

**EARLY LEARNING COALITION OF PASCO
AND HERNANDO COUNTIES, INC.**

**Executive Director’s Report
January 18, 2007**

INTERNAL OPERATIONS

- Progress Report -

- Board Meeting Calendar (Action Item #0607-28) – A meeting survey instrument was emailed to all Board Members on August 29, 2006 to submit their availability to Coalition staff by noon on September 29, 2006. A total of eleven surveys were received (see results below). Based on these results, the third Wednesday of each month reflected a higher percentage of Board Member attendance.

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	8:00 a.m. (1) 9:00 a.m. (1) 5:00 p.m. (1) Any day/time (3) TOTAL: (6)	8:00 a.m. (1) Any day/time (3) TOTAL: (4)	8:30 a.m. (1) 9:00 a.m. (1) Any day/time (3) TOTAL: (5)	8:30 a.m. (1) 9:00 a.m. (2) Any day/time (3) TOTAL: (6)	8:30 a.m. (1) 9:00 a.m. (1) Any day/time (3) TOTAL: (5)
Week 2	9:00 a.m. (1) Any day/time (3) TOTAL: (4)	8:30 a.m. (1) 9:00 a.m. (1) Any day/time (3) TOTAL: (5)	8:30 a.m. (1) 9:00 a.m. (1) Any day/time (3) TOTAL: (5)	8:30 a.m. (1) 9:00 a.m. (2) Any day/time (2) TOTAL: (5)	8:30 a.m. (1) 9:00 a.m. (1) Any day/time (3) TOTAL: (5)
Week 3	9:00 a.m. (1) Any day/time (3) TOTAL: (4)	8:30 a.m. (1) Any day/time (3) TOTAL: (4)	7:30 a.m. (1) 8:30 a.m. (2) 9:00 a.m. (1) Any day/time (3) TOTAL: (7)	8:30 a.m. (1) 9:00 a.m. (2) Any day/time (3) TOTAL: (6)	8:30 a.m. (1) 9:00 a.m. (1) Any day/time (3) TOTAL: (5)
Week 4	9:00 a.m. (1) Any day/time (3) TOTAL: (4)	7:30 a.m. (1) 9:00 a.m. (1) Any day/time (3) TOTAL: (5)	8:30 a.m. (1) 9:00 a.m. (1) Any day/time (3) TOTAL: (5)	8:30 a.m. (1) 9:00 a.m. (1) Any day/time (3) TOTAL: (5)	8:30 a.m. (1) 9:00 a.m. (1) Any day/time (3) TOTAL: (5)

- Association of Early Learning Coalitions – The AELC is an organization of early childhood education professionals and colleagues dedicated to provide high quality services to Florida’s youngest children and their families. Costs to continue this membership is \$2,400 minus in-kind provided. (See the Association Position Paper regarding benefits below.)

**The Association of Early Learning Coalitions
*Providing Leadership to Florida’s Early Learning Community***

The Association of Early Learning Coalitions (AELC) is an organization of early childhood education professionals and colleagues dedicated exclusively to providing high-quality services to Florida’s youngest children and their families. Having its roots in the 1999 School Readiness Act and the 2005 Voluntary Pre-Kindergarten Education Program, both enacted by the Florida Legislature, the AELC links Early Learning Coalitions together to build and support these comprehensive childhood education programs.

AELC members are working together...

- To build a Florida early care and education system for children, birth-to-five, that seamlessly joins together our community-based organizations, child care providers, Head Start, and voluntary pre-kindergarten programs.
- To advocate for investment in quality early care and education by informing policy makers and the public about the benefits of early education to children, to their families, and to society.
- To share and promote planning, coordination, and implementation strategies that strengthens early care and education.
- To support a Quality Rating System that improves the quality of care for all Florida children, provides parents with identifiable standards of quality, and encourages child care providers to increase their level of quality.
- To champion the opportunity for tiered reimbursement recognizing a program's achievement of accreditation, staff credentialing, continued training, enhanced learning environments, parent involvement, and program evaluation.
- To provide on-going input on policies, procedures, and best practices to the Agency for Workforce Innovation - Office of Early Learning to foster communication, coordination, and a strong connection between the agency and local coalitions.
- To create new programs that enhance school readiness and that broaden the vision of school readiness to include "family readiness."

The Association of Early Learning Coalitions believes that an investment in children's early education is an investment in Florida's future. By building together, we increase the return on this investment to the benefit of the children and families we serve.

On-going advantages of AELC membership include...

- Advice and guidance on provision of services and best practices for educators, practitioners, and parents with young children from birth to five years old.
- Access to the knowledge and experience of early childhood education experts, financial professionals, and solution-oriented leaders.
- A collective and strong voice that empowers organized response to early learning issues.
- Up-to-the-minute updates on legislative and regulatory matters.
- Advocacy and support to local boards for making local decisions.
- Open collaboration between coalitions to share policies, procedures, and practices.
- Dissemination of relevant information, research, and resources to enrich program quality.
- Assistance with monitoring and auditing processes.
- Significant cost-saving benefits through combined development, production, and use of:
 - Outreach and awareness materials
 - Marketing and public relations brochures
 - Joint advertisements of employment opportunities within coalitions
- Economy-of-scale cost benefits for activities such as:
 - Acquisition of legal opinions
 - Collection of data
 - Information sharing
 - Research
- An AELC Annual Report measuring the financial, intellectual, and operational performance of the Association.

- The Agency for Workforce Innovation/OEL released their proposed rulemaking for both the Voluntary Prekindergarten Improvement Process and the School Readiness Health and Safety Standards and Enforcement (see attached documents).
 - On December 16, 2006, an e-mail was sent to all Board Members regarding the Coalition's response to issues that were sent to the Governor. A total of 138 children were served under BG1, BG3, BG3R, BG3T, BG3W, BG5, BG5T and BG8 which are our current eligibility categories. The Pasco County School District received \$274,664 for subsidized care and \$84,201 for parent co-payments. In addition, the Pasco County School District served 189 children. They received \$437,427.70 for subsidized care and \$132,925 for parent co-payments under BG8NW, BG8OP and CF which are no longer eligible categories. The Pasco County School District received a total of \$712,091.70 for subsidized care and a total of \$217,126 for parent co-payments. The Pasco County School District also received \$256,254 two enhance quality services (i.e., health and social services, etc.)
 - As discussed at the last Board Meeting, it was noted that a facilitator should be contacted to conduct a workshop on promoting Board Member cohesiveness. Janie Sailors of T/TAS has referred Gail Elleby from Western Kentucky University to facilitate this workshop on January 31, 2007.
 - On December 8, 2006 an Early Learning Association of Chairs (ELAC) meeting was held in Orlando. This meeting discussed a Board Self Assessment tool. Jim Cook will be presenting this item.
 - We have received copies of the Florida Kindergarten Readiness Screener (FLKRS) outcomes by school district. This report determines the readiness of children entering kindergarten for the first time. Copies will be available at the Board Meeting. The Department of Education will be compiling these scores based on childcare providers by March 2007.
- **Committees** -
- Under our new governance structure, it is required that the Board of Directors establish the following committees: Nominating Committee, Finance Committee, Quality Committee and Program Committee (refer to the sign-up sheet to be distributed during the Board Meeting).
 - Since the departure of our Vice Chair, the Board of Directors shall form a Nominating Committee to fill this position and present their recommendation to the Board.
- **Outreach** -
- The Coalition continues to be in collaboration with the Children's Forum on updating and redesigning the Coalition's website.

- Coalition staff distributed a Provider Satisfaction Survey to evaluate services that have been provided. A total of 15 responses were received from Hernando providers and a total of 48 responses were received from Pasco providers. Providers in both counties rated CDS services high. One of the comments noted that bilingual trainings need to be offered. Providers in both counties would like more parent specialists to provide more daycare referrals (further outreach efforts). Procedures will be implemented to improve the quality of services.
- **Financial Update –**
 - Purvis Gray and Company completed our single audit on December 21, 2006 for the 2005-2006 Fiscal Year. No audit findings were disclosed. A representative will be presenting the final report to the Board at the February or March Board Meeting.
 - In March, the Office of Early Learning will begin the monitoring of the current Fiscal Year year-to-date financial data.
 - The Coalition had received information that we would receive a 5% administrative fee which includes monitoring and enrollment costs on all children enrolled in the program when we actually received a 5% administrative fee based on the reimbursement amounts paid to providers. This difference is significant because the Coalition incurs a high upfront cost to register and enroll children. If children leave the program prior to the completion of 540 hours, the Coalition realizes a loss because reimbursements are terminated to providers as are the 5% administrative, monitoring and enrollment fees to the Coalition (prior to the reimbursement of all expenses already incurred)

On January 5, 2007, John Druzbeck represented the Coalition during the Hernando County Legislative Delegates Meeting. On January 6, 2007, Linda Foy represented the Coalition during the Pasco County Legislative Delegates Meeting. Both representatives addressed the administrative fees during this meeting.

MONTHLY REPORTS

DECEMBER VOLUNTARY PREKINDERGARTEN AND SCHOOL READINESS MONTHLY REPORT

Special Activity Report

Date	Reason for Activity	Training / Conference Outcome
12/2/2006	Holiday Display	Community Awareness
12/11/2006	Shining Stars Luncheon	Community Awareness
12/11/2006	Holiday Card Display	Community Awareness
12/14/2006	PHELC Ribbon Cutting / Open House	Community Awareness
12/16/2006	Salvation Army Volunteer	Community Involvement
12/19/2006	Bedtime Stories with provider	Parent Involvement/Outreach
12/20/2006	VPK Provider/ Parent Sign Up	Technical Assistance

Training Report

Date	Training Title	Parents	Community	Providers	# of Children 0-5	# of Children 0-12	Training Type
12/6/2006	Active Parenting - Spanish	3	1		3		Parent
12/7/2006	Active Parenting	2			1		Parent
12/9/2006	VPK Standards Training			42	754	68	VPK
12/21/2006	Active Parenting - Spanish	1			1		Parent
12/28/2006	Active Parenting	2			2		Parent

Meeting Report

Date	Type		Parent	Community	Provider
12/4/2006	Staff Meeting	Updates/ Information			
12/4/2006	DOE Meeting	Informational / Update			
12/5/2006	Family Child Care Association	Updates/ Information			X
12/5/2006	DOE Conference Call	Training/Conference Outcomes			
12/6/2006	Summer VPK Meeting	VPK Training & Updates		X	X
12/7/2006	Committee meeting	Event Planning		X	
12/7/2006	Provider Meeting	VPK information/updates			X
12/7/2006	Health & Safety Fair	Event Planning		X	
12/11/2006	Training Calendar Meeting	Updates		X	
12/12/2006	Healthy Family's mom Club	Updates		X	
12/12/2006	DOE Conference Call	Training/Conference Outcomes			
12/13/2006	VPK Conference Call	Informational / Update			
12/14/2006	PHELC Board Meeting	Updates			
12/15/2006	Pasco County School Board Meeting	Updates			
12/18/2006	Staff Meeting	Informational / Update			
12/18/2006	TATS	Training/ Technical Assistance			
12/19/2006	DOE Conference Call	Informational / Update			

VPK REPORT

Site Visits	Technical Assistance Request	# of VPK Children
20	5	402

INCLUSION / PEEP

Providers Served	Children Served	Site Visits	Referrals to Other Sources
18	20	22	7

CONTACT REPORT

TYPE	PARENT	COMMUNITY	PROVIDER	# Children 0-5	# Children 5-12
Telephone	35	60	187	4337	729
Correspondence	10		88	2713	390
Site Visits	5		16	71	
Newsletters			46		
Technical Assistance			16		
Referrals		2			

**CENTRAL AGENCY MONTHLY REPORT
(OCTOBER/NOVEMBER)**

	October			November		
	PASCO	HERNANDO	COMBINED	PASCO	HERNANDO	COMBINED
CHILDREN						
UNDUPLICATED CHILDREN SERVED	2717	1208	3925	2699	1178	3877
CHILDREN REMOVED FROM WAIT LIST	9	21	30	50	21	71
CHILDREN ON WAIT LIST	310	185	495	386	230	616
# TERMED-INELIGIBILITY ISSUES	273	24	297	173	36	209
VPK CHILDREN SERVED	2211	906	3117	2357	918	3275
PROVIDERS						
#OF VPK PROVIDERS	90	36	126	90	36	126
# OF VPK CLASSROOMS	173	182	355	175	180	355
# NEW CENTERS	1	1	2		0	0
Contracted		58	58		58	58
Vouchered	1	8	9		8	8
Informal			0			
# NEW FAMILY HOMES	1	1	2		1	0
Contracted		18	18		18	18
Vouchered	1	0	1		0	0
Informal			0		1	1
# of GOLD SEAL FACILITIES	27	7	34	27	7	34
TECHNICAL ASSISTANCE						
CLIENTS	138	31	169	93	5	98
PROVIDERS	21	43	64	22	6	28
COMMUNITY REFERRALS	21	11	32	10	15	25
MONITORS						
SCHOOL READINESS ATTENDANCE		2	2	24	7	31
Pass		2	2	22	6	
Fail						
VPK ATTENDANCE						
Pass						
Fail						
PROGRAM ASSESSMENT		1	1			
Score						
SCREENINGS						
AGES & STAGES		166	166	24	50	74
DENVER / BRIGANCE		10	10		8	8
LEVEL II REFERRALS	8	2	10	6	2	8
TRAININGS	7					

	October			November		
	PASCO	HERNANDO	COMBINED	PASCO	HERNANDO	COMBINED
CURRICULUM	1	3	4	3	3	6
Attendance	9	72	81	95	104	199
VPK						
Attendance						
EARL LITERACY						
Attendance						
INCLUSION						
Attendance						
PARENT INVOLVEMENT			0			
Attendance			0			
OTHER*	2		2			
Attendance	65					
ASSESSMENTS						
PRE TESTING						
POST TESTING						
QUALITY						
Initial Assessments			0			
Classroom Observations			0	3	1	4
Technical Assistance			0	14	17	31
SAFETY NET (PASCO ONLY)						
Children served	32		32	33		33

CURRENT BUDGET STATUS

- Monthly Statement of Financials – October (Action Item #0607-29)
- Monthly Statement of Financials – November (Action Item #0607-30)

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