



PROGRAM COMMITTEE MEETING MINUTES
Wednesday, September 10, 2014, 8:30 a.m.
15506 County Line Road, Suite 103
Spring Hill, FL 34610

Committee Members Present: Angela Porterfield, Chair; Jean Rags

Committee Members Present via Phone: Josh Kelly

Committee Members Excused: None

Committee Members Unexcused: Marsha Carpenter, Diane Rowden

Coalition Staff Present: Kim Borrego, Jak Jakubauskas, Betsy Kier

Others Present: None

I. Welcome and Call to Order

Ms. Porterfield called the Program Committee to order at 8:36 a.m. and welcomed Committee members. Introductions were made.

II. Review/Adoption of Draft Minutes from July 16, 2014

Ms. Porterfield requested a motion to approve the minutes from the July 16, 2014 meeting. Ms. Rags so moved and Mr. Kelly seconded the motion. All were in favor with no abstentions and the motion carried.

III. Discussion, Centers Below and Above Monitoring Standards

Ms. Borrego reported on the following assessments:

- Stepping Stones Preschool – follow up showed evidence of curriculum use; minimum requirements met;
- FL Hospital Zephyrhills – minimum requirements met;
- ZFN – minimum requirements met;
- Dragonflies & Fairytales – minimum requirements met;
- Early Achievers Academy – minimum requirements met;
- La Petite Academy 54 – minimum requirements met;
- Sunshine Kids Academy – minimum requirements met;
- Creative Steps Preschool – minimum requirements met;
- Beacon Community – toddler room closed; minimum requirements met;
- All About Me – CAP due 9/16/14.

Ms. Borrego stated that assessments for the new fiscal year have begun with nine (9) centers scoring 88% or higher.

A brief discussion followed on how soon or how frequently a Provider Specialist would follow up and/or provide technical assistance to those centers that are or have recently been under a CAP for lack of curriculum to ensure the continued use of a curriculum. Ms. Borrego explained there is no set timeframe, but Provider Specialists do stop into centers as they are in the area.

Ms. Rags inquired if providers under a CAP are being encouraged to attend the conference. Ms. Borrego explained that all providers are being contacted regarding the conference, but this list will be shared with Ms. Doucet who is contacting providers.

IV. Summary, 2013-2014 Assessments

Ms. Borrego distributed the (attached) School Readiness Assessment History graph explaining the numbers represent the 184 School Readiness providers who were assessed during FY 2013-14.

Ms. Borrego also distributed the (attached) School Readiness Assessments – 3-Year Historical Comparison.

She explained the CLASS scores are being prepared and, to date, steady growth in assessment scores has been seen in some of the centers that have retained the same teachers.

V. Update, Progress on QRIS Development

Ms. Borrego explained the Steering Committee continues to meet. The last meeting was held at Rasmussen College where providers from other Coalitions, who are currently utilizing QRIS, were invited to provide feedback. She reported that a “tool” is currently in draft form and the Steering Committee will meet next week to review this draft. Ms. Borrego explained the target date to present the tool for first review to the Board will be in the spring.

She explained QRIS is very involved and the Steering Committee is working to make the tool as user-friendly as possible to encourage providers to use it. A VIP round-table discussion on QRIS will be held at the Early Learning Conference on October 25, 2014.

VI. Public Input

Ms. Borrego explained the early bird registration fee of \$25 for the annual Conference has been extended to September 17, 2014 and the Conference currently has approximately 500 registered attendees.

Ms. Jakubauskas distributed a flyer on Cook's Annual Antique Car Museum Tour scheduled for Sunday, October 19, 2014 and encouraged committee members to participate and share the flyer with family and friends.

VII. Next Meeting Date – November 12, 2014 at 8:30 a.m.

The next Program Committee meeting is scheduled for Wednesday, November 12, 2014 at 8:30 a.m. Ms. Rags stated she would not be available for this meeting.

VIII. Adjournment

Ms. Porterfield requested a motion to adjourn; Ms. Rags so moved and Mr. Kelly seconded the motion. This meeting of the Program Committee was adjourned at 8:55 a.m. without further discussion.

Respectfully submitted by,

Ramute "Jak" Jakubauskas
Administrative Assistant