



PROGRAM COMMITTEE MEETING MINUTES
February 20, 2013 at 8:30 a.m.
15506 County Line Road, Suite 102
Spring Hill, FL 34610

Committee Members Present: Jayne Goldstein, Chair; Dawn Harvey

Committee Members Attending Via Phone: Marsha Carpenter, Jean Rags

Committee Members Excused: Ann-Gayl Ellis, Angela Porterfield

Staff Present: Kim Borrego, Bev Doucet, Jim Farrelly, Jak Jakubauskas

Guests Present: None

I. Welcome and Call to Order - Ms. Jayne Goldstein, Chair

Ms. Goldstein called the Program Committee to order at 8:32 a.m.

II. Review/Adoption of Draft Minutes from January 16, 2013 Meeting

Ms. Goldstein requested a motion to approve the minutes from the January 16, 2013 meeting as presented. Ms. Harvey so moved and Ms. Rags seconded the motion. All were in favor with no abstentions and the motion carried.

III. Discussion, Centers Below and Above Monitoring Standards

Ms. Borrego explained that several centers are still being monitored, but have been removed from this list. She reviewed the following centers:

LBE: Ms. Borrego explained this provider has not met the minimum requirements on the last two (2) assessments and there is still no evidence a curriculum is being utilized even though the provider did request additional time for training. The Curriculum Specialist has visited and has reported no changes. A letter was sent to the provider to arrange a meeting with Ms. Borrego and Mr. Farrelly regarding their breach of contract.

Ms. Rags inquired about the health and safety concerns that have been noted. Ms. Borrego explained this is a family child care home in Pasco County and an unidentified person was observed in the home without having completed a background check. A background check was done; the individual did have a record and has since been removed from the home. Also, feces have been found on the playground and a 2-3 month old infant was observed in a swing, with no restraints and no teacher in the area. Ms. Rags inquired if these health and safety issues are in violation of the contract. Ms. Borrego explained that was not the case; it is up to DCF as health and safety are within their jurisdiction. Ms. Carpenter inquired if there had been any follow up from licensing. Ms. Borrego stated that to her knowledge DCF had followed up, but no fines have been assessed.

Mr. Farrelly stated there is high probability that the termination of this provider's contract will come up at the March Program Committee meeting based on their lack of curriculum. Ms. Borrego explained the Coalition offers providers fourteen (14) different curricula to choose from, if the one they are currently using is not meeting objectives.

Ms. Goldstein inquired about the feces and if there was evidence of an animal in the vicinity of the children. Ms. Borrego stated the provider did have a pig, but that has been removed. The provider may now have a dog, but it was not present with the children.

FKLC – this provider met the minimum requirements on the follow up visit.

Ms. Borrego explained the next four (4) providers did not meet minimum requirements as required. The Coalition has received a letter from GIMS LC that they will be closing as of Friday, February 22, 2013.

On the positive side, Ms. Borrego stated that thirteen (13) providers were assessed who achieved a score of 88% or higher. She explained that no CLASS assessments were conducted as the Provider Specialists are now in the Technical Assistance stage, but the assessment numbers will rise again with the start of the final assessment.

IV. Update, CLASS Assessments

Ms. Borrego explained the first round of assessments in which forty (40) preschool classrooms were observed, have been completed. This represents 25% of the total as approved by this Committee. She referred the Committee to the CLASS Scores chart which represents the first phase scores. She explained CLASS stands for Classroom Assessment Scoring System and Provider Specialists observe a classroom for twenty (20) minutes, take notes for ten (10) minutes and observe again for a total of four (4) observations, the classroom is then scored. Ms. Borrego stated this observation looks solely at the interaction of the teacher with the children and has three (3) main criteria. The national average has also been posted on the chart which shows the struggle teachers are having with the instructional support component which includes asking open-ended questions of the children.

Ms. Borrego also explained the bottom of the page lists the domains of what specifics the Provider Specialists are observing. She explained this was an exploratory pilot exercise for the Coalition and once the second round of assessments has been completed, the Coalition will be able to see if the provider has improved. A new report will be generated during the summer.

Ms. Borrego responded to inquiries from Ms. Rags stating that after the initial CLASS assessment, the Provider Specialists will be working one-on-one with the provider offering technical assistance, information and feedback. Additionally, the information from the assessment is not posted on the Coalition's website because parents may not understand what the scores actually mean. It would require a great deal of explanation/verbiage on the website to explain the scores as compared to the national averages.

Mr. Farrelly stated the CLASS assessment program will have to be discussed further as it is very expensive to maintain and very time consuming to utilize. Ms. Borrego will compile the

details and provide them to the Committee in the spring. He explained this pilot assessed a small group of children and the Coalition would require an additional 11-12 staff members to implement the program for all classrooms. Additionally, not all assessments have been developed, as of yet, for all ages.

Ms. Rags inquired if all Coalitions are implementing the CLASS assessment. Mr. Farrelly stated no, that it was voluntary. Ms. Borrego explained this Coalition has taken the lead with the assessments with about a third not using it; a third not sure yet if they will implement and the remaining Coalitions are just beginning to utilize it. Ms. Borrego stated an assessment for the toddler age group will be available shortly and that she would have additional recommends in May.

Ms. Rags commented this would be an ideal project to seek out funding from foundations and private grants who offer funds for new technology and child development.

V. Update, VPK Readiness Rates

Ms. Borrego explained the minimum score has been set and finalized at 70, the same as last year. The chart shows a 3-year comparison of LPP/POPs with a complete list of centers that have appeared as low performing during this 3-year period. Only one (1) center has been on the list for a third year. This center will have to submit a Good Cause Exemption to the state for approval in order to offer VPK again next year. A full report will be presented at the March Board meeting.

VI. Discussion, VPK Outreach & Awareness

Mr. Farrelly explained a discussion is necessary on how to spend the Outreach & Awareness funds of approximately \$16,000. Last year, the Coalition purchased billboard space, a direct mail postcard and a newspaper insert. The Coalition has kept track of registrants through a parent survey and the overwhelming response has been that parents have learned about VPK through “word of mouth.” Ms. Borrego stated the parent survey has shown that 163 parents learned of VPK through the newspaper insert, 174 from the postcard mailing and 2,400 from friends/family/word of mouth.

Mr. Farrelly stated that VPK enrollment has increased by 15% since 2008, but with the VPK administrative budget set at a maximum of 4%, the Coalition has a difficult time trying to stay within this budget. Mr. Farrelly is requesting that all or most of the \$16,000 be transitioned into the administrative budget, which is allowable. He explained that only four (4) staff members spend a small portion of their time doing VPK assessments.

Ms. Rags stated that the cost of newspaper advertising and direct mail has increased and supports continuing “word of mouth” through increased social media awareness. Mr. Farrelly explained the Coalition has an active Facebook page, tweets and posts a great deal of information on the website. Additionally, the Mobile Outreach Vans participate at a large number of community events where VPK information is available and parent questions are addressed.

Ms. Goldstein agreed and explained that she has seen firsthand how Coalition staff participates at events such as the upcoming Storybook Forest where children can be enrolled in VPK. Also, many providers share VPK information with their parents.

Ms. Rags moved to allow the transition of the VPK Outreach & Awareness funds into the VPK administrative budget; Ms. Harvey seconded the motion. All were in favor with no abstentions and the motion carried.

Mr. Farrelly explained that an email has been sent to all providers announcing the new contract for July 1, 2013 will soon be available and sent out to providers in March. He also requested Committee members pay attention to what is happening at the federal level as the upcoming sequester may impact the Coalition by a reduction of 7.62% of the monthly budget or \$85,000 monthly. This means up to 280 children could be impacted. He explained that if the sequester occurs, the Coalition has plans to deal with the cuts internally, but it will still impact the children.

Ms. Borrego stated the Coalition is gearing up for mandatory VPK meetings. The four (4) VPK Provider Specialists will set up one-on-one meetings with each provider. As the Coalition contracts with approximately 160 VPK providers, each specialist will work with 35-40 providers by reviewing the contracts directly with the provider and making any required corrections to the paperwork immediately rather than waiting to have it resubmitted.

Ms. Rags informed Mr. Farrelly that she had emailed him a link containing a number of social media networks. Mr. Farrelly forwarded this link to Ms. Nelson, Communications Specialist.

VII. Public Input

None.

VIII. Next Meeting Date – March 20, 2013 at 8:30 a.m.

The next Program Committee meeting has been scheduled for Wednesday, March 20, 2013 at 8:30 a.m.

IX. Adjournment

Ms. Goldstein adjourned the Program Committee at 9:17 a.m. without further discussion.

Respectfully submitted by,

Ramute “Jak” Jakubauskas,
Administrative Assistant