



**BOARD OF DIRECTORS  
MEETING MINUTES  
July 28, 2016**

**Meeting:** Early Learning Coalition of Pasco and Hernando Counties, Inc.  
Board of Directors Meeting

**Day/Date/Time:** Thursday, July 28, 2016 at 8 a.m.

**Location:** Early Learning Coalition of Pasco and Hernando Counties, Inc.  
15506 County Line Road  
Spring Hill, FL 34610

**Board of Director Members Present:** Dr. Steve Kanakis, Chair; Cynthia Cook, Gus Guadagnino, Dr. Steve Knobl, Angela Porterfield, Diane Rowden, Sam Shrieves, Mary Beth Wehnes, Jessica Weightman

**Board of Director Members Present via Phone:** Pat McHugh, Dr. Lori Romano

**Board of Director Members Excused:** Dr. Amy Anderson, Florence Buono, Cathy Dofka, Beth Narverud

**Board Members Unexcused:** Josh Kelly

**Coalition Staff Present:** Carolyn Casler, Bev Doucet, Pattie Eacobacci, Jim Farrelly, Rachel Hardy, Jak Jakubauskas, Betsy Kier, Kelli Rodriguez, Audrey Stasko

**Guests Present:** Ms. Shahra Anderson, Senator Nelson's Regional Director; Ms. Jayne Goldstein, TodayCare Child Care Center at PHSC, Ms. Edna Lennox, Volunteer

**I. Welcome and Call to Order – Dr. Steve Kanakis, Chair**

Dr. Kanakis called the regularly scheduled meeting of the Early Learning Coalition of Pasco and Hernando Counties, Inc. Board of Directors to order at 8:05 a.m. The Pledge of Allegiance was recited followed by introductions.

**II. Action Items**

**• Adoption of Agenda**

Dr. Kanakis requested a motion to adopt the agenda. Ms. Porterfield so moved and Mr. Guadagnino seconded the motion. All were in favor with no abstentions and the motion carried. **(Action Item #1617-01)**

- **Approval of Minutes, April 28, 2016 Board Meeting**

Dr. Kanakis requested a motion to approve the minutes of the April 28, 2016 Board Meeting as presented. Ms. Porterfield so moved and Mr. Guadagnino seconded the motion. All were in favor with no abstentions and the motion carried. (**Action Item #1617-02**)

- **Treasurer's Report – Mr. Gus Guadagnino, Chair**

- A. Financial Statements – April - June, 2016**

Mr. Guadagnino requested that Ms. Hardy present the verbal explanation of the financial reports covering April through June. Ms. Hardy reported that all spending was well within the required minimums and maximums through the end of the fiscal year with Direct Services for School Readiness at 84.77% for the end of June. The deficit in Direct Services was averted with the initiated spending freeze.

VPK administrative spending for June was at 3.85% with an allowed maximum of 4%.

Ms. Hardy explained the School Readiness Direct Services budget had been overspent, but with the spending freeze in place, there is a remaining balance of approximately \$44,000. These funds will be utilized when the Coalition submits its 13<sup>th</sup> invoice to OEL with any final end of year invoices and any provider payment adjustments.

Ms. Hardy reported that a total of \$34,705 had been raised for Match.

Mr. Farrelly explained that state-wide, Coalitions are required to spend 78% on children; however, this Board has stressed its goal is children and nearly 85% of the Coalition's \$27 million budget is designated for children. With the addition of Quality spending, another 5.5% of the budget ensures that over 90% of the budget is utilized for children. Mr. Farrelly stressed that the budget for FY 2016-17 has budgeted even more dollars for children.

Dr. Kanakis requested a motion to approve the Financial Statements for April through June. Mr. Shrieves so moved and Dr. Knobl seconded the motion. All were in favor with no abstentions and the motion carried. (**Action Item #1617-03**)

### **III. Remarks from the Chair/Executive Committee Report – Dr. Steve Kanakis, Chair**

- **Honors to Retiring Board Member - Mr. Dave Meglay**

This item was tabled until Mr. Meglay's arrival.

- **Executive Committee Report**

Dr. Kanakis presented the action items the Executive Committee had acted on since the January Board meeting.

- **Executive Director Annual Evaluation**

Dr. Kanakis reported that Mr. Farrelly had received a very positive evaluation which was accepted at the Executive level.

- **Partnership, Brazelton Touchpoints Center**

Mr. Farrelly explained how Dr. T. Berry Brazelton founded the Brazelton Touchpoints Center as part of Harvard University and now part of Boston Hospital, and how Brazelton is a preeminent early learning consulting group. He explained that many individuals, including parents, still view child care as babysitting and not an early learning program. Parents are the major caregivers for children between the ages of 0-4 years, but the next most influential individual is the child care worker.

Mr. Farrelly explained that a “paradigm shift” or the way we think about education and early learning needs to occur. The Coalition needs to instill the importance of early learning in our community. Mr. Farrelly briefly explained how Mr. McHugh was introduced to Brazelton when he chaired a local United Way in Pennsylvania and how the changes made there more than ten (10) years ago are still in effect today.

Mr. Farrelly explained that a committee was formed consisting of Ms. Edna Lennox, Ms. Carolyn Casler, Ms. Audrey Stasko, Ms. Bev Doucet and Mr. Pat McHugh to discuss bringing Brazelton to our community. The Coalition and the Foundation for Early Learning expended funds to have a Brazelton consultant visit the Coalition for three (3) days.

He reported the Coalition is now ready to suggest “2017 and Beyond, Years of the Young Child in Pasco and Hernando.” The Coalition requires a partnership with Brazelton to begin implementation in January of 2017. An event is being planned for every month in 2017 to bring the community together and a kick-off will occur at the Conference in October. Brazelton has suggested community meetings and forums as well as parent trainings as part of the event planning.

The Coalition has allotted \$50,000 from this year’s budget for the first year of this project; however, projections show that first year costs will be approximately \$82,500. Mr. Farrelly suggests the balance come from donations made by partnering agencies as a “buy-in” from partners will be necessary.

Mr. Farrelly stated the Executive Committee has approved the Brazelton Partnership and the Coalition is now requesting approval from the Board for the “Years of the Young Child” proposal in concept and partnership with Brazelton Touchpoints Center in concept.

Mr. McHugh stated he can think of nothing more important over the next 10-15 years as early learning and changing the community’s mindset.

Mr. Guadagnino stated for the “paradigm shift” implementation - we will need to attract community stake holders with more of a push such as “it takes a village...” and every Board member needs to make a commitment of time to work with outside community partners.

Dr. Kanakis requested a motion to accept the partnership with Brazelton Touchpoints Center, as presented. Dr. Knobl so moved and Ms. Porterfield seconded the motion. All were in favor with no abstentions and the motion carried. **(Action Item #1617-04)**

- **Strategic Planning KPI Team Reports**

Parent Outreach & Education – As Ms. Dofka was unavailable, there was no report.

- **Update, Speaker's Bureau - Ms. Jayne Goldstein, Volunteer**

Mr. Farrelly introduced Ms. Goldstein and explained the Speaker's Bureau was created about a year ago. A number of volunteers were trained and several have been invited to speak at various clubs throughout the area.

Ms. Goldstein explained she volunteered because it was a good opportunity to discuss early childhood education. She found there is a misconception of what early learning is, explaining it is not babysitting, but ultimately creating successful adults.

Mr. Farrelly briefly described a reaction he received from a breakfast meeting he attended from a former Coalition Chairman of the Board.

#### **IV. Utilization Reports - Ms. Betsy Kier, Assistant Executive Director**

Ms. Kier reported that School Readiness ended the year in a deficit for Direct Services and the number of children served was down by 66 for the month of June. At the end of the fiscal year, 3,249 children had been served. When the numbers for July are available, in mid-August, those numbers will determine if the waitlist can be opened.

She reported that VPK showed an increase of 164 children in June with 145 children enrolled in the summer program. Currently, enrollments for the new VPK school year show that 2,325 children have enrolled, to date. Ms. Kier explained the different options parents have for enrolling their children.

Mr. Farrelly explained the Coalition had purchased a full page ad in the *Tampa Bay Times* to advertise the VPK program utilizing VPK Outreach and Awareness funds.

(Ms. Jessica Weightman arrived at 8:55 a.m.)

#### **V. Committee Updates:**

##### **A. Finance and Audit Committee – Mr. Gus Guadagnino, Chair**

- **Presentation/Ratification of Coalition Budget, 2016-17**

Mr. Farrelly explained the Finance and Executive Committees have approved the recently revised budget due to the addition of new funds for the Child Care Executive Partnership (CCEP) Grant. The \$27,339,015 budget reflects funds for School Readiness and VPK. It also reflects a new School Readiness Slot Contract grant in the amount of \$245,002 which will be used for specific providers in impacted areas as identified by the State. The

Performance Funding Project (PFP) has been renewed for another year for a total of \$40,950 and VPK Outreach and Awareness funds contain \$32,139.

Mr. Farrelly stated the CCEP grant was approved for \$591,396 and explained these funds are for those providers and community-based businesses who offer their employees, as a benefit, free child care services. These companies will be reimbursed up to 50% with these grant funds. Mr. Farrelly reported that he has met with a representative from the Hernando County Economic Development Council and will be meeting soon with Pasco's to discuss the impact of this grant.

Commissioner Rowden recommended that Mr. Farrelly also share this information with Mr. Steve Wilson of CareerSource.

Mr. Farrelly stated that 85.11% of the FY 2016-17 budget will be expended on Direct Services for School Readiness.

Dr. Kanakis requested a motion to approve the budget for FY 2016-17 as presented. Commissioner Rowden so moved and Ms. Porterfield seconded the motion. All were in favor with no abstentions and the motion carried. (**Action Item #1617-05**)

- **Ad Hoc Fundraising Committee Update - Dr. Steve Knobl**

Dr. Knobl updated the Board on the flyer to be included in a future mailing sent by the Pasco County Tax Collector's office. He announced that Mr. Jim Cook will open his private museum again and has requested ideas to attract more attendees. Dr. Knobl stated that Mr. McHugh is also working on a "Tap for a Cause" event at Marker 48.

Mr. Farrelly reported the Coalition has received an \$18,000 donation from the United Way of Pasco which will be used for match to remove children from the waitlist. A brief discussion followed on United Way's blackout dates for fundraising.

Mr. Farrelly explained that Mr. Cook has decided to call the open house "The Foundation for Early Learning Open House" and this year it will be a "CAR-Nival" themed event showcasing the history of transportation that led to cars. The Foundation is envisioning pony rides and a small train for the children, in addition to the open house.

Dr. Knobl explained the Coalition hosted a Spelling Bee in 2013 which was chaired by Dr. Bonnie Clark. A step-by-step manual was created and Mr. McHugh and his family have volunteered to assist with the food and Ms. Weightman's family has donated the use of their family farm located at the Suncoast and SR 52. Dr. Knobl stated he needs Board members to step up and assist the Committee so as not to add additional work to Coalition staff. Mr. Guadagnino suggested that once a date has been chosen, to send out a "Save the Date" piece as other community events may also be taking place on the same date.

Dr. Knobl stated the goal is to raise between \$10-15,000 as the last event raised about \$6,000. Mr. Guadagnino stated that if each Board member sponsored a team for \$1,000, \$18,000 could be raised just from team sponsorships.

## **VI. Executive Director Report – Mr. Jim Farrelly**

### **A. Coalition Update**

Mr. Farrelly introduced Ms. Kelli Rodriguez as the Coalition's new Compliance Coordinator and Ms. Carolyn Casler as the new Program Manager. He explained that with the new changes to eligibility that became effective as of July 1<sup>st</sup>, the Coalition has worked diligently to keep providers informed through emails and hosting three (3) community meetings last week.

On Saturday, October 15, 2016, the Coalition will host the 9<sup>th</sup> Annual Early Learning Conference, an international partnership with two (2) sister organizations in the United Kingdom. Mr. Ernest Hooper of the *Tampa Bay Times* will be the keynote speaker.

EDU-Care, a former Pasco County non-profit organization originally created to provide trainings for teachers has closed its doors. They have donated their leftover funds to the Coalition to be used for training. Approximately \$5,700 will be used for the Conference.

Mr. Farrelly reported the waitlist has nearly 1,900 children including mandated placements.

### **B. Foundation Update**

Mr. Farrelly reported the Foundation has received an anonymous donation of \$10,000 with \$9,000 being designated to School Readiness for income eligible children. Dr. Bonnie Clark, chair of the Foundation for Early Learning and a former Vice President at PHSC, has retired from the college as of June 30, 2016.

### **C. Sunshine Stars Update - Ms. Carolyn Casler**

Ms. Casler explained that all Sunshine Star providers are posted on the Coalition's website. There are twenty-eight (28) published centers, ten (10) of which are 5-star centers; fifteen (15) are 4-star and three (3) are 3-star centers. Ms. Casler reported that originally fifty-one (51) providers applied and thirty-one (31) will soon be flying banners with another seven (7) in the process. The other eight (8) centers will work on their Sunshine Stars accreditation next year while others found the process too time consuming or they did not qualify.

### **D. School Readiness and VPK Changes, FY 2017 - Ms. Betsy Kier**

No report presented.

### **E. New VPK Promotional Video**

Ms. Stasko reported that on Friday, August 3, 2016, the *Tampa Bay Times* will feature a guest column on Sunshine Stars. Ms. Porterfield announced that parents are calling Pasco County Schools for information about Sunshine Stars.

Ms. Stasko presented the fourth and final VPK video to the Board. She explained that a total of approximately \$2,000 has been spent on the videos which have received thousands

of page likes. The Coalition should see an increase in VPK enrollment with the presentation of the October reports.

### **VIII. Public Input**

Mr. Farrelly welcomed Ms. Shahra Anderson, Regional Director for Senator Bill Nelson. Ms. Anderson thanked the Coalition for its work with early education.

Ms. Stasko reported the Foundation's "CAR-Nival" will take place on Sunday, November 13, 2016.

At this time, Mr. Dave Meglay was presented with a plaque in recognition of his years of volunteer service on behalf of the Coalition. Dr. Kanakis thanked Mr. Meglay for being an exemplary Board member.

Commissioner Rowden announced that NAMI (National Alliance on Mental Illness) will be hosting a fund raiser on September 10, 2016.

### **IX. Adjournment**

Dr. Kanakis requested a motion to adjourn; Mr. Guadagnino so moved and this meeting of the Board of Directors of the Early Learning Coalition adjourned at 9:50 a.m. without further discussion.

Respectfully submitted by:

Ramute "Jak" Jakubauskas  
Administrative Assistant I