



Approved on April 2, 2024, Program Review Committee Meeting
Early Learning Coalition of Broward County, Inc.
Program Review Committee Meeting Minutes
January 12, 2023, at 12:00 PM
Zoom Meeting

Members in Attendance	Chair, Monica King; Cindy Arenberg-Seltzer; Richard Campillo; Dawn Liberta; Melody McDonald (Virtual); Renee Podolsky (Virtual);
Members Absent	Laurie Sallarulo; Ellie Schrot
Staff in Attendance	Renee Jaffe, CEO; Judith Merritt, COO; Christine Klima, CAO; Melody Martinez, Board Liaison; Amy Moore, Sr. Director of Family Services and Provider Relations; Allison Metsch, Sr. Director of Education & Quality; Ancel Pratt, III, Sr. Director of Communications & Outreach; Kasey LaFrance, Contract Administration Manager.
Others in Attendance	Sharonda Bailey; Beverly Batson

Item	Action/Discussion
Welcome & Call to Order	Chair Monica King called the meeting to order at 12:05 PM. The roll was called, and a quorum was established.
Lunch & Learn – Special Needs Presentation	<p>Allison Metsch gave a Special Needs Update.</p> <p>Cindy Arenberg-Seltzer suggested that our inclusion specialists be equipped with funded program guides for CSC. They should have and know the extensive amount of programming CSC funds to support these families. Our staff can be trained to be armed with that knowledge to then make broader referrals to cover multiple family needs.</p>
Consent Agenda	
1. Approve August 28, 2023, Committee meeting minutes.	There was a Motion to move the Consent Agenda by Dawn Liberta and Seconded by Renee Podolsky. Unanimously approved. Motion Passes.
Regular Committee	
1. PRC242RB1 – School Readiness Enrollment/Redetermination Update (Goal 1 of Strategic Plan)	<p>Amy Moore provided updates on School Readiness enrollment and redetermination. ELC Broward is continuing to enroll families in School Readiness services. Last FY, we enrolled a total of 5,171 children.</p> <p>Because there are still unknowns about the level of and the timing of funding we will receive from DEL for childcare slots for FY 2024. We reviewed the range of options to choose in setting enrollment strategies for FY 2024.</p>
2. PRC242RB2- VPK Enrollment Update (Goal 2 of Strategic Plan)	Amy Moore provided updates on VPK. Last FY, we ended with 13,959 enrollments, and currently, we have approved 14,202 applications.
3. PRC242RB3- Education/Quality (Goals 3 and 4 of Strategic Plan)	Allison Metsch reported on Education and Quality. DEL released instruction for the Coalitions to apply for their allocations for the \$305million ARPA Discretionary pool that DEL is expected to award in September. Broward received approximately \$19.3

<p>a. Special Needs Initiatives Update</p> <p>b. ARPA Discretionary Funds Update</p> <ul style="list-style-type: none"> • Curriculum • Trainings • A Day in K • Mental Health/Special Needs Supports • School Readiness Learning Computer Software 	<p>million of these funds.</p> <p>We are currently building another module in the CRM, and Hubert is taking the lead across the state.</p> <p>Currently we are taking a deeper dive into our special needs capacity. Staff will utilize the Florida Special Needs Rate Matrix of Services tool to determine levels of need/intervention/reimbursement for facilities serving these children.</p> <p>Ellie Schrot would love to volunteer to be in a team to work on this initiative.</p> <p>Allison Metsch updated on Training and Professional Learning Activities. Staff training will primarily focus on CLASS and Challenging Behaviors. With the addition of the vendors/contractors we will expand training topics. Stipends will be made available to encourage/reward successful training completion.</p> <p>A Motion was made by Cindy Arenberg-Seltzer to recommend to the Executive Committee subject to budget authority being recommended by Finance that they provide the budget for the procurement of trainers to conduct professional learning activities related to improving teaching environments and children’s learning experiences, including trainings related to children’s mental health and special needs. Seconded by Renee Podolsky. The Motion was unanimously approved. Motion Passes.</p> <p>Allison Metsch provided an update on Workforce Initiatives, local initiatives/pilot projects to improve kindergarten readiness.</p> <p>Community Outreach and family engagement: Staff will continue its Bookworms program, partnering with Scholastic to send free books to Broward families. Baby Bookworms will promote parent bonding/reading to infants.</p> <p>Museum of Discovery and Science, we want to have a family come and explore the museum for free.</p> <p>Parent bootcamp, staff are excited to host information and experiential training for new parents. They will focus on child development, parent-child communication, and the common rewards/challenges of first-time parenting.</p> <p>Mental Health/Special Needs Supports: Allison shared that ELC plans to partner with United Way of Broward County to co-host this year’s Mental Health Conference in May. United Way has been hosting this very successful conference for eight years.</p> <p>The statewide Help Me Grow is growing, and more money exists to expand. We are hoping to become an official Help Me Grow partner. We are waiting for more info on this.</p> <p>Staff is finalizing contract with Discount School Supplies to create Behavior Baskets to support teachers and students by providing educational material to each contracted school that helps improve students’ positive classroom behavior, encourage students</p>
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to self-regulate their emotions, communicate using visuals, and relieve stress and anxiety. The Baskets will be sent directly to providers.

CLASS Update:

Allison shared those providers with a 2024-2025 CLASS score of at least 5.2 or higher and have increased their score by .2 or higher on their previous SR or VPK composite score will receive a one-time dollar incentive. The funds will be used for equipment and/or classroom materials at recognized early childhood material vendors.

Model Classroom:

ELC will transform its former call center space into a model classroom, which will be used as training for early learning educators and directors. This will allow for a hands-on experience to practice and implement content and for parent engagement opportunities.

Curriculum:

DEL and the Florida Legislature have launched a curriculum study through its designated ARPA discretionary categories. Providers will be reimbursed for any State-approved curriculum upon completing an application form that DEL has created and receipts proving the purchase of materials. Then, they will be part of a fidelity study with one of the universities of the State, and they will be surveyed on how using this curriculum is helping them in the classroom. Hubert and his team created a module to reimburse providers. The closing date for the providers to submit is January 31, 2024. We have about 150 providers participating.

School Readiness Learning Computer Software

In November 2023, the ELC procured for learning technology to enhance VPK children's learning, as measured by FAST scores. MarcoPolo Learning, Inc was the highest-scoring vendor, and the Board approved an award at the December board meeting. At the January meeting, staff proposed also funding the second highest scoring vendor, Age of Learning, Inc. Age of Learning differs from MarcoPolo, as it offers a feature that can adapt lessons/learning content based on the child's progress (and challenges) in real time. Adaptive technology allows the level of difficulty in each lesson and pace of progress to be specific to each child and challenges them to continue to learn harder concepts. Both technologies would be offered to VPK programs for the purpose of measuring learning gains (changes between PM1, 2 and 3) for at least one full academic year and the total budget for both agreements will be negotiated not to exceed the total procurement budget allocation of \$500,000. Both agreements will run concurrently for a term of 1.5 to 2 years (to include at least one complete VPK academic year). Monica King asked if this was a subscription to an online platform. Allison responded that it was and that we would give access to the schools and we would be paying for a subscription.

There was a **Motion** to bring to the Executive Committee to Approve the staff proposal to add Age of Learning to be funded under the Technology Aids procurement by Melody McDonald and **Seconded** by Richard Campillo. **Unanimously**

	approved. Motion Passes.
4. PRC242RB4- Advocacy/ Communications/ Outreach Update	<p>Ancel Pratt gave an overview of outreach and advocacy updates. ELC participated in over 12 community events, from resource fairs to back-to-school events. We also actively engaged families who came to our table about the SR, VPK, childcare resources and referrals, and other services we provide.</p> <p>We are currently focusing on promoting VPK enrollment to the community via community events, emails, and online marketing. We ran a targeted campaign to SR families whose children are now eligible for VPK. In just two weeks of running that campaign, we facilitated over 800 VPK page views, which we are confident will translate to higher VPK registrations by the end of the campaign.</p> <p>From July 1 through August 4, our VPK page saw 2,553 unique pageviews, a 30% increase from the previous year (1,963 unique page views).</p> <p>As for Advocacy, we have begun crafting the agenda based on issues identified locally and through the AELC.</p>
Unfinished Business	None
New Business	None
Matters from the Chair	None
Matters from the Committee	None
Public Comments	None
Next Meeting	TBD
Adjourn	The meeting adjourned at 2:59 PM.

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