

5.	Unfinished Business New Business Matters from the Chair Matters from the Committee Public Comment		
6.	Next PRC Meeting: <u>Tentative August 28, 2023</u>		
7.	Adjourn		
<p>Please Note: Agenda is subject to revisions and additions at the discretion of the Chair of the Coalition. Notification will be sent of any such revisions or additions. Members of the Public: Please sign up at the entry desk for public comments to be made on any particular agenda items no later than five minutes after the Coalition meeting has been called to order.</p> <p>“As per §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.”</p>			



Early Learning Coalition of Broward County, Inc.
Program Review Committee Meeting Minutes
April 11, 2023, at 2:00 PM
[Zoom Meeting](#)

Members in Attendance	Chair, Monica King; Dawn Liberta; Cindy Arenberg-Seltzer; Renee Podolsky; Melody McDonald
Members Absent	Richard Campillo; Laurie Sallarulo
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Howard Bakalar, CPO; Hubert Cesar, CIO; Melody Martinez, Board Liaison; Amy Moore, Senior Director of Family Services and Provider Relations; Allison Metsch, Senior Director of Education & Quality; Ancel Pratt, III, Senior Director of Communications & Outreach; Ayme Hamoui, Director of Education Program Assessment; Maggie Laino,
Others in Attendance	

Item	Action/Discussion
Call to Order	Monica King, PRC Chair called the meeting to order at 2:04 PM.
Roll Call	Melody Martinez, Board Liaison: The roll was called, and a quorum was established.
Consent Agenda	
1. Approve December 16, 2023, Committee meeting minutes	There was a Motion to move both Consent Agendas by Renee Podolsky and Seconded by Dawn Liberta. Unanimously approved. Motion Passes.
Regular Committee	
1. PRC233RB1 – School Readiness Enrollment/Redetermination Update (Goal 1 of Strategic Plan)	Amy Moore provided updates on School Readiness and enrollment and redetermination. ELC Broward is continuing to enroll families in School Readiness services. Since July 1, 2022, we have currently enrolled 3,062 children. Thanks to the Board’s approval of additional staff last year, we have been able to assign fewer cases to each staff member, which in turn has allowed our staff to act in more of a case manager capacity. This has enabled them to conduct more follow-ups with our families about their cases. Additionally, we have devised new outreach strategies and have also introduced texting with our customers, which has proven to be both a customer and a staff satisfier. Additionally, through that texting service, clients can submit their documentation through a secure link.
2. PRC233RB3 – Education/Quality (Goals 3 and 4 of Strategic Plan)	Allison began the Broward Above and Beyond update by welcoming Marjorie Rizzo, the new Broward Above and Beyond Education Manager to the team.
a. Broward Above and Beyond Update	She shared that the data received from surveys stemming from some of the Above and Beyond sites is being utilized to add two additional staff positions devoted to processing the paperwork necessary for childcare staff to receive their quarterly and other stipends, one additional coach, who will be used to expand the current cadre of providers from 50 to 55, along with the creation of a new Child Development Associate Academy. This will be offered to the community for a nominal fee. The feedback from directors is that now they are able to get people in their

<p>b. Referrals for Children with Special Needs Progress Update</p>	<p>classrooms, however, they have shared that they need help because the new hires aren't as familiar with conducting a classroom which is where our goal for our coaches comes in. We are hoping to have our coaches spend more time at the schools to prevent turnover.</p> <p>As discussed at the board meeting, with additional available stimulus funds we will be hiring two additional Inclusion Specialists, two additional Family Engagement Specialists, and four Peer Support Specialists who will provide emotional and navigational support to families who have either discovered or have been informed that their children may be experiencing developmental issues, and an additional coordinator.</p> <p>Ellie shared that she is excited about the peer specialists and her vision for working closely with them. She has a new staff position who will be tracking the ELC referrals so the individual hired to that position can provide feedback on what happened with those referrals. Laurie feels that the addition of the new inclusion, peer, and child client specialists, will be a significant step towards engaging the families that could benefit from these early intervention services.</p> <p>Howard provided a quick update concerning ASQs and VPK. After a conversation with Board Member Ellie Schrot, Renee brought it to Chancellor Mears and he was receptive to piloting a new program where we take a look at ASQs in VPK classrooms because right now ASQs are only in School Readiness classrooms. We will be piloting this in 5 schools with roughly 250 children. This will allow us to see the similarities and differences between the VPK and School Readiness populations.</p>
Unfinished Business	None
New Business	None
Matters from the Chair	None
Matters from the Committee	None
Public Comments	There was no discussion.
Next Meeting	TBD
Adjourn	Meeting adjourned at 3:06 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	PRC234CA1 / Program Review Committee
DATE:	06/02/2023
SUBJECT:	Business Leadership Institute (BLI) Program Continuation
FOR ACTION:	Yes
RECOMMENDED ACTION:	Approve Continuation of Business Leadership Institute for Business Development Training for Child Care Operators for FY 2024, pending availability of funds
FINANCIAL IMPACT:	tbd
ELC STAFF LEAD	Howard Bakalar, CPO

Background Information:

In FY 2020, ELC selected the Business Leadership Institute to provide a range of training programs designed to improve child care center operation and help directors to grow their capacity to deliver high quality educational services to young children. BLI has remained a constant for child care providers since then, pivoting to virtual workshops during the pandemic and pivoting back to in-person classes this past year. This past year, BLI launched its series of once-a-month, full-day Saturday workshops beginning in September and ending in May. Workshop topics included creating a growth mindset, successful negotiation techniques, strategies for dealing with difficult people, and Human Resources tips. The week after the May workshop, BLI attendees had an official graduation ceremony, which coincided with Congresswoman Debbie Wasserman-Shultz’s Small Business Conference at Nova University.

Current Status:

BLI achieved each of its contractual goals for this fiscal year, and its goals that were based on progress from last year’s class, as charted below:

Measure	Benchmark	Result
Each participant in the Student Cadre will have an individualized Business Plan with a minimum of four target organization goals.	Training Participants will demonstrate progress toward attainment of at least 50% of organizational goals six months post program completion.	As a requirement to graduate BLI, all participants must work with SCORE to create a business plan. This past year, all participants reported achieving at least 50% of their goals, with 80 percent of them achieving at least 75 percent of their goals. <i>It should be noted that Broward’s SCORE Program, was named as top SCORE in the country by the Small Business Administration at this year’s Small Business Conference.</i>
Program participants will demonstrate learning gains as	75% of all workshop participants will demonstrate newly acquired skills,	The average gains from the workshops was 90 percent.

a result of workshop participation.	following each workshop, using a pre/post measurement instrument.	No individual workshop had gains of less than 83 percent.
Training Participants will benefit from the services of an assigned coach/mentor.	75% of Training Participants will gain business knowledge from assigned coaches/mentors, using a measurement instrument approved prior to contract execution.	88% of participants felt that, overall, their mentor was an asset and benefit to them.
Training participants will demonstrate improved business financial viability	75% of Participants will report/demonstrate improved business operations and financial strength of their business	100 percent of program participants reported that they are still in business, and that they remain financially viable.
Participants will report satisfaction with the business training program	85% of participants will report being satisfied or highly satisfied with the business training program.	100 percent of program participants reported being satisfied or highly satisfied with the business training program. On a scale of 1-5, the average score was a 4.52.

Supporting Documentation:

N/A



ITEM/MEETING	PRC234CA2 / Program Review Committee
DATE:	06/02/2023
SUBJECT:	Scholastic Bookworms Program Continuation
FOR ACTION:	Yes
RECOMMENDED ACTIONS:	Approve Continuation of the Scholastic/Broward Bookworms Program, pending Availability of Funds
AS RECOMMENDED BY	N/A
FINANCIAL IMPACT:	tbd
ELC STAFF LEAD	Ancel Pratt/Howard Bakalar

Background:

In FY 2021-22, the Early Learning Coalition created the Broward Bookworms program to promote literacy by encouraging reading at home for families with young children. Scholastic Inc. was selected to provide book sets for the program through a public procurement. Broward families with children ages birth to 5 received packets of books from Scholastic as well as accompanying activities based on the book themes mailed directly to them after registering on the ELC website. Books were available in English and Spanish.

Current Status:

After the FY 2021 pilot successfully reached over 10,000 families, the ELC Board approved renewal of the program for a second year. As of May 30th of our current fiscal year, 7,049 Broward families have registered through our CRM and have received 8,480 bookworm packets. When asked how they heard about the Bookworms program, the number one method was through emails from the ELC. The second most popular method was through friends and neighbors, followed closely by social media. Eighty-two percent of families ordered book packets in English, while 18 percent of families ordered Spanish language book packets.

In FY 2023, pending board approval and availability of funds, Communications/Outreach staff plan to expand the reach of Bookworms by promoting it more heavily with our municipal partners. We also plan to re-start conversations with Broward’s most popular birthing hospitals to register families with newborns.

Supporting Documentation

- None

ITEM #:	PRC234RB1
MEETING:	Program Review Committee
MEETING DATE:	06/02/2023
SUBJECT:	School Readiness Enrollment/Redetermination Update
FOR ACTION:	No
RECOMMENDED ACTION:	None
FINANCIAL IMPACT:	None
AS RECOMMENDED BY:	N/A
ELC STAFF LEADS	Amy Moore, Howard Bakalar, Christine Klima

Background

In FY 2019-20, the Office of Early Learning (OEL), gave ELC Broward additional funding to clear its waitlist for childcare for income-eligible families. At the time, there were thousands of children waiting for childcare. OEL and its successor, the Division of Early Learning (DEL), continued to fund the elimination of the waitlist. Last year FY 2021-2022, with some staffing additions and modifications, ELC was able to enroll a record 4,255 children. In FY 2022-2023, we have enrolled more than 4,790 children.

Current Status

ELC Broward is continuing to enroll families as they complete their initial applications for School Readiness services. Since July 1, 2022, we have enrolled over 4,790 children. The pace of enrollment has slowed slightly as we await final budgetary guidance from the Division of Early Learning. Our average monthly attrition rate based on the redetermination process is about 25 percent, which equates to approximately 355 children on average leaving the system. Last quarter our average monthly enrollments was 343 children. So, we are roughly keeping at a pace now where we are replacing drops with enrollments.

In the last quarter of this fiscal year, we are moving into a period where there are heavy redeterminations. There are 4,476 children due for redetermination in this last quarter of the fiscal year.

Because there are unknowns about the level of, and the timing of funding we will receive from DEL for child care slots for FY 2024, we would like to review the range of options from which we have to choose in setting enrollment strategies for FY 2024.

ITEM/MEETING	PRC234RB2(a) / Program Review Committee
DATE:	06/02/2023
SUBJECT:	Beyond Above and Beyond
FOR ACTION:	No
RECOMMENDED ACTION:	N/A
FINANCIAL IMPACT:	N/A
ELC STAFF LEAD	Allison Metsch

Background

During the 2021 – 2022 Fiscal Year, the Division of Early Learning (DEL) distributed federal stimulus grant dollars to focus on recruiting, retaining, and upskilling the childcare workforce. The ELC board then approved the development of an ad hoc board committee to work with staff to plan the best way to use these dollars. With the consensus of that committee, ELC staff created the Broward Above and Beyond initiative. The focus of the initiative was to provide intensive and personalized coaching and technical assistance, along with quarterly stipends and other bonuses initially to 50 childcare centers. This number was increased to 60 when DEL distributed additional funds. The program also provided mentoring to new and current child care staff (it also added two Inclusion Specialists, which will be discussed during the next agenda item) . We provided quarterly stipends, bonuses for employee referrals, site specific trainings and an in-depth director program called Directors in Action. ELC Education staff also focused on upskilling the childcare community. Career Guidance Counselors supported and connected educators to TEACH (scholarships used for CDA classes, college tuition, etc.) and INCENTIVE\$ salary supplements, which are awarded to child care educators for reaching certain education levels, to promote a career ladder. Thirty-five percent of Above and Beyond educators obtained their Child Development Associate (CDA) credentials with our help. ELC Broward also created its own CDA Academy to offer classes locally, in-person and on site at child care centers. Currently, we have 25 educators participating in these on-site classes four times per week, during naptime.

We were pleased to note that the Above and Beyond intensive coaching model demonstrated success in CLASS scores:

- 5.52 Above & Beyond VPK Averages
- 5.32 All Community VPK (Including Above and Beyond Classrooms)
- 5.30 All Community VPK (NOT Including Above and Beyond Classrooms)

Next Steps

With stimulus dollars ending for now, we plan to expand the model of Above and Beyond coaching, technical assistance, and career counseling to all centers/homes who want to become a part of the initiative. In addition to the staff brought on through the expansion through stimulus dollars, we will assign the remainder of the education/quality staff to specific centers and homes to provide the same onsite services. We will also follow this model with our inclusion specialists.

Because all ELC Broward Education staff are qualified CLASS assessors, all coaches will also carry a caseload (which does not include sites they are currently coaching) for CLASS Observations/Assessments.

Because ELC Broward does expect at some point during the next fiscal year to receive a substantial amount of one-time stimulus dollars, we will also include stipends for completion of many of the required and recommended trainings. During the next fiscal year, we also plan to begin a “Bootcamp” for potential new educators, an apprenticeship program for educators who want to move up the career ladder, and a mental health consultation component to child care centers. These items will be discussed in greater detail during the Program Review Committee meeting.

ITEM/MEETING	PRC234RB2(b) / Program Review Committee
DATE:	06/02/2023
SUBJECT:	System of Care Status/Advances
FOR ACTION:	No
RECOMMENDED ACTION:	N/A
FINANCIAL IMPACT:	N/A
ELC STAFF LEAD	Allison Metsch, Howard Bakalar

Background

During the 2021 – 2022 Fiscal Year, the Division of Early Learning (DEL) distributed federal stimulus grant dollars to focus on recruiting, retaining, and upskilling the childcare workforce. The ELC board then approved the development of an ad hoc board committee to work with staff to plan the best way to use these dollars. With the consensus of that committee, ELC staff created the Broward Above and Beyond initiative. The initiative gave ELC staff the opportunity to expand and enhance services provided to child care centers. It also opened a conversation this past year with other funders and interested parties in the system of care for families with young children. Monthly meetings facilitated by the Children’s Services Council to discuss the system of care for families with young children facing developmental, behavioral, and other challenges brought partners, including United Way, Broward Behavioral Health Coalition, the Early Learning Coalition, Children’s Diagnostic and Treatment Center, Broward County Schools, and the AD Henderson Foundation together. Partners discussed both the gains made recently through the expansion in both staffing and approach from the ELC’s Inclusion Specialists, and some possible new supports that could strengthen the system of care. Partners discussed better supporting families as they navigated the system of care. Broward Behavioral Health Coalition also raised the possibility of expansion of a grant to include funding for clinical services for young children.

Current Status/Future Plans for ELC Support Services

Inclusion Supports: As discussed above, the ELC’s Inclusion Specialist team expanded from seven to nine Inclusion Specialists, and we were able to hire an Inclusion Coordinator who acts both as a support to the Manager and as a Specialist, referring more than 100 children to FDLRS and Early Steps during the last two months. Inclusion staff also made a concerted effort to make deeper contacts with families of children scoring with concerns on their Ages and Stages Questionnaires, made possible by the addition of staff.

Peer Support Specialists: As a direct result of the discussions of service gaps at the system of care meetings, the AD Henderson Foundation reached out to the Early Learning Coalition about the possibility of supporting families who, when directed to have their young children evaluated either through Early Steps or FDLRS, did not follow through either on their evaluation appointments or on post-evaluation directions, for any range of reasons. We are pleased to announce that AD Henderson has now agreed to fund two Peer Support Specialists—parents/caregivers of children with special needs who “have been there.” These Specialists have experience navigating the system, and will provide important emotional and other supports to families.

Help Me Grow: The statewide Help Me Grow program promotes early identification of developmental, behavioral, and educational concerns, then links children and families to community based services and support. This legislative session brought increased funding (an additional \$2 million) to the statewide Help Me Grow program, administered by the Florida Children’s Forum. After years of decreasing State funding, 211 Broward made the decision to discontinue its Help Me Grow contract a couple of years ago. The ELC has been operating as the de facto Help Me Grow site for

families in the School Readiness system in the meantime. We have contacted the Children's Forum about our desire to become a (sufficiently) funded site, and we have asked for and received 211 Broward's support in this endeavor. We will keep the committee informed if/when we submit a proposal to the Children's Forum for funding.

Mental Health Consultation:

ELC Broward is hoping for the opportunity to add a small cadre of mental health consultation staff to the Early Care system with its anticipated stimulus funds. These masters level consultants would work with educators and parents in an assigned group of child care facilities, offering behavioral and other strategies to address specific behaviors. These consultants would not provide direct clinical services, as this is outside the scope of ELC services.

ITEM/MEETING	PRC234RB(c) / Program Review Committee
DATE:	06/02/2023
SUBJECT:	Children’s Forum INCENTIVE\$ Wage Supplements
FOR ACTION:	Yes
RECOMMENDED ACTION:	Approve Continuation of the Children’s Forum’s INCENTIVE\$ Wage Supplements, pending Availability of Funds
FINANCIAL IMPACT:	tbd
ELC STAFF LEAD	Allison Metsch/Christine Klima

Background

Early Childhood Educator INCENTIVE\$, formerly known as Child Care WAGES® in Florida, rewards early childhood educators with financial incentives based on their education and continuity of employment. By retaining the early childhood workforce, INCENTIVE\$ provides children with more stable teacher-child relationships and better-educated teachers. INCENTIVE\$ addresses individual professional development efforts and low wages. For more than 10 years ELC has partnered with the Children’s Forum, the sole licensee in Florida for the North Carolina-Based Child Care INCENTIVE\$® Program as a sole-sourced vendor to administer the program in Broward County.

Current Status

With the assistance of “boots on the ground” Above and Beyond Guidance Counselor Specialists, ELC staff drove educator enrollment in INCENTIVE\$. We were able to provide customized support concerning enrollment, starting CDA coursework and educating the educators about INCENTIVE\$ eligibility requirements. As of April, the Forum reported providing 608 individuals with wage supplements. The average supplement amount was \$730.

While we were able to increase participation, we in turn increased the amount of dollars added to the INCENTIVE\$ program through CRSSA and ARPA stimulus funds. While staff expects to be able to continue or expand present funding once the Division of Early Learning releases the \$315 million of remaining stimulus funds, there will be a lag time between the beginning of the next fiscal year and the availability of those stimulus funds.

ITEM/MEETING	PRC234RB(d) /Program Review Committee
DATE:	06/02/2023
SUBJECT:	Education Technology Aids Procurement Concept
FOR ACTION:	Yes
RECOMMENDED ACTION:	Approve Concept of Procurement of Education Technology Aids
FINANCIAL IMPACT:	
ELC STAFF LEAD	Allison Metsch

Background

ELC Broward is continually implementing new innovative programs and services to serve our families and children. As early learning education has evolved and technology has become more prevalent in classrooms, the availability of web-based learning programs for children has increased. Research has demonstrated online learning tools can boost child educational gains when matched with teacher and family engagement. When done well, this type of technology is used by staff, program administrators, educators, and families as a connecting point on child progress. Data collection at the child and site level can benchmark children’s knowledge, skills, and abilities to assist in planning.

The Early Learning Coalition of Palm Beach embarked on this path 9 months ago, procuring for a learning technology system/program that has seemingly markedly increased child domains in both math and literacy. The Early Learning Coalition of Palm Beach instituted this technology program for each of its VPK sites. Children enrolled in VPK are assessed for learning gains three times during the VPK year. Palm Beach sites began with a countywide average in the middle 50th percentile during the first assessments to upper 70th percentile on third assessments. Sites were trained on the educational software and were supplied with the technology whenever necessary to ensure classroom access for a specific amount of time each day for each child. Program staff at the ELC of Palm Beach attribute much of this progress to the technology supports.

Current Status

Broward’s VPK sites have consistently scored higher than Palm Beach’s VPK sites, on average. Broward’s first round of assessments averaged 67.19 percent rate for children at or ahead of pace for kindergarten readiness. Its second round of progress monitoring averaged 78 percent. Third round of Broward progress monitoring has averaged an 82 percent rate for children at or above pace for kindergarten readiness. While the Division of Early Learning has not given coalitions the ability to either access the statewide average scores or to access other coalitions’ scores for comparison purposes, we feel confident that our 82.4 percent figure is above the statewide average. That said, we believe that we will soon be able to filter our data to check, zip code by zip code, city by city, and school by school, for those providers that scored substantially lower than Broward’s average score. If we can spot data patterns that support our plan, we initially plan to work with the 4 year-olds in those lower scoring sites to institute education technology aids. We will then track FAST scores of those sites to look for improvement from this current year’s scores.

In procuring for technology aids, ELC Broward will advertise for a product that:

- Is geared to progress at the pace of each individual child;
- involves child care educators
- involves parents/caregivers
- addresses the literacy and math domains that should help children’s FAST scores rise;
- could potentially raise the CLASS scores of the classrooms using the technology;

ELC Broward will also seek a vendor who will train and support VPK classrooms on the use of the technology.

This technology procurement will be subject to availability of stimulus funds. More than \$300 million in one-time stimulus funds that focus broadly on quality will be distributed by the Division of Early Learning during the next fiscal year. We have not been given a specific timeline on when funds will become available. We expect there will be some sort of application process to DEL to draw down funds. Broward expects to receive roughly 10 percent of these funds.