



PROGRAM COMMITTEE MEETING MINUTES
June 8, 2011 at 8:30 a.m.
15506 County Line Road, Suite 102
Spring Hill, FL 34610

Committee Members Present: Jayne Goldstein, Chair; Ann-Gayl Ellis, Dawn Haas

Committee Members Attending Via Phone: Mary Beth Wehnes

Committee Members Excused: Angela Porterfield

Staff Present: Kim Borrego, 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 8:35 a.m.

Ms. Goldstein requested a motion to adopt the draft minutes from the May 18, 2011 meeting as written. Ms. Ellis so moved and Ms. Haas seconded the motion.

II. Discussion, Centers Below and Above Monitoring Standards

AH: Currently has one (1) enrollment; a short site visit was made by staff and the CAP will continue with a follow up within thirty (30) days.

LHCA: Follow up is scheduled for this week.

SNS-L: Follow up is scheduled for this week.

LEP: Minimum requirement was met.

ABF: Minimum requirement was met.

LPC: Curriculum was selected and provider received Curriculum Specialist TA; follow up is scheduled for next week.

SS: Received Training and Curriculum Specialist TA; follow up is scheduled for next week.

LP54: Received Training Specialist TA and is in the process of submitting paperwork to the Coalition to have their corporate curriculum reviewed for possible adoption.

WW: CAP received and approved; Training and Curriculum Specialist TA has been requested; follow up due after June 23rd.

LF: Initial assessment conducted, minimum was not met. Additionally, the provider is not using a Coalition approved curriculum. Curriculum and Training Specialist TA has been requested; follow up will be done after July 1st.

CAL: Initial assessment conducted, minimum was not met. Additionally, the provider is not using a Coalition approved curriculum. Curriculum and Training Specialist TA has been requested, follow up will be done after June 27th.

LW: Initial assessment conducted, minimum was not met. Training Specialist TA has been requested; follow up will be done after June 8th.

FP-NPR: Initial assessment conducted; minimum was not met in several classrooms, but the center passed overall. CAP is due today for the classrooms.

FH-Z: Initial assessment conducted; minimum was not met. Additionally, the provider is not using a Coalition approved curriculum. The CAP was due on Monday, but the Coalition has not received it as of this morning. This provider may choose to submit a curriculum to the Coalition for review and adoption.

LP52: Initial assessment conducted; minimum was not met. Additionally the provider is not using a Coalition approved curriculum. Both LP52 and LP54 will be submitting paperwork to the Coalition to review their corporate curriculum for possible adoption.

Ms. Borrego explained the curriculum process for Ms. Ellis' benefit.

Ms. Borrego reported that six (6) providers had scored 90% or above in May. She reported that very few providers remain to be assessed as the fiscal year draws to a close. Mr. Farrelly stated that the Coalition contracts with approximately 350 providers who are assessed annually. The Coalition currently has three (3) Provider Specialists who perform the assessments, but going into the new fiscal year there will only be two (2) Specialists. This is a complex process which has been initiated by the Coalition over the last two (2) years. Previously, assessments were conducted by a contractor who passed everyone. With higher standards now in place, the Coalition has terminated SR Provider Payment Agreements.

III. Revision (Third Reading), School Readiness Provider Monitoring

Ms. Borrego distributed the (attached) pages and stated there had been no changes to the policy. She explained that the Committee had discussed how the scoring would affect the

overall outcomes for the higher scoring providers. A total of six (6) scenarios had been created using after school programs, large and small centers, as well as, family child care homes and large family child care homes. The creation of a new assessment document will not be necessary.

Ms. Borrego stated that Ms. Kier, as Contract Manager, has reviewed the proposed changes and the Coalition can proceed to implement them for next fiscal year.

Ms. Goldstein stated she believes the focus should be on the lower scoring providers to get their assessment scores higher. But, she also believes this will be a good incentive for the higher scoring providers as an additional “perk.”

Ms. Goldstein requested a motion to approve the School Readiness Monitoring Procedure as presented. Ms. Ellis so moved and Ms. Haas seconded the motion.

IV. Next Meeting Date – July 20, 2011 at 8:30 a.m.

The next Program Committee meeting will be held on Wednesday, July 20, 2011 at 8:30 a.m.

V. Public Input

None.

VI. Adjournment

Ms. Goldstein adjourned the Program Committee at 9:01 a.m. with no further discussion.

Respectfully submitted by,

Ramute “Jak” Jakubauskas,
Administrative Assistant