



QUALITY COMMITTEE MEETING MINUTES
Tuesday, February 11, 2014 at 4 p.m.
15506 County Line Road, Suite 103
Spring Hill, FL 34610

Committee Members Present: Beth Narverud, Toni Watkins

Committee Members Present via Phone: Joe Mascaro, Chair, Heidi Rand

Committee Members Excused: None

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

Others Present: None

I. Welcome and Call to Order: Mr. Joe Mascaro, Chair

Mr. Mascaro called the Quality Committee to order at 4:07 p.m.

II. Review and Adoption of Draft Minutes from January 14, 2014 Meeting

Mr. Mascaro requested a motion to approve the minutes from the January 14, 2014 meeting. Ms. Rand so moved and Ms. Watkins seconded the motion. All were in favor with no abstentions and the motion carried.

III. Approval, Incentives, FY 2013-14

Ms. Doucet explained incentives in the amount of \$14,960.19 are being presented for approval. She explained there were no major discrepancies, however, a provider did submit for a non-approved item and another provider did not add their receipts properly. She also explained that Bright Beginnings has several programs and locations and not to consider the applications submitted as duplicates.

Ms. Rand moved to approve the incentives as presented and Ms. Watkins seconded the motion. All were in favor with no abstentions and the motion carried.

IV. Review, Budget FY 2013-14

Ms. Doucet explained the Quality Budget was currently expended by 23% and explained that staff have been encouraged to purchase certain materials. She reported that more incentive applications are being submitted by providers.

At this time, (4:12 p.m.), Ms. Narverud arrived and Mr. Farrelly, Mr. Mascaro and Ms. Doucet explained the workings of the Quality Committee and its intent to provide quality educational items in centers to benefit children. The Committee reviewed the incentive report again for Ms. Narverud's benefit.

V. **Review, Alternative Quality Initiatives - \$15,637.34**

Ms. Borrego explained the Committee had tasked staff to determine what other Coalitions are doing to enhance quality and after reviewing information from the AELC (Association of Early Learning Coalitions), the following seven (7) ideas were presented:

- **Quality Rating Improvement System (QRIS)** – providers would be rated on a star basis (example: 5 stars could equal high quality; 1 star could be poor). Based on the QRIS rating, providers could be eligible for additional incentive funds.
- **Training** – additional curriculum training could be encouraged with the purchase of Second Step Kits or providers have requested more training on social/emotional behaviors. Parent trainings and trainings on marketing/center operations could also be considered.
- **Computers on Mobile Outreach Vans** – often teachers are not made aware by the director or owner of upcoming trainings and events occurring at the Coalition. Having computers on the vans would allow the teachers to visit the website and could enhance registration at trainings and conference.
- **Classroom or Teacher/Parent Resource Libraries** – this could be a theme based approach such as providing twenty-five (25) books on science (or math, etc.) along with a teacher resource book and upon the completion of a training, the teacher would be able to take this resource library back to her classroom. Different themes could be developed and the Coalition's Provider Specialists would help to identify providers who would benefit from this resource and invite them to participate.
- **AEDs (Automated Exterior Defibrillator)** – Centers could benefit from having this item on-site.
- **Scholarships to Professional Organizations** – a 1-year membership to NAEYC (National Association for the Education of Young Children) could be provided to graduates of the Foundations of Excellence and the Leadership Academy programs.
- **Scholarships to Annual Conferences** – Scholarships have been provided for the annual Family Child Care Home Conference but this year the National Conference will be held in Orlando and scholarships could be provided for this conference.

Ms. Borrego explained that staff is recommending the following for consideration:

- **Classroom Libraries** – 42 libraries @ \$275 each for a total of \$11,550
- **Scholarship to Professional Organization** – 15 memberships to NAEYC @ \$129 each for a total of \$1,935
- **Scholarships to Annual Family Child Care Conference** – 4 registrations @ \$245 plus hotel for a total of \$2,012
- **Grand total of \$15,497** for the three (3) items being submitted for consideration.

The Committee discussed ways teachers would qualify for these grants such as writing essays for the scholarships that would then be reviewed by Committee volunteers and a staff member. The library award would entail receiving information from Provider Specialists and based on their recommendations, providers/teachers would be invited to submit a request.

Mr. Mascaro requested a motion to approve the three (3) recommendations as presented by Ms. Borrego. Ms. Watkins so moved and Ms. Rand seconded the motion. All were in favor with no abstentions and the motion carried.

VI. Plans, FY 2014-2015 Quality Budget Development

Ms. Doucet explained the first draft of the Quality Budget for next fiscal year will be presented at the March meeting. She requested suggestions and ideas for potential new line items or if the deletion of any current line item may be warranted. Mr. Farrelly stated the actual budget would depend on the funds the Coalition receives for next fiscal year. However, there will be an influx of \$30 million for School Readiness state wide with an additional \$100 per VPK child added to the budget.

VII. Public Input

Ms. Doucet reported that to date twenty-one (21) providers/exhibitors have signed up to participate at Storybook Forest on Saturday, April 5, 2014. This year, Super Why characters will be in attendance along with Rassy the Moose from Rasmussen College, Curious George and the Man with the Big Yellow Hat and Clifford, the Big Red Dog.

Ms. Rand announced that an additional \$500 million is being provided to Head Start for early Head Start programs. She will look into applying for the funds for Hernando County and will need to partner with child care programs that have a desire to offer this program but lack the funds. Mr. Farrelly volunteered to assist Ms. Rand in the early stages of developing ideas for the grant. Ms. Rand stated that Coalitions will be requested to make recommendations as names of centers must be included in the grant.

VII. Schedule Next Meeting Date – March 11, 2014

The next Quality Committee meeting was scheduled for Tuesday, March 11, 2014 at 4 p.m.

VIII. Adjournment

Mr. Mascaro adjourned this meeting of the Quality Committee at 4:50 p.m. with no further discussion.

Respectfully submitted by,
Ramute “Jak” Jakubauskas
Administrative Assistant