

Early Learning Coalition of Broward County, Inc.
Executive Meeting Agenda
December 6, 2022, at 1:30 PM
Zoom Meeting

Meeting ID: 864 3880 4582 **Passcode: 304851**

<https://us06web.zoom.us/j/86438804582?pwd=T1lyTlJaMHhWanJLTvltldEFGb2UrQT09>

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

		PAGE
1.	Call to Order	Laurie Sallarulo, Chair
2.	Roll Call	Melody Martinez, Board Liaison
3.	Chair Report	Laurie Sallarulo, Chair
4.	CEO Report	3 Renee Jaffe, CEO
5.	Consent Agenda	
	a. Approve November 1, 2022, Committee meeting minutes	4
	b. EXC233CA1 – Authorize ELC to request a proposal for Human Resource Management Training services	5
	c. EXC233CA2 – Authorize ELC to request a proposal for Mental Health and Social-emotional support kits	9
	d. EXC233CA3 – Authorize ELC to issue a Sole Source Award to Teachstone Inc.	10
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	f. EXC233CA5 – Authorize ELC to Amend One Beat Agreement for CPR Training	13
	g. EXC233CA6 – Authorize ELC to issue a Sole Source Award to Council for Professional Recognition	14
6.	Regular Business	
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7.	FYI	
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	• FYI-2 Education and Quality Training Calendar	18
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	• FYI-8 Glossary of Terms	31

8.	Unfinished Business New Business Matters from the Board Matters from the CEO Matters from the Committee Matters from our Partners Public Comment		
9.	Next ELC Board Meeting: January 31, 2023		
10.	Adjourn		

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

“As per [§286.0105, Fla. Stat.](#) 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.”

CEO Report

Executive Committee – December 6, 2022

School Readiness Enrollment Update

Staff continues to enroll families at a rapid pace. Our weekly average of enrollments since the last board meeting is 150 children. This is at least partly due to the aggressive outreach conducted by the communications/outreach staff. We also attribute the increase to increased staffing, better and more current information being received from clients, and better management of the workflow. We even managed to keep enrollment up in the past few weeks through multiple shutdowns of the statewide EFS system. The system glitches caused a large number of families to be temporarily shut out of the enrollment portal. We extended eligibility periods and rapidly responded to calls and emails from our families and our providers.

Inclusion Updates – Possible Ages and Stages Questionnaire (ASQ) Pilot in VPK

Based on an excellent recommendation from our own Ellie Schrot, Renee approached Chancellor Mears, the Chancellor of the Division of Early Learning (DEL), to suggest the funding of a pilot program to conduct Ages and Stages Questionnaires (ASQ's) in VPK. ASQ's are quick developmental screenings that help determine whether a child may be experiencing a developmental delay or other developmental issue. Currently, while ASQ's are conducted annually on all School Readiness, private pay children and/or children entering a VPK preschool setting for the first time as 4-year-olds are not required to have ASQ's. We hope to work with a subset of VPK preschools to implement ASQ's to determine whether the data from screening a population of 4-year-olds screened reveals a significant number of possible developmental delays. We can then also possibly determine whether a significant portion of these children had not been previously exposed to preschool or childcare settings. ELC staff are in the process of pulling together a recommendation for this pilot along with the associated cost to present to Chancellor Mears. We will keep you posted on the status of this exciting potential pilot.

CEO – DEL Evaluation

As a result of legislation passed in 2021, beginning this year all ELC CEOs must have their performance evaluated utilizing a DEL created tool to be completed. This is the first year that this evaluation is required and moving forward will be required to be completed by August 31 of each year. This year the due date was extended to October 31, 2022, since the tool was not approved and guidance had not been provided by DEL timely to meet the August 31, 2022, deadline.

The Board Chair was provided with the blank Evaluation along with the results of the ELC Broward CEO Evaluation report to complete the DEL Evaluation. Laurie completed and signed the document on November 29, 2022, and it was uploaded to DEL. Included in this packet in the FYI section is a copy of the completed evaluation.

Board Survey for In-Person Meetings

At the November Board meeting, ELC staff were asked to conduct a survey of the Board members to see if moving the existing Board meeting time from 9:00am to 9:30am would make it easier for members to attend in person. Overwhelmingly the members agreed that moving the meeting to 9:30am would be a much more agreeable time. As a result, effective in 2023 all Board meetings will begin at 9:30 AM, beginning with the February 13th meeting. The calendar invites will be updated in the very near future.

The survey also revealed that members felt while in person attendance should be encouraged, the virtual option should remain so that those that do have challenges can still participate.



Early Learning Coalition of Broward County, Inc.
Executive Committee Meeting Minutes
November 1, 2022, at 1:30 PM
Virtual Meeting

Members in Attendance	Chair, Laurie Sallarulo; Dawn Liberta; Twan Russell; Michael Asseff; Renee Podolsky
Members Absent	Cindy Arenberg-Seltzer; Monica King
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Judith Merritt, COO; Howard Bakalar, CPO; Hubert Cesar, CIO; Melody Martinez, Board Liaison; Lizbeth Juan, Executive Assistant; Amy Moore, Senior Director of Family Services and Provider Relations; Reiner Potts, Financial Analyst; Kasey Lafrance, Contracts Administration Manager; Megan DeGraaf, Purchasing and Procurement Specialist; Sandra Paul, Senior Director of Provider Reimbursements; Samantha Dempsey, Accountant; Stephanie Landreville, Controller; Allison Metsch, Senior Director of Education & Quality; Ancel Pratt, III, Senior Director of Communications & Outreach
Others in Attendance	Julie Klahr, Legal Counsel

Item	Action/Discussion
Welcome & Call to Order	Chair Laurie Sallarulo called the meeting to order at 1:51 PM. The roll was called, and a quorum was established.
Chair Report	Nothing to report
CEO Report	Nothing to report
Consent Agenda	
a. Approve August 30, 2022, meeting minutes	There was a Motion to move the Consent Agenda by Dawn Liberta and Seconded by Renee Podolsky. Unanimously approved. Motion Passes.
Regular Committee	
a. EXEC232RB1 – ARPA Update	CEO provided an update regarding ARPA, highlighting that DEL has given \$6.4 million to our coalition to help build a world CLASS workforce on top of the initiatives already underway. Howard and Allison shared a PowerPoint with updates to ARPA.
Unfinished Business	None
New Business	None
Matters from the Chair	None
Public Comments	There was no discussion.
Next Meeting	<u>December 6, 2022</u>
Adjourn	Meeting adjourned at 2:20 PM

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

ITEM/MEETING	EXC233CA1 / Executive Committee
DATE:	December 6, 2022
SUBJECT:	Procurement Proposal for Human Resource Management Training Services for Providers
FOR ACTION:	Yes
RECOMMENDED ACTIONS:	Authorize Staff to Release a Request for Proposals (RFP), Select One or More Vendors, and Execute Agreement(s) for Human Resource Management Training Services for Providers Pending Legal Review
AS RECOMMENDED BY	N/A
FINANCIAL IMPACT:	Not to Exceed \$50,000
ELC STAFF LEAD	C. Klima

Background/History

As part of the Federal Stimulus funded Broward Above and Beyond workforce initiative approved by DEL in December 2021, the Coalition is providing comprehensive coaching, training, and other supports to the approximately 55 participating childcare centers to help recruit, upskill and retain their workforce. To support this initiative and build management capacity among the program participants, staff will procure one or more qualified vendors to provide in-person group trainings to center directors on key human resource-related topics between January 1, 2023, and June 30, 2023.

Current Status

Staff have developed the attached draft scope of services to issue a Request for Proposals (RFP) upon Board approval. To expedite the launch of services given the June 30, 2023, deadline for completion, staff are also requesting authority to select one or more vendors and enter into an Agreement for services pending legal review.

The cost of the services is not to exceed \$50,000 in FY23.

Recommended Action:

Authorize Staff to Release a Request for Proposals (RFP), Select One or More Vendors, and Execute Agreement(s) for Human Resource Management Training Services for Providers Pending Legal Review

Supporting Documentation

- Draft Scope of Services for Proposed Request for Proposals

DRAFT

Request for Proposals for Human Resource Management Training Services For Childcare Center Directors

SECTION I. Solicitation Information

A. Request for Proposals for Human Resource Management Training Services for Childcare Small Businesses

The Early Learning Coalition of Broward County, Inc. (The Coalition) is seeking responses from one or more qualified vendors with relevant experience and expertise to conduct live, customized, instructor-led human resource management training services for childcare center directors. These services are being procured through an RFP to select the best qualified responsible vendor(s) through an open, competitive process whose proposal is most advantageous to the Coalition, taking price, service value and all other factors into consideration. The total forecasted budget for the services is up to \$50,000 annually for all services. The Coalition seeks to contract with the successful vendor(s) for six months initially, with the possibility of up to four (4) one (1) year renewals thereafter. The source of funding for the requested services is estimated as follows:

Federal:	100%
State:	0%
Local:	0%
Total	100%

B. Background, Scope of Services, Vendor Qualifications and Cost Proposal

1. Background

On January 1, 2022, in response to staffing shortages and workforce instability throughout Broward's early education system, the Coalition launched the "Broward Above and Beyond" workforce support program to help childcare small businesses recruit, upskill and retain qualified early childhood education professionals. In addition to providing support directly to individual workers, the Program provides technical business management guidance to directors, managers and other leaders who operate the participating centers. Training on basic human resource topics are particularly needed since few childcare small business directors receive formal guidance on best practices for managing their workforce.

2. Scope of Services

Under this RFP, the successful vendor(s) will provide a combination of workshops and individualized instruction to childcare small business directors on strategies that create supportive employment environments for their workforce and increase employee job satisfaction overall. The training or workshop curriculum proposed may be standard “off-the-shelf” Vendor offerings but there must be an opportunity to customize, if needed, to meet the Coalition’s Broward Above and Beyond Program goals for participating centers including:

- Improving the working environment and encouraging staff retention
- Empowering directors to make good human resource decisions
- Encouraging directors to develop sound human resource policies

The successful Vendor(s) will propose a minimum of five (5) workshops each covering a separate, key human resource management concept for groups of up to twenty-five (25) center directors per session. Each workshop will be offered at least twice between January 1, 2023, and June 30, 2023. The sessions should range from 1 to 2 hours each. They will be conducted on-site at the Coalition Offices located at 1475 West Cypress Creek Road Suite 301, Fort Lauderdale, FL 33309 or at another location in Broward County selected by the Coalition.

Training Content & Services:

The successful Vendor(s) shall:

- ✓ Propose courses with content tailored to the target audience of childcare small business directors
- ✓ Clearly specify the learning goals of each course and the expected outcomes, detailing how the participants will apply the training in the workplace.
- ✓ Deliver the material with an engaging, interactive approach that stimulates learning, active participation, sharing and discussion among attendees.
- ✓ Propose opportunities for individualized instruction within each workshop
- ✓ Propose value-added services, such as post-course resources or follow up, as appropriate.
- ✓ Propose courses that cover the following topic areas:
 - a. Best Practices in Hiring and Salary Administration
 - b. Florida Employment Law 101
 - c. Building a Supportive Environment for Employees Including (but not limited to):
 - i. Team Dynamics
 - ii. Effective Communication
 - iii. Conflict Resolution
 - d. On-Boarding and Training a Workforce
 - e. Managing Performance and Encouraging Employee Professional Growth

3. Minimum Vendor Requirements:

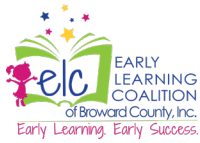
The qualified vendor shall:

- a. Demonstrate proven expertise in human resource management subject areas through education and/or professional experience. SHRM certified trainers strongly preferred.
- b. Demonstrate experience or expertise working in small business human resource settings and awareness of their challenges. Experience in pre-school small business settings preferred.
- c. Own (or otherwise have documented legal right to present) course content that was

- developed prior to submitting a response to this RFP.
- d. Be experienced and specialize in performing the complete scope of work specified in the RFP document.
 - e. Have the internal resources and availability to carry out the services described above.
 - f. Be located in the United States
 - g. Not de-barred from receiving Federal or Florida State funding.

4. Cost Proposal:

The Applicant shall prepare an all-inclusive fixed fee per training session cost proposal.



ITEM/MEETING:	EXC233CA2 / Executive Committee
DATE:	December 6, 2022
SUBJECT:	Request for Quotations for Mental Health Supports Tools for Providers
FOR ACTION:	YES
RECOMMENDED ACTION:	Authorize staff to release a Request for Quotations (RFQ), select one or more vendors, and issue purchase order(s) for social-emotional support kits under Preschool Development Mental Health Sub-grant pending legal review.
FINANCIAL IMPACT:	Not to Exceed \$50,000
ELC STAFF LEAD	C. Klima

Background:

In late November 2022 DEL approved a supplemental \$50,000 allocation to Broward under the Federal Preschool Development Grant (PDG) sub-grant to purchase Mental Health and Social/Emotional support kits for providers to improve the quality of Broward’s early childhood care and education services. PDG expenditures must be completed before the sub-grant funding sunsets on December 30, 2022.

Current Status:

In order to procure and purchase the kits in compliance with Florida statutes before the funding expires, staff request authority to release a Request for Quotations (RFQ), select one or more vendors, and issue purchase order(s) for 75-150 social-emotional support kits in a total amount not to exceed \$50,000. The kits will provide mental health and social-emotional support tools for the child care providers to help them manage the flow of the classroom, create a positive atmosphere, and ensure that the feelings and emotions of each child are recognized in a positive classroom environment.

Each kit includes:

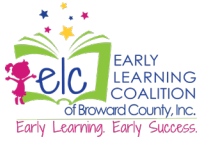
1. Books that discuss the expression of feelings
2. Behavior charts
3. Activities that the students can complete to help positively express their emotions.

Recommended action:

Authorize staff to release a Request for Quotations (RFQ), select one or more vendors, and issue purchase order(s) for social-emotional support kits under Preschool Development Mental Health Sub-grant pending legal review

Supporting Documents

None



ITEM/MEETING:	EXC233CA3 / Executive Committee
DATE:	December 6, 2022
SUBJECT:	Proposed Sole Sourced Award and Purchase Order with Teachstone, Inc. for Required, Stimulus-Funded CLASS® Trainings and Materials
FOR ACTION:	YES
RECOMMENDED ACTION:	Authorize Staff to Issue a Sole Sourced Award and Purchase Order to Teachstone, Inc. for Required, Stimulus-Funded CLASS® Trainings and Materials Pending Legal Review
FINANCIAL IMPACT:	\$4,547,841
ELC STAFF LEAD	C. Klima

Background:

In accordance with the Division of Early Learning’s CRRSA (Coronavirus Response and Relief Supplemental Appropriation Act) and ARPA (American Rescue Plan Act) stimulus funding, all Early Learning Coalitions are required to purchase CLASS® trainings and materials from Teachstone, Inc. to fulfill funding requirements and help providers upskill and retain the childcare education workforce.

The Division of Early Learning requires all Coalitions to use CLASS® (Classroom Assessment Scoring System) to conduct program assessments of childcare classrooms in accordance with Florida Statutes 1002.82(2)(n) and Rule 6N-4.740, F.A.C. Teachstone, Inc. is the sole sourced vendor for the CLASS® assessment tool, trainings required to certify its use and all related materials under its trademark.

Current Status:

The proposed purchases of CLASS® products are needed to conduct trainings providers must complete between January 2023 and July 2023 in order to receive stipend incentive payments under both the Broward Above and Beyond workforce initiative and workforce support programs under ARP. A detailed list of the specific trainings and materials required is attached along with an estimated count of participants and the cost. The proposed award totals \$4,547,841

Once authorized by the Board, staff will issue the award as follows:

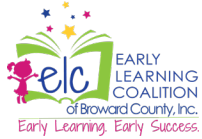
1. Post a ‘Notice of Intended Single Source Purchase’ on our website for a period of seven (7) calendar days
2. Post a ‘Notice of Intended Decision to Enter into a Single Source Contract’ for 72 hours following the initial posting period.
3. Issue a Purchase Order pending DEL approval and legal review.

Recommended action:

Authorize Staff to Issue a Sole Sourced Award and Purchase Order to Teachstone, Inc. for Required, Stimulus-Funded CLASS® trainings and materials pending legal review

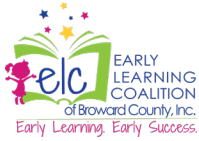
Supporting Documents

Proposed Teachstone CLASS® Product Purchases (Sole Sourced)



Proposed Teachstone CLASS® Product Purchases (Sole Sourced)

CLASS Training	Level	Price	Estimated Participants			Estimated Cost		
			ARPA Incentives Support	CRRSA Above & Beyond	Total Participants	ARPA Incentives Support	CRRSA Above & Beyond	Total Cost
CLASS Foundations for Teachers	Pre-K	\$200	4000	900	4900	\$ 800,000	\$ 180,000	\$ 980,000
myTeachstone Learn Abouts	Pre-K	\$28	4000	900	4900	110,000	24,750	134,750
A CLASS Primer for Teachers	Infant/Toddler	\$40	3000	900	3900	119,970	35,991	155,961
Thinking and Thriving: Interactions for Early Learning	Infant/Toddler	\$50	3000	900	3900	150,000	45,000	195,000
Introduction to the CLASS Tool Training (1/2 day)	Infant	\$80	3000	900	3900	240,000	72,000	312,000
Introduction to the CLASS Tool Training (1/2 day)	Toddler	\$80	3000	900	3900	240,000	72,000	312,000
myTeachstone Learn Abouts	Infant/Toddler	\$28	3000	900	3900	82,500	24,750	107,250
Trauma- Informed Professional Development Series/ Educators	Infant/Toddler/Pre-K	\$45	3000	900	3900	135,000	40,500	175,500
Trauma- Informed Professional Development Series/ Directors	Infant/Toddler/Pre-K	\$45	900	80	980	40,500	3,600	44,100
CLASS® Group Coaching Training for Educators (formerly MMCI)	Infant/Toddler/Pre-K	\$100	8000	900	8900	800,000	90,000	890,000
CLASS® Group Coaching Training for Directors (formerly MMCI)	Infant/Toddler/Pre-K	\$100	900	80	980	90,000	8,000	98,000
CLASS Primer for Leaders for Directors	Infant/Toddler/Pre-K	\$36	900	80	980	32,400	2,880	35,280
CLASS Infant Observer Training	Infant	\$200	900	80	980	180,000	16,000	196,000
CLASS Toddler Observer Training	Toddler	\$200	900	80	980	180,000	16,000	196,000
CLASS Pre-K Observer Training	Pre-K	\$200	900	80	980	180,000	16,000	196,000
CLASS Score Sheets	Infant/Toddler/Pre-K	\$15	2000	2000	4000	30,000	30,000	60,000
CLASS Dimension Guides	Infant/Toddler/Pre-K	\$20	6500	6500	13000	130,000	130,000	260,000
CLASS Train the Trainer Trainings for ELC Staff	Infant/Toddler/Pre-K	\$10,000	10	10	20	100,000	100,000	200,000
Total						\$3,640,370	\$ 907,471	\$ 4,547,841



ITEM/ MEETING:	EXC233CA4 / Executive Committee
DATE:	December 6, 2022
SUBJECT:	Proposed Amendment to FY 2022-23 NSU Agreement for DCF Course Registration Fees
FOR ACTION:	YES
RECOMMENDED ACTION:	Authorize Staff to Execute an Amendment to increase the Coalition’s FY 22-23 Agreement with Nova Southeastern University for DCF Course Registration Fees by \$40,000 Pending Legal Review
FINANCIAL IMPACT:	\$40,000
ELC STAFF LEAD	C. Klima

Background

Under the Coalition’s Federal Stimulus grant-funded “Broward Above and Beyond” workforce initiative, the Coalition covers the cost for newly hired childcare workers to attend mandatory Department of Child and Families (DCF) trainings to help upskill and retain the childcare education workforce. Nova Southeastern University (NSU) is the sole DCF contractor offering the state-mandated trainings and competency exams to childcare workers in Broward County. In December 2021, ELC Broward entered into a sole-sourced agreement with NSU to pay registration fees for eligible educators to attend these state-mandated trainings and renewed the agreement for a full fiscal year term from July 1, 2022- June 30, 2023, for an amount not to exceed \$32,500 to cover costs for approximately 650 individuals.

Current Status:

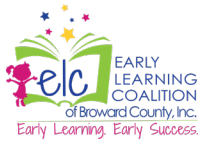
In September 2022, the Division of Early Learning (DEL) invited the Coalitions to expand their workforce initiatives using additional federal stimulus funds allocated for workforce support. As part of an expected increase in demand as the recruitment increases under this expansion, staff propose increasing funding for DCF mandatory training registration fees paid to NSU by an additional \$40,000 to cover costs for an additional 800 workers; bringing the FY23 total to \$72,500 for approximately 1,450 workers.

Recommended Action:

Authorize Staff to Execute an Amendment to increase the Coalition’s FY 22-23 Agreement with Nova Southeastern University for DCF Course Registration Fees by \$40,000 pending legal review

Supporting Documents:

None



ITEM/ MEETING:	EXC233CA5 / Executive Committee
DATE:	December 6, 2022
SUBJECT:	Proposed Amendment to FY 2022-23 One Beat CPR Training Services
FOR ACTION:	YES
RECOMMENDED ACTION:	Authorize Staff to Execute an Amendment to Increase the Coalition’s FY 22-23 Agreement with One Beat for CPR Training Services to Childcare Providers by \$20,000 Pending Legal Review
FINANCIAL IMPACT:	\$20,000
ELC STAFF LEAD	C. Klima

Background

Under the Coalition’s Federal Stimulus grant-funded “Broward Above and Beyond” workforce initiative, the Coalition covers 75% of the cost for childcare workers to learn or refresh CPR skills in order to upskill and retain the childcare education workforce. In September 2021 ELC Broward selected One Beat CPR Learning Center LLC to provide CPR/AED trainings for early childcare staff in FY22 and then renewed the Agreement for a full fiscal year for a term from July 1, 2022- June 30, 2023 in an amount not to exceed \$20,000 for approximately 650 individuals. The training costs \$40 per participant. The Coalition covers \$30 and the participant is required to pay a nominal fee of \$10 to prevent no-shows for limited seating in each session.

Current Status:

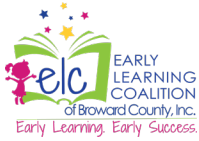
In October 2022, the Division of Early Learning (DEL) invited the Coalitions to expand their workforce initiatives using additional federal stimulus funds allocated for workforce support. As part of an expected increase in demand as the demand for trainings increases under this expansion, staff propose increasing funding for CPR trainings by an additional \$20,000 to cover costs for an additional 650 individuals, bringing the FY23 total to \$40,000 for approximately 1,300 workers.

Recommended Action:

Authorize staff to Execute an Amendment to Increase the Coalition’s FY 22-23 Agreement with One Beat for CPR Training Services to Childcare Providers by \$20,000 pending legal review

Supporting Documents:

None



ITEM/MEETING:	EXC233CA6 / Executive Committee
DATE:	December 6, 2022
SUBJECT:	Proposed Sole Sourced Award and Purchase Order with the Council for Professional Recognition for Stimulus-Funded Child Development Associate Training Materials
FOR ACTION:	YES
RECOMMENDED ACTION:	Authorize Staff to Issue a Sole Sourced Award and Purchase Order to the Council for Professional Recognition for Stimulus-Funded Child Development Associate Training Materials Pending Legal Review
FINANCIAL IMPACT:	\$175,000
ELC STAFF LEAD	C. Klima

Background:

In September 2022, the Division of Early Learning (DEL) invited the Coalitions to expand their workforce initiatives using additional federal stimulus funds allocated for workforce support. Under this expansion, Broward has proposed to create a Child Development Associate Training Academy for educators with the Broward Above and Beyond initiative. The Academy will support educators seeking Child Development Associate (CDA) credentialing through in-person course instruction, assistance with credentialing portfolio development and assistance setting up required on-site observations. The Academy will also assist previously credentialed educators with completing their renewals and partner with community college programs to assist students with their final application requirements that are beyond the scope of the college courses. The Council for Professional Recognition is designated by the US Department of Health and Human Services as the sole administrator of the CDA credential since 1975 and is the sole supplier of course materials for CDA training.

Current Status:

Staff propose issuing a sole sourced award and purchase order for 10 types of CDA textbooks for approximately 200 CDA training Academy participants for a total estimated cost of \$175,000 including shipping and handling. An itemized list of the textbooks is attached.

Once authorized by the Board, staff will issue the award as follows:

1. Post a 'Notice of Intended Single Source Purchase' on our website for a period of seven (7) calendar days
2. Post a 'Notice of Intended Decision to Enter into a Single Source Contract' for 72 hours following the initial posting period.
3. Issue a Purchase Order pending DEL approval and legal review.

Recommended action:

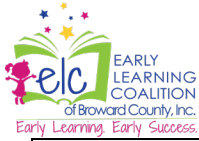
Authorize Staff to Issue a Sole Sourced Award and Purchase Order to the Council for Professional Recognition for Stimulus-Funded Child Development Associate Training Materials Pending Legal Review

Supporting Documents

Proposed Council for Professional Recognition Textbook Purchase List

Proposed Council for Professional Recognition Textbook Purchase List (Sole Sourced)

CDA Materials	Unit price	Quantity	Price
CDA Value package with preschool competency standards book	\$95.00	300	\$28,500
CDA Value package with infant-toddler competency standards book	\$95.00	300	\$28,500
Essentials Study Guide Bundle- Textbook & Workbook	\$74.00	300	\$22,200
CDA Value Package with Family Child Care Competency standards book	\$95.00	60	\$5,700
Paquete economico CDA con el libro de Normas de Competencia Para bebes/Toddlers	\$95.00	300	\$28,500
Paquete economico CDA con el libro de Normas de Competencia Para Preescolares	\$95.00	300	\$28,500
Competency Stanrdards for Center-Based Preschool ages 3-5 yrs old	\$25.00	300	\$7,500
Infant-Toddler compentency standards book	\$25.00	300	\$7,500
El Libro de Normas de Compeencia (Edicion para Hoagares de Cuidado y Educacion Infantil)	\$25.00	300	\$7,500
El Libro de Normas de Compeencia (Edicion para Hoagares de Cuidado y Educacion Preescolares)	\$25.00	300	\$7,500
Total (Shipping & Handling TBD)			\$171,900



ITEM/MEETING:	EXC233RB1 / Executive Committee
DATE:	December 6, 2023
SUBJECT:	New ARPA Funding
FOR ACTION:	No
RECOMMENDED ACTION:	None
ELC STAFF LEAD	R Jaffe

Background:

The American Rescue Plan Act (ARPA) was enacted in January 2021 to stabilize and support early learning programs, expand access to high quality providers for families where cost is the primary barrier, invest in quality services, and rebuild and enhance the early learning workforce. To date, the majority of ARPA funding awarded to the ELC’s has been used to provide financial grants directly to childcare small businesses. However, recently DEL was given the green light to move forward with plans to release another round of funding for ARPA grants for providers as well as allocate additional **ARPA** funding and plans for initiatives to recruit, retain, and upskill early educators and Directors to create a “world class childcare system.”)

Current Status:

DEL has now received budget authority to spend the next round of ARPA funding, which includes:

- ***ARPA Child Care Stabilization Subgrants-Round 2 (\$67 million)***

This is the second round of ARPA grants that will be distributed to providers, whether contracted with the ELC or not, to help stabilize their businesses. The new allocation, combined with Round 1 already in progress, brings the total amount of available grant fund to nearly \$110 million for FY23. ELC’s have been informed that these grants will be awarded in one lump sum, unlike the first round, which was awarded in three payments over three fiscal quarters. Additionally, once all stabilization grants have been distributed, the unspent remainder at the state level will be distributed using a calculation based on proportionate share of each qualifying provider’s approved Round 2 grant.

DEL released these grant funds Monday, October 31st. ELC Broward held a virtual workshop to review the grant application with providers on Wednesday, November 2nd. At this point, we have received 446 applications of which 287 have been approved and we are beginning the process of distributing the ARPA Round 2 funds.

- ***Build a World Class Workforce and Strengthen Adult-Child Interactions (\$6.4 million)***

These funds are to be used for a wide array of recruitment and upskilling stipends/bonuses and performance bonuses for instructors and directors. The stipend/bonus milestones and amounts have been prescribed by DEL. Because DEL has released these funds with no data management or any other system/recommendations/thoughts on how to administer them, including tracking milestones/successful achievement of trainings to pay instructional staff/directors, a group of ELC’s led by Broward and its very own Huber Cesar, have taken the reins in creating a data management system (using our CRM) capable of tracking and storing large and sensitive volumes of data specific to each educator, each child care facility director, and each child care facility. The workgroup is in its final phase of testing the first pieces of this system and hopes to roll out the first pieces to the provider community by early January.

Supporting Documents

- N/A

ELC Broward Contract List 2022-2023

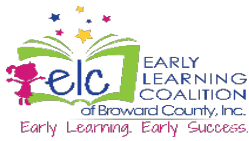
Funder or Vendor Name	Amount	Purpose	Type	Term	Status
Division of Early Learning	\$185,821,521	<i>School Readiness, VPK, PDG & Stimulus</i>	Revenue	7/1/22-6/30/23	Active
Broward County	\$2,342,795	<i>SR Match & Special Needs</i>	Revenue	10/1/22- 9/30/27	Pending
Children's Services Council	\$3,592,850	<i>Financially Assisted Child Care</i>	Revenue	10/1/22-9/30/23	Pending
Children's Services Council	\$2,434,171	<i>Vulnerable Populations</i>	Revenue	10/1/20-9/30/22	Pending
City of Fort Lauderdale	\$50,000	<i>SR Match Funds</i>	Revenue	10/1/22-9/30/23	Pending
City of Hollywood	\$10,000	<i>SR Match Funds</i>	Revenue	10/1/22-9/30/23	Pending
City of Pompano Beach	\$21,500	<i>SR Match Funds</i>	Revenue	10/1/22-9/30/23	Active
City of Deerfield Beach	\$15,000	<i>SR Match Funds</i>	Revenue	10/1/22-9/30/23	Pending
United Way	\$130,000	<i>SR Match Funds</i>	Revenue	7/1/22-6/30/23	Active
University of Florida	\$90,000	<i>Training Courses for providers</i>	Revenue	9/1/22-8/31/22	Active
Children's Forum	\$676,348	<i>INCENTIVES® Program</i>	Subrecipient	7/1/22-6/30/23	Active
First Call for Help/211	\$461,092	<i>Community Referral Services</i>	Subrecipient	7/1/22-6/30/23	Active
Abila	\$6,438.66	<i>MIP Accounting Software</i>	Vendor	6/20/22-6/19/23	Active
Accessible Comm for the Deaf	\$1,300	<i>Interpretation Services</i>	Vendor	8/13/18 Ongoing	Active
AT&T	State PO	<i>Cell Phones and Hot Spots</i>	State Term PO	7/1/22-6/30/23	Ongoing
Biometrics4All, INC.	\$840	<i>Live Scan Software Support</i>	Vendor	7/1/22-6/30/23	Active
BlueJean Software, Inc.	\$33,000	<i>Hosting and Support Services</i>	Vendor	7/1/22-6/30/23	Active
Business Leadership Institute	\$50,000	<i>Business Development Training</i>	Vendor	7/1/22-6/30/23	Active
Causetech DBA Achieve	\$9,463	<i>Website Hosting</i>	Vendor	7/1/22-6/30/23	Active
Carmen Nicholas	\$33,500	<i>Independent CLASS Observer</i>	Vendor	7/1/22-6/30/23	Active
Comcast	\$6,724	<i>Internet</i>	Vendor	7/1/22-6/30/23	Active
Crown Center	\$416,078	<i>Office Lease (est. annual cost)</i>	Lease	2/1/19-1/31/29	Active
FL Dept of Law Enforcement	\$1,863/yr	<i>LiveScan Service (est. annual cost)</i>	Vendor	10/29/18-Ongoing	Active
Goren, Cherof,Doody,Ezrol	\$100,000	<i>Legal Services</i>	Vendor	8/1/22-6/30/23	Active
Intermedia.net, Inc.	\$22,800	<i>Office 365 & Support</i>	Vendor	8/4/2021-Ongoing	Active
Keefe McCullough, LLP	\$42,600	<i>External Audit Preparation</i>	Vendor	7/1/22-6/30/23	Active
JeffRon Venture, LLC	\$25,445	<i>Executive Coaching Services</i>	Vendor	11/15/22-6/30/23	Active
NSU	\$34,500	<i>DCF Training Registration Services</i>	Vendor	7/1/22-6/30/23	Active
One Beat	\$20,000	<i>CPR Training for Providers</i>	Vendor	7/1/22-6/30-23	Active
Revation Systems, Inc.	\$261,113.04	<i>Telecommunications Services</i>	Vendor	9/15/21-9/30/24	Active
Scholastic	\$500,000	<i>Book Worms Reading Packets</i>	Vendor	7/1/22-6/30/23	Active
School Board Broward County	\$12,605.51/yr	<i>Gulfstream Early Learning Ctr</i>	Lease	9/5/22-9/4/25	Active
Sharity, Inc.	\$23,700	<i>Strategic Planning</i>	Vendor	10/6/22-6/30/23	Active
Sharp	\$14,353.12	<i>Copier and Printer Rental</i>	State Term PO	11/1/20-9/1/25	Active
Teaching Strategies Gold	\$19,425	<i>Child Assessment Software</i>	Vendor	7/1/22-6/30/23	Active
The Journey Institute	\$16,212.50	<i>Mental Health Support Training</i>	Vendor	9/1/22-6/30/23	Pending
Trusaic	\$6,500	<i>Monthly Fee for up to 500 W2's</i>	Vendor	6/1/22-6/30/23	Active
University of Florida	\$15,000	<i>Community of Practice Training</i>	Vendor	10/15/22-12/15/22	Active
Webauthor	\$75,000	<i>CRM Software</i>	Vendor	7/1/22-6/30/23	Active
Brown & Brown	\$0	<i>Information Sharing Agreement</i>	MOU	8/1/20-7/31/26	Active
Broward County	\$0	<i>Crisis Intervention & Support</i>	MOU	11/18/20-11/17/25	Active
Child Abuse Prevention -CAPTA	\$0	<i>Interagency Referrals Cooperation</i>	MOU	9/1/21-8/31/26	Active
School Board Broward County	\$0	<i>Community Partnership</i>	MOU	TBD-6/1/2045	Pending
Seventeenth Circuit Court	\$0	<i>Cooperation Agreement</i>	MOU	6/23/20-Ongoing	Active
University of Florida	\$0	<i>Data Use Agreement</i>	MOU	1/1/19-Ongoing	Active
Women in Distress	\$0	<i>Community Partnership</i>	MOU	10/1/21-9/30/22	Active



Training Calendar

December 2022

<u>Date</u>	<u>Time</u>	<u>Trainer</u>	<u>Training</u>	<u>Registration</u>
Monday 12/5/2022	6:30pm – 8:30pm	Natacha Herisse & Sandra Olivera, Q&E Coaches, ELC	Let's Get CLASSy - Learn About Positive Interactions in Pre-K Classrooms	https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=85B549C7-9B21-468E-A3B4-78193F35051E
Tuesday 12/6/2022	4pm – 7pm	Ana Avalos-Atkinson & Debra Cruz, ELC	Implementing Florida Standards in Preschool Classrooms: 3 Years Old to Kindergarten	Course Ref# 10428 Zoom
Tuesday 12/6/2022	6:30pm – 8:30pm	Mirta De Jesus & Margarita Medina, Q&E Coaches, ELC	Seamos CLASSy: Creando Interacciones Positivas con Bebes y Niños Pequeños	https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=F95210D4-6E98-47B8-8EFB-9064CD548861
Wednesday 12/7/2022	9am – 12pm	Ana Roa, VPK Regional Facilitator, DEL	Book Embedded Vocabulary Instruction: Language and Vocabulary Development for Preschoolers (Component 1)	Course Ref# 10459 Zoom
Wednesday 12/7/2022	6:30pm – 8:30pm	Gordia Ross & Wendy Gordon, Q&E Coaches, ELC	Let's Get CLASSy - Creating Positive Interactions with Infants and Toddlers	https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=2473A641-A2B1-486C-8D29-D93B0592990B
Thursday 12/8/2022	9am – 12pm	Ana Roa, VPK Regional Facilitator, DEL	Dialogic Reading: Language and Vocabulary Development for Preschoolers (Component 1)	Course Ref# 10460 Zoom
Thursday 12/8/2022	6:30pm – 8pm	Dr. Sohani Char & Lisa Carter, Nova Southeastern	Identifying the difference between ASD and Global Developmental Delay	https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=AD8825D3-F7F8-42FA-939D-CD0DCF0D35FF
Saturday 12/10/2022	9am – 12pm	Dr. Helen Maison, The Journey Institute	Sensory Processing & Behavior -Typical - Part I	https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=563E263D-9BD9-4ED3-9CE2-C4575FFE5528
Thursday 12/8/2022	6:30pm – 8:30pm	Julio Maymi & Ileana Felipe-Santos, Q&E Coaches, ELC	Seamos CLASSy: Aprenda sobre las Interacciones Positivas en PreKinder	https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=F7EBC487-D88D-4719-AC81-CC6A52B1E061



Training Calendar

December 2022

<u>Date</u>	<u>Time</u>	<u>Trainer</u>	<u>Training</u>	<u>Registration</u>
Monday 12/12/2022	10am – 11am	Ana Roa, VPK Regional Facilitator, DEL	Phonological Awareness Virtual Reflection (Component 3)	Course Ref# 10461 Zoom
Monday 12/12/2022	10am – 11am	Ana Roa, VPK Regional Facilitator, DEL	Phonological Awareness Virtual Reflection (Component 3)	Course Ref# 10462 Zoom
Saturday 12/17/2022	9am – 12pm	Dr. Helen Maison, The Journey Institute	Sensory Processing & Behavior -Atypical - Part II	https://elcbroward.webauthor.com/pub/lms/classes.cfm?uuid=D40CFD84-C463-45CD-A2B1-1C6C95050862
Monday 12/19/2022	9am – 10am	Ana Roa, VPK Regional Facilitator, DEL	Book Embedded Vocabulary Instruction: Language and Vocabulary Development for Preschoolers (Component 3)	Zoom
Monday 12/19/2022	9am – 10am	Ana Roa, VPK Regional Facilitator, DEL	Dialogic Reading: Language and Vocabulary Development for Preschoolers (Component 3)	Zoom

If you have questions or need assistance, contact elcbtraining@elcbroward.org

Chief Executive Officer/Executive Director

Annual Performance Evaluation

Officer/Director's Name: Laurie Sallarulo

Date: 10/27/2022

Evaluation Period: July 2021 – June 2022

ELC: Broward

Position Summary: The Chief Executive Officer (CEO)/Executive Director (ED) is responsible for providing direction, leadership, and oversight to the Coalition in support of its mission, strategic plan, and annual goals and objectives. The CEO/ED must effectively work with Board members, volunteers, government officials, community leaders, business leaders, child care providers, and the clients and families that the ELC serves. The CEO/ED provides leadership to internal staff and is responsible for daily operations of the business, including oversight of financial management, human resources, fund development, program quality and delivery, and public relations.

Evaluate the CEO/ED's performance in the domains below using the following ratings:

3 = Exceeds Expectations

2 = Meets Expectations

1 = Does Not Meet Expectations

Comments must be included for each factor with a rating of "Does Not Meet Expectations." Additional comments may be attached to this form.

Domain 1: Board Administration and Support – Supports operations and administration of the Board by advising and informing Board members, as well as interfacing between Board and staff.

Rating	Performance Indicator
3	Provides the Board with professional advice and recommendations based on the organization's strategic plan.
3	Engages the Board in establishing the ELC's policy direction; interprets and executes the intent of Board policy; supports Board policy and actions to the public and staff.
3	Communicates with the Board chair and other members of the Board to provide accurate, sufficient, and relevant information regarding Board policy and operations in a timely manner.
3	Fosters a harmonious working relationship with the Board.
3	Provides support for Board teamwork and effectiveness as ELC advocates in the community; promotes and supports Board recruitment, education, and development.
Rating Average (total divided by 5): 3	Comments regarding the performance in this domain: Board members indicated they have a good relationship with the CEO and that she works well with the whole board. She keeps them informed with frequent updates. CEO has no hesitation reaching out to individual board members for feedback.

	Board members indicated that they were wanting more one-on-one meetings with the CEO and those have now been established, indicating the CEO’s commitment to communication and transparency.
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Domain 2: Program and Service Delivery – Oversees development, implementation, and quality assurance of all Coalition programs and services.

Rating	Performance Indicator
3	Communicates ELC’s vision and goals to staff, community, and others; builds commitment to mission and priorities of ELC.
3	Provides direction and defines priorities to assure that the ELC’s programs and services respond to the needs of families, children, and providers.
3	Identifies problems and issues confronting the ELC and recommends/implements appropriate changes and directions.
3	Encourages and promotes long range planning and implementation of plans; keeps Board and others informed of trends and decisions that may impact the ELC.
3	Measures the extent to which ELC programs improve enrolled children’s school readiness skills for transitioning into kindergarten; reports findings to the Board and the community.
Rating Average (total divided by 5): 3	<p>Comments regarding the performance in this domain:</p> <p>The Board are aware of the new initiatives such as Above and Beyond, training for new educators, use of the CRM and IACET Accreditation that the CEO has initiated, she works with her CIO to ensure the ELC is ahead of the curve on technology. I as the Board chair believe the leadership team as a whole has begun to embrace the opportunity to stand out as a leader amongst ELC’s.</p> <p>The Board agreed that the CEO demonstrates a great deal of knowledge of the ELC not only to the Board but to the Community as a whole. She is able to articulate the initiatives ELC is working on to engage others.</p> <p>As the Board Chair I see that Renee has a cautious nature which can at times delay decision making, she has worked on this over the past year and is beginning to trust her team and empower them to lead and take ownership for decisions.</p>

Domain 3: Financial Sustainability and Mission Impact – Provides leadership for sound fiscal management practices and procedures. Assures the budget supports the ELC’s mission, goals, and long-range planning. Works with the staff, finance committee and the Board to prepare budgets, monitor progress, initiate changes (to operations and budgets) as appropriate, and resolve fiscal issues that affect the ELC.

Rating	Performance Indicator
3	Recommends yearly budget for Board approval.
3	Manages the Coalition’s resources within budget guidelines according to authorized policies and procedures that comply with current laws and regulations.
3	Possesses a robust understanding of the ELC’s financial needs and communicates them clearly.

3	Provides leadership and supports appropriate strategies for attracting funds for the SR Match Program.
3	Oversees the planning and implementation of match development activities, including establishing resource requirements, identifying funding sources and establishing strategies to approach potential donors.
Rating Average (total divided by 5): 3	<p>Comments regarding the performance in this domain:</p> <p>The CEO works with the approved budget and has been able to implement two rate increases, issue COVID-19 relief grants to 648 providers with clean audits and monitoring's. ELC Broward has diligently managed cost allocations, child enrollments and the timing of rate increases and other expenses to ensure full utilization of 100% of funds that otherwise would have expired.</p> <p>The CEO is fortunate to have a very astute CAO who has excellent understanding of the financial requirements and reporting. Financial projections and recommendations are typically conservative, it might be helpful to have a couple of options that include both moderate and conservative approaches.</p> <p>Overall, the CEO and her team have done an excellent job managing the "new" money that came into the system. The Board gave the Leadership team kudos for being able to manage the immense influx of funding, both quickly and efficiently.</p>

Domain 4: Human Resource Management, Staff and Administrative Relations – Effectively manages the human resources of the organization according to authorized policies and procedures that fully conform to current laws and regulations.

Rating	Performance Indicator
3	Provides leadership for developing and executing sound personnel procedures and practices that incorporate directives, attitudes, and behaviors reflective of the integrity and ethical values expected throughout the organization.
3	Recruits and retains a talented and diverse staff.
3	Ensures compliance with relevant workplace and employment laws; maintains a safe, respectful, and inclusive working environment.
3	Encourages and supports staff to participate in ongoing professional development opportunities.
3	Establishes clear patterns of authority, responsibility, supervision, and communication with staff.
Rating Average (total divided by 5): 3	<p>Comments regarding the performance in this domain:</p> <p>As the Board Chair I see that Renee has a cautious nature which can at times delay decision making, she has worked on this over the past year and is beginning to trust her team and empower them to lead and take ownership for decisions.</p> <p>The CEO promotes diversity and inclusion and has built a diverse board and staff. She is sensitive to cultural differences. She is a good leader who strives to maintain a sense of family and community.</p>

	<p>ELC Broward was the recipient of the Sun Sentinel’s Top Workplace 2022. Staff satisfaction rate was 88% with a 77% response rate.</p> <p>The CEO advocated for her staff to receive a COLA and to ensure staff were above the 30th percentile of the current market rate survey. As the Board Chair is it a great honor to be rates as a “Top Workplace”.</p>
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Domain 5: Community, State, and Public Relations – Directs and coordinates public relations and community awareness efforts. Assures that the Coalition and its mission, programs, and services are consistently presented in a favorable public image to relevant stakeholders.

Rating	Performance Indicator
3	Develops and maintains positive relationships with the community, businesses, and civic leaders; encourages community involvement and contribution to the ELC.
3	Represents and promotes the ELC through regular attendance and involvement in meetings, conferences, and interagency and community activities dealing with early childhood education and family issues.
3	Encourages community involvement and contribution to the ELC.
3	Provides leadership on behalf of the ELC at the state level; advocates the needs of the ELC to appropriate federal and state officials and agencies, community leaders, child advocates, and parents, including lobbying the state legislature within the parameters permitted by state and federal law and regulation.
3	Serves as an effective spokesperson. Represents the organization well to its constituencies, including clients/members/patrons, other nonprofits, government agencies, elected officials, funders, and the general public.
Rating Average (total divided by 5): 3	<p>Comments regarding the performance in this domain:</p> <p>Renee has increased her presence in the community and is more involved with early learning organizations this year. As the Board Chair I am optimistic with the new hire of a community relations/marketing staff person this year ELC will increase its visibility and brand awareness.</p> <p>Other Board members indicated that the CEO represents ELC in many community committees and Boards. She sits on the Association of Early Learning Coalition Legislative Committee where she helped establish State legislative priorities. She always keeps the community up to date with ELC information and needs.</p> <p>Several Board members asked that they be made more aware of the activities and individuals the CEO is meeting with but genuinely believe she is proactively engaging the community.</p>

Domain 6: Professional Skills and Abilities

Rating	Performance Indicators
3	Maintains high standards of ethics, honesty, and integrity in all professional matters.
3	Is well organized and efficient in the accomplishment of objectives.
3	Skillful at analyzing and addressing problems, challenges, and conflicts, even under stress.
3	Effectively communicates verbally and in written form.
3	Actively engages in continuous professional development.
Rating Average (total divided by 5): 3	<p>Comments regarding the performance in this domain:</p> <p>As the Board Chair I have seen the senior and leadership teams embrace the opportunity to stand out as a leader amongst ELC's with the leadership of Renee.</p> <p>As the Board Chair I think Strategic planning is an area that Renee could grow. While we used an external facilitator this year which was helpful, I do feel some of the goals appear a little safe and perhaps more stretch goals could be added.</p> <p>Other Board members believe the CEO has developed a comprehensive strategic plan which is monitored and evaluated along with constant re-assessment. They believe the CEO has a great deal of trust in her staff and allows them to work in the best interest of ELC. She provides the leadership needed to develop organizational plans.</p>

Domain 7 (Optional): List three to five local performance indicators:

Rating	Performance Indicators
Rating Average (total divided by # of indicators):	Comments regarding the performance in this domain:

Performance Domain	Rating Averages
Domain 1	3
Domain 2	3
Domain 3	3
Domain 4	3
Domain 5	3
Domain 6	3
Domain 7 – optional local	
*Overall Rating	3

**To calculate the overall rating, add up all rating averages from each domain and divide by 6 or 7, as appropriate.*

Overall Rating:

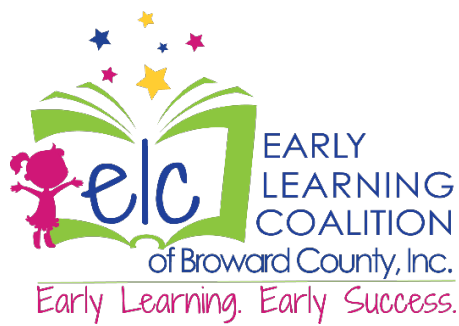
3.0 = Exceeds Expectations

2.0 – 2.9 = Meets Expectations

1.9 and below = Does Not Meet Expectations

Evaluator Name: Laurie Sallarulo

Evaluator Signature:  Laurie Sallarulo (Nov 29, 2022 08:01 EST)



Board Engagement Calendar FY 22-23

Childcare Small Business Site Visits

Date	Event Name	Address	Time
December 20, 2022	Future Kids at Sunrise	10651 W Oakland Park Blvd, Sunrise, FL 33351	9:30 AM - 11:00 AM
January 17, 2023	American Eagle Academy 2	3601 W Commercial Blvd, Tamarac, FL 33309	9:30 AM - 11:00 AM
February 8, 2023	Jack and Jill Children's Center	1315 W Broward Blvd, Fort Lauderdale, FL 33312	9:30 AM - 11:00 AM
March 8, 2023	Hallandale House of Learning	124 NE 1st Ave, Hallandale Beach, FL 33009	9:30 AM - 11:00 AM
April 13, 2023	Baby Boomers (BB) International Preschool	1735 E Atlantic Blvd, Pompano Beach, FL 33060	9:30 AM - 11:00 AM
May 23, 2023	City of Miramar Program	Miramar, FL (Exact Address TBD)	9:30 AM - 11:00 AM

ELC Board Meet, Greet, & Eat Social

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

Date	Location	Time
Next Social Date TBD	TBD	TBD

ELC Board Lunch & Learn Workshops

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

Date	Topic	Location	Time
December 16, 2022	CLASS Observations	ELC Broward, Training Room A/B	12:00 PM - 1:00 PM
January 19, 2023	Finance Overview: A Deeper Dive	ELC Broward, Training Room A/B	12:00 PM - 1:00 PM
February 16, 2023	How the CRM has effectively and efficiently impacted ELC, Providers, and Clients as it pertains to ARPA	ELC Broward, Training Room A/B	12:00 PM - 1:00 PM
March 16, 2023	Conflicts of Interest & Related Party Transactions	Zoom: <i>A link will be Sent Out</i>	12:00 PM - 1:00 PM
April 20, 2023	Eligibility "What does it entail?"	ELC Broward, Training Room A/B	12:00 PM - 1:00 PM
June 15, 2023	Above & Beyond (Where are we?)	ELC Broward, Training Room A/B	12:00 PM - 1:00 PM

Monthly PLAN Meetings

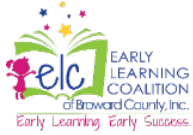
ELC Broward: 1475 W. Cypress Creek Rd., Suite 301 Fort Lauderdale, FL 33309

Date	Time	Location
December 14, 2022	10:00 AM - 11:00 AM	The Early Learning Coalition of Broward County, Training Room A/B
January 18, 2023	10:00 AM - 11:00 AM	The Early Learning Coalition of Broward County, Training Room A/B
February 15, 2023	10:00 AM - 11:00 AM	The Early Learning Coalition of Broward County, Training Room A/B
March 15, 2023	10:00 AM - 11:00 AM	The Early Learning Coalition of Broward County, Training Room A/B
April 19, 2023	10:00 AM - 11:00 AM	The Early Learning Coalition of Broward County, Training Room A/B
May 17, 2023	10:00 AM - 11:00 AM	The Early Learning Coalition of Broward County, Training Room A/B
June 21, 2023	10:00 AM - 11:00 AM	The Early Learning Coalition of Broward County, Training Room A/B

Notable Early Learning Conferences

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

Dates	Conference Name	Conference Location	Registration
November 16-19, 2022	NAEYC Annual Conference	Washington, DC	Click to Register
December 7-8, 2022	Zero to Three Learn Institute	Loews Coronado Bay Resort San Diego, CA	Click to Register
March 16-17, 2023	International Conference on Play-Based Learning and Early Childhood Curriculum	Miami, FL	Click to Register
April 1, 2023	Business Leadership Institute	ELC Broward, Training Room	
April 17 - 18, 2023	International Conference on Educational Policy and Planning Education Reforms	Boston, MA	Click to Register
April 18-19, 2023	InterAct CLASS Summit	Miami Marriott Biscayne Bay Miami, Florida	Click to Register
May 8-11, 2023	National Head Start Conference	Phoenix, AZ	
June 4-7, 2023	NAEYC Professional Learning Institute	Portland, OR	Click to Register
June 2023 (Date TBA)	Earners to Learners	Location TBA	
July 19-21, 2023	One Goal Summer Conference	Hilton Tampa Downtown - Tampa, FL	Click to Register
September 27-30, 2023	Division for Early Childhood Annual International Society on Early Intervention	The Hilton Chicago - Chicago, IL	Click to Register
October 5-8, 2023	Council for Professional Recognition CDA - Early Educators Leadership Conference (Leading Career Pathways to Equity)	Renaissance Orlando at SeaWorld - Orlando, FL	Click to Register
November 15-18, 2023	NAEYC Annual Conference	Nashville, TN	Click to Register
November 6-9, 2024	NAEYC Annual Conference	Anaheim, CA	Click to Register



ELC of Broward County

FY 2022-2023 Board/Committee Meeting Calendar

July 2022						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2022						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
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October 2022						
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December 2022						
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January 2023						
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February 2023						
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March 2023						
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April 2023						
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May 2023						
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June 2023						
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25	26	27	28	29	30	

Finance/Executive - Tuesdays/1:30 pm

- August 30, 2022
- November 1, 2022
- December 6, 2022
- January 31, 2023
- March 28, 2023
- May 2, 2023
- June 6, 2023

Full Board – Monday/9:00 am

- September 12, 2022
- November 14, 2022
- December 12, 2022
- February 13, 2023
- April 10, 2023
- May 15, 2023
- June 19, 2023

Program Review:

- Sept 22, 2022, at 10:30 am
- *Dec 16, 2022 (Tentative)*

Nominating:

- Oct 25, 2022, at 2 pm

Governance:

- Aug 29, 2022, at 12 pm
- Nov 7, 2022, at 1 pm
- Dec 5, 2022, at 2:30 pm
- Jan 12, 2023, at 9:30 am
- Mar 6, 2023, at 10:30 am

Audit:

- August 31, 2022, at 12:30 pm

ELC Offices closed for holidays on:

July 4; Sep 5; Nov 11; Nov 24 and 25; Dec 26, Dec 30; Jan 2; Jan 16; Feb 20; May 29

ELC of Broward County

Committee Membership 2022-2023

COMMITTEE	Member Name	Seat	By Laws	
EXECUTIVE	<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 4/2014 - Governor appointment
	Officer 2	Dawn Liberta	First Vice Chair/Governance	effective June 2020 - Again in 2022
	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
	7	Renee Podolsky	Audit Com. Chair	effective June 2022
FINANCE	<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	Dawn Liberta	Member	effective 9/13/21
	3	Renee Podolsky	Member	
	4	Twan Russell	Member	
	5	Laurie Sallarulo	Member	
	6	Zachary Talbot	Member	effective June, 2020
PROGRAM REVIEW	<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 7/1/22
	2	Cindy Arenberg-Seltzer	Member	
	3	Richard Campillo	Member	
	4	Dawn Liberta	Member	
	5	Renee Podolsky	Member	
	6	Laurie Salarullo	Member	
	7	Melody McDonald	Member	effective 10/06/22
AUDIT	<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 7/1/22
	2	Michael Asseff	Member	
	3	Beverley Batson	Member	effective 12/19/19
	4	Monica King	Member	effective 4/7/17
	5	Twan Russell	Member	effective 12/9/16
GOVERNANCE	<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 6/30/20
	2	Michael Asseff	Member	effective 6/2020
	3	Kirk Englehardt	Member	effective 9/13/21
	4	Carol Hylton	Member	effective 2/2021
	5	Laurie Sallarulo	Member	effective 9/15/22
	6	Renee Podolsky	Member	effective 10/06/22
	7	Amoy Reid	Member	effective 10/06/22
NOMINATING	<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	Amoy Reid	Member	effective 12/19/19
	4	Twan Russell	Member (Officer)	
	5	Laurie Salarullo	Member (Board Chair)	
	6	Kristina West	Member	effective 09/13/21
	7	Julie Winburn	Member	effective 05/2022
AD HOC FUNDRAISING Re-established 8/2022 Report to Executive Comm	1	Kristina West	Chair	effective 8/2022
	2	Michael Asseff	Member	effective 2/13/20 confirmed 8/29/22
	3	Amoy Reid	Member	effective 2/13/20 confirmed 8/10/22
	4	Zachary Talbot	Member	effective 8/30/22
	5	Kirk Englehardt	Member	effective 9/20/22



**Early Learning Coalition of Broward County
Finance & Executive Committee Attendance Chart FY 2022-2023**

QUORUM # NEEDED: 4

	FINANCE	Position	Term Started	Term Exp	Aug-30	Nov-01	Dec-06	Jan-31	Mar-28	May-02	Jun-06	TOTAL FY ABSENCES
1	Cindy Arenberg Seltzer	Chair	Jun-20	Jun-24	V	ABS						1
2	Dawn Liberta	Member	Aug-21		V	V						0
3	Renee Podolsky	Member			V	V						0
4	Twan Russell	Member			V	V						0
5	Laurie Sallarulo	Member			V	V						0
6	Zachary Talbot	Member	Jun-20		V	V						0

QUORUM # NEEDED: 4

	EXECUTIVE	Position	Term Started	Term Exp	Aug-30	Nov-01	Dec-06	Jan-31	Mar-28	May-02	Jun-06	TOTAL FY ABSENCES
1	Laurie Sallarulo	Chair			V	V						0
2	Dawn Liberta	First Vice Chair	Jun-20	Jun-24	V	V						0
3	Twan Russell	Second Vice Chair	Jun-20	Jun-24	V	V						0
4	Monica King	Secretary/PRC Chair	Jun-20	Jun-24	ABS	ABS						2
5	Cindy Arenberg Seltzer	Treasurer	Jun-20	Jun-24	V	ABS						1
6	Michael Asseff	Nominating Chair			V	V						0
7	Renee Podolsky	Audit Chair			V	V						0

Members who left During FY 22 - 23	Position	Term Started	Last Day								
Term											
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 2022-2023											

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

Child Care Licensing		The child care licensing program is a component of the services provided by Department of Children and Families. The program is accountable for the statewide licensure of Florida's child care facilities, specialized child care facilities for the care of mildly ill children, large family child care homes and licensure or registration of family day care homes. The purpose of the program is to ensure a healthy and safe environment for the children in child care settings and to improve the quality of their care through regulation and consultation. The department ensures that licensing requirements are met through on-going inspections of child care facilities and homes, thus preventing the continued operation of substandard child care programs
Child Care Resource and Referral Program	CCR&R	The Child Care Resource and Referral Network is dedicated to helping families find answers to their questions regarding how to identify quality child care and early education programs. The CCR&R program also conducts a search for providers that meet the specific needs of the family; the CCR&R program also provides information and community resources that may benefit the entire family.
Children's Services Council	CSC	A Children's Services Council is a local government body that oversees funding for programs and services that improve the lives of children and their families. Chapter 125 of Florida Statutes governs the creation and operation of a Children's Services Council, commonly referred to as a CSC. Florida is the only state in the nation that empowers communities to create a local government with the sole purpose of investing in the well-being of families.
Child Development Associate	CDA	A nationally recognized early childhood professional credential awarded to individuals who successfully complete the nationally established requirements of the CDA program to work with young children.
Classroom Assessment Scoring System™	CLASS	The Classroom Assessment Scoring System™ (CLASS™) is an observational tool that provides a common lens and language focused on classroom interactions that boost student learning. This tool is used as the basis for the State of Florida's Quality Rating System, and CLASS scores are used to calculate payment differentials for child care facilities serving subsidized children.
Continuing Education Units	CEUs	A measure used to track continuing education; in general, a CEU is defined as 10 clock hours of participation in a recognized continuing education program with qualified instruction and sponsorship through an accrediting CEU body.
Enhanced Field System Modernization	EFS Mod	The billing system currently in use for early learning programs.
Environment Rating Scales	ERS	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: (ECERS-R) The Early Childhood Environment Rating Scale-Revised (ITERS-R) The Infant/Toddler Environment Rating Scale-Revised (FCCERS-R) The Family Child Care Environment Rating Scale-Revised (SACERS) The School-Age Care Environment Rating Scale
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.