



## COALITION BOARD MEETING AGENDA

**March 25, 2010  
1:30 p.m.**

**ELCIRMO Office  
10 SE Central Parkway, Suite 400  
Stuart, FL**

**\* Items Require Action**

1:30 – 1:35	I. Call to Order - Pledge of Allegiance - Roll Call - Determination of Quorum – Adoption of Agenda *	Pages N/A	Filiberto Valero Chairman
1:35 – 1:40	II. Consent Agenda Items * A. February 25, 2010 Minutes	1-3	Filiberto Valero
1:40 – 1:55	III. Financial Reports A. February 2010 Financial Report	4-6	Leslie Powery
1:55 – 2:30	IV. Committee/Council Reports A. Finance Committee B. Executive Committee C. Bylaws Committee - No meeting D. Personnel Committee – No meeting E. Program Quality Committee F. Martin Advisory Council - Meeting 3/17/10 G. Okeechobee Advisory Council – Meeting 3/10/10 H. Indian River Advisory Council - Meeting 3/9/10	7-8 9-12 -- -- 13-15 16-21 22-23 24-25	Tom Peer Filiberto Valero Gwenda Thompson Sandy Perry Sam Smith Charlene Oakowsky Sam Smith -----
2:30 – 2:45	V. Chairman’s Comments A. Update on March ELAC Meeting B. Sunshine Law		Filiberto Valero
2:45 – 3:00	VI. Executive Director’s Comments A. Legislative Update B. Plan Amendment		Jacki Jackson
3:00 – 3:10	VII. Old Business		Filiberto Valero
3:10 – 3:20	VIII. New Business		Filiberto Valero
3:20 – 3:25	IX. Informational Items A. Wait-list by Age-County B. Number of Children Served by County C. VPK FLKRS Readiness Rates	26 27 28-31	Jacki Jackson

3:25 – 3:30	X. Member/Public Comments/Concerns		Filiberto Valero
3:30	XI. Adjournment		Filiberto Valero

Public comments may be offered at every Learning Coalition of Indian River, Martin & Okeechobee Counties Board of Director's or committee meeting. We welcome the opportunity as part of our continuing effort to improve our responsiveness to the needs of the children, families, and community we serve. To present comment, interested parties are asked to complete a Public Comment Card available at the sign-in table, deliver such to the Coalitions Chief Executive Officer in advance to the Call to Order, and be present during the public comment period. All interested parties are asked to indicate whether the comment is related to the business associated with the specific agenda before the Board/Committee or if the comment is intended for consideration by the Board/Committee at a future meeting. All comments are limited to 3 minutes unless otherwise waived by a majority action of the members present.

**EARLY LEARNING COALITION OF  
INDIAN RIVER, MARTIN AND OKEECHOBEE COUNTIES, INC.**

**COALITION BOARD MEETING  
Indian River State College  
2229 NW 9<sup>th</sup> Avenue, Okeechobee, FL**

**FEBRUARY 25, 2010**

<b>Present:</b>	Filiberto Valero Sandy Akre Mark Chittum Dr. Patricia Cooper Jacque Crighton Libbie DeLosh	Leonard Edwards Vern Melvin Charlene Oakowsky Tom Peer Dr. Patti Pelletier Sandy Perry	Wendy San Martin Sam Smith Miranda Swanson Gwenda Thompson
<b>Excused:</b>	Susan Green	Jan Huffert	Tabitha Trent
<b>Staff:</b>	Jacki Jackson Leslie Powery	Migdalia Rosado Pat Houston	Renee Fournier
<b>Others:</b>	Robert Wise, Citizen	Juelie Perry	

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**I. CALL TO ORDER – ADOPTION OF AGENDA**

The meeting was called to order by Chairman Filiberto Valero at 1:42 p.m. Roll call was taken and a quorum was present.

*Motion was made by Tom Peer to adopt the agenda, seconded by Sandy Perry. Motion carried.*

**II. CONSENT AGENDA ITEM**

- A. January 28, 2010 Minutes**
- B. Cover Page 2010-2011 United Way Indian River County Grant**
- C. Cover Page 2010-2011 CSCMC Head Start Grant**

*Motion was made by Mark Chittum to approve the Consent Agenda Items as presented, seconded by Tom Peer. Motion carried.*

*Vern Melvin arrived at 1:44 pm.*

**III. FINANCIAL REPORTS**

**A. January, 2010 Financial Report**

Leslie Powery reviewed the report noting the following: the change in fixed assets is attributable to depreciation expenses; payroll accruals are now recognized on a monthly basis; and the P&L statement now reflects the changes as recommended by the Finance Committee and the Board. Leslie reviewed the changes in various accounts, noting that revenue is over budget by \$82k, but still significantly under budget for the year-to-date. Insurance A/C 7200 will be amortized over the life of the insurance.

**B. Budget Scenarios**

Jacki distributed and reviewed a handout which explained three different budget scenarios and the impact of each. Suggestions from the staff were taken into consideration, while creating the best scenarios to enable ELC to function statutorily. Additional suggestions were made by the Board.

#### IV. COMMITTEE/COUNCIL REPORTS

- A. Finance Committee** – The minutes of the January 28<sup>th</sup> meeting were included in the agenda packet. Today's meeting of the Committee reviewed the budget scenarios.
- B. Executive Committee** - Filiberto, Jacki Jackson and Jacque Crighton will attend the ELAC meeting in Tallahassee on March 3-4. While in Tallahassee, Filiberto will be meeting with Tony Loupe, Chair of the St. Lucie Coalition, to get feedback regarding the budget cuts as well as meeting with legislators.
- C. Bylaws Committee** – No meeting.
- D. Personnel Committee** – No meeting.
- E. Program Quality Committee** - The January 28<sup>th</sup> minutes were included in the agenda packet. A handout was distributed highlighting additional revisions to Procedure 4.1.1 - Health Screenings. Sam Smith reviewed the recommended changes.

*Gwenda Thompson left the meeting at 2:35 pm.*

Pat Houston reviewed the revisions to Element 4.1.1 – Health Screenings, and Element 1.9.1 – VPK Monitoring Tool.

*Motion was made by Sam Smith to adopt the revisions to Element 4.1.1 and Element 1.9.1 Sections A and B, as presented. Motion was seconded by Tom Peer and passed unanimously.*

*Sam Smith left the meeting at 2:40 pm.*

- F. Martin Advisory Council** – Charlene Oakowsky reported on the February 17, 2010 meeting. ELC has been denied the waiver which was applied for through the State. Martin County has no wait list, so there is open enrollment. Oral health screenings were performed in Martin County. There is no statewide teacher tracking system. The State is still working on new software. A speaker from IRSC will make a presentation at the March Provider meeting regarding business management for child care centers.
- G. Okeechobee Advisory Council** – The minutes of the February 10, 2010 meeting were included in the packet. Tom Peer gave an overview.
- H. Indian River Advisory Council** – No meeting.

#### V. CHAIRMAN'S COMMENTS

In light of the budget challenges ahead, the Board suggested Filiberto relay to the legislators how the budget cuts will affect the economy by resulting in more latchkey children and the affect it will have on the Department of Children & Families, the Department of Juvenile Justice, and the education system. The only way to get out of the recession is to put people back to work. People cannot work if we cannot take care of their children.

Jacki Jackson met with Senator Negron this morning. Jacki's concern was that the children's issues would be lost among the other issues. The Senator's bill is written that funds cannot be taken and used for other things. Discussion ensued regarding the Senator's bill and how it will impact Children's Services Council.

There have been no discussions regarding funding reductions for VPK. Discussion ensued regarding certification for pre-K teachers.

**VI. EXECUTIVE DIRECTOR'S COMMENTS**

**A. Recommended Board Meeting Schedule 2010-2011** – A suggested Board meeting schedule was presented for consideration, reducing the number of Board meetings per year to six. A Committee meeting schedule and rotation was presented for consideration. In order to allow for Jacki Jackson's attendance at the Program Quality Committee meetings, a change in meeting times was suggested.

**B. Schedule of Meetings with Foundations/Organizations** – At the recommendation of the Board, Jacki Jackson will be meeting with community leaders, foundations and organizations. A schedule of those meetings to date was included in the agenda packet.

ELC has obtained free advertising on the electronic billboard at the corner of Kanner Highway and Monterrey Road in Martin County for the month of May, courtesy of Attorney DeBerard.

**C. Board Representation at Grant Presentations** – Jacki expressed the importance of board representation at grant presentations. A notice will be sent to the board announcing the dates of grant presentations.

**D. Pending Grants Update** - ELC received a denial letter regarding the Rossway, Moore & Taylor Foundation Grant. No information has been received regarding the Impact 100 Grant. The Indian River Community Foundation Grant will be delivered tomorrow.

**VII. OLD BUSINESS**

A \$5,000 donation has been received from Bank Atlantic.

**VIII. NEW BUSINESS**

The ELAC meeting will be held in Tallahassee. Filiberto will give a report at the March Board meeting.

**IX. INFORMATIONAL ITEMS**

The following items were provided for review/information:

**A. Wait-list by Age-County**

**B. Number of Children Served by County**

**C. 2008-2009 CCEP Performance Summary Reports**

**X. MEMBER / PUBLIC COMMENTS / CONCERNS**

Mr. Robert Wise stressed the importance of investing in children and his opposition to the high speed rail car from Tampa to Orlando.

**XI. ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:35 p.m.

Respectfully submitted,

Filiberto Valero  
Chairman

FV/lt

**Early Learning Coalition of  
Indian River, Martin, & Okeechobee**

**To:** Finance Committee

**From:** Leslie D. Powery

**Subject:** Financial Statements February 2010 & January 2010

**Balance Sheet**

Balance sheet items have been reviewed and reconciled through bank reconciliations, subsidiary ledgers, and where applicable the monthly billing reports to AWI as of February 28, 2010.

**Note:** Explanations are given for unfavorable variance exceeding **\$2,500** and **10%** per Account Balances.

**Assets**

- Acct 1450 Prepaid Expenses increased by \$3,375.38 (14%). This was a result recapitalization and amortization of annual insurance premiums (Property/General Liability & D& O Insurance) covering calendar year 2010.
- Acct 1500 Provider Payments increased by \$3,751.71 (9%). This was a result March 2010 advances processed which was a little more than January 2010.

**Liabilities**

- No Accounts met the variance threshold above for a response.

**Income Statement**

- Revenues are under budget by \$84k (6%) for the month to date and are still significantly under budget for the year to date by \$1.85m (10%). For Account(s): 4009 and 4019 were affected due to re-class of 157k to restate them correctly YTD. A staff has been assigned to ensure these numbers are currently stated with their respective billings.
- Expenses-Provider Payments are under by 40k (4%) for the month to date and significantly under budget for the year to date by \$949k (10%). This correlates to the Revenues above. For Account(s) 4125 and 4105 affected due to re-class of 35k to restate them correctly YTD.

Annual Budget usage target of **67% YTD**. This correlates to us not maximizing our earning potential from our billings.

- Expenses-G & A are under budget by 37k (20%) for the month date and \$165k (11%) under budget for the year to date. No items met the greater than the threshold for a response on a MTD. On an YTD, Acct 4300-Professional Fees due unexpected consultant in Nov. and Dec 2009 for Mark Barnes, Accountant Consultant.

**Note:** Account 7200-Insurance has been adjusted refer to Acct 1450 response. Thus, a negative was reflected for this month.

**ELC of IRMO Counties**  
**Balance Sheet**  
As of February 28, 2010 w/  
January 31, 2010 Figures

	Feb 28, 10	Jan 31, 10	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Cash</b>				
1010 · Bank Atlantic 8176	28,328.90	71,775.45	-43,446.55	-61%
1012 · Bank Atlantic Interest 8272	814,783.46	774,667.77	40,115.69	5%
1014 · Bank Atlantic Payroll 8322	13,148.92	13,811.95	-663.03	-5%
1021 · Bank of America 3426	1,584.96	8,471.65	-6,886.69	-81%
<b>Total 1021 · Bank of America 3426</b>	<b>1,584.96</b>	<b>8,471.65</b>	<b>0.00</b>	<b>-81%</b>
<b>Total Cash</b>	<b>857,846.24</b>	<b>868,726.82</b>	<b>-10,880.58</b>	<b>-1%</b>
<b>Accounts Receivable</b>				
<b>Total 1100 · Accounts Receivable</b>	<b>1,278,767.70</b>	<b>1,294,005.92</b>	<b>-15,238.22</b>	<b>-1%</b>
<b>Other Current Assets</b>				
1110 · Accounts Receivable - Other	-5,155.45	-5,111.36	-44.09	1%
1450 · Prepaid Expenses	27,463.61	24,088.25	3,375.36	14%
1460 · Deposits	4,199.53	4,199.53	0.00	0%
1500 · Provider Advances - VPK	44,356.69	40,604.98	3,751.71	9%
<b>Total Other Current Assets</b>	<b>70,864.38</b>	<b>63,781.40</b>	<b>7,082.98</b>	<b>11%</b>
<b>Total Current Assets</b>	<b>2,207,478.32</b>	<b>2,226,514.14</b>	<b>-19,035.82</b>	<b>-1%</b>
<b>Fixed Assets</b>				
<b>Total 1600 · Fixed Assets (net accum depreciation)</b>	<b>52,494.16</b>	<b>56,008.78</b>	<b>-3,514.62</b>	<b>-6%</b>
<b>TOTAL ASSETS</b>	<b>2,259,972.48</b>	<b>2,282,522.92</b>	<b>-22,550.44</b>	<b>-1%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
2010 · Accounts Payable	1,085,481.47	1,122,821.60	-37,340.13	-3%
<b>Other Current Liabilities</b>				
2011 · Accounts Payable - Other	55.12	55.12	0.00	0%
2015 · Interest Payable	109.69	56.60	53.09	94%
2020 · Other Payables	2,835.58	2,835.58	0.00	0%
2100 · Payroll Liabilities	4,654.27	5,241.00	-586.73	-11%
2118 · Accrued Payroll	23,489.49	23,364.03	125.46	1%
2120 · Accrued Pay Leave	1,933.09	1,933.09	0.00	0%
2200 · Due to Office of Early Learning	951,819.50	951,819.50	0.00	0%
2250 · Deferred Revenue - VPK	89,034.29	84,961.67	4,072.62	5%
<b>Total Other Current Liabilities</b>	<b>1,073,931.03</b>	<b>1,070,266.59</b>	<b>3,664.44</b>	<b>0%</b>
<b>Total Liabilities</b>	<b>2,159,412.50</b>	<b>2,193,088.19</b>	<b>-33,675.69</b>	<b>-2%</b>
<b>Equity</b>				
3011 · Unrestricted Net Assets - IRC	54,106.00	54,106.00	0.00	0%
3012 · Unrestricted Net Assets - MC	78,760.46	78,760.46	0.00	0%
3013 · Unrestricted Net Assets - OC	35,035.00	35,035.00	0.00	0%
3998 · Retained Earnings	-113,251.61	-113,251.61	0.00	0%
<b>Net Income</b>	<b>45,910.13</b>	<b>34,784.88</b>	<b>11,125.25</b>	<b>32%</b>
<b>Total Equity</b>	<b>100,559.98</b>	<b>89,434.73</b>	<b>11,125.25</b>	<b>12%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,259,972.48</b>	<b>2,282,522.92</b>	<b>-22,550.44</b>	<b>-1%</b>

ELC of IRMO Counties  
Statement of Activity  
Budget vs. Actual  
FEBRUARY 2010  
MTD YTD  
Analysis

	Feb '10 Actual vs. Budget \$ and % Variances				Feb '10 YTD Actual vs. Budget \$ and % Variances				Annual Budget	Annual Budget \$ & % vs YTD Actual		Projected *YTD Usage 67%
	Feb 10	Feb 10	\$ Variance	% Variance	Jul 09 - Feb 10	YTD Budget	\$ Over Budget	% of Budget		\$ +/- Budget	% of Budget	
	(a)	(b)	(a) - (b) = (c)	(c) / (b)	(d)	(e)	(d) - (e) = (f)	(f) / (e)		(g)	(d) - (g)	
<b>Ordinary Income/Expense</b>												
<b>Income</b>												<b>Over/(Short)</b>
4001 - School Readiness Revenue	620,324	661,211	(40,887)	-6%	4,896,178	5,151,097	(254,919.00)	-5%	7,696,947	(2,800,769)	64%	-3%
4009 - ARRA Grant	(117,021)	85,115	(202,136)	-237%	377,149	680,923	(303,774.00)	-45%	1,021,385	(644,236)	37%	-30%
4010 - Voluntary Pre-K	455,517	439,030	16,487	4%	3,346,797	3,512,240	(165,443.00)	-5%	5,268,360	(1,921,563)	64%	-3%
4019 - VPK-ARRA-SDS	261,611	50,627	210,984	417%	449,227	405,017	44,210.00	11%	607,525	(158,298)	74%	7%
4020 - Other Grant Revenue	26,451	100,222	(73,771)	-74%	408,681	801,773	(393,092.00)	-49%	1,202,660	(793,979)	34%	-33%
4030 - In-Kind Contributions	0	0	0	0%	419	0	419.00	100%	0	419	100%	33%
4050 - Misc Revenue	0	0	0	0%	6	0	6.00	100%	0	6	100%	33%
4058 - Contribution Income	5,000	0	5,000	100%	7,516	0	7,516.00	100%	0	7,516	100%	33%
<b>Total Income</b>	<b>1,251,882</b>	<b>1,336,205</b>	<b>(84,323)</b>	<b>-6%</b>	<b>9,485,973</b>	<b>10,551,050</b>	<b>(1,065,077.00)</b>	<b>-10%</b>	<b>15,796,877</b>	<b>(6,310,904)</b>	<b>60%</b>	<b>-7%</b>
<b>Expense-Provider Payments</b>												
4100 - Provider Payments - SR	502,261	580,859	(78,598)	-14%	4,078,488	4,646,875	(568,387.00)	-12%	6,970,312	(2,891,824)	59%	-8%
4105 - ARRA Provider Payments	4,708	83,100	(78,392)	-94%	397,914	664,799	(266,885.00)	-40%	997,199	(599,285)	40%	-27%
4120 - Provider Payments - VPK	447,118	417,487	29,631	7%	3,161,602	3,339,893	(178,291.00)	-5%	5,009,840	(1,848,238)	63%	-4%
4125 - Pre-K Ed -SFS - ARRA	137,084	50,627	86,457	171%	469,044	405,017	64,027.00	16%	607,525	(138,481)	77%	11%
<b>Total Provider Payments</b>	<b>1,091,171</b>	<b>1,132,073</b>	<b>(40,902)</b>	<b>-4%</b>	<b>8,107,048</b>	<b>9,056,584</b>	<b>(949,536.00)</b>	<b>-10%</b>	<b>13,584,876</b>	<b>(5,477,828)</b>	<b>60%</b>	<b>-7%</b>
<b>Gross Profit Margin \$ and %</b>	<b>160,711</b>	<b>204,132</b>	<b>(43,421)</b>	<b>-21%</b>	<b>1,378,925</b>	<b>1,494,466</b>	<b>(115,541.00)</b>	<b>-8%</b>	<b>2,212,001</b>	<b>(833,076)</b>	<b>62%</b>	<b>-4%</b>
<b>Expense-ELC G &amp; A</b>												
4130 - Pilot Program	0	0	0	0%	(22)	0	(22.00)	100%	0	(22)	100%	33%
4131 - Local Match Head Start	0	0	0	0%	50,000	0	50,000.00	100%	0	50,000	100%	33%
4150 - Salaries & Wages	93,504	103,889	(10,385)	-10%	798,925	831,109	(32,184.00)	-4%	1,246,663	(447,738)	64%	-3%
4155 - Payroll Taxes and Benefits	29,515	29,815	(300)	-1%	188,022	238,517	(50,495.00)	-21%	357,776	(169,754)	53%	-14%
4300 - Professional Fees	249	2,919	(2,670)	-91%	29,167	23,351	5,816.00	25%	35,026	(5,859)	83%	17%
4400 - Other Program Costs	3,830	10,062	(6,232)	-62%	40,221	80,498	(40,277.00)	-50%	120,747	(80,526)	33%	-33%
4450 - Other Contracted Services	4,198	4,583	(385)	-8%	17,773	36,667	(18,894.00)	-52%	55,000	(37,227)	32%	-34%
5055 - Non-Reimbursable Expenses	50	0	50	100%	2,912	0	2,912.00	100%	0	2,912	100%	33%
5600 - Education and Training	0	833	(833)	-100%	0	6,667	(6,667.00)	-100%	10,000	(10,000)	0%	-67%
7000 - Advertising	415	2,130	(1,715)	-81%	3,828	17,043	(13,215.00)	-78%	25,565	(21,737)	15%	-52%
7080 - Computer	519	417	102	24%	1,390	3,333	(1,943.00)	-58%	5,000	(3,610)	28%	-39%
7090 - Dues & Subscriptions	250	417	(167)	-40%	3,655	3,333	322.00	10%	5,000	(1,345)	73%	6%
7100 - Equipment Purchase & Rental	969	4,583	(3,614)	-79%	11,807	36,667	(24,860.00)	-68%	55,000	(43,193)	21%	-45%
7200 - Insurance	(4,465)	708	(5,173)	-731%	4,139	5,667	(1,528.00)	-27%	8,500	(4,361)	49%	-18%
7315 - Licenses, Permits & Taxes	50	42	8	19%	50	333	(283.00)	-85%	500	(450)	10%	-57%
7320 - Miscellaneous Expense	98	292	(194)	-66%	1,642	2,333	(691.00)	-30%	3,500	(1,858)	47%	-20%
7350 - Office Supplies & Expenses	4	2,083	(2,079)	-100%	10,032	16,667	(6,635.00)	-40%	25,000	(14,968)	40%	-27%
7410 - Postage, Shipping, Delivery	47	1,000	(953)	-95%	5,480	8,000	(2,520.00)	-32%	12,000	(6,520)	46%	-21%
7420 - Printing & Copying	643	1,167	(524)	-45%	9,881	9,333	548.00	6%	14,000	(4,119)	71%	4%
7440 - Rent and Occupancy	10,965	12,500	(1,535)	-12%	88,203	100,000	(11,797.00)	-12%	150,000	(61,797)	59%	-8%
7460 - Telephone & Communication	2,525	2,500	25	1%	21,086	20,000	1,086.00	5%	30,000	(8,914)	70%	4%
7480 - Travel, Meals & Lodging	2,704	4,167	(1,463)	-35%	20,514	33,333	(12,819.00)	-38%	50,000	(29,486)	41%	-26%
8200 - Depreciation Expense	3,515	3,282	233	7%	24,602	26,255	(1,653.00)	-6%	39,383	(14,781)	62%	-4%
<b>Total Expense-ELC G &amp; A</b>	<b>149,585</b>	<b>187,389</b>	<b>(37,804)</b>	<b>-20%</b>	<b>1,333,307</b>	<b>1,499,106</b>	<b>(165,799.00)</b>	<b>-11%</b>	<b>2,248,660</b>	<b>(915,353)</b>	<b>59%</b>	<b>-7%</b>
<b>Total ELC Expenses</b>	<b>1,240,756</b>	<b>1,319,462</b>	<b>(78,706)</b>	<b>-6%</b>	<b>9,440,355</b>	<b>10,555,690</b>	<b>(1,115,335.00)</b>	<b>-11%</b>	<b>15,833,536</b>	<b>(6,393,181)</b>	<b>60%</b>	
<b>Net Ordinary Income</b>	<b>11,126</b>	<b>16,743</b>	<b>(5,617)</b>	<b>-34%</b>	<b>45,618</b>	<b>(4,640)</b>	<b>50,258.00</b>	<b>-1083%</b>	<b>(36,659)</b>	<b>82,277</b>	<b>(124%)</b>	
<b>Change to Net Assets</b>	<b>11,126</b>	<b>16,743</b>	<b>(5,617)</b>	<b>-34%</b>	<b>45,618</b>	<b>(4,640)</b>	<b>50,258.00</b>	<b>-1083%</b>	<b>(36,659)</b>	<b>82,277</b>	<b>(124%)</b>	



#### **IV. OLD BUSINESS**

##### **A. Budget Scenarios**

Jacki distributed and reviewed in detail a handout which explained three different budget scenarios. Discussion ensued regarding the impact each of the scenarios would have for the ELC, the amount of time required to implement each scenario and whether the Plan would be affected.

ARRA funding will end June 30, 2009. ELC will send providers a reminder letter via e-mail (with delivery/read receipt) that funding will end, as well as posting a notice on the website.

##### **V. NEW BUSINESS - None**

##### **VI. INFORMATIONAL - None**

#### **VII. MEMBER / PUBLIC COMMENTS / CONCERNS**

At the December 3, 2009 meeting, Mr. Robert Wise made a public records request for payments made to Nancy Kline, which he has not yet received. At the January 28, 2010 meeting, a public records request was made for a copy of Cheryl Dunn's memo or letter and Mr. Valero's letter back to Cheryl, for which the meeting of May 8, 2009 was convened. Nothing has been received. Mr. Wise intends to file a complaint with the State.

Mr. Wise raised some questions with regard to the hiring and promoting practices, as well as the affects on the organizational chart.

#### **VIII. ADJOURNMENT**

There being no further business, the meeting was adjourned at 12:55 p.m.

Respectfully submitted,

Tom Peer  
Chairman

TP/lt

**EARLY LEARNING COALITION OF  
INDIAN RIVER, MARTIN AND OKEECHOBEE COUNTIES, INC.**

**EXECUTIVE COMMITTEE MEETING  
Indian River State College  
2229 NW 9<sup>th</sup> Avenue, Okeechobee, FL**

**FEBRUARY 25, 2010**

<b>Present:</b>	Filiberto Valero Charlene Oakowsky	Tom Peer Sandy Perry	Sam Smith Gwenda Thompson
<b>Excused:</b>	Jacque Crighton		
<b>Staff:</b>	Jacki Jackson Leslie Powery	Migdalia Rosado	Renee Fournier
<b>Others:</b>	Robert Wise, Citizen		

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**I. CALL TO ORDER – ADOPTION OF AGENDA**

The meeting was called to order by Chairman Filiberto Valero at 1:04 p.m. Roll call was taken and a quorum was present.

*Motion was made by Tom Peer to adopt the agenda, seconded by Sandy Perry. Motion carried.*

**II. CONSENT AGENDA ITEM**

**A. December 3, 2009 Minutes**

*Motion was made by Sandy Perry to approve the Consent Agenda Item as presented, seconded by Tom Peer. Motion carried.*

**III. OLD BUSINESS**

Jacki distributed and reviewed a handout which explained three different budget scenarios. Discussion ensued regarding the impact of each of the scenarios. Filiberto questioned what the break point is of being able to continue to serve children.

**IV. NEW BUSINESS - None**

**V. MEMBER / PUBLIC COMMENTS / CONCERNS**

Mr. Wise's main focus was the tardiness of his public records requests. He offered to withdraw his complaint to the State if he could obtain the two memos he requested by tomorrow.

**VI. ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:30 p.m.

Respectfully submitted,

Filiberto Valero  
Chairman  
FV/lt

**EARLY LEARNING COALITION OF  
INDIAN RIVER, MARTIN AND OKEECHOBEE COUNTIES, INC.**

**EXECUTIVE COMMITTEE MEETING  
Emergency Teleconference**

**MARCH 17, 2010**

<b>Present:</b>	Filiberto Valero Jacque Crighton	Charlene Oakowsky Tom Peer	Sandy Perry Sam Smith
<b>Excused:</b>	Gwenda Thompson		
<b>Staff:</b>	Jacki Jackson	Migdalia Rosado	
<b>Others:</b>	Mark Chittum Dr. Patricia Cooper	Leonard Edwards Dr. Patti Pelletier	Miranda Swanson Vern Melvin

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**I. CALL TO ORDER**

The meeting was called to order by Chairman Filiberto Valero at 1:03 p.m. Roll call was taken and a quorum was present.

**II. RECENT RESIGNATION LETTERS TO BOARD**

The purpose of the meeting was to address two recent resignation letters by ELCIRMO employees, identify the role of the Board, and identify the scope of the Executive Director's authority.

Chairman Valero reviewed the Sunshine Law. Emails of any business regarding the Coalition cannot be done among two or more Board members. Brittany Birken contacted Filiberto regarding the most recent emails, which is in violation of the Sunshine Law. Board members may communicate one-on-one with the Executive Director or may contact Loretta. Information can then be forwarded to Filiberto and if needed, a meeting can be scheduled.

Chairman Valero reviewed Section 13 of the Bylaws which states that "the executive director shall have the authority to employ, supervise, discipline, and terminate persons hired for positions approved by the Coalition and funded as part of the Coalition's annual budget. The position of executive director shall be referred to as 'Executive Director'." He further commented that it is the responsibility of the Board to ensure the Executive Director is performing her job based on the guidelines.

Each of the Executive Committee members was given the opportunity to give their comments and feedback regarding the resignation letters.

The first letter addressed was that of the Finance Assistant:

Sandy Perry: Questioned whether the employee had been following procedures as previously done under prior directors or changing procedures on her own. Jacki Jackson explained that the new director has met with the employee on two separate occasions before she was written up. He also meets with the entire department on a weekly basis. Sandy questioned whether notes are kept of the meetings. Jacki Jackson will inquire. Jacki further commented that the employee was upset with new procedures that were being implemented in order to have better controls in place.

Jacque Crighton: As a Board, our role is to support staff put in place by the Board, give direction and guidance, provide criticism when necessary, and trust management to manage appropriately. Resignation letters are one-sided. The underlying irritant may not be with new people, but those who have been there.

*Mark Chittum left the meeting at 1:25 pm.*

Charlene Oakowsky: Concerned that it looks like there is a pattern and both employees appeared to have the same issues.

Tom Peer: Over the years, the same problems exist, through letters received. Based on the past three directors, there has been a similar pattern. Suggested someone from the outside (Auditor General or Office of Early Learning) be asked to investigate. Staff moral is low and staff feels uncomfortable talking to Board members.

Filiberto: If the Executive Director is not performing her job in accordance with guidelines and standards established, then the Board should coach or provide corrective action to the ED. His scope as Chair does not include getting involved in the daily operations of the coalition. Two letters does not represent a pattern.

Sam Smith: Agrees that we need to take care of things in house. He suggested that Filiberto meet with Jacki Jackson to ensure that things are done properly.

Jacki Jackson explained changes that were made to each employee's position and reviewed their evaluations.

The second letter addressed was that of the VPK Data Specialist:

Jacki Jackson explained that the employee's position has changed since she was hired in 2006. Her skills are under utilized and Jacki was moving her in a different direction to grow. The employee refused to travel to Vero Beach twice a week because she would not be paid for mileage. She was offered a different position in order to stay in the main office.

Tom: Questioned where the employee would be housed. He does not think a home base can change every day. Jacki explained that the employee would have two different locations for 10 weeks: 3 days in Martin County and 2 days in Indian River. This has been done in the past.

Sandy: Suggested Jacki Jackson confirm with the auditors practices on mileage reimbursement.

Charlene: Concerned that employee was sent home because she was not paid mileage and would not travel to Vero Beach. Jacki explained she was sent home as disciplinary action, in accordance the Employee Handbook, because she refused to work at the Vero office two days a week.

Jacque: Opposed to paying extra mileage during budget cuts. Perhaps two part-time employees might be needed to cover each county.

***Motion was made by Tom Peer to have a third party come in and look at the situation to clear everybody. The motion was seconded by Charlene Oakowsky. After further discussion, the motion was defeated.***

*Vern Melvin left the meeting at 1:55 pm.*

***Outcome: Will leave in the hands of the Executive Director, as it is currently.***

The Committee recommended Jacki Jackson confirm with the auditors the mileage reimbursement regulations.

### III. DISCUSSION AS TO WHETHER TO PRESENT TO FULL BOARD

The Executive Committee voted unanimously to present this information to the full Board as an Executive Committee report.

**IV. PUBLIC COMMENTS**

Dr. Cooper suggested that a fact-finding committee could be established if needed, as stated in the Bylaws.

Leonard Edwards expressed his concern that nothing was heard regarding a grievance if the employee felt he or she was treated unfairly and feels mileage should be reimbursed.

**V. ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:15 p.m.

Respectfully submitted,

Filiberto Valero  
Chairman  
FV/lt

DRAFT

**EARLY LEARNING COALITION OF  
INDIAN RIVER, MARTIN AND OKEECHOBEE COUNTIES, INC.**

**PROGRAM QUALITY COMMITTEE MEETING  
MINUTES**

Okeechobee Library  
206 SW 16<sup>th</sup> Street, Okeechobee, FL

February 25, 2010

<b>Present:</b>	Sam Smith Dr. Patricia Cooper Libbie DeLosh	Leonard Edwards Vern Melvin Wendy San Martin
<b>Excused:</b>	Susan Green	Dr. Patti Pelletier
<b>ELCIRMO Staff:</b>	Pat Houston	
<b>Others:</b>	Juelie Perry	

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**I. CALL TO ORDER**

The meeting was called to order at 11:50 a.m. by Chair, Sam Smith. Roll call was taken and a quorum was established.

**II. APPROVAL OF MINUTES – 1.28.10**

*Motion was made by Vern Melvin, seconded by Libbie DeLosh to approve the minutes of January 28, 2010 as presented. Motion carried.*

**III. OLD BUSINESS**

**A. Health Screening Procedure (Plan Element 4.1.1)** – Sam noted that much time was devoted to discussing the issue, a plan was devised which met the intent of the law, and the word “ensure” was defined. Revisions were made by Jacki Jackson when writing the procedure. Further revisions were suggested by Leonard Edwards. The final version is included in today’s Board agenda packet.

Upon reviewing the final version, the Program Quality Committee is recommending further revisions. Prior to presenting the procedure to the Board today, it is suggested approval be made with the revisions.

The Revised Procedure (as written here) will be presented as a handout to the Board today:

*Procedure:*

- 1) *The Eligibility ~~Department~~ Staff will receive training prior to advising parents that it is in the best interest of the child to have the hearing/vision screening completed when they take their child to the pediatrician. The parents will be notified by eligibility staff that The Department of Health School Entry Form – Form #DH3040, 64-02 has a section for these results that the pediatrician fills out upon the completion of the exam.*
- 2) *During the eligibility process, have the parent acknowledge on the Terms, Conditions and Consents form that they have been notified of the Health Screening Requirements by ELCIRMO staff. ~~that this requirement needs to be met prior to enrolling at a contracted center.~~*
- 3) *The parent's signature will acknowledge receipt of this information.*
- 4) *Education on this subject will be addressed at Provider meetings so that Providers can remind parents of the importance of having hearing/vision screenings for their children during their visits to their pediatrician.*
- 5) *If no notation is made in the hearing/vision section, it will be deemed as no medical personnel pursued the test. ~~If a line is drawn through the section, it will be deemed as the child was uncooperative and testing couldn't be done during the examination.~~*

Regarding the Plan Revision on pg. 5 of the packet, additional changes were recommended. The third column will be changed to read as follows:

*Hearing, Vision, BMI, Height/Weight performed on school readiness children ages 3-5 in contracted programs in Martin, Indian River and Okeechobee Counties in Years 1, 2 and 3. ~~In Year 4 (2009-2010), no health screenings will be conducted by ELCIRMO staff, as the requirement is every 2 years. A new process will be finalized in Year 4, and the Plan will be updated at that time.~~*

**B. Informal Providers (Plan Element 4.1.2) – tabled**

**C. VPK Monitoring Tools / Procedures (Plan Element 1.9.1) –** Pat reviewed the changes. Three of the forms are being deleted. Pg. 7 of the packet shows the Plan revision which will be submitted. The VPK Monitoring Tool (pg. 9 of the packet) will be deleted from the Plan, but a monitoring tool will continue to be used. The CAP is being deleted from the Plan. VPK School District Monitoring Tool (pg.13) was deleted from the Plan.

**Motion** to accept the Procedure for Health Screening under Element 4.1.1, with the amendments as noted, was made by Vern Melvin, seconded by Libbie DeLosh. Motion carried.

***Motion** to approve the changes recommended under VPK Plan Element 1.9.1, Sections A and B regarding private providers and public school as written in our attached plan was made by Vern Melvin, seconded by Libbie DeLosh. Motion carried.*

**IV. NEW BUSINESS**

**A. Preliminary FLKRS** – Prior to the published FLKRS rates being released, Pat wanted to remind the Committee that the threshold is no longer 300, it has been changed to 200. The estimated benchmark for low performing providers is 138. The preliminary information looks like it is similar to last year. It appears we have one provider in MC that will not be able to offer VPK next year because of being a LPP for four consecutive years.

Treasure Coast Children's Conference is this Saturday. 750 attendees are registered.

**V. FUTURE AGENDA ITEMS**

✓ We need to be aware of the legislative bills being filed with regard to VPK.

**VI. ADJOURNMENT**

***Motion** to adjourn was made by Vern Melvin, seconded by Dr. Cooper and passed unanimously at 12:39 p.m.*

Respectfully submitted,

Sam Smith, Chair  
SS/lt



## Early Learning Coalition of Indian River, Martin, and Okeechobee Counties

### Martin Advisory Council Meeting Minutes Children's Services Council February 17, 2010

#### Present:

**Board Members:** Charlene Oakowsky, Mark Chittum, Dr. Patti Pelletier

#### **Council Members :**

Susan Perez (MC Library)

Scott Berry (CSCMC)

Angelina Francisco (Indiantown YMCA)

Mary King (HSCC)

**Staff:** Jacki Jackson (Executive Director)  
Pat Houston (Director of Programs)

Elizabeth Appleton (Director of Training)

#### I. **Welcome**

Chair, Charlene Oakowsky called the meeting to order at 1:30 pm.

#### II. **Approval of Minutes – Oct. and Nov.**

*Motion was made by Dr. Pelletier, seconded by Mark Chittum to approve the minutes of the October 21, 2009 meeting. Motion carried.*

*By consensus of the Committee, the minutes of the November 18, 2009 meeting were accepted as presented.*

#### III. **Old Business**

##### • **Enrollment Issues: waiver and BG8-OP**

Jacki Jackson explained that ELC applied for a waiver from the State to allow parents who worked less than 20 hours to continue to receive child care. The State requested additional documentation. The results of the information we gathered indicated that most terminations were due to reasons other than reduced working hours. As a result, the State denied the waiver.

BG8-OP (Billing Group 8, One Parent working) – Jacki explained that a few slots will be opened under this billing group, however, we are very selective, following the guidelines stipulated by the State. Families are placed into the appropriate billing group based on their family status. BG8OP is used as a last resort.

#### **IV. New Business**

- **ELCIRMO Updates: wait list, enrollment, open enrollment activities**

Currently there is no wait list in Martin County. We are advertising everywhere regarding open enrollment. In addition, a special enrollment will be opened for Spring Break (April 1-9). We are attempting to reach those children that are currently not enrolled, for example, older siblings of those children who are currently enrolled.

- **VPK Updates**

Pat Houston explained that we are getting ready to receive the final results for the readiness rates for the last year. The children who were in our preschools this year, were tested in Kindergarten, and those are the readiness rates that the State publishes. The cut-off rates will be published for low-performing providers. The parents will be able to see the rates on the various schools. This is the year that the instrument changed one of the components that comprises the FLKRS scores. Instead of it being a 300 base score, it is a 200 base. Parent education is being done to explain this.

#### **V. Board Member Topics**

Jacki commented that ELC is collaborating with the House of Hope in Martin County. A grant is available to be used for childcare services. If ELC cannot help families based on our guidelines, those families will be sent to the House of Hope. Also, if a parent is unable to pay the fee, the House of Hope will cover the parent fee. This grant will run until September.

#### **VI. Child Care Provider Topics**

- Elizabeth Appleton sent the open enrollment flier to Linda Gentry on December 1.
- With reference to researching the waiver and process, that was for providers that were 3-year and 4-year low performing providers. The Office of Early Learning is working on exemption for them. Nothing is finalized.
- Elizabeth contacted the VPK regional person regarding the statewide tracking system of teachers. There is not a statewide tracking system, they all use the EFS system, which are not linked.
- The Treasure Coast Children's Conference will be held Saturday, February 27, 2010. This offers a complete day of education for childcare providers.
- At the Indian River Advisory Council meeting, the CEO of the United Way is asking that everyone complete the census.
- February is dental health month. We have an Initiative with the Martin County Oral Health Coalition that takes place on Friday at two sites in Martin County (Pebblestone and Gertrude Walden). A month ago in Indian River County over 200 children were provided with fluoride varnishes, as they were about to expire. There are various restrictions in each county.

#### **VII. Future Agenda Items**

VPK – Discussed prospective new regulation of teacher requirements and articulation for obtaining requirements, which is lacking in our area.

Scott Berry requested a copy of the enrollment figures for Oct/Nov/Dec. He commented on the significant difference between September & January: Sept-674; Jan-889.

**VIII. Adjournment**

There being no further business, the meeting was adjourned at 2:20 p.m.

Next meeting: March 17, 2010 @ CSCMC at 1:30 p.m.

Respectfully submitted,

Charlene Oakowsky  
Chair  
COV/It

DRAFT



## Early Learning Coalition of Indian River, Martin, and Okeechobee Counties

### Martin Advisory Council Meeting Minutes Children's Services Council March 17, 2010

#### Present:

**Board Members:** Mark Chittum

#### **Council Members :**

Susan Perez (MC Library)

Angelina Francisco (Indiantown YMCA)

Deana Newson (MCSD)

Scott Berry (CSCMC)

Mary King (HSCC)

**Staff:** Pat Houston (Director of Programs)

Elizabeth Appleton (Director of Training)

#### **I. Welcome / Introductions**

Acting Chair, Mark Chittum called the meeting to order at 1:35 pm.

#### **II. Approval of Minutes – February**

*By consensus of the Committee, the minutes of the February 17, 2010 meeting were accepted as presented.*

#### **III. Old Business - None**

*Elizabeth Appleton arrived at 1:45 pm.*

#### **IV. New Business**

##### **• Legislative Update**

The Coalitions met with legislators in Tallahassee in early March to educate them on the value of school readiness funding, and reminded them of the loss of federally matched funds in the event of cuts. We were just informed that the House, which originally recommended a cut of \$35 million, is now proposing that there be no cut for school readiness. The Senate, however, is recommending a reduction for School Readiness of approximately \$6.9 million. With that in mind, educating Senators on of the value of school readiness services is critical at this time. Regarding VPK legislation, our advocate team asked that VPK funding be maintained at \$2,575 per child, however the legislators' recommendations at this time are \$2,190 per child in the House and \$2,200 in the Senate. They are proposing an increase in the teacher to student ratio, as well as requirements that for rooms with 13 or more children, the second teacher have a CDA. An inquiry was made regarding the legislative Bill Numbers, and Pat will email them to council members.

- **ELCIRMO Updates: wait list, enrollment, open enrollment activities**

Currently there is no wait list in Martin County. We are actively seeking children for the School Readiness program. We have stopped disenrolling 8-year old children. There has been a slight increase in the number of children served: from 889 in January to 904 in February. A special enrollment will be opened for Spring Break (April 1-9) for children up to age 12. Pat explained that a flier was distributed to the schools and to community partners. Mark suggested that a reverse 9.1.1 be utilized to get the word out through the school system. Mary King questioned whether the excused absence rule could be adjusted to help utilize the funds and assist families as well. Discussion ensued with the position this 3-day absentee rule puts on the child care provider, in that sick children are being sent to the center.

It was suggested that Indiantown may have children that need our services. There was discussion about providing extended day services for those enrolled in the ½-day VPK program, and discussion ensued about how we are reaching those parents. Discussion included that a Coalition staff member goes to Indiantown regularly for eligibility and enrollment services, and that the Boys and Girls Club may be a source for more eligible families. The Director of YMCA Indiantown added that they are active in enrolling eligible children.

Scott inquired whether the change in 8-year olds affected the CCEP billing group. Pat will confirm, and respond to Scott.

- **VPK Updates**

Pat Houston explained the finalized VPK FLKRS rates are on the DOE VPK website. The threshold for low performing providers is 138. Coalition wide, we still have 15 low performing providers (LPPs). Of those, in Martin County, we have six low performing providers. Three are repeat LPPs and three are new. The dispute process was successful for several Providers.

**V. Board Member Topics**

Mark Chittum commented that this is the time of year when various organizations are asked to do recognitions. Proclamations recognizing the Early Learning Coalition will be given by the Stuart City Council at 5:30 pm on 3/22/10 and by the Board of County Commissioners at 9 am on 3/30/10 with regard to Children's Week.

**VI. Child Care Provider Topics**

- Fingerprinting – requested collaboration with other agencies to have access to Live Scan
- Substitute teacher list requested –discussed legal ramifications; the list is outdated as soon as it is created; will bring back to discuss at Leadership Meeting.

**VII. Future Agenda Items / Follow-Up Requested**

- Hanging of Hands in Tallahassee – Children's Week
- Excused absence rule follow-up
- Enrolling 8 year-olds: CCEP / BG8
- Substitute teacher pool consideration
- Reverse 9.1.1 (ed-line) to broadcast Spring Break enrollment to families with school-aged children
- Request of the Senate / House Bill Number relating to VPK proposed funding reductions
- Live Scan collaboration

**VIII. Adjournment**

There being no further business, the meeting was adjourned at 2:15 p.m.

Next meeting: April 21, 2010 @ CSCMC at 1:30 p.m.

Respectfully submitted,

Mark Chittum  
Acting Chair  
MC/lt

DRAFT



## Early Learning Coalition of Indian River, Martin, and Okeechobee Counties

### Okeechobee Advisory Council Meeting Minutes American Red Cross

March 10, 2010

**Present:**

**Board Members:** Sam Smith  
Tom Peer

Wendy San Martin (Faith Academy)

**Child Care Providers:**

Leo Garcia – Bright Futures

Tammie Henderson - Little Peoples Academy II

Donna Kersey – New Endeavors

Joy Yates – Rock Solid CA

Beth White – A Child's World CCC

Cindi Arnold - Tender Care

Debbie Schooley – Tender Care

**Staff:** Jacki Jackson, Pat Houston, Pat Hickman

#### I. Call to Order and Approval of Minutes – February

Acting Chairman, Tom Peer, called the meeting to order at 1:10 p.m.

*By consensus of the Council, the minutes of the February 10, 2010 meeting were accepted as presented.*

#### II. Old Business

A. ELCIRMO Sponsored Trainings – deferred.

#### III. New Business

##### A. ELCIRMO Updates: Enrollment, Wait List, ARRA

In February, 2010, 389 SR children were served, compared to 496 a year ago, when we were over-enrolled. With the additional ARRA funding which was transferred from Martin County, we are currently enrolling approximately 40 more children.

The number of VPK children served in February was 281, compared to 271 a year ago.

The wait list in Okeechobee is currently at 169. The three-year olds are the largest category, followed by toddlers and then 2-year olds. Debbie Schooley questioned how many kindergarteners attended VPK, and how their FLKRS scores compared with children that did not attend VPK. Pat responded that statewide, 61% attended VPK, and the children who attended VPK performed better on the FLKRS. Pat will obtain the information specific to Okeechobee County.

**B. Jacki / Legislative Visit** – discussed at the Provider meeting.

*Sam Smith arrived 1:15 pm*

**C. VPK FLKRS Rates Released**

The rates are being released to the public today. It was suggested that parents be educated regarding the new threshold of 200, as in previous years it was 300. On March 16, 2010 the low performing provider number will be released.

**D. Children's Week Proclamation – 3/11/10 @ 9 am**

It was suggested that members attend if possible.

**IV. Child Care Provider Topics**

Jacki will be traveling to Tallahassee in April. If there are any topics you would like her to address, please send her an email.

**V. Board Member Items**

With regard to Children's Week beginning April 12, 2010, Sam suggested a newspaper advertisement for each county from ELCIRMO thanking the child care providers for their work with children, and a photo of the proclamation could be included.

May is Provider Appreciation Month. It was decided that May would be a better time for the advertisement to be run, to give recognition to the providers.

Our coalition expects to have 15 LPP, similar to last year. If the LPP threshold is 138, Okeechobee County will have five LPP providers this year. One provider is on their third year. Phonological Awareness training, which makes a big impact in VPK classrooms, is scheduled in Okeechobee tomorrow night, and is full with 25 participants signed up.

ELC is trying to obtain permission from the City of Okeechobee to hang the ELC banner, in honor of Children's Week. ELCIRMO will be advertising on the electronic billboard in Martin County for the month of May, courtesy of Attorney DeBerard.

It was suggested that we pursue advertising on marquis in the area, such as IRSC, Chambers, and Glades Gas, so there is a coordinated effort for Children's Week and/or Provider Appreciation Month.

**VI. Future Agenda Items - None**

**VII. Adjournment**

There being no further business, the meeting was adjourned approximately 1:30 pm.

Respectfully submitted,

Tom Peer  
Acting Chairman  
TP/lt



## Early Learning Coalition of Indian River, Martin, and Okeechobee Counties

### Indian River Advisory Council Meeting Minutes United Way of Vero Beach

March 9, 2010

#### Present

**Coalition Members:** Tom Peer (Acting Chairperson)

Miranda Swanson

**Council Members:**

Rachael Moshman (Childcare Resources)

Juelie Perry (TLC)

Michael Kint (United Way IR)

**Staff:** Jacki Jackson (Executive Director)

Pat Houston (Director of Programs)

Cherie Marciniak (Resource Coordinator)

#### I. **Call to Order and Approval of Minutes - January**

Acting Chairman, Tom Peer called the meeting to order at 2:07 p.m.

*By consensus of the Council, the minutes of the January 12, 2010 meeting were accepted as presented.*

#### II. **Old Business**

**A. Bank Referral Program** – deferred until April, 2010.

**B. Board Membership Update** – The Board is currently in compliance, but in order to be balanced, an Indian River representative is required.

**C. Hardship Committee**

There are no outstanding hardship cases as of this date.

**D. Infant / Toddler Capacity** – The providers have concerns with respect to last month's discussion. Rachael Moshman discussed plans for their new center to open 7/1/10.

**E. Developmental Assessments**

**1. Results for 2008-2009 School Year** – Last year's results were reviewed.

**2. EOC / L. Edwards' Concern – Review of analysis** – A discussion was held regarding Leonard's concerns and the analysis was reviewed, noting that of the 66 children, 4 were full-time School Readiness. Three of those had developmental assessments that indicated some domains with scores below developmental range.

Juelie Perry questioned whether we were going to purchase the ASQ 3<sup>rd</sup> edition for screening. The possibility of AWI paying for the new screener was discussed.

**III. New Business**

**A. ELCIRMO Reports - # Served & Wait List by Age Group**

The "Wait List by Age by County as of 3/1/10" was shared. To date, 104 appointments have been scheduled to fill open slots made available through ARRA dollars. ARRA dollars will run out 6/30/10.

A "Comparison of Number of Children Served by County" for February 2009 vs. February 2010 was shared. In Indian River, the number served increased in both School Readiness and VPK.

**B. ELCIRMO Updates – Jacki / Legislative Visit**

Jacki provided an overview of her recent visit with legislators while in Tallahassee.

**C. VPK FLKRS Rates Released**

VPK FLKRS rates are being released tomorrow and the LPP threshold will be established on March 16. The new rates are based on a total of 200 instead of 300.

**IV. Provider Topics**

Juelie Perry commented that providers are nervous about summer programs with no VPK funding coming in.

The Treasure Coast Children's Conference was a huge success.

**V. Board Member Items**

The next meeting for the Indian River Advisory Council will be May 11, 2010.

**VI. Future Agenda Items - None**

**VII. Adjournment**

*By consensus of the Council, the meeting was adjourned approximately 3:04 p.m.*

Respectfully submitted,

Tom Peer  
Acting Chairman  
TP/lt



## Wait-list by Age by County

As of 3/1/10

	<b>Indian River</b>	<b>Martin</b>	<b>Okeechobee</b>
<b>Infant</b>	61	0	24
<b>Toddler</b>	116	0	46
<b>2 year olds</b>	147	0	37
<b>3 year olds</b>	121	0	48
<b>4 year olds</b>	28	0	14
<b>5 year olds</b>	0	0	0
<b>Total</b>	473	0	169

Disclaimer: "These numbers may not be an accurate representation of the need in the community".



Early Learning Coalition  
Of Indian River, Martin and Okeechobee Counties, Inc.

**Early Learning Coalition  
of Indian River, Martin & Okeechobee Counties, Inc.  
Comparison of Number of Children Served by County**

School Readiness			
	Feb-09	Feb-10	Difference
<b>Indian River</b>	777	828	51
<b>Martin</b>	1055	904	(151)
<b>Okeechobee</b>	496	389	(107)
<b>Totals</b>	2,328	2,121	(207)

VPK			
	Feb-09	Feb-10	Difference
<b>Indian River</b>	739	817	78
<b>Martin</b>	836	912	76
<b>Okeechobee</b>	271	281	10
<b>Totals</b>	1,846	2,010	164

Provider Name	Address	County	Program Year	Program Type	Readiness Rate	Low Performing Provider
WILLIAMS CHILDCARE	2405 14TH AVENUE, VERO BEACH, FL 32960	Indian River	2008-09	School-Year	100	
OPERATION HOPE CHILD DEVELOPMENT CENTER	12285 C.R. 512, FELLSMERE, FL 32948	Indian River	2008-09	School-Year	115	
A KIDS ACADEMY PRESCHOOL	890 6TH AVENUE, VERO BEACH, FL 32960	Indian River	2008-09	School-Year	130	
FOR KIDS ONLY OF VERO BEACH	2044 16TH ST, VERO BEACH, FL 32960	Indian River	2008-09	School-Year	130	
GREAT BEGINNINGS PRESCHOOL	1105 12TH STREET, VERO BEACH, FL 32960	Indian River	2008-09	School-Year	140	No
OXFORD ACADEMY PRESCHOOL OF VERO BEACH	1730 24TH STREET, VERO BEACH, FL 32960	Indian River	2008-09	School-Year	143	No
EOC CITRUS ELEM HEAD START	2771 4TH, VERO BEACH, FL 32962	Indian River	2008-09	School-Year	147	No
EOC FELLSMERE HEAD START CENTER	1339 WILLOW STREET, FELLSMERE, FL 32948	Indian River	2008-09	School-Year	147	No
EOC DOUGLAS HEAD START CENTER	8445 64TH AVE., WABASSO, FL 32970	Indian River	2008-09	School-Year	153	No
GRACIES PRESCHOOL	1150 41ST AVENUE, VERO BEACH, FL 32960	Indian River	2008-09	School-Year	161	No
IRSD TREASURE COAST ELEM.	8955 85TH STREET, SEBASTIAN, FL 32958	Indian River	2008-09	Summer	162	No
LITTLE RISING STARS INC	2855 58TH AVENUE, VERO BEACH, FL 32966	Indian River	2008-09	School-Year	163	No
TURNERS CHILD CARE & PRESCHOOL II INC	4895 38TH CIRCLE, VERO BEACH, FL 32967	Indian River	2008-09	School-Year	163	No
EOC ST HELENS HEAD START	3550 41ST STREET, VERO BEACH, FL 32960	Indian River	2008-09	School-Year	164	No
IRSD GLENDALE ELEM PRE K	4940 8TH STREET, VERO BEACH, FL 32968	Indian River	2008-09	School-Year	164	No
BRIDGES EARLY LEARNING CENTER	1590 27TH AVENUE, VERO BEACH, FL 32960	Indian River	2008-09	School-Year	167	No
IRSD DODGERTOWN ELEM PRE K	1426 19TH STREET, VERO BEACH, FL 32967	Indian River	2008-09	School-Year	167	No
NANNYS OF VERO INC	2715 ATLANTIC BLVD, VERO BEACH, FL 32960	Indian River	2008-09	School-Year	167	No
IRSD VERO BEACH ELEM PRE K	1770 12TH STREET, VERO BEACH, FL 32960	Indian River	2008-09	Summer	168	No
THE LEARNING NEST	1088 BARBER STREET, SEBASTIAN, FL 32958	Indian River	2008-09	School-Year	168	No
TLC PRESCHOOL INC	1899 BARBER STREET, SEBASTIAN, FL 32958	Indian River	2008-09	School-Year	168	No
LAPETITE ACADEMY 2 VERO	1418 27TH AVENUE, VERO BEACH, FL 32960	Indian River	2008-09	School-Year	175	No
HIBISCUS CHILD DEV CENTER	1145 12TH STREET, VERO BEACH, FL 32960	Indian River	2008-09	School-Year	176	No
IRSD FELLSMERE ELEM PRE K	15 N. CYPRESS STREET, FELLSMERE, FL 32948	Indian River	2008-09	School-Year	178	No
SUNSHINE KIDS EARLY LEARNING CENTER INC	1001 ROSELAND RD, SEBASTIAN, FL 32958	Indian River	2008-09	School-Year	180	No
LIL DRAGONS ACADEMY	2710 AIRPORT ROAD, VERO BEACH, FL 34960	Indian River	2008-09	School-Year	183	No
EOC HIGHLANDS ELEM HEAD START	500 20TH ST SW, VERO BEACH, FL 32962	Indian River	2008-09	School-Year	184	No
ST PETERS ACADEMY	4250 38TH AVENUE, , VERO BEACH, FL 32967	Indian River	2008-09	School-Year	184	No

SUNCOAST PRIMARY SCHOOL	3050 43RD AVENUE, VERO BEACH, FL 32960	Indian River	2008-09	School-Year	186	No
TREASURE COAST MONTESSORI	2455 5TH STREET SW, VERO BEACH, FL 32962	Indian River	2008-09	School-Year	186	No
REDEEMER LUTHERAN PRESCHOOL	900 27TH AVE, VERO BEACH, FL 32960	Indian River	2008-09	School-Year	188	No
IRSD PELICAN ISLAND ELEM PRE K	1355 SCHUMANN DRIVE, SEBASTIAN, FL 32958	Indian River	2008-09	School-Year	190	No
CRADLES TO CRAYONS	1285 6TH AVENUE, VERO BEACH, FL 32960	Indian River	2008-09	School-Year	191	No
CHILDRENS DISCOVERY CENTER	760 20TH AVE, VERO BEACH, FL 32962	Indian River	2008-09	School-Year	193	No
ROSELAND CHRISTIAN PRESCHOOL	12962 ROSELAND RD, SEBASTIAN, FL 32958	Indian River	2008-09	School-Year	197	No
EARLY EDUCATION CENTER OF 1ST METHODIST	1750 20TH STREET, VERO BEACH, FL 32960	Indian River	2008-09	School-Year	200	No
IRSD VERO BEACH ELEM PRE K	1770 12TH STREET, VERO BEACH, FL 32960	Indian River	2008-09	School-Year	200	No
MRS THERESAS CHILD CARE CENTER	4246 31ST AVE, VERO BEACH, FL 32967	Indian River	2008-09	School-Year	<i>Fewer than 4 children met substantial completion (70-% of program) and not enough children were screened.</i>	
ADONAI'S CHILD CARE CENTER	2566 SE BONITA STREET, STUART, FL 34997	Martin	2008-09	School-Year	100	
YMCA INDIANTOWN LOUIS DREYFUS CITRUS	16451 SW FARMS ROAD, INDIANTOWN, FL 34956	Martin	2008-09	School-Year	101	
DUNBAR CHILD CARE CENTER	12100 SE LANTANA AVE, HOBE SOUND, FL 33455	Martin	2008-09	School-Year	120	
LITTLE PEOPLES ACADEMY INC	938 SW 28TH STREET, PALM CITY, FL 34990	Martin	2008-09	School-Year	125	
MCSD WARFIELD ELEMENTARY	15262 SW 150TH STREET, INDIANTOWN, FL 34956	Martin	2008-09	Summer	131	
PEBBLESTONE ACADEMY INC	1200 SE CUT OFF RD, STUART, FL 34994	Martin	2008-09	School-Year	133	
MCSD PERKINS EARLY CHILDHOOD CENTER	16868 SW PALM BEACH STREET, INDIANTOWN, FL 34956-3829	Martin	2008-09	School-Year	151	No
JD PARKER HEAD START	1050 E 10TH ST, STUART, FL 34996	Martin	2008-09	Summer	153	No
GERTRUDE WALDEN CHILD CARE	601 SE LAKE STREET, STUART, FL 34994	Martin	2008-09	School-Year	155	No
REED CHILD CARE CENTER	20 SW 6TH STREET, STUART, FL 34994	Martin	2008-09	School-Year	167	No
MCSD SALERNO LEARNING CENTER	3400 SE LIONEL TERRACE, STUART, FL 34997-8817	Martin	2008-09	School-Year	169	No
MCSD STUART LEARNING CENTER	1050 E 10TH STREET, STUART, FL 34996-4111	Martin	2008-09	School-Year	171	No
OCEANSIDE ACADEMY	6338 SE HELD CT., STUART, FL 34997	Martin	2008-09	School-Year	173	No
HOPE RURAL SCHOOL	15929 SW 150 TH STREET, INDIANTOWN, FL 34956	Martin	2008-09	School-Year	175	No
KIDS FIRST OF STUART	324 TRESSLER DRIVE, STUART, FL 34994	Martin	2008-09	School-Year	175	No
STEPPING STONE EC STUART	500 NW STUART AVENUE, STUART, FL 34994	Martin	2008-09	School-Year	175	No
HOBE SOUND CCC	11580 SE GOMEZ AVENUE, HOBE SOUND, FL 33455	Martin	2008-09	School-Year	179	No
YMCA TREASURE COAST TEDDYBEAR	1700 SE MONTEREY RD, STUART, FL 34997	Martin	2008-09	School-Year	179	No
APPLE TREE ACADEMY II (JENSEN BEACH)	880 NE JENSEN BEACH BLVD, JENSEN BEACH, FL 34957	Martin	2008-09	School-Year	180	No

NEW BEGINNINGS LEARNING ACADEMY	509 SE PALM BEACH ROAD, STUART, FL 34994	Martin	2008-09	School-Year	180	No
THE GRACE PLACE PRESCHOOL	1550 S.E. SALERNO ROAD, STUART, FL 34997	Martin	2008-09	School-Year	180	No
APPLE TREE ACADEMY IV (SOUTH)	6491 SE PARKWOOD DRIVE, STUART, FL 34997	Martin	2008-09	School-Year	181	No
FIRST UNITED METHODIST PRE (STUART)	1500 S. KANNER HWY, STUART, FL 34994	Martin	2008-09	School-Year	182	No
REDEEMER LUTHERAN CHURCH & SCHOOL	2450 SE OCEAN BLVD, STUART, FL 34996	Martin	2008-09	School-Year	182	No
MCSD SALERNO SCHOOL HOUSE	3940 SE SALERNO RD, STUART, FL 34994	Martin	2008-09	School-Year	183	No
COMMUNITY CHRISTIAN PRESCHOOL	777 SE SALERNO ROAD, STUART, FL 34997	Martin	2008-09	School-Year	185	No
IMMANUEL EARLY LEARNING CENTER	2655 SW IMMANUEL DR, PALM CITY, FL 34990	Martin	2008-09	School-Year	191	No
MCSD FELIX A. WILLIAMS ELEM.	401 NW BAKER ROAD, STUART, FL 34994	Martin	2008-09	School-Year	191	No
APPLE TREE ACADEMY V (CENTRAL)	2085 S KANNER HWY, STUART, FL 34994	Martin	2008-09	School-Year	193	No
HIGH HOPES PRESCHOOL	3900 NW 48TH AVENUE, PALM CITY, FL 34990	Martin	2008-09	School-Year	193	No
FIRST UNITED METHODIST PRESCHOOL PC	5200 MARTIN HWY, PALM CITY, FL 34990	Martin	2008-09	School-Year	194	No
APPLE TREE ACADEMY III (PALM CITY)	2746 SW FEROE AVE, PALM CITY, FL 34990	Martin	2008-09	School-Year	196	No
MCSD CITRUS GROVE ELEM	2527 SW CITRUS BLVD., PALM CITY, FL 34990	Martin	2008-09	School-Year	200	No
OCEANSIDE ACADEMY II	2200 SE MONTEREY ROAD, STUART, FL 34996	Martin	2008-09	School-Year	200	No
NEW BEGINNINGS LEARNING ACADEMY	509 SE PALM BEACH ROAD, STUART, FL 34994	Martin	2008-09	Summer		<i>Fewer than 4 children met substantial completion (70-% of program) and not enough children were screened.</i>
MACEDONIAS EARLY CHILDHOOD DEV CENTER	821 SE BAHAMA AVENUE, STUART, FL 34994	Martin	2008-09	School-Year		<i>Fewer than 4 children were screened on one or more measure(s).</i>
LITTLE PEOPLES ACADEMY II	726 NE 16TH AVENUE, OKEECHOBEE, FL 34972	Okeechobee	2008-09	School-Year	67	
BRIGHT FUTURES PRESCHOOL	1811 SW 2ND AVENUE, OKEECHOBEE, FL 34974	Okeechobee	2008-09	School-Year	100	
STEPPING STONES ACADEMY II	2205 HWY 98 NORTH, OKEECHOBEE, FL 34972	Okeechobee	2008-09	School-Year	109	
A CHILDS WORLD CHILDCARE	703 SW 6TH ST, OKEECHOBEE, FL 34974	Okeechobee	2008-09	Summer	110	
TENDERCARE DAY CARE & PRESCHOOL	604 S.W 5TH STREET, OKEECHOBEE, FL 34974	Okeechobee	2008-09	School-Year	123	
NEW ENDEAVOR SCHOOL	575 SW 28TH STREET, OKEECHOBEE, FL 34974	Okeechobee	2008-09	School-Year	150	No
ROCK SOLID CHRISTIAN ACADEMY	401 SW 4TH STREET, OKEECHOBEE, FL 34974	Okeechobee	2008-09	School-Year	150	No
A CHILDS WORLD CHILDCARE	703 SW 6TH ST, OKEECHOBEE, FL 34974	Okeechobee	2008-09	School-Year	154	No
FAITH ACADEMY PRESCHOOL	1803 SW 3RD AVENUE, OKEECHOBEE, FL 34974	Okeechobee	2008-09	School-Year	160	No

STEPPING STONE ACADEMY I	400 S.W 4TH STREET, OKEECHOBEE, FL 34974	Okeechobee	2008-09	School-Year	160	No
EOC NORTHSIDE HEAD START	1798 NW 9TH AVENUE, OKEECHOBEE, FL 34973	Okeechobee	2008-09	School-Year	163	No
A CHILDS WORLD SOUTH	4664 HWY 441 SE, OKEECHOBEE, FL 34974	Okeechobee	2008-09	School-Year	186	No

\* No data are displayed when there are less than 10 children