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PROGRAM/VPK COMMITTEE MEETING MINUTES

Date: March 6, 2008
Place: 1320 SE 25th Loop, Suite 101, Ocala
Time: 8:30 a.m.

MEMBERS PRESENT

Judy Johnson (Program/VPK Committee Chair), Cheri Erskin, Gwen Wilson, Brandi Cooney, Gerry Brent, Liz Ferreira, Mary Beth Kyle

MEMBERS ABSENT

Katrina Waters, Judi Zanetti

GUESTS

Beth Wise (Robert-Leslie Publishing in Orlando), Barbara Saunders (Early Learning Solutions in Ft. Myers)

STAFF

Roseann Fricks (Executive Director), Elizabeth Moore (Operations Director), Anita Winter (Community Resource Manager), Sherry Doyle (Finance Director), Tee Rosario (Support Services Director)

CALL TO ORDER

Roseann Fricks called the meeting to order.

ROLL CALL

Tee Rosario called roll and a quorum was present.

CONSENT AGENDA

The Consent Agenda was accepted into the record as submitted. The Consent Agenda includes: January 10, 2008 Program/VPK Committee Meeting Minutes; School Readiness Program Enrollment Report as of December 2007; Children Served by Care Level for January 2008; Materials Distribution List for February 2008; and Community Outreach Events for March 2008.

INFORMATION ITEMS

VPK:

VPK Update

The FY 2006 – 2007 VPK Readiness Rates have been released. Elizabeth Moore discussed the Percent of VPK Providers At or Above the 2006-2007 Readiness Rate State Average by County map and VPK Readiness Rates Info Sheet – Marion County.

- Two Marion County VPK providers received a perfect score of 300 – Debra Poole and South Ocala ES.
- A score of 244 is the average VPK Readiness Rate score in the State.
 - 58% of the Marion County VPK Providers scored at or above the state average.
- For FY 2006 – 2007, there were a total of 98 VPK providers (66 school year and 32 summer). There was a 21% increase from the number of providers that offered the program in FY 2005 – 2006.
- There were 17 VPK providers in FY 2006 – 2007 that were not included in the VPK Readiness Rates.
 - If a provider starts the program with four children and one child drops from the program, that provider does not receive a score.
 - Children must complete 70% of the VPK program in order to be counted towards the provider's readiness rate.
 - ELCMC is pursuing the VPK providers not included in the Readiness Rates to identify the reason they were not included and provide resources to them.
 - A VPK program cannot be measured if a VPK provider is not included in the Readiness Rates.

- There were no VPK providers in FY 2006 – 2007 that were second year low performing providers.
- Roseann Fricks suggested a partnership with the Marion County Public Library during the summer. Workshops can be held at the Library to assist children to prepare for kindergarten.
- VPK eligibility outpost dates have been scheduled in the Marion County Public Schools. The calendar is available upon request.
- Marion County continues to have an increase in VPK enrollment and providers offering the VPK program.
- Elizabeth Moore is meeting with the FY 2006 – 2007 VPK low performing providers (LLP) to discuss their acknowledgement of low performance in the VPK program. Their acknowledgement is due Tuesday, March 11, 2008 in writing. The LLP will be responsible for creating their improvement plan.
- Elizabeth Moore is completing a grant to the Department of Education (DOE) in the amount of \$5,000 to assist VPK LPP in increasing their scores. ELCMC will purchase training materials focusing on phonemic awareness for the LPPs.

DOE Approved Curricula Update

The Program/VPK Committee received the List of VPK Approved Curricula and Cost and the list of components per curriculum. Elizabeth Moore reviewed the process for an author of a curriculum to be approved for VPK and listed by DOE. A hard copy of the process for a curriculum to be approved by DOE is also available upon request. If a VPK provider is low performing two years in a row, the provider must purchase a curriculum from the DOE approved list or the component(s) the provider is missing from their existing curriculum. The provider must show proof of purchase for the curriculum. In Marion County, there are no low performing providers two years in a row. The list of VPK approved curricula is updated every three years along with the VPK Standards. Discussion on the floor. Concern that future VPK low performing providers two years in a row might not offer the VPK program because they are unable to afford it.

SCHOOL READINESS: Committee Membership

Marsha Carpenter, DCF Licensing Supervisor has expressed an interest in becoming a Program/VPK Committee member. Elizabeth Moore has supplied Ms. Carpenter with previous Committee Meeting Minutes for her review.

Standards for Afterschool Programs

At the last Executive Directors meeting there was a presentation on Standards for Quality Afterschool Programs. The Standards for Afterschool Programs brochure was included in the Committee packet for discussion of possible endorsement by ELCMC. At the next Executive Directors meeting in Tallahassee one of the discussion items will be the Standards for Quality Afterschool Programs. Roseann Fricks requested the Committee's input on the subject before Wednesday, March 12, 2008 to share at the Executive Directors meeting next week.

Reimbursement for Annual Dues/Conference Registration P&P Update

A Summary of the Reimbursements was distributed to the Committee. Elizabeth Moore discussed the Summary in detail.

- To date, there are 22 teachers that have requested reimbursement for conferences totally \$1,118. The funds remaining are \$1,382. Elizabeth Moore anticipates she will receive additional requests due to upcoming conferences. There are additional reimbursement requests received not noted on the summary discussed today.
- To date, two child care sites have requested reimbursement for annual dues. There is \$10,000 allocated for the reimbursement for annual dues.
 - Discussion on the floor regarding a reimbursement request for annual dues received from Future Stars Academy for \$150.
 - The owner of Future Stars Academy claims he was unaware of this policy.
 - The owner completed his annual dues renewal on January 28, 2008.
 - On February 19, 2008, Elizabeth Moore requested the owner submit his request for reimbursement for annual dues to present at the Committee today for discussion.
 - Elizabeth Moore has made providers aware of the policy at various provider meetings.
 - The owner attends the provider meetings on a regular basis.
 - Cheri Erskin has attended meetings with the owner and they have discussed accreditation renewal.
 - Elizabeth Moore reviewed the annual dues policy and procedures – 30 days advance notice required.
 - The Committee consensus was not to make an exception for Future Stars Academy due to the fact that the policy states 30 days advance notice for submission of application for

reimbursement and prior notification of the reimbursement policies was announced at various meetings.

- Elizabeth Moore will notify the owner of the Committee's decision in writing.
- The Policy will remain in effect as is for FY 2007 – 2008. The policy will be reviewed at the May 2008 Committee meeting to discuss the results and possible amendment/reallocation of funds to the Policy for FY 2008 – 2009.

Match Funds Update

- The Wait List for School Readiness Services has been cleared. The balance of match funds for FY 2007 – 2008 has been acquired from community partners (Kids Central, Inc. and the Marion County School System). School Readiness services were made possible for families with children of all ages eligible for services due to this commitment from the community partners.
- Roseann Fricks commended CDS. CDS extended their office hours opening at 5:00 a.m. to begin assisting clients with school readiness services.
- Cheri Erskin shared a success story with the Committee. The single mother began receiving subsidized child care services and was able to keep her home and employment. Ms. Erskin will provide ELCMC staff with the success story in writing to be shared with others (United Way, Office of Early Learning, ELCMC Annual Report, etc.).
- Judy Johnson requested that child care providers submit success stories not only for presentations and funding requests but community awareness.

United Way Provider Visit Update

The United Way site visit at Kinderoo Children's Academy was Monday, February 25, 2008 for funding request for FY 2008 – 2009. The Committee received a handout of a map by zip code of the number of children served and the number of child care providers. A map with the same information was presented to United Way at the site visit.

Response to the Office of Early Learning – July 2007 Monitoring

Letter dated February 4, 2008 and attachments from ELCMC regarding the response to the July 2007 monitoring were included for review.

QRIS Sub-Committee Update

- At the January 2008 QRIS Sub-Committee meeting there were several questions. Elizabeth Moore is in the process of acquiring the information requested.
- The next QRIS Sub-Committee meeting will be on March 20, 2008 at 11:30 a.m.
- Elizabeth Moore will keep the Committee posted of any updates.

ELCMC 2006-2007 Financial Audit

Sherry Doyle discussed the approved FY 2006 – 2007 Financial Audit included in the Committee's packet. The Audit was approved at the February 28, 2008 Board meeting.

ELCMC Revised Budget

Sherry Doyle discussed the approved Revised Budget in detail. The Revised Budget was approved at the February 28, 2008 Board meeting.

CCD&F Plan Update

The State approved CCD&F Plan was approved in November 2007 effective October 1, 2007.

- School readiness clients
 - SSI Income/adoption subsidy no longer included to determine eligibility
 - If an 18 year old child is working and attending school, his/her work income is not included to determine eligibility for the household
 - As per OEL, files from October 1 through November 17, 2007 were the only files that needed to be reviewed. Five files were affected with the new Plan updates. The files are being finalized to determine the parent co-payment or provider payment adjustment.

Success By 6 Update

- The third Powerful Parenting Series was held on February 29, 2008. There were 24 individuals in attendance. The class was held at the Marion Oaks Community Center. The topic was Enhanced Reading to your Child presented by Nancy Young from the Marion County Public Library and Kindergarten Readiness presented by Geraldine Lochren, SB6 Coordinator.

- The next Powerful Parenting Series will be held on March 10, 2008. Dr. Benlolo from CFCC/Webster University is presenting.
- The Marion Oaks public library has an increase in individuals visiting the library due to the Powerful Parenting Series in that community.
- There are over 220 children participating in the Imagination Library program since the expansion to the Marion Oaks community.

PERKS Update

- Max De Herrera, PERKS TA Specialist continues to conduct weekly visits and provide technical assistance at PERKS sites.
- PERKS monitoring completed - ELCMC final score after the corrective action plan was a 100%.
- FY 2007 – 2008 is the final year of the PERKS program.

OTHER BUSINESS

- Beth Wise, author of Investigator Curriculum and Barbara Saunders are conducting a presentation on the curriculum today, March 6, 2008 at 10:30 a.m. at the ELCMC office.
- Early Learning Coalitions have been notified to anticipate budget cuts for FY 2008 – 2009.
- The RFP for 2008 Summer Programs has been released. To date, one letter of intent has been received by ELCMC from the Marion County Children’s Alliance.
- Newspaper article published in the Ocala Star Banner on March 4, 2008 entitled *Community leaders don't wait for state to act against abuse* was discussed.
 - Geraldine Lochren is pursuing options to offer co-sleeping and SIDS (Sudden Infant Death Syndrome) prevention/awareness to the community.
- On April 14, 2008 at 4 p.m., the Public Policy Institute will hold a seminar entitled “Taking Care Of Our Own”.
- If the Committee is interested in receiving legislative updates they should notify Roseann Fricks.
- CDS has been awarded the tri-county (Dixie, Gilchrist and Levy) Headstart and early Headstart program federal grant effective May 1, 2008.
 - A total of approximately 1,112 children will be served in Headstart and early Headstart through CDS.
- The Marion County Public Library is having an event to celebrate Dr. Suess’ birthday on Saturday, March 8, 2008 from 10:00 a.m. to 3:00 p.m.

PUBLIC COMMENT

None

Adjournment

The meeting adjourned with no further discussion.

Recorder: Tee Rosario

Signature on file _____ 6/11/08
 Accepted By _____ Date