

**Early Learning Coalition of Pasco and Hernando Counties, Inc.**  
**Internal Operations Report**  
**September/October 2007**

**Voluntary Prekindergarten**

The Coalition processed a total of 145 VPK provider contracts for both Pasco and Hernando Counties for the 2007-2008 school year. The Coalition continues to add new providers as their paperwork is submitted.

As of October 17, 2007, enrollment for the fall program is 2,801 for Pasco County and 1,004 for Hernando County.

**Match**

For the Fiscal Year 2007-2008, the total Match is budgeted at \$342,733. Childhood Development Services will provide a report regarding their Match efforts.

At the direction of the Board during the last Board Meeting, Childhood Development Services appealed the United Way Match denial request for Match funding. On September 24, 2007, CDS staff, Steven Kanakis and Steve Davis attended this meeting with the appeals Board. It was decided that the United Way would not reconsider their decision and denied CDS' appeal.

The Coalition is still awaiting an award notice from the Board of County Commissioners for Hernando County.

**School Readiness**

The Coalition served 2,768 Pasco County children and 1,219 Hernando County School Readiness children during the month of September. These numbers represent an increase of 115 children in Pasco and 13 children in Hernando in comparison to the prior fiscal year. Historical numbers are available on the Florida Statewide Reporting System website.

A total of twenty-four Creative Curriculum Continuum (web-based pre/post testing) trainings have been completed in both counties. As the need arises in both counties, additional classes will be scheduled.

The Coalition finalized the distribution of computers purchased with Fiscal Year 2006-2007 Quality dollars for all contracted providers in both Pasco and Hernando counties. These computers are to be utilized in a School Readiness environment and/or for Creative Curriculum.

## **Financial**

Monthly fiscal reviews continue for all cost reimbursement invoices and expenditures remain with the approved financial limitations. The Statement of Financial Position for the month of June and August will be presented and distributed as part of the monthly Board packet.

## **General**

On September 28, 2007, an Early Learning Advisory Council (ELAC) meeting was held in Lake Buena Vista. During this meeting, Monesia Brown, AWI Director, reported that most likely there would be no cuts in the coalition's budget. She mentioned that AWI shifted funds from other revenue streams and slowed some programs such as \$1.7 for the Early Learning Information Systems (ELIS) program. Jim Cook, Vice-Chair, attended this meeting and will be presenting additional information during the ELAC report at the Board Meeting.

The Coalition has been informed of Maronda Homes closing their office within our building. The Coalition has requested to sublease this additional office space to accommodate all staff at our current office. Maronda Homes has been receptive to this option; however, the Coalition is awaiting a decision from the lessor. Further information will be discussed at the Board Meeting.

The Coalition will begin advertising for a new Mobile Outreach Specialist. This position will be posted on our website and published in the Pasco and Hernando sections of the St. Petersburg Times. During the absence of this position, staff continues to participate in community events throughout Pasco and Hernando Counties. Below are upcoming community events which the Coalition plans on attending:

- Fall Festival – Booth and finger painting Pasco/Hernando - 10/20/07
- The Parent Institute – Hernando - 10/23/07
- Harvest Your Resources Fair with Healthy Start – Pasco - 10/25/07
- Red Ribbon Celebration - Jerome Brown Center -Hernando - 10/27/07
- Early Learning Coalition - Literacy Night - Pasco/Hernando - 11/2/07
- Healthy Start community event – Jerome Brown Center – Hernando - 11/3/07
- Family Fun Day – Sims Park – Pasco -11/10/07

A representative from Governor Crist's Gubernatorial Appointments division contacted the Coalition to inform us that Susan Arnett, President of United Way, has been appointed to serve on the Coalition Board. An updated Board Membership list has been emailed to all Board Members.

On September 20, 2007 immediately following the Board Meeting, the Community Outreach and Awareness/Match Ad-Hoc Committee met to discuss the upcoming Coalition Literacy Event on November 2, 2007. The flier for this event was approved for publication and is currently being distributed throughout the community. Additional

copies will be available at the Board Meeting. The approval of activities, press release and door prizes were established during this meeting. Detailed minutes from this Committee meeting can be found on our website.

On September 24, 2007, the Executive Committee met to discuss the employment package to offer the top candidate for the position of Executive Director. Decisions were finalized regarding this candidate's compensation including benefits and relocation package. It was determined that Lisa, as Chairman of the Board, would be the one to negotiate salary and benefits with this candidate. More detailed information will be presented to the Board during the Executive Committee report. Minutes from this meeting can be found on our website.

On October 15, 2007, the Quality Committee met to review the current Quality Initiatives spending for Fiscal Year 2007-2008. Noreen St. Jean, Coalition's Quality Manager, presented a spending plan which outlined these initiatives in detail. In addition, the Committee discussed concerns regarding corrective action for providers that are not in compliance with School Readiness state statutes. The next Quality Committee meeting has been scheduled for November 9, 2007 at 9:00 a.m. at the Coalition office. More detailed information will be presented to the Board during the Quality Committee report. Minutes from this meeting are currently being completed and will be posted on our website.

On September 27, 2007 and September 28, 2007, members of the Agency for Workforce Innovation/Office of Early Learning ELIS Project Management team met with Coalition and CDS staff at Career Central in Spring Hill. This visit provided an overview of the State's School Readiness and VPK business processes. A visionary session followed discussing how the State would incorporate these processes into a web-based Early Learning Information System accessible to the Coalition, Central Agency, providers and community stakeholders. The targeted project completion date is 2010.