



BOARD OF DIRECTORS AMENDED MEETING AGENDA

Monday, February 13, 2017 at 3:30 p.m.
6800 N. Dale Mabry Highway, Suite 134
Tampa, Florida 33614
Call-in: 866-866-2244
Access Code: 5194796

I. CALL TO ORDER

A. Patel

II. PLEDGE OF ALLEGIANCE

S. Knobl

III. PUBLIC COMMENT I

Individuals wishing to address the Early Learning Coalition of Hillsborough County Board of Directors must complete a Public Comment Request Card and submit it to the official recorder prior to the noticed start time of the meeting. Said comments will be limited to three (3) minutes per individual on a first come, first serve basis, and only at such time as is identified on the official meeting agenda for public comment. All public comment in Public Comment I must pertain to an item on the approved agenda.

IV. CONSENT AGENDA (Pg. 1-7)

The "consent agenda" is a single agenda item typically addressed first after convening the board meeting and establishing that a quorum is present. The consent agenda encompasses all the routine, pro forma and noncontroversial items that the Board needs to vote on.

- A. Approval of Agenda
- B. December 12, 2016 Board Meeting Minutes (Pg. 3)
- C. Allocation of Funds-SDHC Contract (Pg. 7)

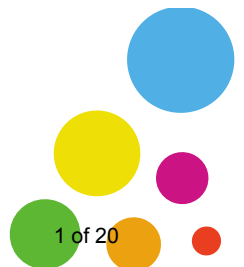
V. EXECUTIVE REPORTS

- A. High Five Awards S. Knobl
- B. Chair Report A. Patel
- C. CEO Report S. Knobl

VI. OLD BUSINESS

VII. ACTION ITEMS

- A. Budget Parameters (Pg. 8) S. Costner



VIII. COMMITTEE REPORTS

- A. Executive/Finance Committee A. Patel
- B. Communications & Outreach Committee (Pg. 10) D. Jacob
- C. Governance Committee (Pg. 13) S. Robinson
 - 1. Interim CEO Evaluation
- D. Legislative Affairs Committee (Pg. 15) S. Murman
- E. Service Delivery & Efficiency Committee (Pg. 17) A. Chowning

IX. DISCUSSION ITEMS

- A. Board of Directors Meeting Time A. Patel

X. INFORMATION ITEMS

- A. Dashboard (Pg. 18)

XI. PUBLIC COMMENT II

Individuals wishing to address the Early Learning Coalition of Hillsborough County Board of Directors must complete a Public Comment Request Card and submit it to the official recorder prior to the noticed start time of the meeting. Said comments will be limited to three (3) minutes per individual on a first come, first serve basis, and only at such time as is identified on the official meeting agenda for public comment.

XII. ADJOURNMENT

Board/Staff Tasks & Assignments Completed from June 13, 2016 Board Meeting

Task	Owner	Date Completed
Resend Board members the link to the board surveys.	KMinney/T.White	12/16/16- included in Board Update
Email Board members the list of Rotary clubs for contact information.	KMinney	12/16/16
Email Day of Play Information to Board members.	KMinney/T.White	12/16/16- included in Board update.
Email 2017 Legislative Priorities to Board members	KMinney/T.White	12/16/16- included in Board Update

UPCOMING MEETINGS

Executive/Finance Committee Meeting & Budget Workshop-Tuesday, March 14, 2017 at 3:00 pm.

UPCOMING EVENTS

IECP Ribbon Cutting- February 28, 2017 from 5:00 pm to 7:30 pm.

Hillsborough Day of Play- Sunday, March 12, 2017 from 10:00 am – 3:00 pm at Al Lopez Park.

Hillsborough Day at the Capital- Wednesday, March 22, 2017 from 11:30 am – 1:00 pm.



**BOARD OF DIRECTORS
MEETING UNAPPROVED
MINUTES**

Monday, December 12, 2016 at 5:30 pm.
8413 Laurel Fair Circle, Suite 100
Tampa, Florida 33614

MEETING ATTENDANCE

Facilitator: Aakash Patel, Chair

Board Members Present:

Aakash Patel*, Tracye Brown, Robert Buesing, Marie Caracciola, Angela Chowning, Dr. Daphne Fudge, Mary Hancock, Dr. Shawn Robinson, Luke Buzard, Scott Barrish*, Carlos Del Castillo*, Lynne Hildreth*, Dr. Douglas Holt*, Dianne Jacob*, Dr. Jacquelyn Jenkins*, Jennifer Kuhn*, Joseph McElroy*, Sandra Murman, and Kelley Parris*.

Board Members Absent:

Jill Hammond, Brian Killingsworth, Brian McEwen, Edward Peachey, and Liz Welch.

ELCHC Staff

Dr. Steve Knobl, Steve Costner, Bobbi Davis, Terri Fernandez, Stacey Francois, Lorinda Gamson, Hannah Goble, Twyla Hartz, Tracy Knight, Nancy Metsker, Kelley Minney, Miriam Ortiz, Abby Perez and Janet Stutzman.

Other Attendees:

Shirley Grimaldo, Sandy Show, and Abbey Soriano.

***Indicated attendance via telephone**

CALL TO ORDER

Noting a quorum had been established, Chair Patel called the meeting to order at 5:31 pm.

PUBLIC COMMENT

There was no Public Comment.

CONSENT AGENDA

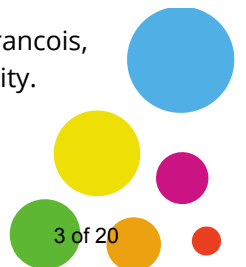
The following items were included under the Consent Agenda:

1. Approval of Agenda
2. October 10, 2016 Board Meeting Minutes

Dr. Shawn Robinson made a motion to approve the items under the Consent Agenda. Luke Buzard seconded the motion. The motion carried unanimously.

High Five Awards

Dr. Knobl presented High Five Awards to Kathy Kaa, Joe McElroy, Hannah Goble, Stacey Francois, and Abby Soriano for their excellent service and dedication to the early learning community.



ELCHC Professional Development Specialists, Stacey Francois and Hannah Goble briefly discussed the poster project, "See the Real Me" that they displayed during the poster presentation at the National Association of Education for Young Children Conference (NAEYC), November 2-5, 2016 in Los Angeles, California. Ms. Francois and Ms. Goble reported that they had invited the Alphabet Learning Center to help with the NAEYC poster project and that the main goal of the poster project was to show children their unique qualities and how their unique qualities made them beautiful.

Board Chair Report:

Chair Patel reported on the following items:

- Brian Killingsworth resigned from the ELCHC Board of Directors.
- Chair Patel attended the Governor's holiday reception in Tallahassee last week.
- Chair Patel stated that the Early Learning Association of Chairs (ELAC) reception hosted by the ELCHC would be Thursday, January 12, 2016 at Mojito Restaurant and Lounge in the Crown Plaza Hotel at 5:00 pm.
- Chair Patel stated that the Early Learning Discussion on December 5, 2016 went well. The ELCHC had 9 Board members in attendance.
- Chair Patel thanked Marie Caracciola, Dr. Shawn Robinson, and Brian McEwen for joining Dr. Knobl on provider visits on December 1 and December 8, 2016.
- Chair Patel stated that he would join Dr. Knobl on a provider visit to the Ecopia Early Learning Center on Tuesday, December 13, 2016.
- Chair Patel stated that he and Dr. Knobl had met with new School District of Hillsborough County Board member, Lynn Gray.
- Chair Patel stated that Dr. Knobl appeared on 1250 AM radio and that Dr. Knobl would be the keynote speaker at Café Con Tampa on Friday, January 6, 2017.
- Chair Patel stated that the Tampa Chamber of Commerce would hold their annual luncheon on Thursday, December 15, 2016.

CEO REPORT:

Dr. Knobl reported on the following items:

- Dr. Knobl stated that he had visited early learning centers and family child care homes on December 1, 2016 and December 8, 2016 and that he was joined by Board members, Marie Caracciola, Brian McEwen, and Dr. Shawn Robinson.
- Dr. Knobl stated that Board members would be notified of upcoming provider visit dates and that they would have a monthly opportunity to join him on the visits.
- Dr. Knobl highlighted community outreach efforts that consisted of meeting with new School District of Hillsborough County Board member, Lynne Gray; Tom Loobey of the YMCA; Joanne Rollins of Child Care Licensing, ELCHC Board member 1:1 meetings, attended the Head Start Unity Celebration lunch, attended the Children's Board of Hillsborough County Board meeting, attended the 2k Get in the Race Community Conversation meeting, met with private donors, and met with Suzanne McCormick of the United Way of Suncoast.
- Dr. Knobl thanked Bobbi Davis for her work in scheduling meetings with delegates.
- Dr. Knobl stated that staff had received Publix Customer Service training on December 7, 2016 and that staff had begun developing the 2017 ELCHC business plan.
- Dr. Knobl highlighted media opportunities with the Business Show, Telemundo, and WFLA.

- Dr. Knobl stated that staff was in the process of developing a list of Kiwanis Clubs, Rotary Clubs, and Chambers of Commerce to contact for speaking engagements. Dr. Knobl requested that Board members notify staff if they had a connection to any of the groups.
- Dr. Knobl stated that staff had been analyzing the budget and reviewing potential cost saving measures.

IECP Relocation update:

Steve Costner reported that the new lease had been executed for the Tampa Bay Institute of Early Childhood Professionals (IECP) and that it would go into effect on January 1, 2017. Mr. Costner stated that renovations at the new office space were completed on December 5, 2016 and that the target date to move would be January 9, 2017. Mr. Costner thanked Dr. Shawn Robinson for recruiting Hillsborough Community College students to help with the move. Mr. Costner reported that staff had applied for an IKEA grant to help purchase furniture for the new office space. Mr. Costner stated that the search for a new Director for IECP had been put on hold until after the relocation.

OLD BUSINESS

There was no Old Business.

ACTION ITEM

Allocation of Funds

Steve Costner reported that on September 30, 2016 that the Office of Early Learning allocated an additional 1.3 million dollars to the ELCHC for fiscal year 2017 and as of October 31, 2016 staff projects a 1.3 million dollar deficit in direct services. Mr. Costner stated that staff recommended a contract amendment with the School Board of Hillsborough County to allocate the additional funds to direct services and to update contract language to comply with Office of Early Learning requirements.

Robert Buesing made a motion to authorize staff to execute a contract amendment with the School Board of Hillsborough County in the amount of \$1,311,839. Sandra Murman made a second. Marie Caracciola and Tracye Brown abstained. The motion carries.

COMMITTEE REPORTS

Communications and Outreach Committee

Dianne Jacob reported that since the Board retreat that staff had been working with Sparxoo on the redesign of the ELCHC website and that a final round of designs would be emailed to Board members by the end of this week.

Ms. Jacob stated that staff had met with the City of Tampa regarding all permits, fees, paperwork, and all other administrative requirements for the March 12, 2017 Day of Play event. The next Day of Play Committee meeting would be Wednesday, December 13, 2017.

Ms. Jacob stated that the Coalition's bi-annual training catalog publication, The Bulletin, had been in final review and would go to print this week and that staff had completed edits on the Quality Child Care Booklet.

Governance Committee

Dr. Shawn Robinson reported that the next Committee meeting would be January 4, 2017 at 3:00 pm and that items for the meeting would include developing an application process for new board

members, reviewing orientation for new board members, and a performance review process for the Chief Executive Officer.

Legislative Committee

Sandra Murman reported that the Legislative Affairs Committee would meet the week of January 23, 2017 and that recent discussion items had been about the 2017 state legislative priorities; increasing School Readiness (SR) and Voluntary Pre-Kindergarten (VPK) funding, and support flexibility and decision making at the local level to maximize resources. Ms. Murman stated that Hillsborough Day at the Capitol would be on March 22, 2017 and that the Committee encourages community partners to join them at the Capitol. Ms. Murman stated that anyone interested in attending Hillsborough Day at the Capitol would be responsible for their own hotel and meal cost.

Service Delivery & Committee:

Angela Chowning reported that the next Service Delivery and Efficiency Committee meeting would be on Wednesday, December 13, 2016 at 10:00 am. Ms. Chowning stated that the Committee had been reviewing the School Readiness (SR) and Voluntary Pre-Kindergarten (VPK) provider contracts. Ms. Chowning stated that recent topics of discussion had been developing a chart for providers that outlined contract requirements and consequences, offering provider orientations, and contract translation.

DISCUSSION ITEMS

Board Retreat/Debrief Highlights

Dr. Knobl reported that the Board retreat went well and that staff had developed a spreadsheet from the brainstorming session that would be shared with each Committee.

Initial Budget Parameters

Dr. Knobl reviewed the 2017 preliminary budget timeline:

1. A brief presentation and discussion with the Executive/Finance Committee in January.
2. A budget workshop in February.
3. Meet with Executive/Finance Committee in March.
4. Approval of 2017 budget at April Board meeting.

Luke Buzard offered to check with the TECO Lean Process Team to facilitate a session to share their budget practices.

INFORMATION ITEMS

Dr. Knobl shared that the ELCHC Teacher Appreciation Night, to recognize and show appreciation for our early learning teachers, would be Thursday, February 2, 2017 at 7:30 pm at Amalie Arena. If interested in a package, please contact Sam Reiner at sreiner@amaliearena.com.

Mr. Costner informed Board members that on page 9 of the Board agenda packet that Priority 1 and 2 should be switched.

ADJOURNMENT

Citing no further business, Dr. Shawn Robinson made a motion to adjourn the meeting at 6:31 pm. Robert Buesing made a second. The motion carried unanimously.

ISSUE:	Contract Amendment with the School Board of Hillsborough County
FISCAL IMPACT:	\$400,000
FUNDING SOURCE:	School Readiness
RECOMMENDED ACTION:	Authorize staff to execute a contract amendment with the School Board of Hillsborough County in the amount of \$400,000 to utilize unallocated funds.

NARRATIVE:

In order to increase the number of children served (direct services) in the School Readiness program, staff recommend increasing the contract with the School District of Hillsborough County to utilize unallocated funds.

ELCHC BOARD OF DIRECTORS MEETING – February 13, 2017

ACTION

ITEM VII.A.

ISSUE:	Budget Parameters
FISCAL IMPACT:	N/A
FUNDING SOURCE:	School Readiness, VPK, QCFK
RECOMMENDED ACTION:	Approve staff recommendations on budget parameters for fiscal year 2018

NARRATIVE:

Attached is information regarding the budget parameters for fiscal year 2018.

Early Learning Coalition of Hillsborough County
Budget to Actual

(In Whole Numbers)

	Current Year Actual thru 6/30/2017	Projected Thru 6/30/2017	Total Budget - Revised	Estimated Lapse
Coalition Operating Expenditures				
Personnel	1,402,148	3,305,155	3,313,629	8,474
Occupancy	107,658	258,379	273,779	15,400
Professional Fees	89,018	40,714	56,215	15,501
Travel & Training	20,611	49,466	53,236	3,770
Quality Action Grants	186,835	312,677	320,398	7,721
Insurance	17,758	20,000	16,261	(3,739)
Technology	103,148	176,348	179,097	2,749
Educational Supplies	11,755	28,212	88,146	59,934
Office Supplies	14,850	35,640	29,086	(6,554)
Outreach	35,750	60,800	89,732	28,932
Printing/Binding	20,305	29,532	21,275	(8,257)
Other Operating	33,352	36,845	55,069	18,224
Total Coalition Operating Expenditure	<u>2,043,188</u>	<u>4,353,768</u>	<u>4,495,923</u>	142,155

Fiscal Year 2018

Proposed salary increases

3%	82,945
4%	110,593
Proposed new positions	175,000

ISSUE: **Communications & Outreach Committee Report**

REBRANDING UPDATE

The Communications team has continued to meet with the consultant, Sparxoo, on a regular basis and has finalized the design for all of the redesigned template pages. Sparxoo, is in the final stages of the coding phase and both teams have a goal to conclude the Q&A test phase by January 31st. The goal is to launch the new site prior to the IECP grand reopening on February 28th.

HILLSBOROUGH DAY OF PLAY

The Communications team has continued to work with community partners to implement this county-wide event. We have secured the popular morning drive team of Holly & Miguel from HOT101.5 FM radio for the event and look for that acquisition to be a big draw for the Day of Play event. The ELCHC Communications staff is currently focusing the majority of its efforts on building the stage show line up and recruiting agencies and providers for their participation.

IECP GRAND REOPENING

The Communications team has worked with the Professional Development and Provider Services team to redesign all collateral for the IECP. Additionally, considerable time has also been spent working on various elements for the grand reopening day scheduled for February 28, 2017.

TAMPA BAY LIGHTNING FUNDRAISER – ELCHC TEACHER APPRECIATION NIGHT

Since the last ELCHC Board members and staff have worked extremely hard in promoting the inaugural fundraising effort with the Tampa Bay Lightning via direct visits to community partners and supporters, social media promotion, email blasts and pounding the pavement. Outreach efforts were very fruitful and resulted in a total donation amount of \$ 3,250 from TECO, MyOn Reader, Robert H. Buesing and the Helios Foundation, which enabled ELCHC to send 52 early learning professionals and their guests (104 people total) to the Lightning game on February 2, 2017 against Ottawa.

HOT 101.5 FM - VPK RADIO PROGRAM

The Communications team has been working with 3 other Coalitions, Pinellas, Pasco/Hernando, and Manatee, on a radio promotion package for the Voluntary Prekindergarten Program (VPK). The collaborative effort, which is being spearheaded by ELC of Pinellas, would enable all ELC's to target an audience of ages 18-34 for a total investment of \$2,000 (\$500/coalition). In summary, the package would offer the ELCs with:

- A shared landing page to promote VPK enrollment (VPKTampaBay.com)
- A 30 second radio spot, 80 VPK public service announcements per month to educate listeners about VPK and promote enrollment
- Individual booking of morning drive radio personalities "*Holly & Miguel*"

QUARTERLY PROVIDER MEETING

On January 7th, the ELCHC conducted its first large-scale quarterly provider meeting. Although the day was rainy, cold and in competition with events surrounding the college playoff game, the event had a

registration of 358 and an attendance of 305 providers. The Communications team worked closely with other teams to secure the venue, develop the day's agenda, provide event collateral and event promotion and giveaways. The next quarterly provider meeting has been scheduled for April 22, 2017.

MEDIA & COMMUNICATIONS OUTREACH

- December 6th – Telemundo story on the high cost of child care/School Readiness
- December 15th – Spectrum/Info Mas story on School Readiness/Family Services
- Various Dates – Coordinated multiple speaking engagement dates for CEO Knobl
- January Issue of Tampa Bay Parenting – inside cover ad for Day of Play
- January 20th – Tampa Bay Times Op-ed Column *Make Early Childhood Education a Priority*
- January 26th – WTSP (Channel 10) Celebrate Literacy Spot w/ A. Patel
- February 1st – Press Release regarding Governor's Budget

OUTREACH EFFORTS BY TEAM

Provider Services Team

- Participated in the first Quarterly Provider Meeting open to all SR and VPK providers.
- The Provider Services Team provided Tier 2 Monitoring Trainings on Nov. 15, 16, 17 and 29 to 124 School Readiness providers regarding expectations and processes for the Tier 2 monitoring visits.
- In addition to the approximately 900 providers that are currently contracted with the Coalition for School Readiness and VPK, ELCHC has reached out to 275 providers that are not contracted for their CCR&R updates, which allows them to be included in the CCR&R database.
- Provider Services staff continued to provide hands on training with contracts, updates and monitoring through extended hours on Tuesday evenings and the third Saturday of every month.
- Provider Services assisted 27 providers that came into the office for additional assistance with contracts and other issues.

Organizational Development Team

- December 14th attended Boys & Girls Club 2016 Great Futures Breakfast at Amalie Arena with Michelle Hamilton from Florida Blue.
- December 15th Met with Rep. Shawn Harrison's aides Ben Kelly and Derick Tabertshofer.
- December 29th met with Rep. "Newt" Newton and aide Dewayne Mallory.
- January 9th attended "get acquainted" meeting at Crisis Center with newly elected Hillsborough County State Attorney Andrew Warren.
- January 14th attended *Vision 20/20* workshop at Children's Board for child care providers, also attended by ELC Board members Angela Chowning and Kelley Parris.
- January 17th attended School Board meeting to support continuing approval for MyOn reader partnership.
- January 18th attended Florida Nonprofit Association workshop at Nonprofit Leadership Center with CEO Steve Knobl.

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- January 23rd attended Grantsmanship Workshop at Children's Board sponsored by Hillsborough County, City of Tampa, Community Foundation of Tampa Bay, THHI, and CBHC.
 - January 23rd attended Military Council for Educational Excellence at Tinker Elementary on MacDill AFB to share information about ELC services for families.

Family Services Team

- December 29th - Children's Board Family Resource Center – Plant City
- January 12th - Board of County Commissioners Head Start monthly senior case managers meeting.
- January 17th - Kinship Collaborative monthly meeting
- January 26th - Conducted a presentation/training about the Family Portal for Children's Board Family Resource Center – Brandon Family

ISSUE: Governance Committee Report

NARRATIVE:

The governance committee met on January 4th to discuss creating an interim or probationary evaluation instrument for the new CEO and an instrument for the Board to evaluate itself and possibly its members.

- The Governance Committee decided to **implement an interim evaluation of the CEO** that was prepared by Dr. Shawn Robinson. Minor modifications were made. (Attached is the interim evaluation of the CEO form).
- The Governance Committee decided to **implement a self-evaluation for Board members** that was prepared by Dr. Shawn Robinson. Minor modifications were made.
- The Governance Committee **rejected implementing peer evaluations** of individual Board members.
- The Governance Committee decided to set the **maximum number of Board members at 24.**

Interim Evaluation of the Early Learning Coalition of Hillsborough County CEO

Board Member _____ Date _____

Please provide an overall rating for the CEO from your perspective and answer the following questions as fully as you can.

1. Overall Rating to Date of the CEO (Circle the number corresponding to your rating)

<u>Excellent Performance (10-8)</u>			<u>Good Performance (7-5)</u>			<u>Poor Performance (4-1)</u>			
10	9	8	7	6	5	4	3	2	1

2. What has the CEO done well since becoming CEO?

3. What does the CEO need to focus his time and efforts on for the organization?

ISSUE: Legislative Affairs Committee Report

COMMITTEE MEETING SUMMARY

The Legislative Committee met January 24, 2017 at noon. Committee members attending (all by phone): Sandra Murman (Chair), Tracye Brown, and Scott Barrish. Kelley Parris was also on the call. ELC staff included Bobbi Davis and Kelley Minney.

Commissioner Murman called the meeting to order. There was no public comment.

The following was discussed:

- 2017 State ELC Legislative Priorities and our local ELC agreement with them requesting an increase of \$50/child for VPK, advocating local control on some issues with providers, and general education regarding ELC’s work with legislators.
- Update on CEO/staff meeting with Hillsborough Delegation and other elected officials. The meeting summary is attached.
- Preparation for Hillsborough Days on March 22nd at the Capitol. Comm. Murman and Scott Barrish will be attending. Chairman Patel will also be in attendance. Bobbi Davis and Steve Knobl will be bring the ELC materials for display. Bobbi Davis is scheduling individual meetings with delegation members while we are in Tallahassee. She will provide talking points for anyone who is able to join on visits. There is a reception that we will attend the evening of the 22nd at the Governor’s Mansion as well.

FOLLOW-UP

Since the January 24th meeting all Committee members were sent notice of the live broadcast of Prek-12 Appropriation Committee hearing at the Capitol on January 26. Rodney MacKinnon, the Office of Early Learning director presented current budget information and a summary of General Revenue budget cuts to the office that had been requested of all State departments. His presentation showed cuts in School Readiness that would potentially eliminate an addition 7,000+ children across the state. Local delegation members Rep. Jake Raburn and Rep. “Newt” Newton are members of the committee. Rep. Newton and other committee members advocated for no cuts to the early learning budget related to serving children. Gov. Scott’s office issued a press release on 1-31-17 advocating for a \$36.1 million increase to the OEL budget to add funding to both VPK and School Readiness.

All Legislative Delegation members have also been invited to the ELC Open House on February 28 to celebrate the site for the Institute for Early Childhood Professional.

SUMMARY OF LEGISLATIVE MEETINGS
January 31, 2017

LEGISLATOR	KEY COMMITTEE	MEETING	NOTES
Sen. Dana Young	Vice-chair Appropriations Sub-Committee on K-12 Education	12/21/2016	S. Knobl met with Sen. Young, good discussion and indicated support for ELC
Sen. Darryl Rouson	Appropriations Sub-Committee on K-12 Education, Education	TBA	B. Davis had discussion by phone with aide, will be meeting in January
Sen. Tom Lee	Appropriations Sub-Committee on K-12 Education	TBA	Working on finalizing a date
Sen. Bill Galvano	Education, Appropriations	TBA	Asked to meet after session at local office and will try to meet in Tallahassee on Hillsborough Day
Rep. Jake Raburn	Chair, PreK-12 Quality Subcommittee, Vice-chair PreK-12 Appropriations Subcommittee	3/1/17	Will meet Rep. Raburn at his Valrico office
Rep. Dan Raulerson		TBA	TBA
Rep. Ross Spano	PreK-12 Innovation Subcommittee	TBA	Working with aides to schedule meeting
Rep. Jackie Toledo		1/5/2017	S. Knobl met with Rep. Toledo, will follow up with additional materials
Rep. Sean Shaw		12/15/2016	S. Knobl met with Rep. Shaw, very interested in ELC information and willing to assist. Rep. Shaw will tour sites in his District with ELC.
Rep. Janet Cruz	House Minority Whip, Appropriations	TBA	Rep. Cruz has not responded to any inquiries.
Rep. Shawn Harrison		12/15/2016	B. Davis met with aides, support our efforts
Rep. James Grant			Has not responded to calls or emails
Rep. Wengay "Newt" Newton	PreK-12 Appropriations Subcommittee	1/29/2016	B. Davis met with Rep. Newton, very knowledgeable and supportive

ISSUE: **Service Delivery Committee Report**

The Service Delivery Committee represents a variety of perspectives – child care providers, child care licensing, Board Members, Hillsborough County Public School Staff and ELCHC staff. The task force meet four times between September 2016 and February 2017 to work on enforcement procedures for the School Readiness Contract.

The Statewide School Readiness (SR) Provider Contract (Contract) establishes the requirements providers must meet for delivery of the SR Program. The contract also establishes the Coalition's authority to enforce the provisions of the contract and grants the ability to take action for noncompliance.

To date, the Committee has discussed the following issues:

- Challenges faced by the Early Learning Coalition of Hillsborough (ELCHC) staff in enforcing the contract requirements and the need to have consistent policies in place to guide enforcement.
- Assistance the ELCHC staff provides to the provider community to help providers understand the terms and conditions of the contract and the responsibilities of both parties.

Initial recommendations from the Committee are as follows:

- Providing mandatory orientation sessions for provider prior to executing the contract. However, after consulting with the Office of Early Learning, orientation sessions cannot be mandatory.
- Translating the Statewide School Readiness Provider Contract into Spanish. However, per the Office of Early Learning, ELCHC cannot translate the contract.
- Developing contract enforcement actions that will be consistent (applied equally across all providers, transparent (easy to understand), reasonable (providers not excessively penalized, especially for violations that can be immediately corrected) and predictable (providers know what to expect when they do not comply with the terms and conditions of the School Readiness Contract).
- Developing an enforcement model based on a progressive structure of self-correction.

The Committee will present the enforcement actions to the Board attorney for review prior to presenting the enforcement plan to the Board in April.

ISSUE: Dashboard

School Readiness Waiting List
February 1, 2017

SR Waiting List	Infant	Toddler	2 Year Old	Preschool 3	Preschool 4	Preschool 5	School Ager	Total Children
BG8-ECON - Priority 3	337	583	526	478	398	129	97	2548
BG8-ECON - Priority 6	0	0	0	0	0	0	1087	1087
Totals	337	583	526	478	398	129	1184	3635

There are 3,635 School Readiness children on the Waiting List. There are 97 of the 1184 School Age children that have preschool siblings in care or on the Waiting List.

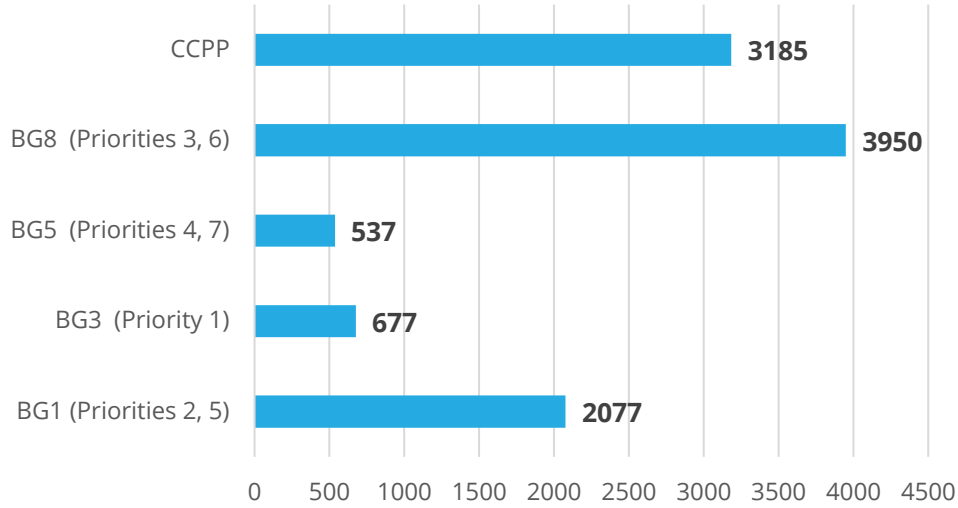
The Office of Early Learning Priorities for School Readiness Children on the Waiting List.

- **Priority 1** is given to children with families receiving TANF cash assistance (BG3 TANF) younger than 13 years old.
- **Priority 2** is given to Protective Service children (BG1 At-Risk) younger than 9 Years old.
- **Priority 3** is given to children with families Economically Disadvantaged (BG8) Children from birth to the beginning of the school year for Kindergarten have priority over their school age siblings, dependent on local revenues the coalition can fund the siblings of preschoolers.
- **Priority 4** is given to children of families no longer receiving TANF (BG5 – TCC) from birth to the beginning of the school year for Kindergarten.
- **Priority 5** is given to the protective services children (BG1 At-Risk) from 9 to younger than 13 years old.
- **Priority 6** is given to the children of families economically disadvantaged (BG8) in school with the priority of children with preschool siblings.
- **Priority 7** is given to the children of families no longer receiving TANF (BG5 – TCC) school age younger than 13
- **Priority 8** is given to the children with special needs not younger than 3.
- **Priority 9** is given to the children who is also enrolled concurrently in federal Head Start (HS) or the Voluntary Prekindergarten Education Program (VPK)

The Early Learning Coalition is serving 10,426 unduplicated active children in all School Readiness billing groups as of 2/2/2017.

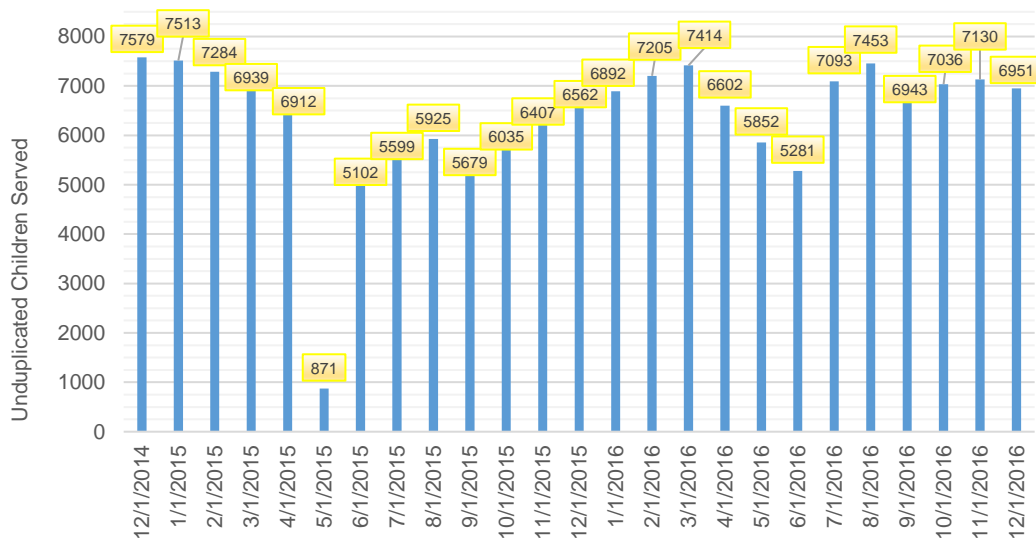
Active School Readiness Children

10,426 Unduplicated SR Children on 2/1/17



Economically Disadvantaged (BG8) children apply for the School Readiness on the Office of Early Learning's Family Portal. When children are placed off the School Readiness Waiting List they are placed into the BG8 Billing group. When there is match funding in the Child Care Purchasing Pool (CCPP), some BG8 children can be rolled out of BG8 funding to use up CCPP funding as shown here on 5/1/15.

Economically Disadvantaged (BG8) Unduplicated Children Served 2014 - 2016



The Early Learning Coalition has approved over 13,914 VPK Applications online in the Office of Early Learning Family Portal. As of 2/1/2017 there were 12,280 VPK applications approved for 16-17 funding year and 10,620 active VPK children enrolled. ELC has already received 1144 applications for 17-18 funding year and continuing to receive applications for 16-17 for School Year and for Summer 2017.

