and additions at the discretion of the Chair of the Coalition. Notification will be sent of any such revisions or additions. <b>Members of the Public:</b> Please sign up at the entry desk for public comments to be made on any particular agenda items no later than five minutes after the Coalition meeting has been called to order.</i></p> <p><i>“As per <a href="#">§286.0105, Fla. Stat.</a> Any person who decides to appeal any decision of the Board with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose, may need to ensure that a verbatim record of the proceedings is made which record includes testimony and evidence upon which the appeal is to be based.”</i></p>			

## CEO Report

### Executive Committee – February 27, 2024

#### School Readiness Enrollment Update

Since resuming enrollments in October 2023, we have enrolled 2,056 children. Our strategy will be to enroll enough children to offset monthly attrition and manage expenditures to serve as many children as possible without incurring a year-end deficit. As of February 16, 2024, we have 1,252 children on the waitlist.

#### VPK Update

As of February 16<sup>th</sup>, we have approved 15,193 VPK school-year applications (FY 23-24), and we have 13,509 children who have now enrolled in VPK. To put this number in context, by the end of last year (FY 22-23), we approved 15,866 VPK school year applications, and 13,959 students eventually completed their enrollment. On January 9, 2024, the Florida Statewide Estimating Conference updated the projected number of VPK participants to 13,157 for the 23-24 school year (and 394 for Summer VPK), which would account for 61.94% of Broward four-year-olds, which continues to be below the levels observed before the pandemic. This trend is reflective of a statewide pattern.

On January 1, 2024, DEL opened the application process for the program year 2024-2025. As of February 16<sup>th</sup>, we have approved 5,228 VPK school year applications (FY 24-25). By contrast, during the same period for FY 22-23, we approved 4,605 school-year applications. It is too early to predict if the upward trend will continue throughout the program year.

#### Legislative Update

The 2024 Legislative Session is now in its seventh week. There continues to be optimism regarding a few early learning bills that coincide with the ELC's legislative priorities. Most notably, House Bill 929 (Rep Trabulsky) and Senate Bill 916 (Sen Calatayud), whose identical bills:

- Revise the methods used to determine the annual allocation for School Readiness funding (for ELCs);
- Revise the definition of economically disadvantaged from 150% of the Federal Poverty Level (FPL) to 55% of the State Median Income (SMI), which would increase the SR eligibility threshold;
- Creates a methodology for setting provider reimbursement rates;
- Assigns DEL to revise the sliding fee scale to create uniform copayments that increase with parents' income (to avoid a harsh fiscal cliff)

Both the House and Senate have approved their preliminary budgets. As a reminder, here are the most noteworthy budget items we are keeping an eye on:

House Budget Proposal FY 24/25	Senate Budget Proposal FY 24/25
\$77M to sustain and expand SR	77M to sustain and expand SR
\$59M for the SR Waitlist	\$20M increase to SR base funding
3% increase to VPK Base Student Allocation	5% increase to VPK Base Student Allocation

We will continue to keep the Board up to date. Please see the Legislative Bill Tracker in the FYI Section of this packet for a listing of early learning bills and their status.

#### Community Care Plan Non-Profit Awards (hosted by 211) - March 5, 2024

As announced at the last Board meeting, the ELC is once again a finalist for **Organization of the Year** (along with two other finalists in this category). The award ceremony is on March 5<sup>th</sup>, and we have secured a table. Stay tuned for more information.

#### Board Committee Update

At the last Ad Hoc Fundraising Committee, we are pleased to announce that Traci Schweitzer was nominated and agreed to be the Co-Chair of the Ad Hoc Fundraising Committee. We would like to thank her for stepping into this position.



**Early Learning Coalition of Broward County, Inc.**  
**Executive Committee Meeting Minutes**  
**January 23, 2024, at 1:30 PM**  
**Virtual Meeting**

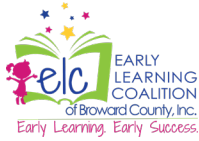
Members in Attendance	Chair, Laurie Sallarulo; Dawn Liberta; Twan Russell; Monica King; Cindy Arenberg-Seltzer; Michael Asseff; Renee Podolsky
Members Absent	
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Judith Merritt, COO; Howard Bakalar, CPO; Hubert Cesar, CIO; Melody Martinez, Board Liaison & Executive Assistant; Lizbeth DelVecchio, Executive Assistant & Special Projects Coordinator; Megan DeGraaf, Purchasing & Procurement Specialist; Reinier Potts, Financial Analyst; Kasey LaFrance, Contracts Administration Manager; Sarane Epps, Contrast Specialist; Sandra Paul, Senior Director of Provider Reimbursements; Ancel Pratt III, Senior Director of Communications; Samantha McAnally, Accountant
Others in Attendance	Julie Klahr, Legal Counsel

Item	Action/Discussion
Welcome & Call to Order	The roll was called, and a quorum was established.
Chair Report	Chair Laurie Sallarulo called the meeting to order at 1:47 PM. The roll was called, and a quorum was established.
CEO Report	<p>The CEO provided an update. We had a lot of our staff attend Broward Days last week, and we met with many legislators. Currently, the governor and DEL are recommending \$77M in the budget this year, enabling us to start enrolling again. There is a bill to increase the threshold of eligibility.</p> <p>Chair Laurie Sallarulo asked to get invites to all the meetings and events. Anything that board members are welcome to join, please send invites. Dawn Liberta agrees.</p>
<b>Consent Agenda</b>  1. Approve November 28, 2023, Committee meeting minutes	<p>A <b>Motion</b> was made by Dawn Liberta and <b>Seconded</b> by Cindy Arenberg-Seltzer to move the Consent Agenda. The <b>Motion was unanimously approved. Motion Passes.</b></p>
<b>Regular Business</b> 1. EXC244RB1 – Approve Staff to negotiate Additional Learning Technology Services under ARPA Discretionary Funds pending DEL approval and legal review.	<p>CAO discussed the Additional Award for Learning Technology Services Procurement for VPK. There was a discussion regarding the need for the classroom.</p> <p>A <b>Motion</b> was made by Monica King and <b>Seconded</b> by Cindy Arenberg-Seltzer to Authorize staff to negotiate and facilitate execution of an agreement with Age of Learning, Inc. to provide Child Care Classroom Management and Online Learning Technology Software as a Service under the ARPA Discretionary Funding Plan pending DEL prior approval and legal review not to exceed \$500,000 (Two Multi-Year Vendor Agreements Amounts TBD in Negotiation). The <b>Motion was unanimously approved. Motion Passes.</b></p>

	<p>Chair Laurie Sallarulo asked if it would help if the Board got a notice so we could help distribute the Procurement and asked who was on the committee.</p> <p>CAO replied that the committee comprised of our educational staff familiar with outcomes and our two Provider Representatives. The higher-scoring vendor was Marco Polo, and the second was Age of Learning.</p>
<b>Unfinished Business</b>	None
<b>New Business</b>	None
<b>Matters from the Chair</b>	None
<b>Public Comments</b>	There was no discussion.
<b>Next Meeting</b>	<b>February 27, 2024, at 1:30 PM</b>
<b>Adjourn</b>	Meeting adjourned at 2:04 PM by Monica King

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

DRAFT



<b>ITEM/MEETING:</b>	EXC245CA1 / Executive Committee
<b>DATE:</b>	February 27, 2024
<b>SUBJECT:</b>	Employee Benefits Brokerage Services Request for Qualifications
<b>FOR ACTION:</b>	YES
<b>RECOMMENDED ACTION:</b>	Authorize staff to release a Request for Qualifications (RFQ) to provide employee benefits brokerage services.
<b>FINANCIAL IMPACT:</b>	Approximately \$250,000-\$300,000 per plan year, depending on total premium costs and commission arrangement.
<b>ELC STAFF LEAD</b>	C. Klima

**Background:**

In 2019 the Coalition selected an employee benefits broker through a competitive procurement process and entered into a Business Associates Agreement for services for a period not to exceed five years. 2024 is the fifth and final year of the Agreement and services must be re-procured with sufficient time to select benefit plans and conduct open enrollment before the next plan year begins on August 1, 2024.

The Coalition offers health, dental, vision, group term life, short-term disability, accidental death & dismemberment coverage to all full-time permanent employees as well as access to employee-funded supplemental health plans and Flexible Spending Accounts.

Brokerage services include assisting the Coalition with securing a variety of cost-effective plan options for employees to choose from, conducting open enrollment and advising employees on plans that meet their need, intermediary and advocacy services on behalf of the Coalition and plan participants with carriers to resolve problems and ensure smooth service delivery and other value-added services that the successful vendor may offer.

**Current Status:**

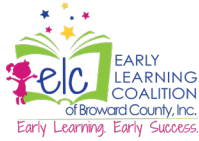
Staff plan to issue a Request for Qualifications (RFQ) procurement solicitation on or about March 12, 2024 and convene a committee to recommend a vendor selection in time for the April/May 2024 Board Meeting Cycle. Contract negotiation would follow for a representation letter and a Business Associates Agreement targeting a late May start date.

**Recommended action:**

Authorize staff to release a Request for Qualifications (RFQ) to provide employee benefits brokerage services.

**Supporting Documents**

- None



<b>ITEM/MEETING:</b>	EXC245CA2 / Executive Committee
<b>DATE:</b>	February 27, 2024
<b>SUBJECT:</b>	Risk Management Insurance Brokerage Services Request for Qualifications
<b>FOR ACTION:</b>	YES
<b>RECOMMENDED ACTION:</b>	Authorize staff to release a Request for Qualifications (RFQ) to provide risk management insurance brokerage services.
<b>FINANCIAL IMPACT:</b>	TBD, depending on total premium costs and commission arrangement.
<b>ELC STAFF LEAD</b>	C. Klima

**Background:**

In 2019 the Coalition selected a risk management insurance benefits broker through a competitive procurement process and signed a representation letter for services for a period not to exceed five years. 2024 is the fifth and final year of the representation period and services must be re-procured with sufficient time to select benefit plans before the next policy coverage period begins on July 1, 2024.

The Coalition purchases the following policies:

- Workers Compensation
- ERISA Fidelity Bond
- Commercial Liability and Property
- Hired Automobile Coverage
- Professional Liability & Sexual Molestation Liability
- Director’s & Officer’s Coverage
- Cyber Coverage

Brokerage services include assisting the Coalition with securing a variety of cost-effective coverage options for the Coalition to choose from, advising staff and Board members on policy selections, intermediary and advocacy services on behalf of the Coalition with carriers to resolve problems and ensure smooth service delivery and other value-added services that the successful vendor may offer.

**Current Status:**

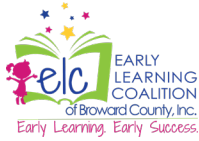
Staff plan to issue a Request for Qualifications (RFQ) procurement solicitation on or about March 12, 2024, and convene a committee to recommend a vendor selection in time for the April/May 2024 Board Meeting Cycle. Contract negotiation would follow for a representation letter and a Business Associates Agreement targeting a late May start date.

**Recommended action:**

Authorize staff to release a Request for Qualifications (RFQ) to provide employee benefits brokerage services.

**Supporting Documents**

- None



<b>ITEM/MEETING:</b>	EXC245CA3 / Executive Committee
<b>DATE:</b>	February 27, 2024
<b>SUBJECT:</b>	FY25 Customer Relationship Management Software as a Service Procurement
<b>FOR ACTION:</b>	YES
<b>RECOMMENDED ACTION:</b>	Authorize staff to release a Request for Proposals (RFP) for Customer Relationship Management Software as a Service
<b>FINANCIAL IMPACT:</b>	TBD with FY25 Preliminary Budget. Currently Estimated between \$75,000-\$100,000
<b>ELC STAFF LEAD</b>	C. Klima

**Background:**

On June 30, 2024, the Coalition will have no additional renewal options for the Coalition’s current vendor agreement for Customer Relationship Management (CRM) Software as a Service (SaaS) and a new public procurement for services must be completed to finalize a new agreement cycle starting July 1, 2024.

The Coalition currently uses CRM SaaS to create customized, paperless workflows, public-facing forms for providers, partner agencies and the public and specialized data tracking modules. The Coalition will seek a vendor that allows the Coalition to continue to efficiently expand Coalition impact through many of the following operational capabilities:

- Automate and manage sign-up for provider grants, family book packs and provider match participation.
- Create seamless links for child care referrals from Career Source and CSC-funded family support agencies.
- Track waitlist enrollment mailings, family services task assignments, customer inquiries, VPK assessment kits and ELC administrative contracts, purchasing and equipment inventories among many other things.
- Offer a user-friendly module for quickly and efficiently processing thousands of stimulus-funded educator stipend applications featuring near real-time tracking of payment status.
- Offer registration services for professional development training.
- Break new ground by providing data and workflow analytics for Coalition business activities.

**Current Status:**

Staff plan to issue a Request for Proposals (RFP) procurement solicitation on or about April 1, 2024, and convene a committee to recommend a vendor selection in time for the June 2024 Board Meeting Cycle. Contract negotiation would follow for a target start date of July 1, 2024.

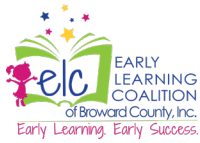
**Recommended action:**

Authorize staff to release a Request for Proposals (RFP) for Customer Relationship Management Software as a Service for FY25.

**Supporting Documents**

- None





<b>ITEM/MEETING:</b>	EXC245CA4 / Executive Committee
<b>DATE:</b>	February 27, 2024
<b>SUBJECT:</b>	Broward Bookworms Supply and Shipping Services Request for Proposals
<b>FOR ACTION:</b>	YES
<b>RECOMMENDED ACTION:</b>	Authorize staff to release a Request for Proposals (RFP) to supply books and shipping services for the Broward Bookworm Program in FY25
<b>FINANCIAL IMPACT:</b>	Not to Exceed \$500.000 FY25 Budget
<b>ELC STAFF LEAD</b>	C. Klima

**Background:**

In order to continue Broward’s popular Bookworms Program into FY25 without interruption, the Coalition must procure and negotiate a contract with a vendor to supply children’s book packs and drop-shipping services directly to Broward families before FY24 ends on June 30. These services were last procured in May 2021 and the current vendor contract which expires on June 30, 2024, has no renewal options available.

The Broward Bookworms Program was launched during the Pandemic to promote literacy and reading at home for families with children ages birth to five years. Age-appropriate books and accompanying activities are drop-shipped by the publisher to any Broward resident family that signs up through the Coalition Website. Parents also have the option to keep in touch with the Coalition when they register by agreeing to receive outreach material and updates by email.

Staff also collaborate with community partners such as Broward Reads and the Healthy Start Coalition to enhance the program and add “Baby Bookworms” services to families with newborns. Since September 2023, more than **8,800** book packs have been shipped to Broward families.

**Current Status:**

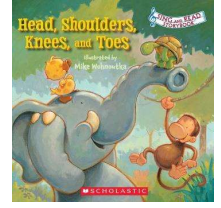
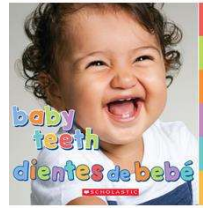
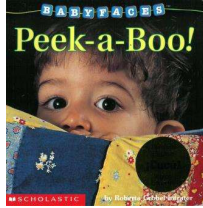
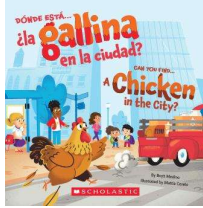
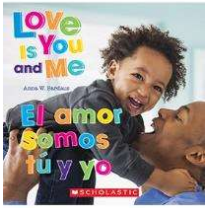
Staff plan to issue a Request for Proposals (RFP) procurement solicitation on or about March 12, 2024, and convene a committee to recommend a vendor selection in time for the June 2024 Board Meeting Cycle. Contract negotiation would follow with a July 1, 2024, target start date.

**Recommended action:**

Authorize staff to release a Request for Proposals (RFP) to supply books and shipping services for the Broward Bookworm Program in FY25

**Supporting Documents**

- Broward Bookworms Program Website Information



**ELC** EARLY LEARNING COALITION of Broward County, Inc.  
Early Learning. Early Success.

## BrowardBookworms!

**FREE BOOKS**  
for Broward County children up to 5 years old!

**SIGN UP TODAY AT**  
[BrowardBookworms.org](http://BrowardBookworms.org)

Books Available in English & Spanish

Powered By: DIVISION OF **Early Learning**  
LEARN EARLY. LEARN FOR LIFE.



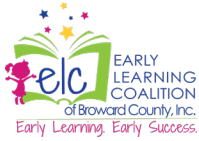
# Family Reading Fun!

**Broward Bookworms** provides **FREE BOOKS** to Broward County families with children between **0 to 5 years of age**.

Families can sign up to receive new books in **English** or **Spanish**, which also includes an activity guide.

*Must be a **Broward County Resident with a child 5 years old or younger**.* Limit two (2) bookworm book bundles per household.

Connect with us on social media using **#BrowardBookworms!**



<b>ITEM/MEETING:</b>	EXC245CA5 / Executive Committee
<b>DATE:</b>	February 27, 2024
<b>SUBJECT:</b>	First Aid and CPR Training Services Request for Proposals
<b>FOR ACTION:</b>	YES
<b>RECOMMENDED ACTION:</b>	Authorize staff to release a Request for Proposals (RFP) to provide first aid and CPR training services for Broward early care educators in FY25
<b>FINANCIAL IMPACT:</b>	Not to Exceed \$40,000 FY25 Budget
<b>ELC STAFF LEAD</b>	C. Klima

**Background:**

According to the Florida Department of Children and Families Child Care Facility Handbook, child care personnel must meet training requirements and under the training requirements, it is noted on Section 4.2.4 that first aid and CPR should have current and valid certificates of course completion for first aid training and a valid certificate of course completion for pediatric cardiopulmonary resuscitation (CPR). Since 2021, the Coalition has offered low-cost access to first aid and CPR training services to Broward’s early care educators to promote health and safety at child care facilities and assist individual child care workers with State and Local compliance requirements.

Under the program, educators sign up for scheduled vendor classes through the Coalition Website for a nominal (\$10) fee and the Coalitions pays the entire cost of the course to the vendor. Staff anticipates that the cost for these services in FY25 will likely exceed the State of Florida’s threshold (\$35,000), which triggers a requirement to publicly procure the services.

**Current Status:**

Staff plan to issue a Request for Proposals (RFP) procurement solicitation on or about March 12, 2024, and convene a committee to recommend a vendor selection in time for the June 2024 Board Meeting Cycle. Contract negotiation would follow with a target start date of July 1, 2024.

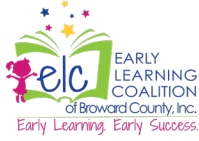
Qualifying vendors will be nationally accredited, licensed, and insured. Instructors will provide First Aid Training using the First Aid Guidelines developed jointly by the American Heart Association (AHA), the American Red Cross (ARC), and/or the American Safety & Health Institute (ASHI).

**Recommended action:**

Authorize staff to release a Request for Proposals (RFP) to provide first aid and CPR training services for Broward’s early care educators in FY25.

**Supporting Documents**

None



<b>ITEM/MEETING:</b>	EXC245CA6 / Executive Committee
<b>DATE:</b>	February 27, 2024
<b>SUBJECT:</b>	FY25 Executive Coaching Procurement
<b>FOR ACTION:</b>	YES
<b>RECOMMENDED ACTION:</b>	Authorize staff to release a Request for Proposals (RFP) for Executive Coaching Services
<b>FINANCIAL IMPACT:</b>	TBD with FY25 Preliminary Budget. Currently Estimated between \$40,000-\$45,000
<b>ELC STAFF LEAD</b>	C. Klima

**Background:**

Since 2019, the Coalition has contracted with executive coaches for leadership development activities for the CEO and members of the executive team to enhance the skills and effectiveness of Coalition leaders. Over time, the quotations received for these services has started to approach the \$35,000 State of Florida threshold that triggers a requirement for the Coalition to conduct a public competitive procurement for services going forward and staff have determined that a formal request for proposals should be issued in March in order to have contracted services in place for July 1, 2024, pending Board approval of the preliminary budget in June.

The proposed scope of services for July 1, 2024 to June 30, 2025 would include:

- Individual Coaching services for the CEO, members of the Executive team, and Senior Directors (10 staff).
- Group Coaching services for Executive and Senior Leadership.
- Option to include Individual Coaching services for Directors as needed and identified by the Executive Team.

**Current Status:**

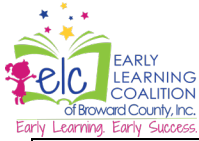
Staff plan to issue a Request for Proposals (RFP) procurement solicitation on or about March 12, 2024, and convene a committee to recommend a vendor selection in time for the June 2024 Board Meeting Cycle. Contract negotiation would follow for a target start date of July 1, 2024.

**Recommended action:**

Authorize staff to release a Request for Proposals (RFP) for Executive Coaching Services.

**Supporting Documents**

- None



<b>MEETING</b>	EXC245CA7 / Executive Committee
<b>DATE:</b>	February 27, 2024
<b>SUBJECT:</b>	Agreement for Model Classroom Design & Installation Services
<b>FOR ACTION:</b>	YES
<b>RECOMMENDED ACTION:</b>	Authorize staff to negotiate and facilitate execution of an Agreement with Lakeshore Learning Materials, LLC to provide design and installation services for model classroom features at Coalition offices under the ARPA Discretionary Funding Plan.
<b>FINANCIAL IMPACT:</b>	Not to Exceed \$50,000 FY24 Budget
<b>ELC STAFF LEAD</b>	C. Klima

**Background:**

In September 2023 DEL approved the Coalition’s expenditure plan for FY2024 ARPA Discretionary Funding including a proposal to procure design and installation services for model classroom features at ELC offices.

Under our Grant Agreement with the Florida Department of Education Division of Early Learning (DEL), the Coalition is required to provide professional development services to educators that help to improve the quality of child care services and outreach to parents that help them enhance their role as their child’s first teacher. In furtherance of this goal, the Coalition wishes to create a dedicated model classroom space and add interactive learning features to the lobby at the coalition main office location. The Coalition envisions that classroom and lobby features will be STEM (Science, Technology, Engineering and Math) or STEAM (including the Arts) learning activities for toddlers and pre-school aged children. The activities will be designed to tap into a young child’s natural curiosity, make learning fun, and encourage critical thinking. The features should also provide opportunities for parents and educators to observe, learn from and discuss the benefits of children exploring, playing, learning, and having fun in a safe space.

Using up to \$50,000 in ARPA Discretionary funding, the Coalition released a Request for Proposals (RFP) solicitation on January 17, 2024 seeking vendors for the project.

**Current Status:**

On February 21, 2024 an evaluation committee comprised of Coalition staff convened and recommended that the Coalition select Lakeshore Learning Materials, LLC to provide the services after reviewing proposals and product presentations from two responsive vendors. Lakeshore Learning Materials has more than 10 years of experience providing furniture and materials specifically tailored to the unique needs of young learners. Their mission is to provide the tools necessary to facilitate early learning with ease and effectiveness.

**Recommended action:**

Authorize staff to negotiate and facilitate execution of an Agreement with Lakeshore Learning Materials, LLC to provide design and installation services for model classroom features at Coalition offices under the ARPA Discretionary Funding Plan

**Supporting Documents:**

None

<b>ITEM/ MEETING:</b>	EXC245RB1 / Executive Committee
<b>DATE:</b>	February 27, 2024
<b>SUBJECT:</b>	Related Party Purchase
<b>FOR ACTION:</b>	YES
<b>RECOMMENDED ACTION:</b>	Approve FY24 Related Party Purchase for United Way Behavior Health Conference Sponsorship
<b>FINANCIAL IMPACT:</b>	\$29,700 ARPA funds for sponsorship costs less meal costs <u>    \$300 Unrestricted funding for meal costs is not reimbursable by DEL</u> \$30,000 Total
<b>ELC STAFF LEAD</b>	C. Klima

**Background Information:**

In accordance with Florida Statute and the DEL Grant Agreement, all Coalitions are required to secure Board prior approval by a 2/3 vote for all related party contracts and purchases.

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

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

**Current Status:**

The following is a list of requested related party purchases.

Item No.	Estimated Amount	Related Party and Affiliated Organization	Activity
a	\$30,000	Maria Hernandez/United Way of Broward County	See the attached United Way Behavior Health Conference Diamond Sponsorship Agreement.

The sponsorship enables ELC to connect behavioral health stakeholders in Broward County with ELC Early Education staff to strengthen community partnerships and highlight the need for mental health support in Early Education. \$29,700 for the sponsorship will come from ARPA funding. Costs of meals for ELC attendees included in the sponsorship (\$300 for 10 attendees x 2 days) are not reimbursable by DEL and will be paid using ELC’s unrestricted funding. This will be ELC Broward’s first year participating in this event.

**Recommended Action:**

Approve FY24 Related Party Purchase for United Way of Broward Behavioral Health Conference.

**Supporting Documentation:**

- Related party disclosure requirements under DEL Grant Agreement
- Sponsorship Flyer
- Sponsorship Agreement



## DEL FY2023-24 GRANT AGREEMENT

### AUDIT REQUIREMENTS

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



UNITED WAY OF BROWARD COUNTY'S  
COMMISSION ON BEHAVIORAL HEALTH & DRUG PREVENTION  
in collaboration with  
BROWARD BEHAVIORAL HEALTH COALITION

presents



9<sup>TH</sup> ANNUAL

# BEHAVIORAL HEALTH CONFERENCE

The Power of Prevention

Tuesday, May 14 and Wednesday, May 15, 2024

NEW Location

GREATER FORT LAUDERDALE BROWARD COUNTY CONVENTION CENTER  
1950 Eisenhower Boulevard, Fort Lauderdale, 33316

EARN FREE CEUs

Please contact Janine at [Conference@UnitedWayBroward.org](mailto:Conference@UnitedWayBroward.org)  
for sponsorship opportunities and more information.



## 2024 Behavioral Health Conference

5/14/2024 | 8:00 AM - 5/15/2024 | 5:00 PM

**Join United Way of Broward County's Commission on Behavioral Health & Drug Prevention in collaboration with Broward Behavioral Health Coalition and the Florida Department of Children & Families for the 9th Annual Behavioral Health Conference: The Power of Prevention.**



Attend informative sessions and hear from keynote speakers and subject matter experts to learn, network and discuss issues related to behavioral health practices, policies, and research. CEUs are available for Licensed Clinicians and Certified Professionals. Come join us to learn how you can promote behavioral health and substance use prevention awareness within the community.

[Click Here to Download the Save the Date](#)

**Early Bird Tickets Now Available through April 1st – [Click the Link Below to Register](#)**

### Conference Tracks:

- Professional Development
- Faith-Based Focus
- Social Determinants of Behavioral Health
- Innovative Initiatives
- Trauma-Responsive Initiative
- Youth Prevention Interventions
- Collaboration and Integration
- Mental Health Promotion

## Call For Presenters

We are actively seeking knowledgeable and engaging workshop presenters to contribute to the success of our event.

The Annual Behavioral Health Conference serves as a platform for professionals in the field to share insights, research and best practices in promoting mental health and well-being. As always, we aim to emphasize the critical role of prevention strategies in enhancing overall behavioral health.



- Showcase your expertise to a diverse audience
- Contribute to the advancement of behavioral health knowledge
- Network with professionals in the field
- Receive recognition in conference materials

We invite subject matter experts to submit workshop proposals by February 9, 2024. [Click here to submit.](#)

## Sponsors

### Title Sponsors



35 YEARS



### Elite Sponsors





# Baptist Health

Premier Sponsor



Educate. Change Minds. Save Lives.

Choice Sponsor



**PSYCHIATRIST**  
We Are Here To Help

→ [CLICK TO REGISTER](#)

## Details

**Start:**

5/14/2024 | 8:00 AM

**End:**

Society

## Venue

**Broward County Convention Center**

1950 Eisenhower Blvd

Fort Lauderdale, FL 33316 United States + [Google Map](#)

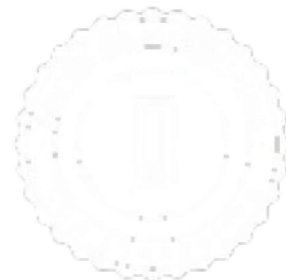
[View Venue Website](#)



## CONTACT

954-462-4850 | [EMAIL](#)

Ansin Building I 1300 S Andrews Ave  
Fort Lauderdale, FL 33316



The 9<sup>th</sup> Annual  
**Behavioral Health Conference**  
Sponsorship Agreement  
May 14<sup>th</sup> and 15<sup>th</sup>, 2024



**Event Sponsorship Agreement**

Sponsor agrees to provide the following sponsorship: (Please check appropriate box)

**Title Sponsorship: SOLD**



- VIP table reservation in plenary ballroom for all meals and keynote sessions
- Recognition on United Way of Broward County's social media accounts
- Opportunity to address attendees from podium on both days.
- Opportunity to create custom sponsorship messaging on Conference App
- Logo prominently featured in plenary ballroom.
- Company name/logo featured on all printed material (subject to print deadlines)
- Special recognition from the podium at event
- Opportunity to provide company promotional items to attendees.
- Logo on United Way of Broward County website event page
- Logo in event program
- Full page ad/back cover of program journal (8.5" wide x 11" high) full color (300 DPI CMYK) with bleed (bleed size = 8.75" X 11.25", no crop marks)
- 20 complimentary registrations
- Opportunity to host display table.

**Amended Diamond Sponsorship: \$30,000**

- VIP table reservation in plenary ballroom for all meals and keynote sessions
- Recognition on United Way of Broward County's social media accounts
- Brief address to attendees from podium during one pre-selected conference day
- Sponsorship page in Conference App.
- Logo prominently featured in plenary ballroom.
- Company name/logo featured on all printed material (subject to print deadlines)
- Special recognition from the podium at event
- Opportunity to provide company promotional items to attendees.
- Logo on United Way of Broward County website event page
- Logo in event program
- Full page ad/back cover of program journal (8.5" wide x 11" high) full color (300 DPI CMYK) with bleed (bleed size = 8.75" X 11.25", no crop marks)
- 10 complimentary registrations
- Opportunity to host display table.

**Platinum Sponsorship: \$20,000**

- Brief address to attendees from podium during one pre-selected conference day
- Sponsorship page in Conference App.
- Logo prominently featured in plenary ballroom.
- Company name/logo featured on all printed material (subject to print deadlines)

- Special recognition from the podium at event
- Opportunity to provide company promotional items to attendees.
- Logo on United Way of Broward County website event page
- Logo in event program
- Full page ad in program journal (8.5" wide x 11" high) full color (300 DPI CMYK) with bleed (bleed size = 8.75" X 11.25", no crop marks)
- 10 complimentary registrations
- Opportunity to host display table.

☐ **Elite Sponsorship: \$10,000**

- Logo prominently featured in plenary ballroom.
- Company name/logo featured on all printed material (subject to print deadlines)
- Special recognition from the podium at event
- Logo on United Way of Broward County website event page
- Logo in event program
- Full page ad in program journal (8.5" wide x 11" high) full color (300 DPI CMYK) with bleed (bleed size = 8.75" X 11.25", no crop marks)
- Eight (8) complimentary registrations
- Opportunity to host display table.

☐ **Premier Sponsorship: \$5,000**

- Special recognition from podium at event
- Logo on United Way of Broward County website event page
- Logo in event program
- Half page ad in program journal (8.5" wide x 5.5" high) full color (300 DPI CMYK) no bleed, no crop marks) \*
- Five (5) complimentary registrations
- Opportunity to host display table.

☐ **Choice Sponsorship: \$2,000**

- Logo on United Way of Broward County website event page
- Logo in event program
- Quarter page ad in program journal (4.25" wide x 5.5" high) full color (300 DPI CMYK) no bleed, no crop marks \*
- Three (3) complimentary registrations
- Opportunity to host display table.

☐ **Table Sponsorship: \$750**

- Two (2) complimentary registrations
- Opportunity to host display table.

**\*Photo ready artwork and logos must be submitted no later than Friday, March 29, 2024.**

**\*\*Please submit your logo with this contract.**

**Set-up time: Displays and tables must be set up the day before the Conference (5/13/24) between 2:00 pm – 6:00 pm.**

Spaces measure approximately 8' x 8' and include a 2.5' X 5' table with two chairs. Retractable banners only, please note that the venue does not allow signs to be hung. (No electric outlet provided).

If the company/organization has educational items or products for display, they may display them only at the display table for participants to review and purchase.





Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

United Way of Broward County

By: \_\_\_\_\_

**Please make out checks to:  
United Way of Broward County**

**Return this completed form with check no later than May 1, 2024 to:**

**Janine Ribeiro**

United Way of Broward County

Ansin Building

1300 S. Andrews Avenue, Fort Lauderdale, FL 33316

**For additional information,** contact Maria Hernandez 954.453.3763 or [mhernandez@unitedwaybroward.org](mailto:mhernandez@unitedwaybroward.org)

**E-Mail:** [conference@unitedwaybroward.org](mailto:conference@unitedwaybroward.org)

**THANK YOU FOR YOUR SUPPORT!**

<b>ITEM/MEETING</b>	EXC245RB2 / Executive Committee
<b>DATE:</b>	February 27, 2024
<b>SUBJECT:</b>	FY24 CEO Mid-Year Compensation Bonus
<b>FOR ACTION:</b>	Yes
<b>RECOMMENDED ACTIONS:</b>	<b>Approve CEO Mid-Year Compensation Bonus of \$2,000</b>
<b>FINANCIAL IMPACT:</b>	\$2,000
<b>ELC STAFF LEAD</b>	J. Merritt

**Background/History**

For the second year in a row, the Board approved a midyear bonus for all eligible ELC staff, including the CEO based on performance in FY 23/24.

**Current Status**

All Board members received the mid-year CEO evaluation tool in January. 100% of the Board submitted responses, with the average score being a 4 (on target to exceed annual goals). The scoring was calculated based on feedback from all members who have served on the board for six months or longer. The following is the bonus plan approved by the Board for all staff:

- A score of 3 (on target to meet annual goals) = \$1,500 bonus.
- A score of 4 (on target to exceed annual goals) = \$2,000 bonus.

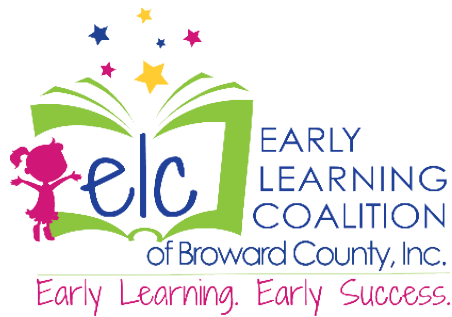
#	Members	Mid Year Score
1	Laurie Sallarulo	3
2	Dawn Liberta	4
3	Twan Russell	4
4	Monica King	4
5	Cindy Arenberg Seltzer	3
6	Michael Asseff	4
7	Sharonda Bailey	3
8	Richard Campillo	3
9	Krystie Castillo	
10	Kirk J. Englehardt	4
11	David Foganholi	
12	Maria Hernandez	3
13	Carol Hylton	4
14	Melody McDonald	4
15	Renee Podolsky	4
16	Dr. Amoy Reid	4
17	Ellie Schrot	4
18	Traci Schweitzer	
19	Zachary Talbot	4
20	Julie Winburn	3
	<b>Average</b>	<b>4</b>

**Recommended Action:**

Approve CEO Mid-Year Bonus of \$2,000

**Supporting Documents:**

- CEO Mid-Year Self Evaluation



## CEO Mid-Year Goal Performance Review

### **Goal 1: Eligible families will be aware of and can access ELC SR services.**

**Objective 1:** Deploy a successful targeted outreach and enrollment initiative.

**Outcome 1:** ELC staff will actively attend a minimum of 20 community outreach events annually to promote its services.

**Outcome 2:** ELC communications staff will place a minimum of 60 social media posts concerning the importance of child care and early learning.

**Objective 2:** Families that are eligible to continue receiving SR services will receive them.

**Outcome 1:** The overall retention rates for potentially SR eligible families will increase from 80% to 85%

#### **Status Update**

- In Q1 & Q2, ELC Broward engaged in 16 community outreach events, a 33% increase from the previous year.
- In Q1 & Q2, ELC Broward posted 40 social media posts promoting ELC services.
- Aggressive promotional activities for School Readiness (SR) services intentionally decreased from July 1 to mid-October 2023 due to insufficient SR funding and a pause on new enrollments.
- Enrolled 1,369 new SR children since resumed waitlist enrollments in mid-October.
- Retention for families being redetermined for eligibility decreased from 75% to 74%. Through continued communications and increased efforts with families and providers, we expect this number to increase in the second half of the year.

### **GOAL 2: Eligible families will be aware of and access ELC VPK services.**

**Objective 1:** ELC will reach and enroll as many VPK eligible families as possible.

**Outcome 1:** ELC Broward will meet or exceed State of Florida estimating conference estimates for VPK.

#### **Status Update**

- With new SR enrollments on pause through Q1 and some of Q2, various outreach and marketing methods used to focus on reaching potential VPK-eligible families.
- In Q1 & Q2, ELC Broward engaged in 16 community outreach events, a 33% increase from the previous year.
- We attracted 7,440 visitors to the VPK landing page of our website.
- To date for School Year 2022/23 ELC Broward has enrolled 13,275 children into VPK which surpassed the State of Florida's updated estimating conference projections for Broward VPK enrollments, which forecasted enrollment of 61.94% of the county's 4-year-olds, which is 13,157 children. In other words, we exceeded the target.

### **GOAL 3: Broward's childcare centers/homes are high quality, nurturing settings.**

**Objective 1:** The countywide CLASS score average for School Readiness childcare providers who are CLASS assessed will increase to 6.0.

**Outcome 1:** CLASS scores will incrementally grow year over year for the 5-year Strategic Plan.

#### **Status Update**

- The countywide SR CLASS score is on track to incrementally increase. We are halfway through the year and will have complete data on the current score in May/June 2024.

**GOAL 4: Broward’s VPK sites offer high quality services in a nurturing environment.**

**Objective 1:** The countywide CLASS score average for VPK childcare providers who are CLASS assessed will increase to 6.0.

**Outcome 1:** CLASS scores will incrementally grow year over year for the 5-year Strategic Plan.

**Status Update**

- The countywide VPK CLASS score is on track to incrementally increase. We are half way through the year and will have complete data on the current score in May/June 2024.

**Goal 5: Children will enter kindergarten with the tools, skills, and support they need to succeed.**

**Objective 1:** SR and VPK children will receive support (developmental, behavioral, health, etc.) to maximize their developmental potential.

**Outcome 1:** 65% of families with children ages 0-2 who have received a referral will follow through with their referrals to Early Steps (current rate is 47 percent, 387 of 833 families).

**Outcome 2:** 75% of families with children ages 3-5 who have received a referral, will follow through with their referrals to FDLRS (current rate is 63 percent, 364 of 580 families).

**Outcome 3:** Through funding or partnerships, four (4) additional comprehensive support services will be added or expanded to children/families (such as but not limited to vision, hearing, dental screenings, mental health, nutrition services and general medical).

**Objective 2:** Expand ELC’s literacy efforts to increase the number of children who have access to books/libraries at home as well as increased exposure to reading experiences.

**Outcome 1:** Increase # of families with children under 5 who sign up for ELC’s bookworm program to 15,000 families.

**Outcome 2:** ELC will participate in at least 15 literacy events throughout the year, utilizing new and existing partnerships/events, as well as creating its own.

**Status Update**

- Through a combination of having an expanded Inclusion Specialist team and the addition of the new Peer Support Specialists, we are tracking the support and follow-through of families (referred for an evaluation) and we are on track to incrementally increase the percentage of families who complete the process over the 5 years of the strategic plan. However, to date here is the data (which will change throughout the year) for Q1 and Q2:
  - 38% of families with children ages 0-2 who have received a referral followed through with their referrals to Early Steps (182 of 476 of families – note: there is a delay in getting follow through data).
  - 50 % of families with children ages 3-5 who have received a referral followed through with their referrals to FDLRS (230 of 458 of families - note: there is a delay in getting follow through data).
- We have partnered with two (2) new organizations to increase the comprehensive services/resources for children served at ELC programs: the Listening to Children and the Center for Hearing and Communication.
  - Listening for Children provides trained volunteers to be active listeners for young children.
  - Center for Hearing and Communication provides hearing evaluations and supports such as assistive devices for all ages.
  - Both partners have attended our PLAN meetings to share these resources with our providers.
- Meetings held with members of Memorial Healthcare system regarding partnership opportunities, with the following initiatives already in motion: ELC participating at Memorial’s initiative One City at a Time Health Fairs, which includes having their mobile health clinic in targeted high-need Broward cities, having mobile clinics visit high volume SR programs, have the mobile clinic and healthcare staff participate in ELC’s A Day in K event at MODS (in June).
- Bookworm registration was temporarily paused from July 1 to October 1 due to funding challenges, however from October 1 to December 31 ELC has promoted our Bookworms. Program. In that time 7,400 unique families signed up for Bookworms resulting in 8,200 book bundles (as some families requested books for a second child) going out to Broward children.
- From July 1 to December 31, 2023, ELC actively participated in 13 literacy events.

**Goal 6: The ELC has strong relationships with community leaders and other stakeholders to mobilize all parts of our community to support early learning.**

**Objective 1:** Broward County leaders are aware of the importance of early learning, ELC Services, and ELC Legislative Priorities.

**Outcome 1:** At the start of each fiscal year, ELC staff will identify which State legislators, Broward County commissioners/County administration, and elected Municipal leaders, and then meet with at least 90% of them.

**Objective 2:** ELC will strengthen relationships and partnerships with Community leaders and stakeholders through participation in early learning activities/events.

**Outcome 1:** ELC will actively participate in a minimum of 30 community engagement activities/events annually to promote ELC's services.

**Status Update**

- ELC has met with 77% (10 of 13) of State, County, and Municipal leaders identified on our FY priority list based on legislative committee assignments, the number of SR kids in each Municipality, and Match funding data.
- In Q1 and Q2, we held one-on-one meetings with all five (local) State elected officials on PreK Appropriation Committees as well as two Legislators with Early Learning Bills and various other Local and State Legislators throughout and leading up to the Legislative Session.
- Presented at the Broward Delegation Public hearing on 10/04/2023, where over 80% attendance was achieved. Shared ELC Broward's top three (3) Legislative priorities with Delegation members.
- Attended 15 City Commission meetings to request School Readiness Match grants from the various Municipalities.

**Goal 7: ELC Broward is a healthy, efficient, and effective organization.**

**Objective 1:** The ELC promotes an inspired workplace culture by developing quantitative and qualitative approaches to attract, engage, and retain a talented workforce efficiently and effectively.

**Outcome 1:** ELC is hiring the right staff for the right positions and retaining them as evidenced by retaining 75% of new hires at one year.

**Outcome 2:** ELC annual staff turnover will be 5% below the National turnover average for similar organizations.

**Outcome 3:** 25% of promotional opportunities are filled internally.

**Outcome 4:** At least 85% of Staff respond they are overall satisfied working at the ELC.

**Objective 2:** Continue to optimize use of technology and data to promote efficiencies, evaluate value, impact, and progress, and increase data security.

**Outcome 1:** 85% of the CRM Plan will be fully implemented.

**Outcome 2:** 90% of ELC data infrastructure will be stored in the cloud.

**Outcome 3:** A minimum of 95% of ELC staff will continually pass ELC quarterly security testing.

**Objective 3:** A mechanism exists to bring in a regular stream of funding to address an annual structural deficit and an annual process to gradually build a reserve.

**Outcome 1:** Annual net asset/reserve balance changes are positive at the end of each fiscal year.

**Objective 4:** Strategy will be in place to obtain dedicated funding for specific unallowable expenses.

**Outcome 1:** ELC will have funds for items for meetings, programming, and training.

**Objective 5:** The ELC board is energized, enthusiastic, educated, participates, and partners effectively with staff.

**Outcome 1:** Results of the annual staff and board survey will show at least a 90% rating in all categories.

**Outcome 2:** 100% of the ELC Board will complete and return the Annual Board Survey, which will be conducted prior to the Annual Board Retreat.

**Outcome 3:** ELC will track the activity of Board members and report on that engagement.

**Objective 6:** The ELC will have a cohesive board where every member has a voice.

**Outcome 1:** Results of the annual board self-survey will show that 90% of board report they feel they have a voice in meetings.

**Status Update**

- Staff retention rates for staff for 1 year are currently 88.24%, the goal was 75% so we are exceeding expectations.
- Staff turnover rate is 2.33%, target for 5 years is 5% below industry standard (approximately 34%). Far exceeding goal.
- Staff promotions from within is 60%, our goal was 25%. Far exceeding goal.
- The IT Team successfully completed 60% of the CRM modules approved to be created this FY, putting us in a strong position to surpass our target of 85%.
- We've achieved a significant milestone with 70% of our ELC infrastructure now operating in the Cloud. We're well on our way to reaching our objective of a 90% Cloud migration.
- 94.9% of our staff have passed the last quarterly security test. We're committed to continuous improvement and are setting our sights on achieving a pass rate of 95% or higher within the next five years.

**Overall Significant Achievements:**

- Successfully advocated for additional SR funding (from a pot of \$77M set aside by Legislators), receiving \$15M for new SR enrollments, the highest amount secured amongst Coalitions around the State.
- Successfully advocated for getting ELC Broward-specific Legislative priority included as a Statewide (AELC) Legislative Priority.
- Created plan and rolled out various initiatives funded by an additional \$19M in American Rescue Plan Discretionary funding (trainings, resources, technological learning supports, model classroom, special needs supports, etc.).
- Assisted Representative Bartleman with *new* Special Needs Legislation (now in a Bill going through the Committee process).
- Collaboration in Motion with Healthy Start to rollout Baby Bookworms initiative to provide book bundles and resources for parents of newborns.
- Planned/Held first fundraising event in October 2023, established beneficial new relationships and funding.
- Secured \$5,000 from the Kiwanis Club of Fort Lauderdale (through the Community Foundation's Advised Fund).
- Collaborated with Broward Days board and secured ELC's State of Child Care as the opening Breakfast event in Tallahassee where I was a panelist.
- Partnership/Collaboration with Memorial Healthcare Systems (see above).
- Partnership with the Museum of Discovery and Science (MODS) for a joint event at MODS, A Day in K (to take place June 2024).
- Secured outside funding (Lakeshore; State Farm) for a Staff Gratitude Gathering (Staff Appreciation) held in December.
- Held first-ever ELC Staff Milestone ceremony.
- ELC CEO continues to Chair the AELC Large Coalition committee and serve on the AELC Executive Team.

**Ratings:**

- 1 - Not on Target to Attain Goal(s) - Unsatisfactory Job Performance
- 2 - Partially on Target to Attain Goal(s) - Improvement Needed
- 3 - On Target to Attain Goal(s) - Meets Expectations/Requirements
- 4 - On Target to Exceed Goal(s) - Exceeds Expectations/Requirements

Overall Score      1                       2                       3                       4

## ELC Broward Contract List 2023-2024

Funder or Vendor Name	Amount	Purpose	Type	Term	Status
Division of Early Learning	\$150,739,951	<i>School Readiness, VPK, PDG &amp; Stimulus</i>	Revenue	7/1/23-6/30/24	Active
A.D. Henderson Foundation	\$160,000	<i>Peer Support Specialist Positions</i>	Revenue	7/1/23-6/30/24	Active
Broward County	\$2,342,795	<i>SR Match &amp; Special Needs</i>	Revenue	10/1/22- 9/30/27	Active
Children's Services Council	\$3,503,028	<i>Financially Assisted Child Care</i>	Revenue	10/1/23-9/30/24	Active
Children's Services Council	\$3,348,317	<i>Vulnerbale Populations</i>	Revenue	10/1/23-9/30/24	Active
City of Fort Lauderdale	\$75,000	<i>SR Match Funds</i>	Revenue	10/1/23-9/30/24	Active
City of Hollywood	\$10,000	<i>SR Match Funds</i>	Revenue	10/1/23-9/30/24	Active
City of Pompano Beach	\$21,500	<i>SR Match Funds</i>	Revenue	10/1/23-9/30/24	Active
City of Deerfield Beach	\$30,000	<i>SR Match Funds</i>	Revenue	10/1/23-9/30/24	Active
United Way	\$130,000	<i>SR Match Funds</i>	Revenue	7/1/23-6/30/24	Active
University of Florida	\$90,000	<i>Training Courses for providers</i>	Revenue	9/1/23-8/31/24	Active
Children's Forum	\$1,128,205	<i>INCENTIVE\$® Program</i>	Subrecipient	7/1/23-6/30/24	Active
First Call for Help/211	\$461,092	<i>Community Referral Services</i>	Subrecipient	7/1/23-6/30/24	Active
Accessible Comm for the Deaf	\$1,300	<i>Interpretation Services</i>	Vendor	8/13/18 Ongoing	Active
AT&T	\$93,900	<i>Cell Phones and Hot Spots</i>	State Term PO	7/1/23-6/30/24	Ongoing
BlueJean Software, Inc.	\$33,000	<i>Hosting and Support Services</i>	Vendor	7/1/23-6/30/24	Active
Bertelsen Education	\$48,300	<i>Professional Development Training</i>	Vendor	1/16/24-6/30/24	Active
Bryan, Miller, Olive, Attorneys	\$35,000	<i>Labor and employment legal services</i>	Vendor	7/15/23-6/30/24	Active
Causetech DBA Achieve	\$9,463	<i>Website Hosting</i>	Vendor	7/1/23-6/30/24	Active
Carmen Nicholas	\$33,500	<i>Independent CLASS Observer</i>	Vendor	7/1/23-6/30/24	Active
Comcast	\$6,724	<i>Internet</i>	Vendor	7/1/23-6/30/24	Active
Crown Center	\$416,078	<i>Office Lease (est. annual cost)</i>	Lease	2/1/19-1/31/29	Active
EPIC Educational & Consultant Services, LLC	\$20,000	<i>Professional Development</i>	Vendor	1/16/24-6/30-24	Active
First Day Learning, Inc.	\$99,400	<i>Professional Development</i>	Vendor	1/16/2024-6/30/24	Active
FL Dept of Law Enforcement	\$1,863/yr	<i>LiveScan Service (est. annual cost)</i>	Vendor	10/29/18-Ongoing	Active
Frog Street Press, LLC	\$16,000	<i>Professional Development</i>	Vendor	1/16/24-6/30/24	Active
Goren, Cherof,Doody,Ezrol, PA	\$100,000	<i>Legal Services</i>	Vendor	8/1/23-6/30/24	Active
Intermedia.net, Inc.	\$30,150	<i>Office 365 &amp; Support</i>	Vendor	7/1/2023-6/30/2024	Active
Jaybee Educational Consultant	\$20,800	<i>Professional Development</i>	Vendor	1/16/24-6/30/24	Active
Kaplan Early Learning Company	\$30,600	<i>Professional Development</i>	Vendor	1/16/24-6/30/24	Active
Keefe McCullough, LLP	\$43,100	<i>External Audit Preparation</i>	Vendor	7/1/23-6/30/24	Active
Klausner, Kaufman, Jensen, Levinson	\$25,000	<i>Retirement plan legal services</i>	Vendor	7/1/23-6/30/24	Active
Learning Beyond Paper, Inc.	\$26,250	<i>Professional Development</i>	Vendor	1/16/24-6/30/24	Active
One Beat	\$20,000	<i>CPR Training for Providers</i>	Vendor	7/1/23-6/30/24	Active
Revation Systems, Inc.	\$261,113.04	<i>Telecommunications Services</i>	Vendor	9/15/21-9/30/24	Active
Teaching Strategies Gold LLC	\$95,200	<i>Professional Development</i>	Vendor	1/16/24-6/30/24	
The Journey Institute, Inc.	\$24,000	<i>Professional Development</i>	Vendor	1/16/24-6/30/24	Active
School Board Broward County	\$12,605.51/yr	<i>Gulfstream Early Learning Ctr</i>	Lease	9/5/22-9/4/25	Active
Sharp	\$14,353.12	<i>Copier and Printer Rental</i>	State Term PO	11/1/20-9/1/25	Active
Sorenson Consulting	\$29,000	<i>Professional Development Training</i>	Vendor	2/1/24-6/30/24	Active
Teaching Strategies Gold	\$12,950	<i>Child Assessment Software</i>	Vendor	7/1/23-6/30/24	Active
Trusaic	\$6,500	<i>Monthly Fee for up to 500 W2's</i>	Vendor	6/1/23-6/30/24	Active
Webauthor	\$75,000	<i>CRM Software</i>	Vendor	7/1/23-6/30/24	Active
Brown & Brown	\$0	<i>Information Sharing Agreement</i>	MOU	8/1/20-7/31/26	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 Cooperation</i>	MOU	9/1/21-8/31/26	Active

School Board Broward County	\$0	<i>Community Partnership</i>	MOU	1/20/2021-6/1/2045	Active
Seventeenth Circuit Court	\$0	<i>Cooperation Agreement</i>	MOU	6/23/20-Ongoing	Active
University of Florida	\$0	<i>Data Use Agreement</i>	MOU	1/1/19-Ongoing	Active
Women in Distress	\$0	<i>Community Partnership</i>	MOU	6/2/21-6/1/24	Active



## Legislative Session 2024

*This email contains a roundup of early childhood policy advancing through the Florida House and Senate during the 2024 Regular Legislative Session.*

### Bills We are Watching (still in play):

#### **HB 929/SB 916:**

These companion bills sponsored by Representative Trabulsy and Senator Calatayud are likely the most significant Early Learning Bills we are watching this session. The bill includes the following:

- revises the methods used to determine the annual allocation for the school readiness (and will use estimated FTE enrollments; total eligible population, approved provider rates and allowable admin, quality & non-direct costs);
- revises the definition of economically disadvantaged from 150% Federal Poverty Level (FPL) to 55% of the State Median Income (SMI), which would result in an increase to the SR eligibility threshold;
- Revises reimbursement rate language to set rates using cost of care (House) or use either cost of care or market rate (Senate);
- Revises the sliding fee scale to create uniform copayments that increases with parents' income (to avoid harsh fiscal cliff)
- Special Needs Language that provides eligibility specifications and required documentation and includes a new training requirement for educators caring for children with this designation (this is a new language that was added from a different bill that did not progress)

#### **HB 635/SB 820**

Legislators understand that early learning is a workforce issue, but employers may need a nudge to get in the game. House Bill 635 by Rep. Fiona McFarland (R-Sarasota) and Senate Bill 820 by Sen. Erin Grall (R-Fort Pierce) propose the following:

- tax credits for businesses that subsidize child care for the children of their employees or open an on-site child care center themselves which could mean \$300 more in the pockets of working parents each month if their employers participate).
- proposes several changes aimed at easing regulatory burdens on child care businesses, including: it simplifies the health and safety inspection process (defining only two classes of violations); allows for a 45-day provisional hire status for child care employees whose background checks take more than five days; institutes free online training to meet the minimum requirements to become a child care teacher; and expands the abbreviated inspection plan for licensed facilities that have not had more than three of the same Class 2 violations and meet other standards.

- expands current insurance and zoning protections for family child care homes to include large family child care homes, a provider type that did not exist when the current provision was signed into law.

**HB 1267/SB 7052 – Economic Self-Sufficiency**

This bill is sponsored by Rep Anderson with a companion bill directly from the Children, Families and Elder Affairs committee. bill revises various components of the TANF, SNAP, and School Readiness program to address benefit cliffs. More specifically, this bill, which will be called the School Readiness Plus program will:

- Allow families enrolled in School Readiness who reach the financial cap of the program, to continue to receive child care services (with a decreased subsidy award and higher parent contribution) for families whose income is between 85% and 100% of the State Median Income (SMI).

[Legislative Session 2024 – Bill Tracker \(Week 7\)](#)

Below is a selection of bills we are following. On the left, you will find the bill number (hyperlinked to the bill text) and the sponsor for each. On the right, the series of numbers represents the committees of reference for each bill and voting history. Below each, you'll find a brief description of the proposed legislation.

**Any bills that have not yet been heard in a committee are now considered "dead" for this year. They will be removed from this tracker starting next week.**



Voted Favorably by Committee



Temporarily Postponed in Committee



Did Not Pass Committee Vote



Referred to Committee But Not Yet Heard



Bill Has Not Yet Been Referred to Committees

**Early Learning Bills**

[SB 120 - Provisional Child Care Licensing](#)

Sen. Stewart



**HB 1437 - Child Care Service**

Rep. Valdes



These **identical** bills requires the Department of Education to establish a program to provide vouchers for child care services to children within a specified age range whose parents meet a specified income limitation.

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**HB 541 - Safety of Child Care Facilities**

Rep. Williams



**SB 1562 - Safety of Child Care Facilities**

Sen. Powell



These **similar** bills requires law enforcement agencies to notify child care facilities of certain incidents at nearby schools.

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**SB 596 - Child Care Facility Safety Measures**

Sen. Garcia



This bill requires child care facilities to place video recording equipment in designated areas. The bill also requires child care facility personnel to receive and maintain first aid and CPR certification.

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**HB 1353 - Early Learning**

Rep. Snyder



**SB 1026 - Early Learning**

Sen. Grall



These **identical** bills revises provisions of the Voluntary Prekindergarten Education Program related to instructor requirements, screening and progress monitoring, instructional support, and administrative spending by early learning coalitions.

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**HB 847 - School Readiness Program**

Rep. Bartleman



**SB 1400 - School Readiness Program**

Sen. Jones



These **identical** bills revise the eligibility priorities for participation in the school readiness program.

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**HB 427 - Instructional Hours for the Voluntary Prekindergarten Education Program**

Rep. Nixon



**SB 294 - Instructional Hours for the Voluntary Prekindergarten Education Program**

Sen. Davis



These **identical** bills revise the required instructional hours in the Voluntary Prekindergarten Education Program to provide for an 8-hour program day in summer & school-year programs.

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**HB 635 - Child Care and Early Learning Providers**

Rep. McFarland



**SB 820 - Child Care and Early Learning Providers**

Sen. Grall



These **similar** bills revise positions related to tax credits for corporations providing or paying for child care; licensing standards for child care facilities; child care personnel; minimum standards; child care regulation; & large family child care homes.

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**HB 929 - School Readiness Program**

Rep. Trabulsy



**SB 916 - School Readiness Program**

Sen. Calatayud



These **identical** bills revise the methods used to determine the annual allocation for the school readiness program as well as the determination of parent co-payments for participants in the school readiness program.

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**HB 361 - School Readiness Program**

Rep. Gantt

1

2

3

**SB 342- School Readiness Program**

Sen. Jones

1

2

3

These **identical** bills revise the definition of the term "economically disadvantaged" for purposes of the school readiness program.

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**HB 1267- Economic Self-Sufficiency**

Rep. Anderson

1

2

3

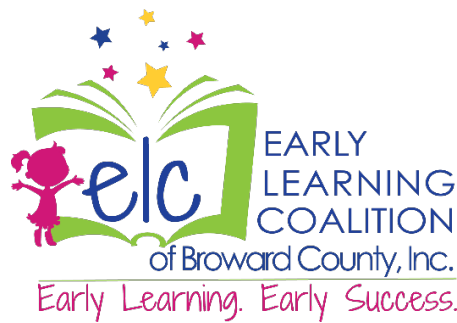
**SB 7052- Economic Self-Sufficiency**

Children, Families, and Elder Affairs

1

2

These similar bills revise various components of the TANF, SNAP, and School Readiness program to address benefits cliffs.



**Legend:**  
**Bolded Items:** Recently Added/Updated  
*Grayed Out:* Past Events

## Board Engagement Calendar FY 23-24

Childcare Small Business Site Visits			
*Please Reach out to Lizbeth DelVecchio at <a href="mailto:Ldelvecchio@elcbroward.org">Ldelvecchio@elcbroward.org</a> if you would like to RSVP for a site visit.			
Date	Childcare Center Name	Address	Time
<i>Sep. 13, 2023</i>	<i>Delmar Arts Academy at the Y</i>	<i>1409 NW 6th St, Fort Lauderdale, FL 33311</i>	<i>9:30 AM - 11:00 AM</i>
<i>Oct. 10, 2023</i>	<i>My Little Family Center</i>	<i>18433 Pines Blvd. Pembroke Pines, FL 33029</i>	<i>9:30 AM - 11:00 AM</i>
<i>Nov. 8, 2023</i>	<i>Preschool Kids Planet</i>	<i>328 E Hillsboro Blvd, Deerfield Beach, FL 33441</i>	<i>9:30 AM - 11:00 AM</i>
<b>Mar. 13, 2024</b>	<b>Nur Ul Islam</b>	<b>10600 SW 59th St, Cooper City, FL 33328</b>	<b>9:30 AM - 11:00 AM</b>
Apr. 10, 2024	TBA	TBA	9:30 AM - 11:00 AM
May. 8, 2024	TBA	TBA	9:30 AM - 11:00 AM
Jun. 25, 2024	TBA	TBA	9:30 AM - 11:00 AM

Small Wine Shop Fundraiser		
*Please Reach out to Lizbeth DelVecchio at <a href="mailto:Ldelvecchio@elcbroward.org">Ldelvecchio@elcbroward.org</a> if you would like to RSVP for a site visit.		
Date	Location	Time
<i>Oct. 5, 2023</i>	<i>Small Wine Shop, 410 N Andrews Ave, Fort Lauderdale, FL 33301</i>	<i>6:00 PM – 8:30 PM</i>

ELC Board Meet, Greet, & Eat Social		
ELC Broward: 1475 W. Cypress Creek Rd., Suite 301, Fort Lauderdale, FL 33309		
Date	Location	Time
<i>Sep. 11, 2023</i>	<i>ELC Broward, Training Room</i>	<i>8:30 AM – 9:30 AM</i>
<i>Oct. 16, 2023</i>	<i>ELC Broward, Training Room</i>	<i>8:45 AM – 9:30 AM</i>
<i>Dec. 11, 2023</i>	<i>ELC Broward, Training Room</i>	<i>8:45 AM – 9:30 AM</i>
<i>Feb. 12, 2024</i>	<i>ELC Broward, Training Room</i>	<i>8:45 AM – 9:30 AM</i>
TBA	TBA	TBA
TBA	TBA	TBA
TBA	TBA	TBA

ELC Lunch & Learn Workshops *Optional*			
ELC Broward: 1475 W. Cypress Creek Rd., Suite 301, Fort Lauderdale, FL 33309			
Date	Topic	Location	Time
<i>Sep. 21, 2023</i>	<i>Strategic Plan</i>	<i>ELC Broward, Training Room</i>	<i>12:00 PM – 1:00 PM</i>
<i>Oct. 30, 2023</i>	<i>Advocacy</i>	<i>ELC Broward, Training Room</i>	<i>12:00 PM – 1:00 PM</i>
<i>Jan. 12, 2024</i>	<i>Special Needs</i>	<i>ELC Broward, Training Room</i>	<i>12:00 PM – 1:00 PM</i>
<i>Feb. 15, 2024</i>	<i>FAST (Cancelled)</i>	<i>ELC Broward, Training Room</i>	<i>12:00 PM – 1:00 PM</i>
<b>Mar. 20, 2024</b>	<b>Conflicts of Interest</b>	<b><a href="#">Zoom</a></b>	<b>12:00 PM – 1:00 PM</b>
TBD	Finance	ELC Broward, Training Room	12:00 PM – 1:00 PM
TBA	TBA	TBA	TBA
TBA	TBA	TBA	TBA

## Monthly PLAN Meetings

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

Date	Location	Time
<i>Sep. 20, 2023</i>	<i>ELC Broward, Training Room</i>	<i>10:00 AM - 11:00 AM</i>
<i>Oct. 18, 2023</i>	<i>ELC Broward, Training Room (Cancelled due to AELC Training Camp Week)</i>	<i>10:00 AM - 11:00 AM</i>
<i>Nov. 15, 2023</i>	<i>ELC Broward, Training Room</i>	<i>10:00 AM - 11:00 AM</i>
<i>Dec. 20, 2023</i>	<i>ELC Broward, Training Room</i>	<i>10:00 AM - 11:00 AM</i>
<i>Jan. 17, 2024</i>	<i>ELC Broward, Training Room</i>	<i>10:00 AM - 11:00 AM</i>
<i>Feb. 21, 2024</i>	<i>ELC Broward, Training Room</i>	<i>10:00 AM - 11:00 AM</i>
<b>Mar. 20, 2024</b>	<b>ELC Broward, Training Room</b>	<b>10:00 AM - 11:00 AM</b>
<b>Apr. 17, 2024</b>	<b>ELC Broward, Training Room</b>	<b>10:00 AM - 11:00 AM</b>
<b>May 15, 2024</b>	<b>ELC Broward, Training Room</b>	<b>10:00 AM - 11:00 AM</b>
<b>Jun. 19, 2024</b>	<b>ELC Broward, Training Room</b>	<b>10:00 AM - 11:00 AM</b>

## Legislative Meetings

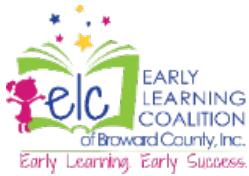
**\*Please Reach out to Lizbeth DelVecchio at [Ldelvecchio@elcbroward.org](mailto:Ldelvecchio@elcbroward.org) if you would like to RSVP for a legislative meeting.**

Date	Individual	Location	Time
TBA	TBA	TBA	TBA
TBA	TBA	TBA	TBA
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## Notable Early Learning Conferences

**\*Please Reach out to Melody Martinez at [Mmartinez@elcbroward.org](mailto:Mmartinez@elcbroward.org) if you would like assistance organizing accommodations\***

Dates	Conference Name	Location	Registration Info
<i>Sep. 19-20, 2023</i>	<i>Zero to Three Learn Conference</i>	<i>Minneapolis Convention Center- Minneapolis, MN</i>	<i><a href="#">Click to Register</a></i>
<i>Oct. 5-8, 2023</i>	<i>Council for Professional Recognition CDA - Early Educators Leadership Conference (Leading Career Pathways to Equity)</i>	<i>Renaissance Orlando at SeaWorld- Orlando, FL</i>	<i><a href="#">Click to Register</a></i>
<i>Oct. 11-15, 2023</i>	<i>Florida Association for the Education of Young Children (FLAEYC)</i>	<i>Moni Orlando Resort- Orlando, FL</i>	<i><a href="#">Click to Register</a></i>
<i>Nov. 15-18, 2023</i>	<i>NAEYC Annual Conference</i>	<i>Nashville, TN</i>	<i><a href="#">Click to Register</a></i>
<i>Nov. 28-Dec. 1, 2023</i>	<i>Division for Early Childhood's 39<sup>th</sup> Annual International Conference on Young Children with Disabilities and their Families</i>	<i>Hilton Minneapolis- Minneapolis, MN</i>	<i><a href="#">Click to Register</a></i>
<i>Jan. 22-25, 2023</i>	<i>National Head Start Winter Leadership Institute</i>	<i>Crystal City, VA</i>	<i><a href="#">Click to Register</a></i>
<b>Mar. 7-9, 2024</b>	<b>Southern Early Childhood Association Conference</b>	<b>Crown Plaza Atlanta Perimeter – Atlanta, GA</b>	<b><a href="#">Click to Register</a></b>
<b>Mar. 7-10, 2024</b>	<b>American Montessori Society – The Montessori Event</b>	<b>Gaylord Palms Resort and Convention Center – Orlando, FL</b>	<b><a href="#">Click to Register</a></b>
<b>Mar. 8-9, 2024</b>	<b>Rocky Mountain Early Childhood Conference</b>	<b>Denver Marriott Tech Center – Denver, CO</b>	<b><a href="#">Click to Register</a></b>
<b>Mar. 11-12, 2024</b>	<b>International Conference on Play-Based Learning and Early Childhood Curriculum</b>	<b>Miami, FL</b>	<b><a href="#">Click to Register</a></b>
<b>Mar. 14-16, 2024</b>	<b>Virginia Association for the Education of Young Children (vaeayc)</b>	<b>Roanoke, VA</b>	<b><a href="#">Click to Register</a></b>
<b>Apr. 3-4 2024</b>	<b>InterAct CLASS Summit</b>	<b>San Diego, CA</b>	<b><a href="#">Click to Register</a></b>
<b>Apr. 15-19, 2024</b>	<b>National Training Institute on Effective Practices: Addressing Challenging Behavior (NTI) Conference</b>	<b>Tampa Marriott Water Street – Tampa, FL</b>	<b><a href="#">Click to Register</a></b>
<b>Apr. 15-18, 2024</b>	<b>National Head Start Conference</b>	<b>Oregon Convention Center – Portland, OR</b>	<b><a href="#">Click to Register</a></b>
<b>May. 19-22, 2024</b>	<b>Child Care Aware 2024 Symposium</b>	<b>Arlington, VA</b>	<b><a href="#">Click to Register</a></b>
<b>May 23, 2024</b>	<b>2024 FL Prosperity &amp; Economic Opportunity Solution Summit</b>	<b>Coral Springs, FL</b>	<b><a href="#">Click to Register</a></b>
<b>Jun. 26-30, 2024</b>	<b>FL Family Child Care Home Association Annual Conference</b>	<b>Clearwater Beach, FL</b>	<b><a href="#">Click to Register</a></b>



# ELC of Broward County

## FY 2023-2024 Board/Committee Meetings Calendar

July 2023						
Su	Mo	Tu	We	Th	Fr	Sa
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August 2023						
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September 2023						
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October 2023						
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November 2023						
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December 2023						
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31						

January 2024						
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February 2024						
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March 2024						
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31						

April 2024						
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28	29	30				

May 2024						
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June 2024						
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23	24	25	26	27	28	29
30						

**Board Mondays/9:30 am**

- Sep 11, 23
- Oct 16, 23
- Dec 11, 23
- Feb 12, 24
- Mar 11, 24
- May 6, 24 (RETREAT 9am)
- Jun 17, 24

**Finance/Executive Tuesdays/1:30 pm**

- Aug 29, 23
- Oct 3, 23
- Dec 5, 23
- Jan 23, 24
- Feb 27, 24
- Apr 30, 24
- Jun 4, 24

**Governance Mondays**

- Apr 22, 24, 11 am

**Nominating Wednesdays**

- Oct 11, 23, 12:00 pm
- Dec 4, 23, 2:00 pm
- Apr 17, 24

**Audit Wednesdays**

- Aug 30, 23, 2:30 pm
- Mar 5, 24, 3:00 pm

**Program Review**

- Aug 28, 23, 2:00 pm
- Jan 12, 24, 12:00 pm
- Mar 28, 24
- Jun 6, 24

**Ad-Hoc Fundraising:**

- Aug 30, 2023, 12:30 pm
- Nov 29, 2023, 2:30 pm
- Feb 12, 2024, 12:00 pm

**ELC Offices closed for holidays on:**

July 4; Sep 4; Nov 10, 22, 23, 24; Dec 25, 26, 29; Jan 1,2; 15; Feb 19; May 27

**Federal Holidays:**

Oct 9 Columbus  
June 19 Juneteenth

**Holidays:**

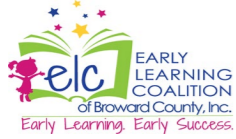
Sep 25 Yom Kippur  
Sep 30 Sukkot  
Dec 8 Hanukkah Start  
Dec 15 Hannukah Ends  
Dec 26 Kwanzaa  
Feb 14 Ash Wed/Lent  
Mar 19 Spring Break week  
Mar 29 Good Friday  
April 23 Passover Starts



ELC of Broward County

Committee Membership 2023-2024

COMMITTEE	Member Name	Seat	By Laws	
<b>EXECUTIVE</b> <i>4 needed for a Quorum</i>	<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 1	Laurie Sallarulo	Chair	effective 04/2014 - Governor appointment
	Officer 2	Dawn Liberta	First Vice Chair/Governance	effective 12/11/23
	Officer 3	Twan Russell	Second Vice Chair	effective June 2020 - Again in 2022
	Officer 4	Monica King	Secretary/PRC Chair	effective June 2020 - Again in 2022
	Officer 5	Cindy Arenberg Seltzer	Treasurer	effective June 2020 - Again in 2022
		6 Michael Asseff	Nominating Com. Chair	effective June 2020 - Again in 2022
		7 Renee Podolsky	Audit Com. Chair	effective June 2022
<b>FINANCE</b> <i>4 needed for a Quorum</i>	<i>Members appointed by the Chair. Reports directly to the Board and shall consist of at least (5) five Members EXCLUDING CHAIR. No Term Limits</i>			
		1 Cindy Arenberg Seltzer	Chair	
		2 Maria Hernandez	Member	effective 07/01/23
		3 Dawn Liberta	Member (Officer)	effective 02/12/24
		4 Renee Podolsky	Member	
		5 Twan Russell	Member	
		6 Laurie Sallarulo	Member (Board Chair)	
		7 Zachary Talbot	Member	effective June, 2020
<b>PROGRAM REVIEW</b> <i>5 needed for a Quorum</i>	<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 EXCLUDING CHAIR. No Term Limits</i>			
		1 Monica King	Chair	effective 07/01/22
		2 Cindy Arenberg-Seltzer	Member (Officer)	effective 07/01/22
		3 Richard Campillo	Member	effective 07/01/18
		4 Krystie Castillo	Member	effective 02/12/24
		5 Dawn Liberta	Member (Officer)	effective 02/12/24
		6 Melody McDonald	Member	effective 10/06/22
		7 Renee Podolsky	Member	effective 05/10/23
		8 Laurie Salarullo	Member (Board Chair)	effective 07/01/18
		9 Ellie Schrot	Member	effective 05/17/23
<b>AUDIT</b> <i>4 needed for a Quorum</i>	<i>Members elected by Board. Consists of at least (5) five Members including Chair. Ad Hoc Members may be appointed to assist in accounting or financial management experience. No more than (1) one Member of the Finance Committee shall be a Member of the Audit Committee and in no event shall the chair of the Finance Committee be a Member of the Audit Committee. No Term Limits</i>			
		1 Renee Podolsky	Chair	effective 07/01/22
		2 Michael Asseff	Member (Officer)	
		3 Richard Campillo	Member	effective 10/16/23
		4 Monica King	Member	effective 04/07/17
		5 Dawn Liberta	Member (Officer)	effective 02/12/24
		6 Traci Schwitzer	Member	effective 02/12/24
<b>GOVERNANCE</b> <i>4 needed for a Quorum</i>	<i>Members Elected by Board. Consists of at least (5) five Members, EXCLUDING CHAIR. First Vice Chair shall serve as chair of the Governance Committee. No Term Limits</i>			
		1 Dawn Liberta	Chair	effective 12/11/23
		2 Michael Asseff	Member (Officer)	effective 06/2020
		3 Kirk Englehardt	Member	effective 09/13/21
		4 Carol Hylton	Member	effective 02/2021
		5 Laurie Sallarulo	Member (Board Chair)	effective 09/15/22
		6 Renee Podolsky	Member	effective 10/06/22
		7 Amoy Reid	Member	effective 10/06/22
<b>NOMINATING</b> <i>4 needed for a Quorum</i>	<i>Members Elected by Board. Consists of at least (3) three Members who are not Officers of the Coalition. No Term Limits</i>			
		1 Michael Asseff	Chair	effective 06/30/20
		2 Sharonda Davis-Bailey	Member	effective 04/27/22
		3 Melody McDonald	Member	effective 10/09/23
		4 Amoy Reid	Member	effective 12/19/19
		5 Twan Russell	Member (Officer)	
		6 Laurie Salarullo	Member (Board Chair)	
		7 Julie Winburn	Member	effective 05/2022
<b>AD HOC FUNDRAISING</b> <i>4 needed for a Quorum</i> Re-established 8/2022 Report to Executive Comm			Chair	
		1 Michael Asseff	Co-Chair	effective 02/13/20 confirmed 08/29/22 Co-Chair effective 05/10/23
		2 Amoy Reid	Member	effective 02/13/20 confirmed 08/10/22
		3 Zachary Talbot	Member	effective 08/30/22
		4 Kirk Englehardt	Member	effective 09/20/22
		5 Dawn Liberta	Member (Officer)	effective 02/12/24
		6 Traci Schwitzer	Member	effective 02/12/24
		7 Krystie Castillo	Member	effective 02/12/24



**Early Learning Coalition of Broward County  
Finance & Executive Committee Attendance Chart FY 2023-2024**

**QUORUM # NEEDED: 4**

	<b>FINANCE</b>	<b>Position</b>	<b>Term Started</b>	<b>Term Exp</b>	<b>Aug-29</b>	<b>Oct-03</b>	<b>Nov-28</b>	<b>Jan-23</b>	<b>Feb-27</b>	<b>Apr-30</b>	<b>Jun-04</b>	<b>TOTAL FY ABSENCES</b>
1	<b>Cindy Arenberg Seltzer</b>	<b>Chair</b>	Jun-20	Jun-24	V	V	V	V				0
2	Maria Hernandez	Member	Jul-23		ABS	V	V	ABS				2
3	Renee Podolsky	Member			V	V	V	V				0
4	Twan Russell	Member			V	V	V	ABS				1
5	Laurie Sallarulo	Member			V	ABS	V	V				1
6	Zachary Talbot	Member	Jun-20		V	V	ABS	V				1

**QUORUM # NEEDED: 4**

	<b>EXECUTIVE</b>	<b>Position</b>	<b>Term Started</b>	<b>Term Exp</b>	<b>Aug-29</b>	<b>Oct-03</b>	<b>Nov-28</b>	<b>Jan-23</b>	<b>Feb-27</b>	<b>Apr-30</b>	<b>Jun-04</b>	<b>TOTAL FY ABSENCES</b>
1	<b>Laurie Sallarulo</b>	<b>Chair</b>	Apr-14		V	ABS	V	V				1
2	Dawn Liberta	First Vice Chair/Governance	Dec-23					V				0
3	Twan Russell	Second Vice Chair	Jun-20	Jun-24	V	V	V	V				0
4	Monica King	Secretary/PRC Chair	Jun-20	Jun-24	V	V	V	V				0
5	Cindy Arenberg Seltzer	Treasurer	Jun-20	Jun-24	V	V	V	V				0
6	Michael Asseff	Nominating Chair			V	V	V	V				0
7	Renee Podolsky	Audit Chair	Jun-22		V	V	V	V				0

**Members who left During FY 23 - 24 Term**

	<b>FINANCE</b>	<b>Position</b>	<b>Term Started</b>	<b>Last Day</b>	<b>Aug-29</b>	<b>Oct-03</b>	<b>Nov-28</b>	<b>Jan-23</b>	<b>Feb-27</b>	<b>Apr-30</b>	<b>Jun-04</b>	<b>TOTAL FY ABSENCES</b>
1	Dawn Liberta	Member	Sep-21	09/28/23	V							
2												
3												
	<b>EXECUTIVE</b>	<b>Position</b>	<b>Term Started</b>	<b>Last Day</b>	<b>Aug-29</b>	<b>Oct-03</b>	<b>Nov-28</b>	<b>Jan-23</b>	<b>Feb-27</b>	<b>Apr-30</b>	<b>Jun-04</b>	<b>TOTAL FY ABSENCES</b>
1	Dawn Liberta	First Vice Chair/Governance	Jun-20	09/28/23	V							
2												
3												
V= Virtual Meeting												
X= Present at meeting												
ABS= Absent from Meeting												
P= phone attendance												
FM= First Meeting												
LM= Last Meeting												
Shaded areas - no meeting scheduled												
O:\Board\Board- Committee & Board Meetings\Board\FY 2023-2024												

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

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

Rev. 7/2019Subject	Acronym	Definition
Ages and Stages Questionnaire®	ASQ	A developmental and social-emotional screening for children from one month to 5 ½ years. Highly reliable and valid, ASQ looks at strengths and trouble spots, educates parents about developmental milestones, and incorporates parents' expert knowledge about their children.
Association of Early Learning Coalitions	AELC	The Association of Early Learning Coalitions (AELC) is an organization comprised of 31 Early Learning Coalitions throughout the State of Florida. The AELC supports the role of the Early Learning Coalitions to develop and administer a comprehensive school readiness program and voluntary pre-kindergarten program that prepares preschool children to succeed in school and in life. Each Early Learning Coalition's service area is as unique as the population it serves, with some Coalitions serving a single county while others are serving two to seven counties.
Billing Group	BG	<p>An eligibility category that aligns with Chapter 411, Florida Statutes, which describes the different groups or defined categories of children served; a category of direct service costs. The following defines the various billing groups:</p> <p><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.