

Early Learning Coalition of Broward County, Inc.

Board Meeting Agenda

Oct 16, 2023, at 9:30 AM

Hybrid Meeting

Meeting ID: 846 4047 5397 Passcode: 295838

<https://us06web.zoom.us/j/84640475397?pwd=WVI1bTJ3LzhhL0tiRmsxazk3UkZOUT09>

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

		PAGE	
1.	Call to Order		Laurie Sallarulo, Chair
2.	Roll Call		Melody Martinez, Board Liaison
3.	Chair Report 1. New DCF Board Representative - Traci Schweitzer 2. New Nominating Committee Member - Melody McDonald 3. New Audit Committee Member – Richard Campillo		Laurie Sallarulo, Chair
4.	CEO Report	3	Renee Jaffe, CEO
5.	Mission Moment – CDA Academy		Howard Bakalar, CPO
6.	Consent Agenda 1. Approve September 11, 2023, Meeting minutes 2. B242CA1 – Authorize the Board Chair to sign the Fort Lauderdale School Readiness Match Funding Agreement.	5 10	Laurie Sallarulo, Chair
7.	Finance Committee 1. B242FIN1 - Approve August Interim Financial Statements 2. B242FIN2 - Approve Budget Amendment #2 3. B242FIN3 - Approve Expenses over \$35K, including special accounting procedures	12 20 25	Cindy Arenberg Seltzer, Committee Chair Christine Klima, CAO
8.	Regular Business 1. B242RB1 - Authorize ELC to Request Proposals to provide Child Care Resource & Referral Software Services 2. B242RB2 - Authorize ELC to negotiate for Child Care Classroom management and online Learning Technology services	27 29	Christine Klima, CAO
9.	Nominating Committee 1. B242NOM1 – Approve Private Business Sector Candidate 2. B242NOM2 – Approve Faith Based Provider Representative Candidate	30 45	Michael Asseff, Committee Chair Judith Merritt, COO
10.	Governance Committee Update from Committee Chair		Vacant
11.	Audit Committee Update from Committee Chair		Renee Podolsky, Committee Chair
12.	Program Review Committee Update from Committee Chair		Monica King, Committee Chair

13.	Ad Hoc Fundraising Update from Committee Chair		Michael Asseff, Committee Co-Chair
14.	Provider Representative Update Update from Provider Representatives		Melody McDonald, Representative private <i>Future Kids Academy</i>
15.	FYI Items <ul style="list-style-type: none"> o FYI 1 FY 24 ELC Contracts o FYI 2 August Disbursements o FYI 3 Match Report o FYI 4 Board Engagement Opportunities o FYI 5 Board Sponsorship Form o FYI 6 FY 23-24 Committee Membership o FYI 7 FY 23-24 Board Meeting Attendance o FYI 8 FY 23-24 Board Calendar o FYI 9 Glossary of Term 	65 66 67 68 70 71 72 73 74	
16.	Unfinished Business New Business Matters from the Chair Matters from the Board Matters from the CEO Matters from Committees Matters from our Provider Representatives Matters from our Partners Public Comment		
17.	Next ELC Board Meeting: December 11, 2023, @ 9:30 am		
18.	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>			

CEO Report Board – October 16, 2023

School Readiness Enrollment Update

We are happy to report we have resumed enrolling children into the School Readiness program. On October 4th, we sent notification to 309 families (406 children) that they could now begin the enrollment process. Our strategy will be to enroll enough children to offset monthly attrition and manage expenditures to serve as many children as possible without incurring a year-end deficit. As of October 11th, we have 2,528 children on the waitlist.

VPK Update

As of September 29, 2023, we have approved 14,632 VPK school-year applications, and we have 12,296 children who have now enrolled in VPK. To put this number in context, by the end of last year, we approved 15,866 VPK school year applications, and 13,959 students eventually completed their enrollment. We expect the school year enrollment will continue to rise for the next couple of weeks, as some classes began in September and we may not have been notified of those September enrollments yet.

Every year, the Statewide Estimating Conference assembles to forecast the expected percentage and volume of VPK enrollments across Florida, both at the state level and within individual counties. These preliminary projections are typically released at the start of the school year and updated periodically. The Estimating Conference was held two weeks ago. For the 2023-2024 program year, the Conference's projections for VPK School year participation in Broward County is 13,810 children (66% of eligible 4-year-olds), which remains below the levels seen pre-pandemic, which is also a Statewide pattern. We are optimistic that we will meet the enrollment benchmarks set by the Statewide Estimating Conference.

APRA Discretionary Funds

As reported at the last Board meeting, ELC Broward was waiting for DEL to approve its application for spending its allotted \$19.3 million of the \$305 million available in ARPA Discretionary Funds. These funds are being allocated so ELCs can continue supporting and training the childcare provider workforce, implement activities to improve the quality of care and Kindergarten readiness, and encourage parent engagement through June 30, 2024. DEL has now approved ELC Broward's application, and we are moving forward to implement the training/programming/procurement plan.

Division of Early Learning Homelessness Project

As discussed briefly at the last Board meeting, in addition to the \$305 million in ARPA discretionary funding allocated to ELCs, DEL also earmarked an additional \$10 million to serve unemployed or underemployed homeless parents of children enrolled in School Readiness. The funds will primarily encourage childcare providers to hire homeless parents for \$15 per hour. DEL allocated approximately \$496,000 for Broward's ELC. We are currently exploring different program delivery options.

First Fundraiser – Wine & Cheese Social

ELC Broward is excited to announce the success of its Wine & Cheese Social, held October 5th at the Small Wine Shop in Ft. Lauderdale. The evening served as a fundraiser/fundraising initiative to foster support for the impactful services/work done at the ELC. We had approximately 30 guests, and certainly filled the space! Through both board member and event guest donations, we were able to raise \$1,800 Gross, \$1,350 Net. A big thank you to everyone who was able to attend and/or donate! And, a very special thanks to our sponsors, Goren Cherof Doody and Ezrol, P.A., and State Farm Insurance!

Board Sponsorship Form

The Ad Hoc Fundraising committee has developed a Board Sponsorship form shared with Board members at the last Board meeting and subsequently forwarded via email by the COO. Board members can donate funds to continue to provide food and beverages etc., at board-related activities like the Meet, Great, Eat; Lunch and Learns; the Board retreat, etc., or unallowable items to support ELC staff. The form has been included in this packet (FYI 5) and a QR code for convenience.

Board Member Recruitment and Committee Opportunities

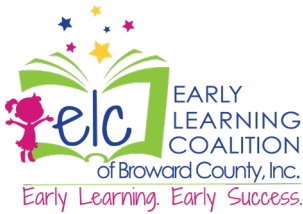
Per ELC bylaws, with the resignations of Kristina West, Beverly Batson, and Dawn Liberta, we need additional committee members on the Finance, Audit, and Ad Hoc Fundraising Committees. FYI 6 in this packet highlights the vacant opportunities. Additionally, we are seeking nominations for the First Vice Chair/Governance Chair position that Dawn vacated. If you wish to nominate someone or yourself, please send an email to Judith Merritt – jmerritt@elcbroward.org expressing interest/nomination.

The Nominating Committee will be presenting a Private Sector and Faith Based candidate as selected at the Nominating Committee on October 11, 2023. Each candidate will be presented to the Board.

Finally, we have been notified of our new DCF ELC Board Representative, Traci Schweitzer, who will be attending the October 16, Board meeting.

Strategic Plan Update

For Year Two of the Strategic Plan, all goals and objectives will remain intact. However, ELC staff are finalizing updates to outcome measures for year two based on year one outcomes and given the current School Readiness budget status, programming changes, and/or other DEL shifts in priorities. Staff will present all updates to the plan at the December Executive Committee and Board meeting.



Early Learning Coalition of Broward County, Inc.
Board Meeting Minutes
September 11, 2023, at 9:30 AM
Hybrid Meeting

Members in Attendance	Chair Laurie Sallarulo; Dawn Liberta; Monica King; Cindy Arenberg-Seltzer; Michael Asseff (Virtual); Sharonda Bailey; Beverly Batson; Richard Campillo; Kirk Englehardt; Maria Hernandez; Carol Hylton; Melody McDonald; Renee Podolsky; Dr. Amoy Reid; Ellie Schrot; Zachary Talbot; Julie Winburn (Virtual); Dr. Allan Zeman
Members Absent	Twan Russell
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Howard Bakalar, CPO; Judith Merritt, COO; Hubert Cesar, CIO; Melody Martinez, Board Liaison; Allison Metsch, Sr. Director of Education & Quality; Ayme Hamoui, Director of Education Program Assessment(Virtual); Amy Moore, Senior Director of Family Services and Customer Services; Ancel Pratt III, Senior Director of Communications; Megan DeGraaf, Purchasing and Procurement Specialist (Virtual); Kasey LaFrance, Contracts Administration Manager; Magdalena Laino, Quality Assurance Manager (Virtual); Sarane Epps, Contract Specialist (Virtual); Samantha Dempsey, Accountant (Virtual); Irene Ramos; Office Manager (Virtual); Sandra Paul, Senior Director of Provider Reimbursement (Virtual); Roy Persaud, Accountant (Virtual);
Others in Attendance	Julie Klahr, General Counsel; User (Virtual, unidentified); David Millier; Lorena Bravo

Item	Action/Discussion
Welcome & Call to Order	Chair Laurie Sallarulo called the meeting to order at 9:39 AM. The roll was called, and a quorum was established.
Chair Report	<p>Chair Laurie Sallarulo welcomed Dr. Allen Zeman, who is representing the Broward County Public School Board.</p> <p>Chair Laurie Sallarulo announced that Beverly Batson is resigning, and today is her last Board Meeting. Also, Kristina West has also resigned and is considering becoming an Honorary Board Member.</p>
CEO Report	<p>The CEO welcomed Board members. We are getting another \$500,000 in ARPA COVID relief dollars for the homeless initiative. Trying to help parents who are homeless with workforce issues in the early learning space. We are talking to people in the community who are homeless experts to help us get as much information as we can since this is new. More information to come as we know more.</p> <p>Chair Laurie Sallarulo requested that for one of the meetings in the future, we could get a more in-depth understanding of the special needs population since there is new legislation coming down. Specifically, what efforts are we making, and what will happen when the ARPA funds go away, how will we sustain some of those programs? The CEO replied that we could provide that information at a Lunch & Learn.</p> <p>Monica King expressed interest in the Homeless population as she comes across so many homeless new moms in the work that we do. She's worked with Dr. Rebecca McGuire, Ph. D., who is head of Homeless Initiative Partnership (HIP) and would love to be at that table.</p>

	<p>Howard Bakalar, CPO, shared that DEL has not talked to anyone on the homeless side about the operational side of this. It is only for families who have been formally brought into the homeless network. We may struggle to spend all the money, but what we do spend will be done smartly.</p> <p>Carol Hylton requested to be included because Career Source would be able to pick up wherever you need help since we received a discretionary grant for half a million targeting single mothers. It's a 2-year grant, and it has to do with the Hope initiative.</p>
Mission Moment-Back to School	A video was shown highlighting the recap of some of our Back-to-School Activations events.
<p>Consent Agenda</p> <ol style="list-style-type: none"> 1. Approve June 14, 2023, Meeting minutes 2. B241CA1 – Approve CSC Financially Assisted Child Care Agreement Renewal 3. B241CA2 – Approve CSC Vulnerable Populations Program Agreement Renewal 4. B241CA3 – Approve Broward County School Readiness & Special Needs Agreement Renewal 5. B241CA4 – Approve City of Pompano Beach Match Funding 6. B241CA5 – Approve Children’s Forum Sub-Recipient Agreement Budget Amendment 7. B241CA6 – Approve Scholastic Agreement Renewal 8. B241CA7 – Authorize Teachstone Sole Source Award 9. B241CA8 – Authorize Contracted CLASS Observers RFQ 10. B241CA9 – Authorize Mental Health Kits RFQ 11. B241CA10 – Authorize Provider Professional Development Trainer RFP 12. B241CA11 – Approve Updated Fiscal Policies 13. B242CA12 – Approve Draft 2022 403B Retirement Plan 	<p>A Motion was made by Renee Podolsky to approve the consent agenda excluding items (#2) B241CA1, (#3) B241CA2 and (#4) B241CA3, Seconded by Monica King. The Motion was unanimously approved. Motion Passes.</p> <p>Abstentions: The following Board Members abstained from voting on items (#2) B241CA1, and (#3) B241CA2 and have completed the conflict-of-interest forms.</p> <ul style="list-style-type: none"> • Cindy Arenberg-Seltzer abstains because the funding of these items comes from the government agency that she runs, CSC of Broward County. • Dawn Liberta abstains because she is the Board Chair of CSC of Broward County. • Dr. Allen Zeman abstains because he sits on the CSC Board of Broward County. <p>A Motion was made by Renee Podolsky to approve the consent agenda items #2(B241CA1), and #3(B241CA2), Seconded by Kirk Englehardt. The Motion was unanimously approved. Motion Passes.</p> <p>Abstentions: The following Board Members abstained from voting on item (#4) B241CA3 and have completed the conflict-of-interest forms.</p> <ul style="list-style-type: none"> • Julie Winburn abstains because she works for Broward County Child Care Licensing. <p>A Motion was made by Dawn Liberta to approve the consent agenda item #4(B241CA3), Seconded by Cindy Arenberg-Seltzer. The Motion was unanimously approved. Motion Passes.</p>

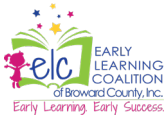
<p>Audit Report and Draft 2022 Form 5500</p>	
<p>Finance Committee</p> <ol style="list-style-type: none"> 1. B241FIN1 – Preliminary FY 23 Financial Results 2. B241FIN2 – Approve July Interim Financial Statements 3. B241FIN3 – Approve Budget Amendment #1 4. B241FIN4 – Approve Expenses over \$35K 	<p><u>Preliminary FY 23 Financials</u></p> <p>The CAO presented the preliminary FY24, expressing that the waitlist is now closer to 2,000 children.</p> <p>Dr. Zeman added that without actual Data showing what the need is, the vote from Tallahassee will not move. They will use data with actual numbers rather than what the need is. Dr. Zeman suggested doing surveys or partnering with another organization that is willing to do that. Finance Committee Chair Cindy Arenberg-Seltzer explained that we have tried with other kinds of data.</p> <p>Chair Laurie Sallarulo added that over the last couple of years, Renee’s Leadership with DEL has made a difference. We are in a different place than we were the last time we had a waitlist. Laurie Sallarulo asked what can we, as board members, do to help? The CEO replied that as we have legislative visits, we will inform the Board so they can help spread the word.</p> <p><u>Approve July 2023 Interim Financial Statements</u></p> <p>A Motion was brought forth by the Finance Committee Chair Cindy Arenberg-Seltzer to Approve July 2023 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant. The Motion was unanimously approved. Motion Passes.</p> <p><u>Approve FY 2024 Budget Amendment #1</u></p> <p>A Motion was brought forth by the Finance Committee Chair Cindy Arenberg-Seltzer to Approve FY2024 Budget Amendment #1 as presented and amended. The Motion was unanimously approved. Motion Passes.</p> <p><u>Approve FY 2024 Purchases over \$35,000</u></p> <p>A Motion was brought forth by the Finance Committee Chair Cindy Arenberg-Seltzer to Approve FY 2024 Purchases over \$35,0000. The Motion was unanimously approved. Motion Passes.</p>
<p>Regular Business</p> <ol style="list-style-type: none"> 1. B241RB1 - Ratify Bryant Miller Olive P.A and Klausner Group Contracts 2. B241RB2 - Authorize Procurement for Retirement Plan Services 	<p>A Motion was made by Cindy Arenberg-Seltzer and Seconded by Carol Hylton to Ratify the Agreement with Bryant, Miller, Olive PA for FY24 Employment Law Related Legal Services, and Ratify the Agreement with the Klausner, Kaufman, Jensen & Levinson PA for FY24 ERISA Related Legal Services. The Motion was unanimously approved. Motion Passes.</p> <p>A Motion was made by Cindy Arenberg-Seltzer and Seconded by Dawn Liberta to Approve an Increase to the ELC 403B Retirement Plan Match Policy as Presented, Effective October 1, 2023, and Approve the Plan to Procure New Plan Services Providers. The Motion was unanimously approved. Motion Passes.</p>

<p>3. B241RB3 - Approve CEO Performance Evaluation Results and CEO Performance Pay</p>	<p>The COO discussed the CEO’s FY 23 Evaluation results. The overall score for the CEO performance rating was 4.3, which exceeds expectations.</p> <p>A Motion was made by Monica King and seconded by Cindy Arenberg-Seltzer to Approve the following:</p> <ol style="list-style-type: none"> 1. Approve FY23 CEO Evaluation Results 2. Approve \$10,000 Performance Bonus for FY23 effective June 30, 2023 (accrued) 3. Approve Adjustment to CEO base pay to \$210,155 effective August 15, 2023, as presented. <p>The motion was unanimously approved. Motion Passes</p>
<p>Governance Committee <i>Update from Committee Chair</i></p>	<p>None</p>
<p>Program Review Committee <i>Update from Committee Chair</i></p>	<p>Program Review Committee Chair Monica King shared highlights that were discussed in the meeting including, the new waitlist and where we currently are, strategies for spending \$19M in ARPA discretionary funds, expanding the training for the onsite and center-based training for educators and a commitment to continuing to support CDA classes.</p>
<p>Nominating Committee <i>Update from Committee Chair</i></p>	<p>None</p>
<p>Ad Hoc Fundraising <i>Update from Committee Chair</i></p>	<p>Michael Asseff, Co-Chair of Fundraising Committee, shared that we will be having our first Fundraising event, “Wine & Cheese Social” a “Bring Your Friend” on October 5, 2023. The hope is that Board members invite attendees so ELC can friend/fundraise. Additionally, if any of the Board has an Honorary Board member in mind, this could be the event they attend to learn about the ELC.</p> <p>Michael Asseff also shared that Kristina West is no longer on the board, and we now have a spot open on the Board, if anyone can refer a Board member.</p> <p>Chair Laurie Sallarulo added that we have spots open for the Private Sector and Provider Representatives.</p>
<p>Audit Committee <i>Update from Committee Chair</i></p>	<p>None</p>
<p>Provider Representatives <i>Update from Provider Representatives</i></p>	<p>None</p> <p>Renee Jaffe, CEO, and Chair Laurie Sallarulo presented a memento to our Board Faith Based Provider Representative, Beverly Batson, for all her Board Participation as this is her last Board Meeting.</p>
<p>Unfinished Business</p>	<p>None</p>
<p>Matters from the Chair</p>	<p>None</p>

Matters from the Board	Dawn Liberta announced that she resigned from her position at the Department of Children and Families and took a position at Healthy Mom Healthy Babies. Ellie Schrot acknowledged Allison and her team for their hard work on the peer support folks to help with the referrals with Early Steps.
Matters from the CEO	None
Matters from Committees	None
Matters from our Partners	None
Public Comments	There was no discussion.
Next Meeting	<u>October 16, 2023, at 9:30 AM</u>
Adjourn	The meeting adjourned at 11:06 A.M.

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

DRAFT



ITEM/MEETING	B242CA1 / Board
DATE:	October 16, 2023
SUBJECT:	City of Fort Lauderdale School Readiness Match Funding Agreement October 1, 2023 to September 30, 2024.
FOR ACTION:	Yes
RECOMMENDED ACTION:	Authorize Board Chair to sign the City of Fort Lauderdale School Readiness Match Funding Agreement for the period October 1, 2023 to September 30, 2024 pending legal review
FINANCIAL IMPACT:	<p>\$50,000 FY2024 Revenue Budget (Oct- Jun)</p> <p>\$25,000 FY2025 Revenue Budget (Jul-Sep)</p> <p>\$75,000 All Years</p>
ELC STAFF LEAD	C. Klima

Background

Under a specific appropriation in the Florida fiscal year 2023-2024 budget, all 31 Early Learning Coalitions throughout the state compete for funding from a \$30 million statewide School Readiness Program match pool. Awards are based on the documented match commitments received from local government or private funders from each early learning coalition. For FY24 Broward was awarded approximately \$5.5 million from this pool based on commitments from more than 20 County and Municipal funding sources.

The City of Fort Lauderdale has provided matching funds for the School Readiness program for many years and has more children enrolled than any other Broward County municipality. In FY23 more than 15% (3,000) of the more than 20,000 unduplicated children served were residents of Fort Lauderdale.

Current Status

The City of Fort Lauderdale has increased their contribution by 50% from \$50,000 in FY23 to \$75,000 in FY24 to become the largest municipal match funder of the SR Program in Broward County. The Commissioners made the change after Coalition staff began encouraging cities to align their support with the proportionate share of their residents’ receiving services. Fort Lauderdale approved the \$25,000 increase during their final budget hearing on September 13, 2023 and the Coalition expects to receive the Agreement draft within the next few weeks. The Coalition Board Chair must sign the agreement (pending legal review) prior to submission to the City Commission for final approval in October or November. The Agreement term runs from October 1, 2023 through September 30, 2024.

Recommend Action:

Authorize the Board Chair to sign the City of Fort Lauderdale School Readiness Match Funding Agreement for the period October 1, 2023, to September 30, 2024, pending legal review

Supporting Documentation:

Contract Fact Sheet

CONTRACT FACT SHEET

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

CONTRACT NAME: City of Fort Lauderdale
FY 2024 Not for Profit Grant Participation Agreement

CONTRACT NUMBER: N/A Pending

POINT OF CONTACT: Charmaine M. Crawford
Senior Assistant to the Director
City of Fort Lauderdale, Office of Management and Budget
954-729-6993
CCrawford@fortlauderdale.gov

PROCUREMENT: Revenue Generating Contract

CONTRACT TYPE: Local Municipality Match Funding

BUDGET AMOUNT: \$75,000

METHOD OF PAYMENT: Revenue generating contract for which the ELC is reimbursed for childcare expenses

PAYMENT SCHEDULE: Funds will be distributed on a reimbursement basis, usually within 30 days of invoicing.

TERM: October 1, 2023 through September 30, 2024

ANTICIPATED NUMBER OF PARTICIPANTS: 1,331 children

SCOPE OF WORK: Funding will be used as a match to draw down federal funds for subsidized childcare services for children living in the City of Fort Lauderdale.

DELIVERABLES: Reimbursements to Child Care Providers for Services to School Readiness Income Eligible Children assigned to each funding source.

PERFORMANCE MEASURES: None specified

ITEM#/MEETING	B242FIN1 / Board
MEETING DATE:	October 16, 2023
SUBJECT:	August 2023 Interim Financial Statements
FOR ACTION:	YES
RECOMMENDED ACTION:	Approve August 2023 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant
FINANCIAL IMPACT:	None

Background Information:

The Interim Financial Statements for the two-month period ending August 31, 2023 are attached for review. Financial Highlights for the month of August 2023 are as follows:

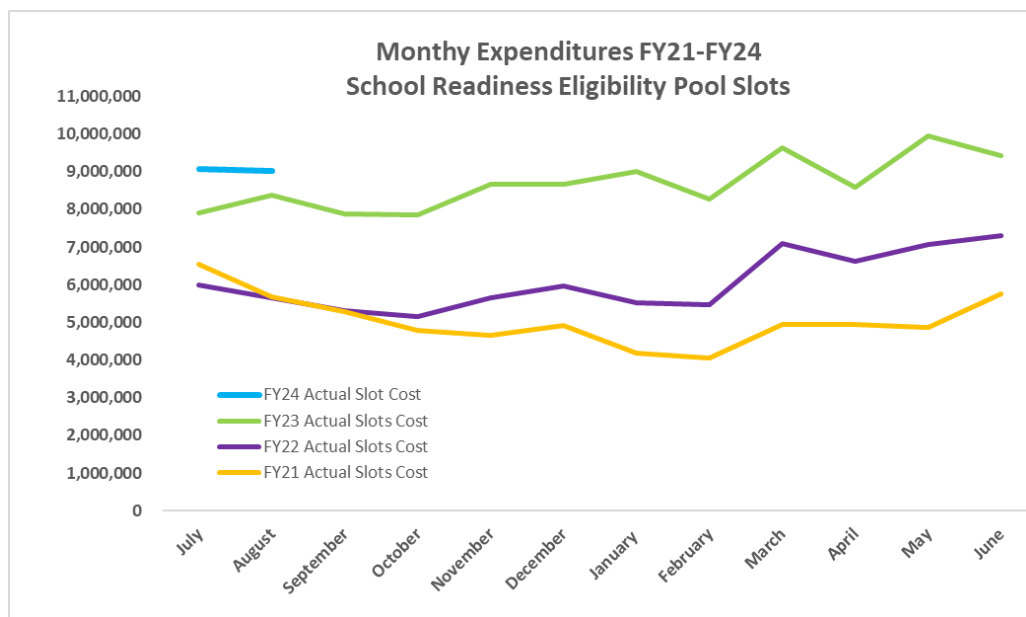
1. Overall

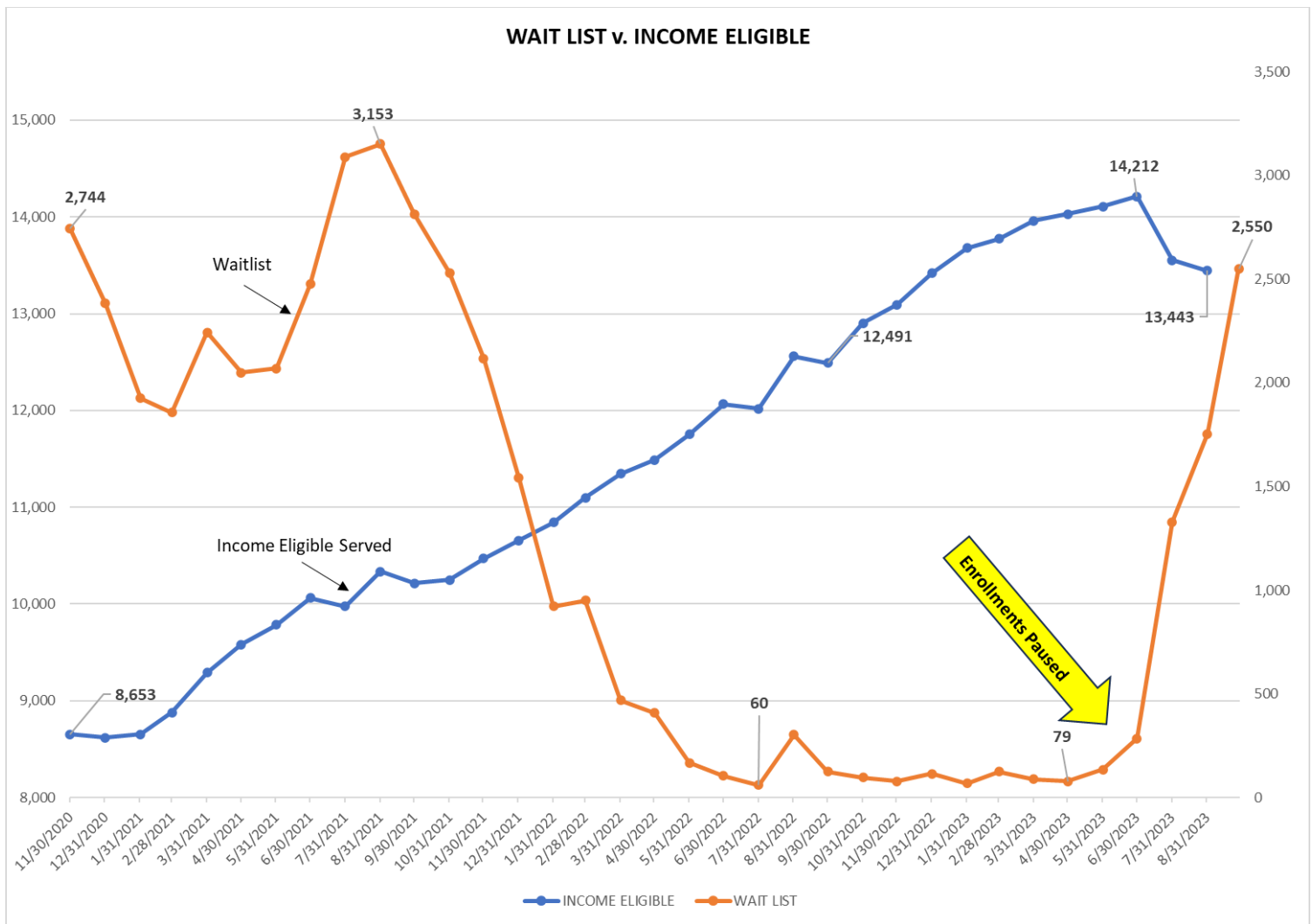
The pace of DEL School Readiness expenditures at the end of August was approximately 4% above target against our initial school readiness allocation for the second month because we began the fiscal year at all-time high enrollment levels. VPK expenditures will start ramping up for the fiscal year beginning in August.

2. School Readiness Direct Service:

As of August 31, 2023 cumulative School Readiness Direct Service expenditures for FY2024 remained significantly higher (12%) than they were for the same period last year and the pace of total SR contract utilization was approximately 4% ahead of the 16.6% YTD spending target. However, this accelerated pace of spending is not expected to continue. In May 2023 DEL confirmed that our total FY2024 base funding allocation for SR would not be enough to sustain serving the 15,500 children we are serving each month after two years of unprecedented supplemental funding and continuous growth. Starting in June we stopped processing new applications for services from the Waitlist and allowed enrollments to decline by 755 children through normal attrition over the next two months to slow the pace of spending.

Starting October 1, 2023 we will begin limited enrollment from the Waitlist to maintain an average of approximately 14,000 children served per month through the rest of the fiscal year. While this approach will prevent over-spending against our allocation, it is unlikely to significantly reduce the number of children on the Waitlist, since there are already more than 2,500 children waiting with more than 425 new applications submitted each month.





3. VPK Direct Service

VPK expenditures are at 6% but are expected to ramp up quickly starting in September. VPK services are typically minimal over the summer as the majority of participants attend VPK during the regular school year starting in August. Sign-ups for school year services are comparable to the prior year. Funding is allocated by DEL to match the actual need for services each year.

Recommended Action:

The Finance Committee recommends the Board approve the August 2023 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant

Supporting Documents:

- August 2024 Interim Financial Statements
- August 2024 Utilization Report



Early Learning Coalition of Broward County, Inc.

INTERIM FINANCIAL STATEMENTS For The Two Months Ended August 31, 2023

Submitted to the Board

October 16, 2023

As Recommended by the Finance Committee at the October 3, 2023 Meeting

Early Learning Coalition of Broward County, Inc.
Statement of Financial Position
As of August 31, 2023

	<u>August 31, 2023</u>	<u>August 31, 2022</u>
Assets:		
Cash	\$ 16,079,654	\$ 24,085,751
Grants Receivable	16,267,731	14,812,119
Accounts Receivable	988,014	1,119,852
Due From Providers	308,690	161,972
Prepaid Expense	99,484	392,713
Fixed Assets	19,479	11,484
Total Assets	<u>\$ 33,763,051</u>	<u>\$ 40,583,890</u>
 Liabilities:		
Accounts Payable	\$ 1,769,973	\$ 367,812
Salary & Benefits Payable	3,817	(12,643)
Compensated Absences	487,981.71	393,550.30
Rent Abatement	228,835	213,218
Due to Providers	11,462,121	11,530,067
Due to Other Agencies	2,517,837	1,328,092
Deferred Revenue	16,774,402	26,424,822
Total Liabilities	<u>\$ 33,244,967</u>	<u>\$ 40,244,918</u>
 Net Assets		
Unrestricted	518,084	338,972
Total Net Assets	<u>\$ 518,084</u>	<u>\$ 338,972</u>
 Total Liabilities and Net Assets	 <u>\$ 33,763,051</u>	 <u>\$ 40,583,890</u>

Early Learning Coalition of Broward County, Inc.
Statement of Activities
For The Two Months Ended August 31, 2023

	<u>August 31, 2023</u>	<u>FY 2024 YTD Actual</u>	<u>FY 2023 YTD Actual</u>
Revenue			
Recurring			
DEL School Readiness	\$ 7,730,698	\$ 14,987,376	\$ 12,848,315
DEL School Readiness Match	776,680	1,545,887	1,257,783
DEL SR Rate Differentials	1,229,668	2,469,321	2,066,774
DEL - School Readiness Program Assessments	2,166	13,266	-
DEL - Voluntary Pre-K	1,703,158	2,248,760	2,782,223
CSC -School Readiness	40,551	166,696	1,563,191
CSC - Vulnerable Populations	313,441	590,249	429,977
Broward County - School Readiness	829,517	1,659,033	999,356
Univ of Florida Lastinger Center	5,335	5,335	-
United Way & Cities - School Readiness	14,771	79,542	26,677
Miscellaneous Income	9,378	178,855	7,094
Subtotal Recurring Revenue	\$ 12,655,363	\$ 23,944,320	\$ 21,981,389
Non-Recurring Pandemic Relief			
DEL Preschool Development Grant	\$ -	\$ -	\$ 17,583
DEL - CARES/CRRSA Pandemic Relief	-	-	272,644
DEL - ARPA Stabilization & Workforce	7,079,830	7,086,635	7,835,730
DEL - ARPA VPK \$15/hr Wage Incentive	28,830	110,363	-
Subtotal Non-Recurring Pandemic Relief	\$ 7,108,660	\$ 7,196,999	\$ 8,125,957
Total All Revenue	\$ 19,764,023	\$ 31,141,319	\$ 30,107,347
Expenses			
Direct Services			
School Readiness (State & Local Funds)	\$ 9,023,617	\$ 18,086,723	\$ 16,271,977
DEL - Voluntary Pre-K	1,726,899	2,273,000	2,655,966
CSC - Vulnerable Populations	290,665	549,785	429,977
Stipends and Grants to Providers	7,174,145	7,232,962	8,013,223
Subtotal Direct Services	\$ 18,215,326	\$ 28,142,469	\$ 27,371,143
Program Support			
Eligibility, CCR&R & Provider Reimbursement	\$ 741,548	\$ 1,335,010	\$ 1,225,076
Quality & Education	401,936	755,249	841,342
Subtotal Program Support	\$ 1,143,484	\$ 2,090,259	\$ 2,066,418
Total Program (Direct + Support)	\$ 19,358,810	\$ 30,232,728	\$ 29,437,561
Administration	389,039	738,117	2% 664,695
Total Expenses	\$ 19,747,849	\$ 30,970,845	\$ 30,102,256
Change in net assets	\$ 16,174	\$ 170,473	\$ 5,091
Net assets, beginning of year		347,611	333,882
Net assets, end of the period		\$ 518,084	\$ 338,972

Early Learning Coalition of Broward County, Inc.
Budget to Actual
For The Period Ending August 31, 2023

Revenue:	FY24 Amendment 1	YTD Actual	Balance	% Budget Spent	Notes
Recurring					
DEL School Readiness	\$ 75,944,193	\$ 14,987,376	\$ 60,956,817	20%	\$15M addl allocation pending
DEL School Readiness Match	5,556,282	1,545,887	4,010,395	28%	Expense timing varies w/ local match avail
DEL SR Rate Differentials	14,202,945	2,469,321	11,733,625	17%	
DEL - School Readiness Program Assessments	69,010	13,266	55,744	19%	FY23 Expense carried forward to FY24
DEL - Voluntary Pre-K	39,982,829	2,248,760	37,734,068	6%	School Year began in August, will ramp up
CSC -School Readiness	3,592,850	166,696	3,426,154	5%	FY23 Contract Year Ends Sep, will incr in Oct
CSC - Vulnerable Populations	3,485,992	590,249	2,895,743	17%	
Broward County - School Readiness	3,256,495	1,659,033	1,597,462	51%	Supplemental \$900K Award Expires Sep
Univ of Florida Lastinger Center	85,000	5,335	79,665	6%	Intermittent Revenue
United Way & Cities - School Readiness	400,000	79,542	320,458	20%	Intermittent Revenue
Miscellaneous Income	210,000	178,855	31,145	85%	\$160K Henderson Grant awarded July
Subtotal Recurring Revenue	\$ 146,785,596	\$ 23,944,320	\$ 122,841,277	16%	
Non-Recurring Pandemic Relief					
DEL Preschool Development Grant					
DEL - CARES/CRRSA Pandemic Relief					
DEL - ARPA Stabilization & Workforce	27,668,891	7,086,635	20,582,256	26%	Intermittent Expenditures
DEL - ARPA VPK \$15/hr Wage Incentive	305,000	110,363	194,637	36%	Residual FY23 expense, Revenue Carried Fwd
Subtotal Non-Recurring Pandemic Relief	\$ 27,973,891	\$ 7,196,999	\$ 20,776,892	26%	
Total All Revenue	\$ 174,759,488	\$ 31,141,319	\$ 143,618,169	18%	
Expense					
Child Care Slots and Incentives					
School Readiness (State & Local Funds)	\$ 86,047,019	\$ 18,086,723	\$ 67,960,296	21%	New Enrollment Temporarily Paused
DEL - Voluntary Pre-K	38,750,028	2,273,000	36,477,028	6%	Participation lower since Pandemic
CSC - Vulnerable Populations	3,137,393	549,785	2,587,608	18%	
Stipends and Grants to Providers	24,132,806	7,232,962	16,899,844	30%	Intermittent Expenditures
Total Child Care Slots and Incentives	\$ 152,067,246	\$ 28,142,469	\$ 123,924,777	19%	
Sub Recipient Expense					
Children's Forum	211,794	\$ 37,727	174,067	18%	
211 Broward	462,000	63,847	398,153	14%	
Total Sub Recipient Expense	\$ 673,794	\$ 101,574	\$ 572,220	15%	
ELC Operating Expense					
Salaries & Benefits	\$ 16,737,375	\$ 2,413,547	\$ 14,323,828	14%	
Attorneys	134,000	7,025	126,975	5%	Intermittent Expenditures
Auditors	43,100	-	43,100	0%	Intermittent Expenditures
Consultants & Temps	914,150	7,004	907,146	1%	Intermittent Expenditures
Staff & Board Travel & Training	75,000	6,471	68,529	9%	Intermittent Expenditures
Insurance	69,000	10,941	58,059	16%	
Office Rent, Utilities & Maintenance	485,184	80,943	404,241	17%	
Office Machine & Storage Leases	4,806	401	4,406	8%	Invoice Pending
Software Licenses	195,144	72,843	122,301	37%	Annual license renewals paid in full in July
Internet, Email, Phones	162,674	23,764	138,910	15%	
Cell Phones	93,900	15,714	78,186	17%	
Sponsorships & Memberships	61,710	34,918	26,792	57%	Annual renewals paid in full In July
Books for Kids	550,000	-	550,000	0%	Intermittent Expenditures
Instructional Materials	600,000	17,345	582,655	3%	Intermittent Expenditures
Other Operating Costs	249,045	35,887	213,157	14%	Intermittent Expenditures
Computer Equipment & Software	150,000	-	150,000	0%	Intermittent Expenditures
Furniture & Fixtures	62,968	-	62,968	0%	Intermittent Expenditures
Depreciation	-	-	-	0%	
Unallocated (Budget Only)	1,430,392	-	1,430,392	0%	
Total ELC Operating Expense	\$ 22,018,448	\$ 2,726,802	\$ 19,291,646	12%	
Total Operating & Sub-Recipient Expense	\$ 22,692,242	\$ 2,828,376	\$ 19,863,866	12%	
Total Expense	\$ 174,759,488	\$ 30,970,845	\$ 143,788,642	18%	

SCHOOL READINESS 3 YEAR UTILIZATION FY 2023 - 2025

New Enrollments from Waitlist: Funding Changes:

Enrollment based on Adtl SR Alloc: \$ 15,000,000
 zero waiting time eff April Adtl Broward Alloc: \$ 900,000



Assumptions:

Daily Average Cost forecast reflects current actual trends.
 Rate Increases effective 7/1/21 & 3/31/22
 Provider Reimbursement at ELC Max Rates Eff 7/1/22

Fiscal Year 2022-23

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness Base	School Readiness Gold Seal/QPI	Children's Services Council	Broward County	Local Funding	Total Slot Costs	
A	Jul-22	21	13,240	-97	\$28.91	5,807,780	962,619	810,496	443,833	13,339	8,038,067	
A	Aug-22	23	13,891	+651	26.17	6,190,104	1,071,210	642,374	444,483	13,550	8,361,722	
A	Sep-22	22	13,817	-74	25.96	5,780,805	1,033,327	620,873	444,483	10,622	7,890,111	
A	Oct-22	21	14,260	+443	26.11	6,377,165	959,400	413,244		69,348	7,819,157	
A	Nov-22	22	14,453	+193	27.57	7,208,998	1,071,764	413,717		70,958	8,765,437	
A	Dec-22	22	14,676	+223	26.71	7,290,353	1,153,020	111,667		68,928	8,623,968	
A	Jan-23	22	14,967	+291	27.38	7,505,371	1,127,466	258,938	111,667	13,503	9,016,945	
A	Feb-23	20	15,000	+33	27.56	6,747,561	1,154,819	231,935	111,667	22,427	8,268,408	
A	Mar-23	23	15,099	+99	27.79	7,964,345	1,320,502	231,935	111,667	20,958	9,649,406	
A	Apr-23	20	15,176	+77	28.29	7,041,792	1,183,347	231,935	111,667	16,458	8,585,199	
A	May-23	23	15,290	+114	28.38	8,239,345	1,376,076	231,935	111,667	20,532	9,979,554	
A	Jun-23	22	15,448	+158	28.18	7,048,313	1,153,373	1,250,000	111,666	13,458	9,576,811	
Ave Enrollments (FY23 Baseline)			14,610		\$27.42	Proj Total	\$ 83,201,932	\$ 13,566,922	\$ 5,449,048	\$ 2,002,800	\$ 354,082	\$ 104,574,784
Baseline FY23 over FY22			2,387			Budget	83,081,887	13,566,922	5,449,048	2,002,800	354,082	104,556,965
						Surplus(Deficit)	(17,819)	-	-	-	-	(17,819)
Baseline FY23 over FY17			5,214	(FY17 Baseline= 9,396)								
Avg Cost FY23 over FY17			\$ 8.80	(FY17 Baseline = \$18.62)								

Fiscal Year 2023-24

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness	School Readiness Gold Seal/QPI	Children's Services Council	Broward County	Local Funding	Total Slot Costs	
A	Jul-23	21	14,826	-622	\$29.07	6,962,506	1,227,511	58,418	737,348	64,782	9,050,566	
A	Aug-23	23	14,695	-131	\$26.63	6,984,386	1,229,326	35,757	737,348	14,957	9,001,775	
P	Sep-23	21	14,363	-332	27.95	6,456,922	1,167,283	35,757	737,787	31,974	8,429,724	
P	Oct-23	22	14,181	-182	27.10	6,863,471	1,109,726	274,918	173,450	31,974	8,453,539	
P	Nov-23	22	14,149	-32	27.13	6,859,092	1,105,531	274,918	173,450	31,974	8,444,966	
P	Dec-23	21	14,117	-32	27.16	6,515,764	1,054,989	274,918	173,450	31,974	8,051,095	
P	Jan-24	23	14,085	-32	27.04	7,125,858	1,152,370	274,918	173,450	31,974	8,758,571	
P	Feb-24	21	14,053	-32	27.12	6,474,759	1,049,379	274,918	173,450	31,974	8,004,481	
P	Mar-24	21	14,021	-32	27.15	6,467,010	1,048,148	274,918	173,450	31,974	7,995,500	
P	Apr-24	22	13,989	-32	27.06	6,750,049	1,096,191	274,918	173,450	31,974	8,326,583	
P	May-24	23	13,957	-32	27.63	7,249,386	1,140,801	274,918	173,450	31,974	8,870,529	
P	Jun-24	20	14,001	+44	28.64	6,549,454	996,897	267,918	173,450	32,491	8,020,210	
Average Enrollments (Baseline)			14,203		\$27.47	Proj Total	\$ 81,258,658	\$ 13,378,151	\$ 2,597,195	\$ 3,773,534	\$ 400,000	\$ 101,407,538
Increase to baseline FY24 over FY23			(407)			Budget	80,402,577	13,378,151	2,597,195	3,773,534	400,000	100,551,457
						Surplus(Deficit)	(856,081)	-	-	-	-	(856,081)
Increase to baseline FY24 over FY17			4,807	(FY17 Baseline= 9,396)								
Increase in Avg Cost over FY17			\$ 8.86	(FY17 Baseline = \$18.62)								

Fiscal Year 2024-25

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness	School Readiness Gold Seal/QPI	Children's Services Council	Broward County	Local Funding	Total Slot Costs	
P	Jul-24	23	13,625	-376	\$27.22	7,025,949	1,043,370	269,464	175,750	15,068	8,529,601	
P	Aug-24	22	13,648	+23	27.25	6,582,493	1,140,094	269,464	175,750	15,307	8,183,107	
P	Sep-24	21	13,671	+23	27.28	6,328,827	1,046,006	269,464	175,750	12,000	7,832,047	
P	Oct-24	23	13,694	+23	27.43	7,018,019	1,096,450	269,464	175,750	78,342	8,638,025	
P	Nov-24	21	13,717	+23	27.52	6,304,917	1,097,400	269,464	175,750	80,160	7,927,691	
P	Dec-24	22	13,740	+23	27.43	6,716,094	1,051,604	269,464	175,750	77,867	8,290,779	
P	Jan-25	23	13,763	+23	27.19	6,997,123	1,150,025	269,464	175,750	15,254	8,607,616	
P	Feb-25	20	13,786	+23	27.33	6,012,027	1,054,144	269,464	175,750	25,335	7,536,720	
P	Mar-25	22	13,809	+23	27.32	6,772,710	1,056,794	269,464	175,750	23,676	8,298,394	
P	Apr-25	22	13,832	+23	27.30	6,737,011	1,106,888	269,464	175,750	18,593	8,307,706	
P	May-25	22	13,855	+23	27.71	6,822,424	1,156,873	269,464	175,750	23,194	8,447,704	
P	Jun-25	21	13,878	+23	28.65	6,875,738	1,012,632	269,464	175,750	15,204	8,348,787	
Average Enrollments (Baseline)			13,751		\$27.47	Proj Total	\$ 80,193,332	\$ 13,012,280	\$ 3,233,564	\$ 2,109,000	\$ 400,000	\$ 98,948,176
Increase to baseline FY25 over F			(452)			Budget	64,970,370	13,012,280	3,233,564	2,109,000	400,000	83,325,214
						Surplus(Deficit)	(15,222,962)	-	-	-	-	(15,622,962)
Increase to baseline FY24 over F			4,355	(FY17 Baseline= 9,396)								
Increase in Avg Cost over FY17			\$8.85	(FY17 Baseline = \$18.62)								

SCHOOL READINESS UTILIZATION FY 2021-2023

Children Services Council Vulnerable Population Contract

New Referrals

Enroll per Mo: 19 Oct23-Sep24
 to SR per Month 20 Eligible Children Nov23-Jul24
 Age Out/Exit Care: 4 Avg/Mo
 Rate Incr Effective 7/1/21 & 3/1/22

Funding Changes:

Assumptions:

Daily Average Cost forecast reflects current actual trends.
 All currently requested rate increases approved

Contract Year 2021-22 (CONTRACT EXTENSION)

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	Total Slot Costs	Adjustments	Net Billable
A	Oct-21	22	276	-5	27.74	168,431		168,431
A	Nov-21	22	274	-2	26.44	159,352		159,352
A	Dec-21	21	255	-19	30.62	163,954		163,954
A	Jan-22	23	250	-5	26.18	150,542		150,542
A	Feb-22	20	263	+13	29.93	157,427		157,427
A	Mar-22	22	276	+13	34.78	211,165		211,165
A	Apr-22	21	278	+2	33.18	193,695		193,695
A	May-22	23	288	+10	30.90	204,660		204,660
A	Jun-22	21	273	-15	32.60	186,872		186,872
A	Jul-22	22	268	-5	32.49	191,550		191,550
A	Aug-22	21	305	+37	36.79	235,662		235,662
A	Sep-22	20	310	+5	40.06	248,356		248,356
Projected Total							\$	2,271,665
FY2022 CSC Contract Extension								2,271,665
Surplus(Deficit) CSC Contract Year							\$	-

Contract Year 2022-23

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	Total Slot Costs	Adjustments	Net Billable
A	Oct-22	21	314	+4	35.90	236,755		236,755
A	Nov-22	22	285	-29	37.66	236,135		236,135
A	Dec-22	22	275	-10	36.17	218,800		218,800
A	Jan-23	22	270	-5	33.73	200,340		200,340
A	Feb-23	20	258	-12	37.51	193,568		193,568
A	Mar-23	23	279	+21	36.23	232,463		232,463
A	Apr-23	20	278	-1	37.95	211,017		211,017
A	May-23	23	282	+4	37.36	242,316		242,316
A	Jun-23	22	298	+16	39.02	255,796		255,796
A	Jul-23	21	322	+24	38.32	259,119		259,119
A	Aug-23	23	345	+23	36.68	291,040		291,040
P	Sep-23	21	345	NC	37.78	273,681		273,681
Projected Total							\$	2,851,030
FY23 CSC Contract Year Bud							\$	2,756,668
Surplus(Deficit) CSC Contract Year							\$	(94,362)

Contract Year 2023-24

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	Total Slot Costs	Adjustments	Net Billable
P	Oct-23	22	362	+17	37.07	295,205		295,205
P	Nov-23	22	367	+5	37.07	299,282		299,282
P	Dec-23	21	372	+5	38.07	297,382		297,382
P	Jan-24	23	366	-6	37.07	312,033		312,033
P	Feb-24	21	360	-6	37.07	280,229		280,229
P	Mar-24	21	354	-6	37.07	275,559		275,559
P	Apr-24	22	348	-6	37.07	283,788		283,788
P	May-24	23	342	-6	37.57	295,505		295,505
P	Jun-24	20	336	-6	38.07	255,813		255,813
P	Jul-24	23	330	-6	37.07	281,341		281,341
P	Aug-24	22	336	+6	37.07	273,594		273,594
P	Sep-24	21	353	+17	37.07	274,391		274,391
Projected Total							\$	3,424,123
FY23 CSC Contract Year Bud							\$	3,090,754
Surplus(Deficit) CSC Contract Year							\$	(333,369)

ITEM#/MEETING	B242FIN2 / Board
MEETING DATE:	October 16, 2023
SUBJECT:	FY 2024 Budget Amendment #2
FOR ACTION:	YES
RECOMMENDED ACTION:	Approve FY2024 Budget Amendment #2
FINANCIAL IMPACT:	\$15,575,549 Net Increase to Revenue and Expense

Background Information:

In June 2023, the Board approved a preliminary annual budget that reflected estimated revenues and expenditures pending receipt of actual grant award letters from funders. In September 2023, the Board approved Amendment #1, which included some, but not all of the expected annual allocations. At the end of September, DEL issued the remaining expected notices of award. The annual budget has been amended to reflect these and other proposed changes.

Current Status: Key changes and updates Included in FY2024 Budget Amendment #2 are as follows:

1. Revenue and Related Expenditures

\$15,079.197 Net Increase to DEL School Readiness (SR) base funding allocation for FY24

- At the end of September DEL allocated a pool of \$77 million for School Readiness base funding to the Coalitions based on need using a process developed collaboratively with the Association for Early Learning Coalitions (AELC) and the leadership of the Coalitions. Broward received approximately \$15 million (20%) of the funding due to the large unmet need for SR services. However, while \$15 million is a welcome supplement to our base allocation, it will only cover about half of the total amount needed to maintain enrollments at the high levels achieved in FY23. Staff continue to advocate for the remainder with DEL and Broward’s legislative delegation. We have also recently learned that the \$77 million pool of funds available for this year was included in the Florida Department of Education’s recommended budget (submitted to the Governor’s Office) for FY25.

\$496,352 New ARPA Discretionary fund for Homeless Initiative:

The funds are to be used primarily to encourage child care providers to hire homeless parents for \$15 per hour. DEL allocated approximately \$496,000 for Broward’s ELC. We are currently exploring different program delivery options, but the majority of funds are restricted to grants to providers. This new allocation brings the total FY2024 ARPA allocation to \$28,470,243 as follows:

ARPA Program	Allocation	Funds Expire
Summer VPK Rate Premiums	\$ 305,000	August
Round 2 Final Stabilization Grants	7,496,804	August
Curriculum Reimbursement	777,763	November
CLASS Observations (Double Coding)	56,863	June
FY24 Workforce Initiative (See Budget Below)	19,337,471	June
FY24 Homeless Initiative (See Budget Below)	496,352	June
Total	\$ 28,470,253	

Approved ARPA Homeless Initiative Expenditure Plan October to June

Category	Budget Narrative	Budget
Operations/Admin <i>Not to exceed 5% of total expenditures</i>		\$24,817
Outreach Materials	Estimated Cost of Subcontractor to Design & Distribute	\$10,000
Background Screening and Pre-service Health and Safety Training	Up to 65 screens & trainings@150 each	\$9,750
Early Learning Professional Training or Credentialing	Up to 65 trainings (CPR + Other DCF) @\$150 total	\$19,500
Differential Between SR Reimbursement Rate and the Provider's Private Pay Rate	Approximately 50 children@600/mo x 6 months	\$180,384
Provider Grants for Participating Employee Salaries	Approximately 15 employees x \$15/hr + 7.65% tax x 1040 hrs	\$251,901
Total		\$496,352

Approved ARPA Workforce Expenditure Plan July-June

Category	Budget Narrative	Budget
Operations/Admin		\$752,471
Increasing/building the supply of child care/Admin	Special Needs Capacity Building, CPR Training, Business Leadership Training, Community Needs Assessment	\$170,000
Workforce initiatives	CDA Certification Training, Educator Professional Development Training Series & Conferences (\$2.3M), Stipend & Grant Incentives (\$13M)	\$15,365,000
Community Outreach & family engagement	Bookworms (\$500K) CCR&R Software (\$500K up to 3 years) Science for Kids (\$50K)	\$1,050,000
Equipment, supplies, and classroom materials	Behavior Basket Kits (\$200 x 700 providers x 2 kits) Teachstone CLASS supplies (\$150K)	\$500,000
Curriculum	Supplemental Curriculum Reimbursement	\$1,000,000
Early learning Software & technology	ITN for Learning Technology	\$500,000
Total		\$19,337,471


Recommended Action:

The Finance Committee recommends the Board approve the FY2024 Budget Amendment #2.

Supporting Documents:

- Draft FY2024 Budget Amendment #2 with a comparison the o last three years.

FY2024 Amended Budget by Business Activity (Proposed Amendment #2)

	Child Care Slots	Program Support Subsidized Child Care & CCR&R	Education & Quality Services	Administration	Total Budget
Revenue:					
Recurring					
DEL School Readiness	\$ 74,846,295	\$ 7,171,000	\$ 4,923,855	\$ 4,082,240	\$ 91,023,390
DEL School Readiness Match	5,556,282	-	-	-	5,556,282
DEL School Readiness Rate Differentials	14,202,945	-	-	-	14,202,945
DEL Program Assessments	-	-	69,010	-	69,010
DEL - Voluntary Pre-K	38,445,028	1,153,351	-	384,450	39,982,829
CSC - Income Eligible	3,233,565	269,464	-	89,821	3,592,850
CSC - Vulnerable Populations	3,137,393	261,449	-	87,150	3,485,992
Broward County- Income Eligible	2,894,663	271,375	-	90,458	3,256,496
Univ of Florida Lastinger Ctr	-	-	85,000	-	85,000
Local Match: United Way & Cities	400,000	-	-	-	400,000
Miscellaneous Grants & Program Income	-	-	202,000	8,000	210,000
Total Recurring	\$ 142,716,171	\$ 9,126,639	\$ 5,279,865	\$ 4,742,120	\$ 161,864,794
Non-Recurring Pandemic Relief					
DEL - ARPA Stabilization & Workforce	-	-	26,756,981	1,408,262	28,165,243
DEL - ARPA VPK \$15/hr Wage Incentive	305,000	-	-	-	305,000
Total Non-Recurring Pandemic Relief	\$ 305,000	\$ -	\$ 26,756,981	\$ 1,408,262	\$ 28,470,243
Total All Revenue	\$ 143,021,171	\$ 9,126,639	\$ 32,036,846	\$ 6,150,382	\$ 190,335,037
Expense:					
Child Care Slots					
DEL School Readiness	\$ 101,133,750	\$ -	\$ -	\$ -	\$ 101,133,750
DEL - Voluntary Pre-K	38,750,028	-	-	-	38,750,028
CSC - Vulnerable Populations	3,137,393	-	-	-	3,137,393
Grants/Stipends	-	-	24,503,747	-	24,503,747
Total Slots & Grants/Stipends	\$ 143,021,171	\$ -	\$ 24,503,747	\$ -	\$ 167,524,918
Sub Recipient Expense					
Children's Forum	-	-	191,795	56,410	248,205
211-Broward	-	337,000	-	125,000	462,000
Total Sub Recipient Expense	\$ -	\$ 337,000	\$ 191,795	\$ 181,410	\$ 710,205
ELC Operating Expense					
Staff Costs	-	\$ 8,292,022	\$ 4,612,127	\$ 3,833,226	\$ 16,737,375
Attorneys	-	-	-	134,000	134,000
Auditors	-	-	-	43,100	43,100
Consultants & Temps	-	9,919	953,950	50,281	1,014,150
Staff & Board Travel	-	0	60,000	15,000	75,000
Insurance	-	40,503	16,970	11,527	69,000
Office Rent & Utilities	-	290,168	116,133	78,883	485,184
Office Machines & Storage	-	-	-	4,806	4,806
Software Licenses	-	33,075	17,250	144,819	195,144
Phones/Internet/Web Page	-	83,416	34,949	44,309	162,674
Cell Phones	-	0	2,700	91,200	93,900
Sponsorships & Memberships	-	25,000	65,000	36,710	126,710
Books for Kids	-	-	550,000	-	550,000
Instructional Materiels	-	-	612,215	-	612,215
Fees, Supplies & Other Misc Ops Costs	-	4,000	23,705	231,340	259,045
Computer Equipment	-	-	136,844	13,156	150,000
Furniture & Fixtures	-	-	49,573	13,395	62,968
Unallocated (Budget Only)	-	11,535	89,888	1,223,220	1,324,642
Total ELC Operating Expense	\$ -	\$ 8,789,639	\$ 7,341,303	\$ 5,968,972	\$ 22,099,914
Total ELC Operating Expense & Subs	\$ -	\$ 9,126,639	\$ 7,533,098	\$ 6,150,382	\$ 22,810,119
Total Expense	\$ 143,021,171	\$ 9,126,639	\$ 32,036,846	\$ 6,150,382	\$ 190,335,037
Revenue over Expense	\$ -	\$ -	\$ -	\$ -	\$ -

75%

5%

17%

3%

100%

Proposed FY2024 Preliminary Budget Three Year Comparison



		FY2023 Actual (Preliminary & Unaudited)	FY2024 Amendment #1 Approved Sep 2023	FY2024 Amendment #2 Proposed	Change (Amendment 2 over Amendment 1)	
Revenue:						
Recurring						
DEL School Readiness	\$ 66,402,097	\$ 91,471,187	\$ 75,944,193	\$ 91,023,390	\$ 15,079,197	Hold Harmless for SR
DEL School Readiness Match	5,331,414	5,124,434	5,556,282	5,556,282	-	
DEL School Readiness Rate Differentia	8,561,947	13,803,743	14,202,945	14,202,945	-	
DEL Program Assessments	403,260	444,941	69,010	69,010	-	
DEL - Voluntary Pre-K	34,068,364	38,239,022	39,982,829	39,982,829	-	
CSC - Income Eligible	3,514,532	5,587,574	3,592,850	3,592,850	-	
CSC - Vulnerable Populations	2,313,271	2,888,847	3,485,992	3,485,992	-	
Broward County- Income Eligible	2,037,895	2,253,132	3,256,496	3,256,496	-	
Univ of Florida Lastinger Ctr	72,785	92,170	85,000	85,000	-	
Local Match: United Way & Cities	406,881	354,509	400,000	400,000	-	
Miscellaneous Grants & Program Inco	13,103	68,187	210,000	210,000	-	
Subtotal Recurring Revenue	\$ 123,125,548	\$ 160,327,746	\$ 146,785,597	\$ 161,864,794	\$ 15,079,197	
Non-Recurring Pandemic Relief						
DEL Preschool Development Grant	256,437	377,076	-	-	-	ARPA D Homeless Init.
DEL-CARES/CRRSA Pandemic Relief	22,051,941	6,890,447	-	-	-	
DEL - ARPA Stabilization & Workforce	21,245,313	121,201,241	27,668,891	28,165,243	496,352	
DEL - ARPA VPK \$15/hr Wage Incentive		6,272,721	305,000	305,000	-	
Subtotal Non-Recurring	\$ 43,553,691	\$ 134,741,485	\$ 27,973,891	\$ 28,470,243	\$ 496,352	
Total All Revenue	\$ 166,679,239	\$ 295,069,232	\$ 174,759,488	\$ 190,335,037	\$ 15,575,549	
Expense:						
Child Care Slots & Grants/Stipends						
DEL School Readiness	\$ 72,852,347	\$ 104,149,015	\$ 86,047,018	\$ 101,133,750	\$ 15,086,732	New SR funds for slots
DEL - Voluntary Pre-K	32,774,267	43,079,466	38,750,028	38,750,028	-	
CSC - Vulnerable Populations	2,095,651	2,706,064	3,137,393	3,137,393	-	Final ARPA D plan adj
Grants/Stipends	43,687,281	122,356,462	24,132,806	24,503,747	370,941	
Total Slots & Grants/Stipends	\$ 151,409,546	\$ 272,291,007	\$ 152,067,245	\$ 167,524,918	\$ 15,457,673	
Sub Recipient Expense						
Children's Forum	112,098	236,457	211,794	248,205	\$ 36,411	Budget Inc FY24 Only
211-Broward	447,355	404,211	462,000	462,000	-	
Total Sub Recipient Expense	\$ 559,453	\$ 640,669	\$ 673,794	\$ 710,205	\$ 36,411	
ELC Operating Expense						
Staff Costs	\$ 12,137,603	\$ 15,874,138	\$ 16,737,375	\$ 16,737,375	\$ -	ARPA D Needs Study
Attorneys	46,613	72,424	134,000	134,000	-	
Auditors	46,800	32,000	43,100	43,100	-	
Consultants & Temps	583,489	606,660	914,150	1,014,150	100,000	
Staff & Board Travel	93,930	55,151	75,000	75,000	-	
Insurance	42,105	51,656	69,000	69,000	-	
Office Rent & Utilities	460,797	597,035	485,184	485,184	-	
Office Machines & Storage	7,005	11,567	4,806	4,806	-	
Software Licenses	221,725	274,403	195,144	195,144	-	
Phones/Internet/Web Page	147,324	194,772	162,674	162,674	-	
Cell Phones	59,449	108,258	93,900	93,900	-	
Sponsorships & Memberships	65,525	70,914	61,710	126,710	65,000	
Books for Kids	249,260	314,212	550,000	550,000	-	
Instructional Materiels	111,766	3,608,438	600,000	612,215	12,215	
Fees, Supplies & Other Misc Ops Costs	328,025	123,918	249,045	259,045	10,000	
Computer Equipment	90,253	125,906	150,000	150,000	-	
Furniture & Fixtures	675	790	62,968	62,968	-	
Depreciation	1,778	1,584	-	-	-	
Unallocated (Budget Only)			1,430,392	1,324,642	(105,750)	
Total ELC Operating Expense	\$ 14,694,122	\$ 22,123,826	\$ 22,018,449	\$ 22,099,914	\$ 81,465	
Total ELC Operating Expense & Subs	\$ 15,253,575	\$ 22,764,495	\$ 22,692,243	\$ 22,810,119	\$ 117,876	
Total Expense	\$ 166,663,121	\$ 295,055,502	\$ 174,759,488	\$ 190,335,037	\$ 15,575,549	
Revenue over Expense	\$ 16,118	\$ 13,730	\$ -	\$ -	\$ (0)	

Proposed FY24 Amendment #2 vs Year to Date Actual



	FY2024 Amendment #2 Proposed	August 2023 YTD Actual	Remaining Balance	Percent Spent	
Revenue:					
Recurring					
DEL School Readiness	\$ 91,023,390	\$ 14,987,376	\$ 76,036,014	16%	
DEL School Readiness Match	5,556,282	1,545,887	4,010,395	28%	Expense timing varies w/ local match avail
DEL School Readiness Rate Differentials	14,202,945	2,469,321	11,733,625	17%	
DEL Program Assessments	69,010	13,266	55,744	19%	FY23 Revenue Carried Forward to FY24
DEL - Voluntary Pre-K	39,982,829	2,248,760	37,734,069	6%	School Year began in August, will ramp up
CSC - Income Eligible	3,592,850	166,696	3,426,154	5%	FY23 Contract Year Ends Sep, will incr in Oct
CSC - Vulnerable Populations	3,485,992	590,249	2,895,743	17%	
Broward County- Income Eligible	3,256,496	1,659,033	1,597,462	51%	Supplemental \$900K Award Expires Sep
Univ of Florida Lastinger Ctr	85,000	5,335	79,665	6%	Training Year Begins in Aug
Local Match: United Way & Cities	400,000	79,542	320,458	20%	Intermittent Revenue
Miscellaneous Grants & Program Income	210,000	178,855	31,145	85%	160K Henderson Grant Rec'd July
Subtotal Recurring Revenue	\$ 161,864,794	\$ 23,944,320	\$ 137,920,474	15%	
Non-Recurring Pandemic Relief					
DEL Preschool Development Grant	-	-	-	-	
DEL-CARES/CRRSA Pandemic Relief	-	-	-	-	
DEL - ARPA Stabilization & Workforce	28,165,243	7,086,635	21,078,608	25%	Intermittent Expenditures
DEL - ARPA VPK \$15/hr Wage Incentive	305,000	110,363	194,637	36%	Residual VPK Wage Premium for Summer
Subtotal Pandemic Relief	\$ 28,470,243	\$ 7,196,999	\$ 21,273,244	25%	
Total All Revenue	\$ 190,335,037	\$ 31,141,319	\$ 159,193,718	16%	
Expense:					
Child Care Slots & Grants/Stipends					
DEL School Readiness	\$ 101,133,750	\$ 18,086,723	\$ 83,047,027	18%	New Enrollment Temporarily Paused
DEL - Voluntary Pre-K	38,750,028	2,273,000	36,477,028	6%	School Year began in August, will ramp up
CSC - Vulnerable Populations	3,137,393	549,785	2,587,608	18%	
Grants/Stipends	24,503,747	7,232,962	17,270,786	30%	Intermittent Expenditures
Total Slots & Grants/Stipends	\$ 167,524,918	\$ 28,142,469	\$ 139,382,449	17%	
Sub Recipient Expense					
Children's Forum	248,205	37,727	210,478	15%	
211-Broward	462,000	63,847	398,153	14%	
Total Sub Recipient Expense	\$ 710,205	\$ 101,574	\$ 608,631	14%	
ELC Operating Expense					
Staff Costs	\$ 16,737,375	\$ 2,413,547	\$ 14,323,828	14%	
Attorneys	134,000	7,025	126,975	5%	Intermittent Expense
Auditors	43,100	-	43,100	0%	Intermittent Expense
Consultants & Temps	1,014,150	7,004	1,007,146	1%	Intermittent Expense
Staff & Board Travel	75,000	6,471	68,529	9%	Intermittent Expense
Insurance	69,000	10,941	58,059	16%	
Office Rent & Utilities	485,184	80,943	404,241	17%	
Office Machines & Storage	4,806	401	4,406	8%	Invoice pending
Software Licenses	195,144	72,843	122,301	37%	Annual Licenses Paid in Full in July
Phones/Internet/Web Page	162,674	23,764	138,910	15%	
Cell Phones	93,900	15,714	78,186	17%	
Sponsorships & Memberships	126,710	34,918	91,792	28%	Intermittent Expense
Books for Kids	550,000	-	550,000	0%	ARPA spend plan begins October
Instructional Materiels	612,215	17,345	594,870	3%	Intermittent Expense
Fees, Supplies & Other Misc Ops Costs	259,045	35,887	223,158	14%	Intermittent Expense
Computer Equipment	150,000	-	150,000	0%	Intermittent Expense
Furniture & Fixtures	62,968	-	62,968	0%	Intermittent Expense
Unallocated (Budget Only)	1,324,642	-	1,324,642	0%	
Total ELC Operating Expense	\$ 22,099,914	\$ 2,726,802	\$ 19,373,112	12%	
Total Non-Slot Expense	22,810,119	2,828,376	19,981,742	12%	
Total Expense	\$ 190,335,037	\$ 30,970,845	\$ 159,364,191	16%	
Revenue over Expense	\$ -	\$ 170,473	\$ (170,473)		



ITEM#/MEETING	B242FIN3 / Board
MEETING DATE:	October 16, 2023
SUBJECT:	FY 2024 Purchases over \$35,000
FOR ACTION:	Yes
RECOMMENDED ACTION:	Approve FY 2024 Purchases over \$35,0000, including special accounting procedures, as presented
FINANCIAL IMPACT:	Not to exceed \$1,000,000 over up to 2.5 fiscal years
ELC STAFF LEAD	C. Klima

Background Information:

In accordance with ELC Fiscal Policy adopted in September 2019, all ELC Vendor Purchases over \$35,000 require prior approval from the Board. Contracts for the purchases will be presented to the Executive Committee.

Current Status:

Program Purchases over \$35,000 for approval

Item	Vendor	Amount	Purpose	Renewal Status	Services
a.	TBD	Up to \$500,000 over up to 2.5 years	Online CCR&R Search Platform	<ul style="list-style-type: none"> • RFP Pending • Up to 2.5 years paid in year 1 • ARPA 	<ul style="list-style-type: none"> • To enhance Coalition CCR&R Services with Online Search Platform • See Executive Committee Packet for Proposed Procurement Information • Requires Special Accounting Procedures and DEL Prior Approval for multi-year commitment as Described Below
b.	TBD	\$ Up to \$500,000 over up to 2.5 years	Classroom Management & Online Learning Technology	<ul style="list-style-type: none"> • ITN Pending • Up to 2.5 years paid in year 1 • ARPA 	<ul style="list-style-type: none"> • To improve learning gains for 4-year olds, improve classroom function and build partnerships between parents and educators in preparing children for school. • See Executive Committee Packet for Proposed Procurement Information • Requires Special Accounting Procedures and DEL Prior Approval for multi-year commitment as Described Below

Special Accounting and Compliance Procedures Required for Making Advanced Payment for Multi-Year Software as a Service (SaaS) Agreements Proposed Above:

Compliance Requirements Shared by DEL:

Pursuant to SECTION 215.422(15), F.S. Advance payments may be made for SaaS Agreements under s. 215.422(15), F.S., and Rule 69I-40.120(3), F.A.C., in accordance with the following:

1) Advance payment may be made for maintenance agreements, software license agreements, and subscriptions that meet one of the following criteria:

- Advance payment will result in savings to the State that is equal to or greater than the amount the State would earn by investing the funds and paying in arrears.

- The goods or services are essential to the operation of a state agency and are available only if advance payment is made.

Prior approval of the Bureau of Auditing is required for advance payments made for maintenance agreements, software license agreements, and subscriptions that exceed the \$35,000 threshold of Category Two as defined in s. 287.017, F.S., and meets one of the above criteria. Requests for advance payment approval must include information indicating that the payment meets one of the above criteria and that the agency has complied with applicable procurement requirements.

Accounting Requirements and Impact of Financial Statements:

SaaS Agreements in material amounts that span multiple years may require the Coalition to treat the arrangement as a software asset on our financial statements in accordance with Generally Accepted Accounting Principles (GAAP). This means that the cost for the license must be capitalized and recognized over the term of the Agreement as follows:

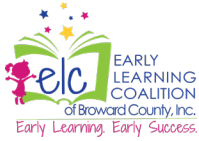
- The full cost of the Agreement for all years would appear as an increase to net assets on the balance sheet as a Board designated asset for the full cost in the first year. The full cost will also appear as a surplus on the income statement in the first year, less the value of the services that relate to the first year.
- In subsequent years, the value of the services for each year will appear on the balance sheet as a decrease in the Board-designated net asset balance and as a non-cash expense loss on the income statement until the contract is complete.

Impact:

- **Statement of Cash Flows:** If the Coalition pays the full cost of the Agreement to the Vendor in year one and DEL reimburses the Coalition for the full cost in year one, the transaction will be cash neutral.
- **Balance Sheet:** A significant increase in net assets will appear in year one that will be amortized over the remaining years.
- **Income Statement:** A significant surplus will appear in year one and significant losses will appear over the remaining years. Although the surplus and losses will be “non-cash” entries with explanatory footnotes in our audit, potential funders reviewing our financial statements might have concerns about the appearance of losses during the out years. Staff will work with our external audit firm to ensure that this concern is allayed through clear explanations in the final audit report as permitted by Audit Standards. We will also reach out to potential funders or other stakeholders to explain the entries as appropriate when the report is shared.

Recommended Action:

- The Finance Committee recommends the Board approve FY 2024 Purchases over \$35,000, including special accounting procedures, as presented.



MEETING	B242RB1 / Board
DATE:	October 16, 2023
SUBJECT:	Request for Proposals for Child Care Resource & Referral Software as a Service
FOR ACTION:	YES
RECOMMENDED ACTION:	Authorize staff to release a Request for Proposals (RFP) and recommend a vendor to provide Child Care Resource & Referral Software as a Service under the ARPA Discretionary Funding Plan
FINANCIAL IMPACT:	Not to Exceed \$500,000 for up to 2.5 years
ELC STAFF LEAD	C. Klima

Background:

In September 2023 DEL approved the Coalition’s expenditure plan for FY2024 ARPA Discretionary Funding including a proposal to procure Child Care Resource & Referral Software for up to \$500,000 for up to 2.5 years

Under the DEL Grant Agreement for School Readiness, the Coalition provides Child Care Resource and Referral services (CCR&R) to all Broward families, regardless of income, to help them identify and select the best child care and early education options to fit their needs such as special education services, specific hours of operation, or location near a parent’s work or school. However, due to limitations of the DEL’s statewide Provider Portal, parents are currently only able to request these searches by telephone, where the Coalition’s Customer Service staff conduct the search on the parent’s behalf and sends out the result via email when the report is ready. During peak hours, the DEL system can take up to an hour to generate search results.

Current Status:

Using up to \$500,000 in ARPA Discretionary Funding over 2.5 years (pending DEL prior approval for the arrangement) staff propose to procure software to add online search capacity to enhance the Coalition’s CCR&R search process so that busy parents can enter their own search criteria, receive their search results quickly and receive follow up services from Coalition CCR&R Counselors at their convenience.

A draft summary description and solicitation plan for the RFP is attached. Detailed requirements and instructions to applicants will be released pending Board Approval on October 17, 2023. Staff anticipate bringing a draft agreement with the recommended vendor to the December 2023 Committee and Board cycle for final approval.

Recommended action:

The Executive Committee recommends the Board authorize staff to release a Request for Proposals (RFP) and recommend a vendor to provide Child Care Resource & Referral Software as a Service under the ARPA Discretionary Funding Plan.

Supporting Documents

Draft RFP Summary Description and Solicitation Plan

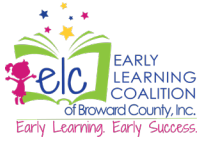
A. Programmatic Purpose of the RFP

The COALITION seeks a vendor that offers a pre-built yet customizable CCR&R software system as a service that provides an online search option to parents looking for child care providers. The successful vendor’s platform will enhance the COALITION’s existing telephone-based referral services and return results in a format that meets Florida Department of Education, Division of Early Learning School Readiness Program requirements. The successful vendor’s cloud-based platform must offer customized child care provider searches based on location, setting type, age group, curriculum, and other relevant criteria. The platform will return search results from data collected by the COALITION via a Florida Department of Education, Division of Early Learning statewide system that will be periodically exported and updated to the successful vendor’s platform. The platform must be capable of collecting user contact information and search criteria and facilitate telephone or email follow-up from COALITION CCR&R certified staff. The platform must also be capable of directing parents to information about choosing quality child care and other related content provided by the COALITION.

1. Timeline

Dates advertised/Available	October 17, 2023
Deadline for receipt of written questions	November 8, 2023
Deadline for electronic submission of proposals (no exceptions)	November 10, 2023, 5:00 EST
Interviews and product demonstration, if applicable	TBD Week of November 12-17, 2023
Award Notice Posted	December 11, 2023

DRAFT



MEETING	B242RB2 / Board
DATE:	October 16, 2023
SUBJECT:	Invitation to Negotiate for Child Care Classroom Management and Online Learning Technology Services
FOR ACTION:	YES
RECOMMENDED ACTION:	Authorize staff to release an Invitation to Negotiate and recommend a vendor to provide Child Care Classroom Management and Online Learning Technology Software as a Service under the ARPA Discretionary Funding Plan
FINANCIAL IMPACT:	Not to Exceed \$500,000 for up to 2.5 years
ELC STAFF LEAD	C. Klima

Background:

In September 2023 DEL approved the Coalition’s expenditure plan for FY2024 ARPA Discretionary Funding including a proposal to procure Child Care Classroom Management and Online Learning Technology Services for up to \$500,000 for up to 2.5 years.

The program purpose of the ITN is to help educators and parents prepare children for kindergarten and to help educators improve classroom function and CLASS Scores. The Coalition wishes to prioritize providing learning technology solutions to child care providers with lower-than-expected average FAST score improvements between the first & second (PM1-PM2) or second & third (PM2-PM3) measurement periods during a school year.

Current Status:

Using up to \$500,000 in ARPA Discretionary Funding over 2.5 years (pending DEL prior approval for the arrangement) staff propose to procure technology with one or more of the following components:

1. Cloud-based, Interactive Online learning Platform for Child, Parent and Educator Users that measurably improves child readiness for kindergarten that fosters partnerships between parents and educators.
2. Cloud-based Child Care Classroom Management for Educator Users that measurably improves classroom function and helps educator users prepare children for kindergarten.

Proposals must be founded on clear and proven child development theories and include analytical outcome and progress data.

Detailed requirements and instructions to applicants will be released pending Board Approval on October 17, 2023. Staff anticipate bringing a draft agreement with the recommended vendor to the December 2023 Committee and Board cycle for final approval.

Recommended action:

The Executive Committee recommends the Board authorize staff to release an Invitation to Negotiate and recommend a vendor to provide Child Care Classroom Management and Online Learning Technology Software as a Service under the ARPA Discretionary Funding Plan.

Supporting Documents

None



ITEM #/MEETING:	B242NOM1 / Board
MEETING DATE:	October 16, 2023
SUBJECT:	Private Sector Board Candidate
FOR ACTION:	YES
RECOMMENDED ACTION:	Approve Nominating Committees Private Sector Board candidate
FINANCIAL IMPACT:	None
AS RECOMMENDED BY:	Nominating Committee
ELC STAFF LEAD	J. Merritt

Background

Florida Statutes 1002.83 states that “Each early learning coalition shall be composed of at least 15 members but not more than 30 members”.

Private Business Sector member Kristina West resigned from the ELC Board as of September 8, 2023. ELC staff immediately began recruitment efforts (utilizing the Private Sector Recruitment process) to find eligible candidates to fill the vacancy.

Current Status

ELC staff, as per the Private Business Sector board application process, posted the Board vacancy on ELC website, uploaded the Board Application and Board Roles and Responsibilities, posted on social media, and asked Board members to follow up with any potential candidates they would recommend.

ELC received one application from Dawn Liberta, who served on the ELC Board until September 29, 2023, as the DCF ELC Board Representative. With her resignation from DCF, she also had to resign her position on the ELC Board. Dawn has expressed interest in continuing to serve on the ELC Board as a Private Business Sector Board Member now that she has a new position as the Executive Director for Healthy Mothers, Healthy Babies. Dawn Liberta is a strong candidate and meets all the required criteria.

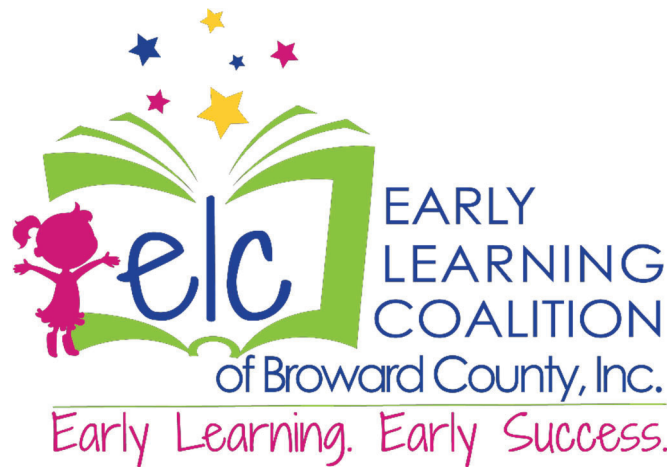
The Nominating Committee met on October 11, 2023 and approved the candidate Dawn Liberta to be recommended to the full Board.

Recommendation

The Nominating Committee recommends the Board Approve Dawn Liberta as the new Private Business Sector Board member.

Supporting Documents

- Dawn Liberta Application, Resume and References



Early Learning Coalition
Board of Directors Application

PLEASE SUBMIT APPLICATION & RESUME TO:

Melody Martinez, Board Liaison/Executive Assistant

Mmartinez@elcbroward.org

1475 W. Cypress Creek Road, Suite 301

Fort Lauderdale, FL 33309

954-789-1041 office

954-377-2192 fax

APPLICATION

Applicant Name: Dawn Liberta

Email Address: dliberta@aol.com

Cell phone: 5616280994

Address: 878 Lake Wellington Dr, Wellington, FL

Current Employer: Healthy Mothers Healthy Babies

Current Occupation: Executive Director

Business Address: 3810 Inverrary Blvd, Lauderhill, FL 33319

Specify Preferred Mailing Address: Business Residential

EDUCATION

List postsecondary educational institutions (or highest) attended or professional certifications:

<u>NAME & LOCATION</u>	<u>DEGREE/CERTIFICATES RECEIVED</u>	<u>DATES ATTENDED</u>
Florida Atlantic University, Boca Raton	Bachelor in Social Work	Graduated 1998
Kaplan University	Master of Science in Management	Graduated 2011

COMMUNITY INVOLVEMENT

Please list community, civic, professional, business & other organizations with which you are/have been involved (including professional/civic fraternal organizations):

<u>ORGANIZATION</u>	<u>POSITION(S) HELD</u>	<u>DATES INVOLVED</u>
ChildNet	Supervisor, Assistant Director, Director and Assistant Vice President	2003 to 2018
Department of Children and Families	Community Development Administrator	2018 to 2023
Healthy Mothers Healthy Babies	Executive Director	2023 to Present

Have you ever been elected/appointed to public office in the State of Florida? Yes No
 If yes, please provide details:

<u>POSITION/OFFICE TITLE</u>	<u>DATES SERVED</u>	<u>LEVEL OF GOVERNMENT</u>

Have you received any awards/recognition? Yes No
 If yes, please list:

Do you have any other skills/recognition you would like to share with us? Yes No

If yes, please list:

PERSONAL STATEMENT

Please answer all questions:

Why do you want to serve on the ELC's Board? What do you hope to achieve as a Board member? What is your vision for Early Childhood Education in Broward County?

It has been a pleasure serving on the ELC Board as an employee with DCF and would like to continue in my next position. I believe early childhood education is one of the most important factor education and social success in our community. I can continue to offer the board my service through my connection from my past position and from my current position.

Personal History

1. Have you ever been removed from a board(s), committee(s), council(s), etc.? Yes No
2. Has probable cause ever been found that you violated Part III, Chapter 112, F.S., code of Ethics for Public Officers and Employees? Yes No
3. Are you now, or have you in the last 3 years, been a member of any club/organization that restricts (restricted) membership based on race, religion, national origin, or gender? Yes No
4. Have you ever been convicted/withheld adjudication for violating any federal, state, or municipal law/regulation/ordinance? Yes No
5. Have you, your immediate family (spouse, child, parent(s), sibling(s), or businesses of which your immediate family has been owners, officers, or employees, held any contractual/direct dealings with any state/local governmental agency in Florida during the last four years (including the office/agency to which you've been appointed of are seeking appointment)? Yes No

If you said yes to any of the above questions, please explain, if you said no to all the questions, then write N/A in the box below.

N/A

Please note: If law or administrative rule requires, you must file financial disclosure statement(s).

References

Please attach three reference letters from professional contacts (please do not include personal references from family/friends).

List Name of references

1. monica King 954-234-4498
2. Cindy Arenberg Seltzer- 954-649-8420
3. Dennis miles- 561-215-0037

QUESTIONS FOR CHILDCARE PROVIDERS ONLY

Are you employed by, or do you own a private childcare facility that receives funding services from the ELC of Broward County? Yes No

If yes, are you:

- For profit
- Not for profit
- Faith based
- Other:

****please note that the designated childcare provider representative (non-faith-based) serving on early learning coalition’s board must be a for-profit childcare provider.**

Approximately what percentage of the children/families attending your childcare center/home receive childcare subsidies? N/A

Approximately what percentage of the children/families attending your childcare center/home receive VPK? N/A

Is your center/home accredited by a recognized agency? If yes, provide details/expiration:

N/A

Do you agree to attend PLAN (Providers Learning and Networking) meetings on a consistent basis?

- Yes No

Do you agree to attend ELC Board and/or Board subcommittee meetings on a consistent basis, and to inform the board about issues effecting the private childcare provider community?

- Yes No

How will you communicate with the provider community? What methods will you employ to ensure childcare providers' diverse points of view are heard by you, and by the board?

I will continue with my current methods when serving the ELC board along with attending all board meetings, events and committee meetings.

A PROVIDER MAY NOT BE ELIGIBLE FOR BOARD MEMBERSHIP, IF DURING THE LAST 24 MONTHS:

It submitted a monthly attendance roster containing fraudulent reporting or other intentional misreporting of a student's attendance.

It failed to comply with the terms of the ELC's school readiness provider agreement.

Its license status, as recorded in CCIS, is "Revocation Action Pending," "Suspension Action Pending/Suspended," or "Closed."

Its accreditation status has been rescinded (for Providers not Licensed by Broward Co. Child Care Licensing)-S.1002055(3)B. F.S.

It has been identified on the FSDA or Florida disqualification list.

It has received multiple Class 1 and/or Class 2 violations from Broward Country Childcare Licensing and Enforcement within the last two years.

COMMITMENT AND OPERATIONAL STATEMENTS

Time Commitment: Serving as an ELC Board Member will require a commitment of time, including attendance at regular Board meeting and committee involvement, visiting community program sites, ELC events, and becoming educated about many aspects of early childhood development and school readiness. Board meetings are generally held once every other month.

Conflict of Interest: a conflict of interest may occur when an item is presented for a vote that will directly affect you, your employer, your immediate family, or another organization with which you are affiliated. Conflict of interest rules generally requires you to disclose the conflict and abstain from discussion/vote on the matter.

Membership Requirements: School Readiness legislation & the Division of Early Learning Policies (OEL-PG-0002-10 “*Early Learning Coalition Board Membership*”) govern the requirements for Board membership. Please see applicable policies.

Sunshine Law: The ELC of Broward County is a legislatively mandated group and operates under the general Florida guidelines of The “Sunshine Law.”

Private Provider, Faith-Based Provider & Special Needs Representative: Serving in such capacity requires a commitment to communicate Board business to constituents.

I understand the requirements of Board Membership for the Early Learning Coalition of Broward County, Inc. I agree that I have carefully and personally prepared/read the answers to the foregoing questions. The information in this application is complete and true.

Dawn Liberta

Full Name

Dawn Liberta Digitally signed by Dawn Liberta
Date: 2023.09.13 13:28:08 -04'00'

Signature

09/13/23

Date

PRIVATE-SECTOR MEMBER

I, Dawn Liberta, have read and reviewed OEL-PG-0002-10 “Early Coalition Board Membership” and that I meet the eligibility requirements for Early Learning Coalition Private-Sector membership in Broward County, as reflected therein, and that I do not have a substantial financial interest in early leaning programs as defined by said policies. I agree to immediately notify the Board of Early Learning Coalition of Broward County, Inc. in writing, should that change during my term.

Dawn Liberta Digitally signed by Dawn Liberta
Date: 2023.09.13 13:28:40
-04'00'

Signature

09/13/23

Date

SELF-IDENTIFICATION

Completion of the following section is optional:

RACE:

- African American
- Asian American
- Caucasian
- Hispanic
- Native American
- White, non-Hispanic

Gender:

- Female
- Male

Physically Disabled:

- Yes
- No

Dawn Liberta
878 Lake Wellington Dr.
Wellington, FL 33414
DLiberta@aol.com
(561) 628-0994

Experience: I have been working as an advocate for children, adolescents, and families for more than twenty years in a variety of state and not-for-profit arenas.

Education

Masters in Science Management, Kaplan University 2011

Concentration on Business Change Management

Bachelor of Social Work, Florida Atlantic University 1998

Course work in Social, Behavioral, and Physiological

Employment

Community Development Administrator

Department of Children and Families, May 2018 to present

I work with all aspects of Broward County, from Child Welfare to Adult Services. I oversee community contracts and sit on many community boards. I serve as the Department of Children and Families lead within Circuit 17 to develop and maintain relationships with key stakeholders, organizations, funders, volunteers, municipalities and county government.

Program Officer for Intake and Placement and Support Services/ Assistant Vice President of Case Management (title change)

ChildNet, July 2012 to May 2018

I work with the executive management team to ensure all of Intake and Placement, Prevention Services, and Support Services are in compliance with federal, state and County laws. This includes preparing data reports, modification of policies and procedure, and make recommendations as needed to improve our system of care. I participate in state wide committees such as the Child Welfare Practice work group and Child Placement work group to make recommendation on a state wide level. I successfully lead the initiative that ended in the licensing of our in house shelter. I received an award from the State of Florida for work I completed on the new Child Welfare Practice that was rolled out in the state of Florida. Helped transition Palm Beach County from one agency to ChildNet.

Director of Reunification

ChildNet, October 2011 to July 2012

I supervised the Case Management teams. I developed, directed and trained staff to promote safety, wellbeing and permanency in accordance with and state laws. I participated on state wide committees to improve the quality of care for children and families and acted as the liaison with community stakeholders.

Director of Support Services/ Director of Intake and Placement (title change)

ChildNet, July 2008 to July 2012

I supervised staff and developed policies and procedures for our Intake and Placement center, transportation unit and medical unit. I was able to strengthen our relationships with our community stakeholders and providers to bring the best care to the families we serve. Acted as a liaison with DCF, Broward Sheriff's Office, Family Court Systems, Board of Education, Guardian Ad Litem, Child Protection Team, and the community to analyze client's needs, identify problems and evaluate overall performance. Worked with our executive team to develop our Strategic Plan.

Site Director

ChildNet, October 2004 to July 2008

I was responsible to supervise Case Manager Supervisors, Case Managers, and Support Staff. I coordinated department activities with other departments and agencies. I formulated recommendations for action by senior staff and Developed, directed, planed, and trained staff to the designated department to promote safety, well-being and permanency in accordance with Federal and State laws and policy and procedure.

Assistant Site Director

ChildNet, August 2004 to October 2004

I was responsible for staffing cases with Case Management and to recommend the most appropriate goal for the child and to ensure permanency is met for that child according to state laws. Reviewed case files for appropriate court orders, to ensure statutory compliance, participate in QA/QI, Chapin Hall, and Paul Vincent reviews.

Child Advocate Supervisor

ChildNet, November 2003 to October 2004

I was responsible for supervising Case Managers and assisted my staff in dealing with challenges and barriers using their knowledge of ChildNet's System of care, Policies and Procedures and state and federal mandates. I was also responsible for monitoring the case manager's progress and ensuring improvement plans were implanted when necessary

Family Service Counselor Supervisor

Department of Children and Families, May 2001 to November 2003

I was responsible for supervising Case Managers and assisted my staff in dealing with challenges and barriers using their knowledge of ChildNet's System of care, Policies and Procedures and state and federal mandates. I was also responsible for monitoring the case manager's progress and ensuring improvement plans were implanted when necessary.

Family Service Counselor

Department of Children and Families, December 1998 to May 2001

I was responsible to work with children placed in foster care, their foster families, and their natural parents to reach permanency. I worked with children 0 to 17 and assisted the teenagers to transition into adulthood. This included writing court reports and plans, presenting them in court, and making recommendations to the court.

Certificate: Lean Six Sigma Yellow and Green Belt



**CHILDREN'S SERVICES COUNCIL
OF BROWARD COUNTY
MEMBERS:**

*Dr. David H. Kenton, Chair
Governor Appointee*

*Jeffrey S. Wood, Vice Chair
Governor Appointee*

*Beam Furr, Secretary
Broward County Commission*

*Honorable Michael Davis
Judicial Member*

*Cathy Donnelly
Governor Appointee*

*Dr. Peter B. Licata
Superintendent
Broward County Public Schools*

*Dennis Miles
Community Director, Southeast &
Southern Regions
Department of Children & Families*

*Dr. Paula Thaqi
Director
Broward County Health Dept.*

*Dr. Allen Zeman
Board Member
Broward County Public Schools*

*Vacant
Governor Appointee*

*Vacant
Governor Appointee*

STAFF

*Cindy J. Arenberg Seltzer
President/CEO*

LEGAL COUNSEL

John Milledge

Garry Johnson

October 4, 2023

Dear ELC Nominating Committee:

I write in support of the candidacy of Dawn Liberta as a private sector member of the Early Learning Coalition. As we all know, Ms. Liberta has been an outstanding member of the Early Learning Coalition for several years. In her position on the ELC and during her years as a Children's Services Council Member, Ms. Liberta has always kept the best interests of children in the forefront of her decision-making.

In her new position as the Executive Director of Healthy Mothers Healthy Babies, she will have the opportunity to connect with families who would likely benefit from ELC services. These connections should prove beneficial for ELC outreach.

Of course, I am available if you have any questions.

Sincerely,

Cindy Arenberg Seltzer

Cindy Arenberg Seltzer, M.P.A., J.D.
President/CEO

Our mission is to promote the health and well-being of women, infants and families to achieve a successful pregnancy and a healthy start in life.

BOARD OFFICERS

DR. SHARETTA REMIKIE
Acting President
Children's Services Council
of Broward County, Inc.

NEIKO SHEA, LCSW
Treasurer
National Youth Advocate Program, Inc.

MARSHA CHRISTIE, LCSW
Secretary
Community Advocate

BOARD MEMBERS

DEDE AKITI FRANCOIS, ESQ.
Jackson Health System

DR. LORI CANNING, ED.D.
Early Learning Language Acquisition
School Board of Broward County

TIMOTHY CURTIN, MBA, MSW, CAP
Memorial Healthcare System, Inc.

DONNA EPRIFANIA
ChildNet, Inc.

DR. HARLEEN HUTCHINSON, PSY. D.
The Journey Institute, Inc.

RALPH KENOL, ESQ.
Ralph Kenol, PA

DAWN LIBERTA
Healthy Mothers Healthy Babies

ROSE MCKELVIE, MBA, MSN, BSN, RN
Broward Health Medical Center/
Salah Foundation Children's Hospital

ALLISON METSCH, M.S.ED
Early Learning Coalition of Broward County, Inc.

AMY PONT, MHA, RN, BSN
Community Care Plan

ELIDA SEGRERA, L.M.F.T.
Broward Behavioral Health Coalition, Inc.

KAREN SWARTZBAUGH GHEZZI, MA
Community Advocate.

EXECUTIVE STAFF

MONICA FIGUEROA KING, MA
Chief Executive Officer

REGINE KANZKI, MPH
Vice President of Operations

Our vision is to lead the Broward County maternal and child health system of care to improve birth and developmental outcomes.

October 2, 2023

Early Learning Coalition
Board Nomination Committee

Re: Board Member Recommendation

To Whom It May Concern:

I am writing to offer my Letter of Support and Recommendation for Dawn Liberta's nomination to continue ELC Board membership. Dawn has worked in the Human Services arena in Broward County for more than 25 years. She is a highly regarded professional that brings a wealth of understanding and experience.

Dawn's understanding of the priority populations as well as the needs of children and families provide a needed perspective. In her role as CEO of Healthy Mother's Healthy Babies, representing a small business, she will bring an even broader perspective to the Board.

I strongly recommend that the ELC Nominations Committee affirm Dawn as an ELC Board member.

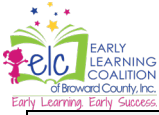
Sincerely,



Monica Figueroa King
CEO Broward Healthy Start Coalition

4620 North State Road 7, Suite 102 • Lauderdale Lakes, FL 33319
Phone (954) 563-7583 • (877) 507-6305 • Fax (954) 561-9350

www.browardhsc.org



ITEM #/MEETING:	B242NOM2 / Board
MEETING DATE:	October 16, 2023
SUBJECT:	Approve Faith Based Provider Representative Nominee
FOR ACTION:	Yes
FINANCIAL IMPACT:	None
AS RECOMMENDED BY:	Nominating Committee
ELC STAFF LEAD	J. Merritt

Background

Per ELC’s enacting statute, there are two board seats designated specifically for childcare providers. One seat is designated for “a representative of Private for-profit Child Care Providers including Private for-profit family day care homes.” The second seat is designated for a “Faith-Based” Child Care Provider Representative.

We received a resignation letter from Beverly Batson on August 17, 2023, indicating her last day as the Faith-Based Child Care Provider Representative on the ELC Board would be October 13, 2023, leaving a vacancy for this seat. Melody McDonald remains as the Private for-profit Child Care Provider Representative.

ELC staff followed the policy for filing a Provider Representative Board vacancy approved by the full Board on February 14th, 2022, as detailed in the supporting documentation, including social media and email blasts to Providers and the placement on our website of the Application and Board Roles and Responsibilities documents.

Current Status

ELC received a total of five applications for the open Provider Representative board position. One applicant did not meet the eligibility criteria, leaving the remaining four who attended the Nominating Committee on October 11, 2023. The remaining four provided their applications, resumes, and references and ELC collected Provider feedback (per protocol) to the Committee prior to the meeting. Below is the list of eligible applicants the Nominating Committee met with.

- Sydney Berlin from Congregation Koi Tikvah
- Krystie Castillo from Viva Christian Academy
- Lisa Dodge from St. Ambrose Catholic School
- Kimberly Watson from Apple of My Eye Childcare and Learning Center

At the October 11th Nominating Committee meeting, the four applicants were given 10 minutes in which to present themselves and express why they were interested in the position. Committee members were given time to ask questions both during their presentations and afterward. The Committee members discussed the applicants, and a motion was made and approved to recommend Krystie Castillo to the Board.

Recommendation

The Nominating Committee recommends the Board Approve Krystie Castillo as the new Faith Based Provider Representative Board member.

Supporting Documents

- Krystie Castillo from Viva Christian Academy, Application, Resume, and References, Provider Feedback.



Early Learning Coalition
Board of Directors Application

PLEASE SUBMIT APPLICATION & RESUME TO:

Melody Martinez, Board Liaison/Executive Assistant

Mmartinez@elcbroward.org

1475 W. Cypress Creek Road, Suite 301
Fort Lauderdale, FL 33309
954-789-1041 office
954-377-2192 fax

APPLICATION

Applicant Name: Krystie Castillo

Email Address: kcastillo@vivachristianacademy.com

Cell phone: 954-529-1628

Address: 6620 holatee trail SW Ranches, FL 33330

Current Employer: Viva Christian Academy

Current Occupation: Self-Employed

Business Address: 4961 SW 148 Avenue Davie, FL 33330

Specify Preferred Mailing Address: Business Residential

EDUCATION

List postsecondary educational institutions (or highest) attended or professional certifications:

<u>NAME & LOCATION</u>	<u>DEGREE/CERTIFICATES RECEIVED</u>	<u>DATES ATTENDED</u>
Broward College	Bachelor in Science in Elementary Education with TESOL certification	2019-2021
DCF	Director's Credential Advanced Level	04/30/2015
DCF	National CDA	02/04/2020
DCF	Staff Credential Verification	01/21/2020

COMMUNITY INVOLVEMENT

Please list community, civic, professional, business & other organizations with which you are/have been involved (including professional/civic fraternal organizations):

<u>ORGANIZATION</u>	<u>POSITION(S) HELD</u>	<u>DATES INVOLVED</u>
Hooves of Love Farm, Inc.	Secretary	2015-2023
Camino de Fe	Children's Ministry Director	2020-2023
Viva Christian Academy	Owner and Director	2023

Have you ever been elected/appointed to public office in the State of Florida? Yes No
 If yes, please provide details:

<u>POSITION/OFFICE TITLE</u>	<u>DATES SERVED</u>	<u>LEVEL OF GOVERNMENT</u>

Have you received any awards/recognition? Yes No
 If yes, please list:

I have been recognized by management for consistently achieving the highest level of quality and accuracy. I have been acknowledged for my ability to foster collaboration and teamwork among colleagues.

Do you have any other skills/recognition you would like to share with us? Yes No

If yes, please list:

I excel at paying meticulous attention to even the smallest details, ensuring accuracy and quality in all tasks and projects. I have strong verbal and written communication skills, allowing me to clearly convey information and ideas to team members. I am adept at actively listening to others, which helps me understand their needs and concerns, leading to better problem-solving and relationship-building. I possess excellent organizational skills, enabling me to manage multiple tasks, priorities, and deadlines efficiently. I am skilled in resolving conflicts and diffusing tense situations, creating a harmonious work environment.

PERSONAL STATEMENT

Please answer all questions:

Why do you want to serve on the ELC's Board? What do you hope to achieve as a Board member? What is your vision for Early Childhood Education in Broward County?

I am deeply passionate about early childhood education and its profound impact on the future of our community. Serving on the ELC's Board would provide me with an opportunity to contribute my skills, expertise, and commitment to improving the lives of children in Broward County. I believe in the ELC's mission to ensure that every child has access to high-quality early childhood education, and I want to be part of the effort to make this a reality.

As a Board member, my primary goal is to be an advocate for early childhood education and the children it serves. I hope to leverage my experience in education policy, community engagement, and strategic planning to support the ELC's initiatives and enhance its impact.

My vision for early childhood education in Broward County is one where every child, regardless of their background or socioeconomic status, has equitable access to a high-quality education from the earliest stages of their development.

Personal History

1. Have you ever been removed from a board(s), committee(s), council(s), etc.? Yes No
2. Has probable cause ever been found that you violated Part III, Chapter 112, F.S., code of Ethics for Public Officers and Employees? Yes No
3. Are you now, or have you in the last 3 years, been a member of any club/organization that restricts (restricted) membership based on race, religion, national origin, or gender? Yes No
4. Have you ever been convicted/withheld adjudication for violating any federal, state, or municipal law/regulation/ordinance? Yes No
5. Have you, your immediate family (spouse, child, parent(s), sibling(s), or businesses of which your immediate family has been owners, officers, or employees, held any contractual/direct dealings with any state/local governmental agency in Florida during the last four years (including the office/agency to which you've been appointed of are seeking appointment)? Yes No

If you said yes to any of the above questions, please explain, if you said no to all the questions, then write N/A in the box below.

Please note: If law or administrative rule requires, you must file financial disclosure statement(s).

References

Please attach three reference letters from professional contacts (please do not include personal references from family/friends).

List Name of references

1. Nirvana Cruz 786-382-4603
2. Barbarita Padron 786-547-3487
3. Rev. Jill Auman 336-259-4757

QUESTIONS FOR CHILDCARE PROVIDERS ONLY

Are you employed by, or do you own a private childcare facility that receives funding services from the ELC of Broward County? Yes No

If yes, are you:

- For profit
- Not for profit
- Faith based
- Other:

****please note that the designated childcare provider representative (non-faith-based) serving on early learning coalition’s board must be a for-profit childcare provider.**

Approximately what percentage of the children/families attending your childcare center/home receive childcare subsidies? 30%

Approximately what percentage of the children/families attending your childcare center/home receive VPK? 20%

Is your center/home accredited by a recognized agency? If yes, provide details/expiration:

I am running a new center which is preparing for APPLE Accreditation.

Do you agree to attend PLAN (Providers Learning and Networking) meetings on a consistent basis?

- Yes No

Do you agree to attend ELC Board and/or Board subcommittee meetings on a consistent basis, and to inform the board about issues effecting the private childcare provider community?

- Yes No

How will you communicate with the provider community? What methods will you employ to ensure childcare providers' diverse points of view are heard by you, and by the board?

Communicating effectively with the provider community and ensuring that childcare providers' diverse points of view are heard by both me and the board is essential for making well-informed decisions and fostering a collaborative and inclusive environment.

I would organize regular meetings specifically designed for childcare providers. These meetings can provide a platform for providers to share their concerns, ideas, and feedback directly with me and other board members. Implementing online surveys or feedback forms can allow providers to share their thoughts anonymously if they wish. I would make an effort to engage in one-on-one conversations with childcare providers, either in person or virtually. This allows for more personal and in-depth discussions and can help build trust. It's essential for me to ensure that communication channels, such as email and phone lines are easily accessible and user-friendly for childcare providers. This accessibility makes it easier for them to reach out with questions or concerns. Being bilingual and of multiple ethnic backgrounds, I'd advocate for diverse representation on the board itself, including providers from different backgrounds and types of childcare facilities. This can help ensure that diverse perspectives are embedded in the decision-making process. Above all, approaching communications with active listening and empathy. This will demonstrate a genuine willingness to understand providers' concerns and needs, and respond with compassion and respect.

By employing these methods and strategies, I would work to foster an inclusive and open dialogue with the provider community, ensuring that their diverse points of view are not only heard but also actively considered in the decision-making process of the board.

A PROVIDER MAY NOT BE ELIGIBLE FOR BOARD MEMBERSHIP, IF DURING THE LAST 24 MONTHS:

It submitted a monthly attendance roster containing fraudulent reporting or other intentional misreporting of a student's attendance.

It failed to comply with the terms of the ELC's school readiness provider agreement.

Its license status, as recorded in CCIS, is "Revocation Action Pending," "Suspension Action Pending/Suspended," or "Closed."

Its accreditation status has been rescinded (for Providers not Licensed by Broward Co. Child Care Licensing)-S.1002055(3)B. F.S.

It has been identified on the FSDA or Florida disqualification list.

It has received multiple Class 1 and/or Class 2 violations from Broward Country Childcare Licensing and Enforcement within the last two years.

COMMITMENT AND OPERATIONAL STATEMENTS

Time Commitment: Serving as an ELC Board Member will require a commitment of time, including attendance at regular Board meeting and committee involvement, visiting community program sites, ELC events, and becoming educated about many aspects of early childhood development and school readiness. Board meetings are generally held once every other month.

Conflict of Interest: a conflict of interest may occur when an item is presented for a vote that will directly affect you, your employer, your immediate family, or another organization with which you are affiliated. Conflict of interest rules generally requires you to disclose the conflict and abstain from discussion/vote on the matter.

Membership Requirements: School Readiness legislation & the Division of Early Learning Policies (OEL-PG-0002-10 "Early Learning Coalition Board Membership") govern the requirements for Board membership. Please see applicable policies.

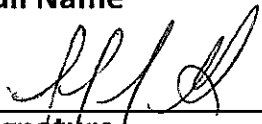
Sunshine Law: The ELC of Broward County is a legislatively mandated group and operates under the general Florida guidelines of The "Sunshine Law."

Private Provider, Faith-Based Provider & Special Needs Representative: Serving in such capacity requires a commitment to communicate Board business to constituents.

I understand the requirements of Board Membership for the Early Learning Coalition of Broward County, Inc. I agree that I have carefully and personally prepared/read the answers to the foregoing questions. The information in this application is complete and true.

Krystie Castillo

Full Name




Signature

09/14/20

Date

PRIVATE-SECTOR MEMBER

I, Krystie Castillo, have read and reviewed OEL-PG-0002-10 "Early Coalition Board Membership" and that I meet the eligibility requirements for Early Learning Coalition Private-Sector membership in Broward County, as reflected therein, and that I do not have a substantial financial interest in early leaning programs as defined by said policies. I agree to immediately notify the Board of Early Learning Coalition of Broward County, Inc. in writing, should that change during my term.



Signature

09/14/20
Date



SELF-IDENTIFICATION

Completion of the following section is optional:

RACE:

- African American
- Asian American
- Caucasian
- Hispanic
- Native American
- White, non-Hispanic

Gender:

- Female
- Male

Physically Disabled:

- Yes
- No



KRYSTIE CASTILLO

CENTER OWNER & DIRECTOR

Faith-Based Provider Representative
Early Learning Coalition
September 29, 2023

TO WHOM IT MAY CONCERN,

I am writing to express my interest in the Faith-Based Provider Representative position on the Early Coalition Board. My background in early childhood education administration and my strong commitment to faith-based organizations make me an ideal candidate for this role.

The following enclosed resume provides an overview of my work experience and training. I am bilingual and fluent in both English and Spanish and also have experience working in large facilities where I have had to prove my leadership, organization, and customer service skills for over 10 years leading and guiding staff groups of over 25 employees, while ensuring large centers run smoothly and are advertised accordingly across all social media platforms.

I hope you will consider me as a Board Member for the Faith-Based Provider Representative position. You can easily contact me via phone at (954) 529-1628 or email at kcastillo@vivachristianacademy.com.

Thank you for considering my application. I look forward to the possibility of joining you and contributing to your mission.

I look forward to hearing from you.

Yours Sincerely,

Krystie Castillo

KRYSTIE CASTILLO

CENTER OWNER & DIRECTOR

CONTACT

☎ 954.529.1628
✉ kcastillo@vivachristianacademy.com
📍 6620 Holatee Trail
SW Ranches, FL 33330

OBJECTIVE

My objective is to be the Faith-Based Provider Representative Board Member at the Early Learning Coalition.

EDUCATION

BACHELORS DEGREE
Elementary Education
Broward College
2015-2018

DCF
Advanced Director Credential
National CDA
Staff Credential

SKILLS

I Professional

Attention to Detail
Controlling Expenses
Enhancing Quality
Preschool Management
School Curriculum Specialist
Training Staff
Social Media
Verbal Communication
Bilingual
Team Player

WORK EXPERIENCE

CENTER OWNER & DIRECTOR
Viva Christian Academy | 2022 - 2023

- License center
- Lead and train staff
- Implement curriculum for all ages
- Remodel center
- Tours and enrollment
- Handbooks and policies

HEAD DIRECTOR
The Learning World Academy | 2019 - 2023

- Lead and train staff of over 20 employees
- Maintain building and program to code according to state regulations
- Increase school enrollment to its maximum capacity
- Establish a social media presence
- Team building
- Revise and optimize curriculum
- Implementation of extracurricular activities
- Successful transition from online to in-person learning

CHILDREN'S MINISTRY
First United Methodist Church | 2017 - 2022

- Coordinating all student & family events
 - Trunk or Treat
 - Holiday Festival
 - Christmas Shows
 - VBS
 - Spring Fling
- Community Outreach
- Handling all social media platforms and websites
- Scheduling volunteers
- Coordinating lesson plans
 - Ensuring teachers are teaching age appropriate activities
 - Review weekly lesson plans
 - Food programs
 - Fundraising

KRYSTIE CASTILLO

CENTER OWNER & DIRECTOR

SKILLS

I Technical

Microsoft Word
Microsoft Excel
Microsoft PowerPoint
Adobe Acrobat
Adobe Photoshop
Procure

REFERENCES

Nirvana Cruz

The Learning World Academy
Assistant Director
T: 786.382.4603

Jany Morales

The Learning World Academy
Curriculum Specialist
T: 786.461.5193

Rosemary

Childcare Licensing & Enforcement
Inspector
T: 954.541.7373

WORK EXPERIENCE CONTINUED

DIRECTOR/TRAINER

Mission of God Academy | 2014 - 2017

- Parent Conferences
 - Paperwork and records up-to-date
 - Web Design
 - Classroom and supply inventory
 - Handbook and policies
 - Social Media
 - Monetary Responsibilities
 - Local Advertising
 - Hire and train staff
 - Hire and train directors
 - Food program
 - Curriculum Specialist
-

To whom it may concern,

I am writing to provide my endorsement for Krystie Castillo in her pursuit of a position on the Board of Directors for the Early Learning Coalition. Having had the privilege of knowing Ms. Krystie as a devoted member of our congregation at Camino de Fe for several years, I can confidently attest to her unwavering commitment to faith, community, and ethical leadership.

Ms. Krystie is a dedicated and faithful member of our church community. Her consistent attendance at worship services, involvement in various ministry programs, and active participation in our outreach initiatives have demonstrated her deep-rooted faith and commitment to the principles of Christian service. As a pastor, I have had the privilege of witnessing Ms. Krystie exemplify the values and teachings of our faith in her everyday life.

Moreover, Ms. Krystie possesses a remarkable sense of integrity and ethical responsibility. She consistently exhibits fairness, honesty, and compassion in her interactions with others. These qualities are not only admirable, but also essential for a board member tasked with guiding the future of a faith-based organization.

I am confident that Ms. Krystie would bring her exceptional leadership skills, unwavering faith, and ethical values to the ELC Board of Directors. She has a deep understanding of the needs and aspirations of our community and possesses the vision to make a meaningful impact.

I wholeheartedly recommend Ms. Krystie for this important role, and I believe her dedication and passion will be invaluable to the ELC Faith-Based Board of Directors. Please feel free to contact me at 786-547-3487 or barbarita4851@yahoo.com if you have any questions or require further information.

Warm regards,



Ps. Barbarita Padron

Dear Members of the Board of Directors Selection Committee,

I am writing to enthusiastically recommend Krystie Castillo as a candidate for the Board of Directors position at ELC Faith-Based Centers. I have had the privilege of knowing Krystie for four years and have had the opportunity to witness her dedication, passion, and exceptional leadership qualities.

I first met Krystie through our shared involvement in The Learning World Academy, where she consistently demonstrated her unwavering commitment to the betterment of our community. Her tireless efforts and genuine concern for the well-being of others have always been evident in her actions.

Krystie's professional background in early childhood education and her expertise in management and conflict resolution make her an ideal candidate for the Board of Directors position. Her ability to be detail oriented and plan strategically has proven invaluable in the projects we have undertaken together.

Beyond her professional qualifications, Krystie possesses a deep-rooted faith and a strong moral compass that align perfectly with the values and mission of ELC Faith-Based Centers. Her commitment to "Viva Christian Academy" and "Camino de Fe" as a leader demonstrates her dedication to creating a positive impact in the lives of those she serves.

In my experience working alongside Krystie, I have been consistently impressed by her ability to lead while being empathetic and putting her faith first. She has a talent for bringing people together, fostering collaboration, and driving initiatives to successful outcomes.

I wholeheartedly endorse Krystie Castillo's candidacy for the ELC Faith-Based Centers Board of Directors. Her exceptional skills, unwavering dedication, and strong moral character make her an ideal fit for this position. I am confident that she will contribute significantly to the organization's mission and success.

Should you require any additional information or have any questions, please do not hesitate to contact me at (786)382-4603 or ncruz@vivachristianacademy.com. I am more than willing to provide further insights into Krystie's qualifications and character.

Thank you for considering Krystie Castillo for this important role on your Board of Directors. I believe she will be a valuable asset to your organization.



Sincerely,

Nirvana Cruz

Viva Christian Academy Assistant Director



Dear Representative of ELC Board of Directors,

I am writing to recommend Krystie Castillo for the board member position within your organization. I have had the privilege of working with Krystie Castillo for a few years as a Children's Ministry Director of our congregation here at First United Methodist Church. During this time, I have had the opportunity to witness their unwavering commitment to service, leadership, and community involvement.

In her capacity as a member of our church, she has actively participated in numerous leadership roles, demonstrating their ability to work effectively with others, communicate her ideas clearly, and make well-informed decisions.

Furthermore, Krystie Castillo's commitment to philanthropy and community service extends far beyond our congregation. She has been involved in homeless feeding, praying over the community and showcasing their dedication to making a positive difference in the lives of others.

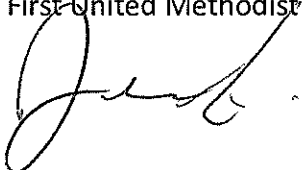
As a person of strong moral character, integrity, and compassion, Krystie Castillo is not only an exceptional leader but also a role model within our community. Her ability to listen, empathize, and collaborate with diverse groups of individuals is truly commendable. These qualities, combined with her excellent communication skills and a commitment to ethical decision-making, make her an excellent choice for a board of director position.

If you have any further questions or require additional information, please do not hesitate to contact me at 336-259-4757. I am more than willing to provide any additional insights into Krystie Castillo's qualifications and character.

Thank you for considering Krystie Castillo as a potential board member for your organization. I have the utmost confidence that they will excel in this role and continue to make a positive impact on any endeavor they undertake.

Sincerely,

Rev. Jill Auman
First United Methodist Church



Melody Martinez

From: Melody Martinez
Sent: Monday, October 9, 2023 3:00 PM
To: Melody Martinez
Subject: RE: [EXTERNAL]Faith Based Provider Rep

From: Open Valley Academy <openvalleyacademy@gmail.com>
Sent: Thursday, October 5, 2023 3:18 PM
To: Judith Merritt <Jmerritt@elcbroward.org>
Subject: [EXTERNAL]Faith Based Provider Rep

You don't often get email from openvalleyacademy@gmail.com. [Learn why this is important](#)

This message has originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

Hi Ms. Merritt,

I believe that Krystie Castillo from Viva Christian Academy is the best choice for the faith based program representative. She is kind, honest, helpful, and responsible.

Christina Cuellar
Director

Office: (954) 431-7077
Open Valley Academy

Melody Martinez

From: Melody Martinez
Sent: Thursday, October 5, 2023 8:25 AM
To: Melody Martinez
Subject: RE: [EXTERNAL]Krystie Castillo's nomination in the Faith Based position

You don't often get email from anandi92@yahoo.com. [Learn why this is important](#)

This message has originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

Good evening Ms. Merritt:

I am the owner of 8 preschools in South Florida and one in Bonita Springs. Krystie mentioned to me that she had been nominated for the faith based program and based on my ten year affiliation with her, I would like to strongly recommend this amazing preschool director/owner. Krystie recently worked on a rather complex preschool acquisition with me from a hospital bed to which she was confined as she was being monitored closely prior to her delivery. The baby girl was delivered and we resumed our discussions soon thereafter without Krystie missing a beat. Need I say more about Krystie's dedication to the task at hand?

Let me take this opportunity to thank ELC for being such a huge support system for preschool owners such as myself.

Sarat Dayal, 954-817-6438

PRESCHOOL DEVELOPERS, ABC GROUP & TRICOUNTY PRESCHOOLS

Developers /owners /managers of preschools / daycares

Site selection-Leasing-City/County approvals

Design & Construction-Preschool licensing

Owner & staff training-Marketing

Ongoing preschool management & consulting

<http://www.TheBestPreschoolsNearMe.com>

ELC Broward Contract List 2023-2024

Funder or Vendor Name	Amount	Purpose	Type	Term	Status
Division of Early Learning	\$150,739,951	<i>School Readiness, VPK, PDG & Stimulus</i>	Revenue	7/1/23-6/30/24	Active
Broward County	\$2,342,795	<i>SR Match & Special Needs</i>	Revenue	10/1/22- 9/30/27	Active
Children's Services Council	\$3,503,028	<i>Financially Assisted Child Care</i>	Revenue	10/1/22-9/30/23	Active
Children's Services Council	\$3,503,028	<i>Financially Assisted Child Care</i>	Revenue	10/1/23-9/30/24	Pending
Children's Services Council	\$2,373,317	<i>Vulnerable Populations</i>	Revenue	10/1/22-9/30/23	Active
Children's Services Council	\$3,348,317	<i>Vulnerbale Populations</i>	Revenue	10/1/23-9/30/24	Pending
City of Fort Lauderdale	\$50,000	<i>SR Match Funds</i>	Revenue	10/1/22-9/30/23	Active
City of Hollywood	\$10,000	<i>SR Match Funds</i>	Revenue	10/1/22-9/30/23	Active
City of Pompano Beach	\$21,500	<i>SR Match Funds</i>	Revenue	10/1/22-9/30/23	Active
City of Pompano Beach	\$21,500	<i>SR Match Funds</i>	Revenue	10/1/23-9/30/24	Pending
City of Deerfield Beach	\$15,000	<i>SR Match Funds</i>	Revenue	10/1/22-9/30/23	Active
United Way	\$130,000	<i>SR Match Funds</i>	Revenue	7/1/23-6/30/24	Active
University of Florida	\$90,000	<i>Training Courses for providers</i>	Revenue	9/1/22-8/31/23	Active
Children's Forum	\$575,000	<i>INCENTIVES® Program</i>	Subrecipient	7/1/23-6/30/24	Active
First Call for Help/211	\$461,092	<i>Community Referral Services</i>	Subrecipient	7/1/23-6/30/24	Active
Accessible Comm for the Deaf	\$1,300	<i>Interpretation Services</i>	Vendor	8/13/18 Ongoing	Active
AT&T	\$93,900	<i>Cell Phones and Hot Spots</i>	State Term PO	7/1/23-6/30/24	Ongoing
BlueJean Software, Inc.	\$33,000	<i>Hosting and Support Services</i>	Vendor	7/1/23-6/30/24	Active
Bryan, Miller, Olive, Attorneys	\$35,000	<i>Labor and employment legal services</i>	Vendor	7/15/23-6/30/24	Active
Causetech DBA Achieve	\$9,463	<i>Website Hosting</i>	Vendor	7/1/23-6/30/24	Active
Carmen Nicholas	\$33,500	<i>Independent CLASS Observer</i>	Vendor	7/1/23-6/30/24	Active
Comcast	\$6,724	<i>Internet</i>	Vendor	7/1/23-6/30/24	Active
Crown Center	\$416,078	<i>Office Lease (est. annual cost)</i>	Lease	2/1/19-1/31/29	Active
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, PA	\$100,000	<i>Legal Services</i>	Vendor	8/1/23-6/30/24	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	7/1/23-6/30/24	Active
Klausner, Kaufman, Jensen, Levinson	\$25,000	<i>Retirement plan legal services</i>	Vendor	7/1/23-6/30/24	Active
One Beat	\$20,000	<i>CPR Training for Providers</i>	Vendor	7/1/23-6/30/24	Active
Revation Systems, Inc.	\$261,113.04	<i>Telecommunications Services</i>	Vendor	9/15/21-9/30/24	Active
School Board Broward County	\$12,605.51/yr	<i>Gulfstream Early Learning Ctr</i>	Lease	9/5/22-9/4/25	Active
Sharp	\$14,353.12	<i>Copier and Printer Rental</i>	State Term PO	11/1/20-9/1/25	Active
Teaching Strategies Gold	\$12,950	<i>Child Assessment Software</i>	Vendor	7/1/23-6/30/24	Active
Trusaic	\$6,500	<i>Monthly Fee for up to 500 W2's</i>	Vendor	6/1/23-6/30/24	Active
Webauthor	\$75,000	<i>CRM Software</i>	Vendor	7/1/23-6/30/24	Active
Brown & Brown	\$0	<i>Information Sharing Agreement</i>	MOU	8/1/20-7/31/26	Active
Broward County	\$0	<i>Crisis Intervention & Support</i>	MOU	11/18/20-11/17/25	Active
Child Abuse Prevention -CAPTA	\$0	<i>Interagency Referrals Cooperation</i>	MOU	9/1/21-8/31/26	Active
School Board Broward County	\$0	<i>Community Partnership</i>	MOU	1/20/2021-6/1/2045	Active
Seventeenth Circuit Court	\$0	<i>Cooperation Agreement</i>	MOU	6/23/20-Ongoing	Active
University of Florida	\$0	<i>Data Use Agreement</i>	MOU	1/1/19-Ongoing	Active
Women in Distress	\$0	<i>Community Partnership</i>	MOU	6/2/21-6/1/24	Active



FYI 2 23-24 – Cash Disbursements

In accordance with ELC Cash Disbursement Policy Approved September 12, 2019, cash disbursements issued by ELC in amounts greater than \$1,000 and less than \$35,000 are submitted to the ELC Board for review monthly.

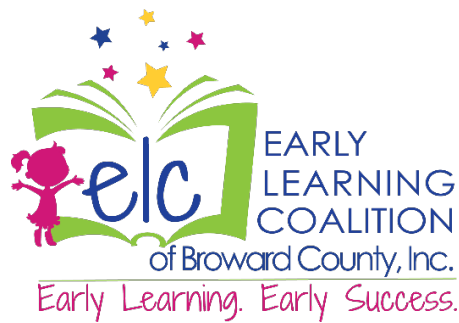
Cash disbursement for August 2023

Vendor Name	Amount	Purpose
211 Of Broward	29,784.96	July 2023 Invoice
ADP, Inc.	2,718.58	July 2023 Processing Charges
ADP, Inc.	1262.60	July 2023 Time & Attendance
AT&T Mobility	7,581.73	July 2023 Cell Phone & Data Charges
AT&T Mobility	8,132.31	August 2023 Cell Phone & Data Charges
Blue Jean Software, Inc.	2,031.25	July 2023 Hosting & Maintenance & Support
Business Card	2,057.42	Bank of America Ops Purchase C Klima (no individual items > \$1,000.00)
Business Card- Intermedia.NET INC	3,189.68	July 2023 Office 365
Business Card- Crown Awards INC	2,116.90	Years of service Pins
Business Card- Hilton Tampa	3,439.00	July 2023 Association of ELC Finance Director Meeting
Business Card- Intermedia.NET INC	3,264.01	July 2023 Office 365
Business Card- SMK* SurveyMonkey	2,400.00	Survey Monkey Annual Plan Renewal
Colonial Life	5,867.62	July 2023 Employee Benefits
Florida Department of Education-Division FPL	8,801.43	FY22-23 Interest Return To DEL
Goren Cherof, Doody, & Ezrol, PA	2,300.00	July 2023 Service at Crown Center Ste 301 & 309
GOTO Technologies USA, INC	3,183.00	Log Meln Rescue Subscription
Greater Fort Lauderdale Chamber of C.	2,170.00	Trustee Membership Level
Indeed	9,927.51	April 2023 Job Posting
Indeed	4,870.89	June 2023 Job Posting
Insight Public Sector	7602.39	Tableau Desktop License 7/1/23 - 6/30/24
IACET	1,095.00	Accredited Provider Membership Dues Effect. 11/1/23-10/31/24
Kaplan Early Learning Co.	1,349.55	Social - Emotional DEV KIT FOR
Revation Systems, Inc	7,253.80	July 2023 Services
Sun Life assurance	25,723.45	August 2023 Employee Benefits
Sun Life assurance	26,044.46	September 2023 Employee Benefits
The M Network	27,500.00	Communications & Outreach
UTJ Holdco, Inc. DBA Teaching T.	13,950.00	GOLD Online Assessment Portfolios
Vantiv Health, LLC.	6,700.00	Software Development & Annual Software License
Webauthor.Com LLC	5,000.00	Aug 2023 CRM Software Licenses & AWS Reporting Tool
Western NRG, Inc.	1,140.00	24x7 Urgent Care Support 08/01/23-07/31/24



FY24 Match Fundraising Report

Funder	Status	Amount
Coconut Creek	Approved	\$29,249.00
Cooper City	Pending Response	\$5,677.00
Coral Springs (Community Chest)	Pending Response	\$80,058
Dania Beach	No Funding Available	---
Davie	Pending Response	\$37,298.00
Deerfield Beach	Pending Response	\$41,394.00
Ft. Lauderdale	Approved	\$75,000
Hallandale Beach	Pending Response	\$19,044
Hollywood	Approved	\$10,000
Lauderdale By The Sea	Approved	\$1,000
Lighthouse Point	No Response	\$2,515.00
Lauderdale Lakes	Pending Response	\$52,749.00
Lauderhill	Approved	\$20,000.00
Margate	Pending Response	\$46,137.00
Miramar	No Response	---
North Lauderdale	Approved	\$5,000
Oakland Park	Pending Response	\$33,705.00
Parkland	Pending Response	\$2,012.00
Pembroke Park (Town)	No Response	\$2,875
Pembroke Pines	Approved	\$35,000.00
Plantation	Approved	\$21,900
Pompano Beach	Approved	\$21,500
Tamarac	No Response	\$45,490.00
Sunrise	Approved	\$60,000.00
Southwest Ranches	No Response	\$1,581.00
West Park	Pending Response	\$18,469.00
Weston	Pending Response	\$5,893.00
Wilton Manors	Pending Response	\$4,240.00
		\$ 677,786
United Way	Committed as of July 1, 2023	130,000
Child Care Providers	Committed as of July 1, 2023	500,000
Broward County	Committed as of October 1, 2023	2,048,496
CSC	Committed as of October 1, 2023	2,200,000
	Total SR Match	\$ 5,556,282



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

Board Engagement Calendar FY 23-24

Childcare Small Business Site Visits

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

Date	Childcare Center Name	Address	Time
<i>Sep. 13, 2023</i>	<i>Delmar Arts Academy at the Y</i>	<i>1409 NW 6th St, Fort Lauderdale, FL 33311</i>	<i>9:30 AM - 11:00 AM</i>
<i>Oct. 10, 2023</i>	<i>My Little Family Center</i>	<i>18433 Pines Blvd. Pembroke Pines, FL 33029</i>	<i>9:30 AM - 11:00 AM</i>
Nov. 8, 2023	Preschool Kids Planet	328 E Hillsboro Blvd, Deerfield Beach, FL 33441	9:30 AM - 11:00 AM
Dec. 12, 2023	City of Miramar Preschool	TBA	9:30 AM - 11:00 AM
Jan. 30, 2024	TBA	TBA	9:30 AM - 11:00 AM
Feb. 20, 2024	TBA	TBA	9:30 AM - 11:00 AM
Mar. 13, 2024	TBA	TBA	9:30 AM - 11:00 AM
Apr. 10, 2024	TBA	TBA	9:30 AM - 11:00 AM
May. 8, 2024	TBA	TBA	9:30 AM - 11:00 AM
Jun. 25, 2024	TBA	TBA	9:30 AM - 11:00 AM
Jul. 11, 2024	TBA	TBA	9:30 AM - 11:00 AM

Small Wine Shop Fundraiser

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

Date	Location	Time
<i>Oct. 5, 2023</i>	<i>Small Wine Shop, 410 N Andrews Ave, Fort Lauderdale, FL 33301</i>	<i>6:00 PM – 8:30 PM</i>

ELC Board Meet, Greet, & Eat Social

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

Date	Location	Time
<i>Sep. 11, 2023</i>	<i>ELC Broward, Training Room</i>	<i>8:30 AM – 9:30 AM</i>
Oct. 16, 2023	ELC Broward, Training Room	8:45 AM – 9:30 AM
Dec. 11, 2023	ELC Broward, Training Room	8:45 AM – 9:30 AM
TBA	TBA	TBA
TBA	TBA	TBA
TBA	TBA	TBA
TBA	TBA	TBA

ELC Lunch & Learn Workshops *Optional*

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

Date	Topic	Location	Time
<i>Sep. 21, 2023</i>	<i>Strategic Plan</i>	<i>ELC Broward, Training Room</i>	<i>12:00 PM – 1:00 PM</i>
Oct. 30, 2023	Advocacy	ELC Broward, Training Room	12:00 PM – 1:00 PM
Nov. 15, 2023	Special Needs	ELC Broward, Training Room	12:00 PM – 1:00 PM
Feb. 15, 2024	FAST (Tentative)	ELC Broward, Training Room	12:00 PM – 1:00 PM
Mar 7, 2024	Conflict of Interest (Tentative)	Zoom Meeting	12:00 PM – 1:00 PM
Apr. 3, 2024	FAST (Tentative)	ELC Broward, Training Room	12:00 PM – 1:00 PM

Monthly PLAN Meetings

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

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

Legislative Meetings

***Please Reach out to Lizbeth DelVecchio at ldelvecchio@elcbroward.org if you would like to RSVP for a legislative meeting.**

Date	Individual	Location	Time
TBA	TBA	TBA	TBA
TBA	TBA	TBA	TBA
TBA	TBA	TBA	TBA
TBA	TBA	TBA	TBA
TBA	TBA	TBA	TBA

Notable Early Learning Conferences

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

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

BOARD MEMBER SPONSORSHIP FORM



ELC Board Donations and Sponsorship Opportunities
Please indicate the areas and amount you would like to sponsor below.

Board/Committee Refreshments

- Meet & Greet (Avg. Per Event: **\$80**)
- Lunch & Learn (Avg. Per Event: **\$50**)
- Committee Meetings (Avg. Per Event: **\$40**)
- Board Retreat (Avg. Per Event: **\$300**)
- General Board Engagement Activities (Avg. Per Event: **\$50**)

ELC Unfunded Events

- Table Sponsorships for Award Ceremonies (Annual Avg: **\$3000**)
- Staff Recognition: Awards, Staff Appreciation, & Birthdays (Annual Avg: **\$2500**)
- Provider/Staff Training Food and Refreshments
(Annual Avg. is dependent on amount of trainings: **\$5,000-\$16,000**)
- ELC Promotional/ Giveaways for Outreach Events (Annual Avg: **\$500**)

General Donation to ELC Broward

- Unrestricted Funding

Name/Org:

Please enter the total amount of donations:

How will you be paying? *For Cash/Check Donations, please see Lizbeth DeVecchio after the meeting. Checks can also be mailed to ELC Broward. Attn: Christine Klima*

Cash

Check

Card Payment

All donations are appreciated!

TO DONATE PLEASE SCAN THE QR CODE OR VISIT:

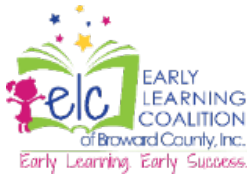
www.elcbroward.org/donate



ELC of Broward County

Committee Membership 2023-2024

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



ELC of Broward County

FY 2023-2024 Board/Committee Meetings Calendar

July 2023						
Su	Mo	Tu	We	Th	Fr	Sa
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August 2023						
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September 2023						
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October 2023						
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November 2023						
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December 2023						
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January 2024						
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February 2024						
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March 2024						
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April 2024						
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May 2024						
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June 2024						
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Board Mondays/9:30 am

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

Finance/Executive Tuesdays/1:30 pm

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

Governance Mondays

- Feb 26, 24, 11 am
- Apr 22, 24

Nominating Wednesdays

- Oct 11, 23, 12:00 pm
- Jan 24, 24
- Apr 17, 24

Audit Wednesdays

- Aug 30, 23, 2:30 pm
- Jan 31, 24

Program Review

- Aug 28, 23, 2:00 pm
- Dec 14, 23
- Mar 28, 24
- Jun 6, 24

Ad-Hoc Fundraising:

- Aug 30, 2023, 12:30 pm
- Feb 12, 2024, 12:00 pm

ELC Offices closed for holidays on:

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

Federal Holidays:

Oct 9 Columbus
June 19 Juneteenth

Holidays:

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

FYI - ELC Broward Glossary of Terms (August 2019)

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

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