

Summary for Board of Directors Meeting

Date/Time: November 16, 2022 – 8:30 A.M.

Location: ELCAC Training Room and via Zoom

Members Present: Dr. Karen Bennett (Zoom), Patrick Bizub (Zoom), Donna Jones, Marsha Kiner, Dr. Carolynn Komanksi (Zoom), Phyllis Marty (Zoom), Candi Morris (Zoom), Autumn Tomas (Zoom), Cheryl Twombly (Zoom), Michael Williams (Zoom)

Members Absent: Brenda Brown (Excused), George Dix (Excused), Laura Gillman (Excused), Dr. Patricia Snyder (Excused)

Staff Present: Jacki Hodges, Kelli Williams, Steve Harris

Guests Present: None

<u>Agenda Item</u>	<u>Summary/Discussion</u>	<u>Action</u>
Call to Order	Board of Directors Meeting	Called to order by Patrick Bizub at 8:33 AM.
Declaration of Conflict of Interest	None	
Approval of Agenda	Members reviewed the agenda.	A Motion was made and seconded by (Marty/Kiner) to approve the agenda. Motion was approved.
Approval of Minutes	Members reviewed the board minutes of September 21 st minutes.	A Motion was made and seconded by (Morris/Marty) to approve the 09/21/22 minutes. Motion was approved.
CEO's Report	<p>November 16, 2022</p> <p>Our AELC re-scheduled meeting from Hurricane Ian was to be held in Orlando with DEL on November 9th and 10th; however, it was canceled because of potential flooding and damage and high winds from Hurricane Nicole. Due to the projected path that Hurricane Nicole was taking, the ELC of Alachua County offices were closed on Thursday November 10th and our COOP was</p>	

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	<p>initiated for that day only. Our offices were closed for Veterans Day on November 11th. Management staff worked remotely as needed on Thursday.</p> <p>Wednesday, November 9th we held our DEL/ED meeting via ZOOM. We discussed the following:</p> <p><u>Governor Appointments</u> DEL is making another effort to work with the Governors’ office for Governor appointments to the ELC boards. DEL would like for coalitions to communicate with DEL when an applicant has applied so they can assist to promote and prioritize the application from the state level. It was discussed that many times ELC’s do not know who has applied because the state will not divulge that information unless a public records request is submitted. Matt Mears will research a better way to get that applicant names for coalitions and he will let us know how long the state keeps each applicant on file and active.</p> <p><u>Spend Plans, Round 2 Provider Grants & Building a World Class Workforce</u> Round 2 guidance went out on October 28th and applications went live on October 31st. Initially the applications would be available until December 21st, 2022; however, due to the storm situations we’ve had in Florida, applications will be available for providers to apply through February 28th, 2023. DEL is working to get this deadline updated in the portal.</p> <p>Our ELC met to discuss how best to present this information to the providers because of all the varying applications available. We decided to work with and approve the current Round 2 applications in the portal from now through the deadline of February 2023. In January we will present the additional applications available that are not listed through the portal. These 4 applications are for:</p> <ul style="list-style-type: none"> • <u>Early Learning Education/Director Bonus</u> (Attachment 1 & 2 References) • <u>Child Success and CLASS Observer Grant</u> – (Attachment 3 Reference) The purpose of this grant is to promote professional development CLASS training. • <u>Continuous Quality Improvement Grant & Coalition Workforce Initiative for Early Educators</u> – (Attachment 4 Reference) The purpose of this funding intended to positively affect outcomes for children at scale by improving adult-child interactions through training early learning teachers, staff, and administrators to support CLASS implementation at SR and/or VPK contracted providers with a CLASS composite score of 5 or higher • <u>Coalition Workforce Initiatives for Early Educators</u> – (Attachment 5 Reference)The purpose of this funding is to systematically recruit and upskill the early learning workforce to attract and retain increasingly qualified early childhood 	

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	<p>professionals, particularly in underserved communities. This initiative is funded via the American Recovery Plan (ARP) Act.</p> <p>The CEO introduced Marsha Kiner the new Executive Director of the Children’s Trust of Alachua County</p>																																																																																																																																																																															
Financial Report	<p>Balance Sheet</p> <ul style="list-style-type: none"> • All cash accounts have been reconciled through October 2022 • We are currently holding \$7,302,862.53 in cash (11/07/2022) • Accounts receivable is \$3,633,277.49. • We have \$182,525 in fixed assets with a net book value of \$2,516.15 • Accounts Payable is \$1,333,136.78 and current • DEL Advance is \$8,721,643.58 and overpayments due to DEL from 18/19 FY are \$853,929.94. • Total Net Assets are \$153,797.15. <div data-bbox="305 804 1304 1438" style="border: 1px solid black; padding: 5px;"> <table border="0"> <thead> <tr> <th colspan="3" style="background-color: #4F81BD; color: white;">TARGETS AND RESTRICTIONS</th> <th colspan="3" style="background-color: #4F81BD; color: white;">PROGRAM TOTALS</th> </tr> </thead> <tbody> <tr> <td>SR Direct Services Min: 78%</td> <td style="text-align: right;">2,192,906 + 2,703,490</td> <td style="text-align: right;">81.1%</td> <td style="text-align: right;">Budget</td> <td style="text-align: right;">Expenditure</td> <td style="text-align: right;">Balance</td> </tr> <tr> <td>SR Admin Max: 5%</td> <td style="text-align: right;">139,845 + 2,703,490</td> <td style="text-align: right;">5.2%</td> <td>SR Total</td> <td style="text-align: right;">12,788,140</td> <td style="text-align: right;">2,703,490</td> </tr> <tr> <td>SR Admin/NonDirect/Quality Max: 22%</td> <td style="text-align: right;">510,584 + 2,703,490</td> <td style="text-align: right;">18.9%</td> <td>SR Admin</td> <td style="text-align: right;">639,407</td> <td style="text-align: right;">139,845</td> </tr> <tr> <td>SR Quality Min: 4%</td> <td style="text-align: right;">143,844 + 2,703,490</td> <td style="text-align: right;">5.3%</td> <td>SR Non-Direct</td> <td style="text-align: right;">840,474</td> <td style="text-align: right;">510,584</td> </tr> <tr> <td>SR Match Max: \$72,545</td> <td></td> <td style="text-align: right;">0.0%</td> <td>SR Quality</td> <td style="text-align: right;">810,623</td> <td style="text-align: right;">143,844</td> </tr> <tr> <td>Dollar-for-Dollar Match:</td> <td></td> <td style="text-align: right;">0.0%</td> <td>SR Direct Services*</td> <td style="text-align: right;">10,497,636</td> <td style="text-align: right;">2,192,906</td> </tr> <tr> <td>Program Assessment: \$4,659,736</td> <td></td> <td style="text-align: right;">0.0%</td> <td>Quality Performance</td> <td style="text-align: right;">694,664</td> <td style="text-align: right;">128,983</td> </tr> <tr> <td>VPK Admin Max: 4%</td> <td style="text-align: right;">34,299 700,848</td> <td style="text-align: right;">4.9%</td> <td>SR Match</td> <td style="text-align: right;">72,545</td> <td style="text-align: right;">72,545</td> </tr> <tr> <td>CRRSA Admin Max: 5%</td> <td></td> <td style="text-align: right;">0.0%</td> <td>Program Assessment</td> <td style="text-align: right;">26,764</td> <td style="text-align: right;">26,764</td> </tr> <tr> <td>PDG Admin Max: 5%</td> <td></td> <td style="text-align: right;">100.0%</td> <td>Special Needs</td> <td style="text-align: right;">39,100</td> <td style="text-align: right;">39,100</td> </tr> <tr> <td>ARPA Admin Max: 5%</td> <td></td> <td style="text-align: right;">0.1%</td> <td>Gold Seal</td> <td style="text-align: right;">735,944</td> <td style="text-align: right;">188,793</td> </tr> <tr> <td></td> <td></td> <td></td> <td>PreSchool Development</td> <td style="text-align: right;">2,286</td> <td style="text-align: right;">2,286</td> </tr> <tr> <td></td> <td></td> <td></td> <td>VPK Total</td> <td style="text-align: right;">4,659,736</td> <td style="text-align: right;">735,146</td> </tr> <tr> <td></td> <td></td> <td></td> <td>VPK Admin</td> <td style="text-align: right;">179,221</td> <td style="text-align: right;">34,299</td> </tr> <tr> <td></td> <td></td> <td></td> <td>VPK DS</td> <td style="text-align: right;">4,480,515</td> <td style="text-align: right;">700,848</td> </tr> <tr> <td></td> <td></td> <td></td> <td>VPK Additional Funds</td> <td style="text-align: right;">822,154</td> <td style="text-align: right;">110,591</td> </tr> <tr> <td></td> <td></td> <td></td> <td>VPK PA</td> <td style="text-align: right;">42,547</td> <td style="text-align: right;">8,850</td> </tr> <tr> <td></td> <td></td> <td></td> <td>CRRSA</td> <td style="text-align: right;">997,519</td> <td style="text-align: right;">997,519</td> </tr> <tr> <td></td> <td></td> <td></td> <td>ARPA</td> <td style="text-align: right;">18,733,182</td> <td style="text-align: right;">6,704,013</td> </tr> <tr> <td></td> <td></td> <td></td> <td>ESSER</td> <td style="text-align: right;">9,903</td> <td style="text-align: right;">2,922</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">* includes SR Match</td> </tr> </tbody> </table> </div> <div data-bbox="305 1486 1122 1696" style="border: 1px solid black; 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It is early in the fiscal year so targets and restrictions will change as we progress through the year.</p>	TARGETS AND RESTRICTIONS			PROGRAM TOTALS			SR Direct Services Min: 78%	2,192,906 + 2,703,490	81.1%	Budget	Expenditure	Balance	SR Admin Max: 5%	139,845 + 2,703,490	5.2%	SR Total	12,788,140	2,703,490	SR Admin/NonDirect/Quality Max: 22%	510,584 + 2,703,490	18.9%	SR Admin	639,407	139,845	SR Quality Min: 4%	143,844 + 2,703,490	5.3%	SR Non-Direct	840,474	510,584	SR Match Max: \$72,545		0.0%	SR Quality	810,623	143,844	Dollar-for-Dollar Match:		0.0%	SR Direct Services*	10,497,636	2,192,906	Program Assessment: \$4,659,736		0.0%	Quality Performance	694,664	128,983	VPK Admin Max: 4%	34,299 700,848	4.9%	SR Match	72,545	72,545	CRRSA Admin Max: 5%		0.0%	Program Assessment	26,764	26,764	PDG Admin Max: 5%		100.0%	Special Needs	39,100	39,100	ARPA Admin Max: 5%		0.1%	Gold Seal	735,944	188,793				PreSchool Development	2,286	2,286				VPK Total	4,659,736	735,146				VPK Admin	179,221	34,299				VPK DS	4,480,515	700,848				VPK Additional Funds	822,154	110,591				VPK PA	42,547	8,850				CRRSA	997,519	997,519				ARPA	18,733,182	6,704,013				ESSER	9,903	2,922				* includes SR Match			YTD MATCH SUMMARY							Cash in EFSM	Cash not in EFSM	Total Cash	Public Funds	Private Funds	<u>Cost Type</u>						Direct Service	.00	.00	0			Admin	.00	.00	0			All Non Direct	.00	.00	0			Quality	.00	.00	0			
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<u>Agenda Item</u>	<u>Summary/Discussion</u>	<u>Action</u>
	<p>Action Item: Special Needs Rate Policy</p> <p>Purpose: The School Readiness Provider Contract states that “Provider will receive a special needs rate identified in Exhibit 3 when providing services to a child who has been determined eligible as a child with a disability in accordance with Chapter 6A-6, FAC, and is participating in a program for children with disabilities provided by a school district or a child who has an individualized educational plan (IEP) or family support plan (FSP).” 6M-4.500 states that “a child care provider may be paid at a higher rate if caring for any school readiness child with special needs requiring additional care. To receive a special needs rate, a childcare provider must submit a list of the special needs services it is providing for each special needs child, in addition to the routine school readiness services.” In addition, “a special needs rate may be reimbursed for a school readiness child that has a documented physical, mental, emotional, or behavioral condition that requires a higher level of care in the childcare setting. The special need child’s condition must be validated by a licensed health, mental health, education, or social service professional other than the child’s parent or person employed by the childcare provider.”</p> <p>Policy: ELCAC will review the application for the special needs rate and may extend the special needs rate (SPCR) according to Rule for those children identified as having a special need requiring significant accommodations or modifications within the childcare setting. Criteria for said special needs shall be collected and validated as required by all applicable statutes, rules, and acts, both state and federal. Said documentation shall specifically describe the scope of the higher level of care that will be performed within the childcare setting. The special needs rate shall not exceed the Infant Rate as authorized by statute.</p>	<p>A Motion was made and seconded by (Marty/Jones) to approve the Special Needs Rate. Motion was approved.</p>
Meeting Dates	<p>→ Audit/Finance Committee – January 10th @ 8:45AM</p> <p>→ BOD Meeting – January 18th @ 8:30AM</p> <p>→ Executive Committee – December 14th @ 8:30AM</p> <p>→ Quality Committee – January 12th @ 9:00AM</p>	
Public Input	None	
Adjournment		<p>The Meeting was adjourned by Patrick Bizub at 8:53 AM.</p>