

PROGRAM/VPK COMMITTEE MEETING

July 27, 2017 8:30am

AGENDA

Roll Call

B. Montalvo

CONSENT AGENDA

Section 1 – M. Hancock

DISCUSSION ITEMS

- Inclusion Committee and Inclusive Service Goals
- Early Learning with a Heart Recognition Program
- FY 2017-2018 Quality Strategic Plan

Section 2 – Program Committee
Handout – E. Deola

INFORMATION ITEMS

- FY 16-17 Wrap Up:
 - Quality Budget Update
 - FY 16-17 QI Strategic Plan Update
- ELCMC Updates:
 - Legislative Update
 - 2017-2018 Provider Contracting Updates
 - 2017-2018 Provider Meeting Schedule
 - 2017-2018 Professional Development Calendar
 - Florida Kindergarten Readiness Screener (FLKRS)

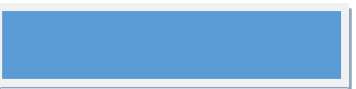
Section 3 – E. Deola

Section 4 – R. Phillips
Handout – R. Phillips
E. Deola

SUCCESS BY 6 PROGRAM

Public Comment

Adjournment



To join this meeting
via conference call,
dial 1-888-670-3525,
enter the conference
code: 7148104574 #

Section 1

Consent Agenda

🔗 Program VPK Meeting Minutes from March 30, 2017

🔗 Current Events Report through May 2017

🔗 ELCMC Notice of Meetings for FY 2017-2018

🔗 Items Available for review:

- Customer Service Survey Results for March, April, and May 2017

**Early Learning Coalition of Marion County:
Program/VPK Committee
Meeting Minutes**

Date/Time: March 30, 2017
Location: ELCMC Office, Board Room
Members Present: Melissa Hancock (Chair), Dr. Heidi Maier, Deidra Boodoo, Jenny Ransone, Pastor John Delcamp,
Members Absent: Gwen Wilson, Suzanne McGuire, Paola Lopez
Conference Call: Kim Sellers, Karen Vega
Guests: Cole Shannahan
Staff Present: Elizabeth Deola, Ruby Phillips

Agenda Item	Summary/Discussion	Action
Call to Order	Program/VPK Committee meeting called to order.	Melissa Hancock called the meeting to order at 8:30AM
Chair Report	Melissa Hancock welcomed all members and introduced new potential member, Cole Shannahan. Melissa also discussed the Children's Week trip to Tallahassee, thirty-six people went on the trip. Survey outcomes show the trip to be educational and informative. The May 25 th committee meeting potentially needs to be rescheduled due to conflicts with several committee members. After discussion and review of calendars, the May 25 th meeting will be rescheduled to June 21, 2017 at 8:30am.	Beatriz Montanez will send out a Notice of Meetings changing the May 25 th meeting to June 21, 2017 at 8:30am.
Consent Agenda	The consent agenda was reviewed and included the following items: 1. Program VPK Meeting Minutes from January 27, 2017 2. Current Events Report through February 2017 3. ELCMC Notice of Meetings for FY 2016-2017 Customer service survey results for January and February 2017 were available for review.	Unanimous consent was given by the Committee to accept the minutes with no changes.

Agenda Item	Summary/Discussion	Action
<p>Discussion Items:</p> <ul style="list-style-type: none"> • Quality Budget • Early Learning Quality Recognition Program <p>Information Items:</p> <ul style="list-style-type: none"> • Quality Initiatives Strategic Plan 	<p>2016-2017 Quality Budget was distributed as a handout to the committee. Elizabeth reviewed the budget line by line in detail.</p> <p>Paola Lopez, Suzanne McGuire and Elizabeth Deola met twice between the January and March meeting to work on the documentation and objectives for the early learning award program, “Early Learning with a Heart”. The subcommittee developed a timeline for completion, program description, nomination packet, associated forms and a portfolio checklist for teachers.</p> <p>Elizabeth Deola discussed the items with the committee and took feedback.</p> <p>The updated strategic plan was included in the packet. Detail the progress of the following:</p> <ul style="list-style-type: none"> • Early Head Start Expansion Grant – ELCMC was not awarded this grant. Only four entities across the state received expansion funding. • Inclusion Services Improvement – Current updating occurring with the ASQ screening procedure to ensure early screening and referrals are completed within the timeframe allowed by Florida Statute. Provider survey being computed and follow up planning to occur within the next month. • Early Learning Quality Recognition Program – See above. • Early Learning Performance Funding Pilot – Year 3 – Benchmark Three will be finalized in April 2017. ELCMC now has 6 participants in this program. The League of Women Voters is conducting a study of our PFP VPK Providers to obtain information on how providers are conducting VPK, what resources they are utilizing as well as what is needed to run a successful program. They are conducting this study in Citrus and Lake Counties as well and will provide a report when their data is finalized. • Bridging the Gap Pilot – Saddlewood Elementary staff and Kinderroo VPK staff met and planned a Kindergarten Open-House event scheduled for Thursday, May 11, 2017. They are encouraging parents of in-coming kindergarteners to attend to get the know their new school campus, the staff and visit their potential classrooms. 	<p>No additional discussion occurred around the year-to-date expenditures.</p> <p>Elizabeth Deola will update documents based on committee recommendations. Updated forms and process will be included in next meeting packet and sent to members for review and finalization at the next committee meeting.</p> <p>None</p>

Agenda Item	Summary/Discussion	Action
<ul style="list-style-type: none"> ELCMC Updates: 	<ul style="list-style-type: none"> Various Community Events – ELCMC continues to participate in various opportunities to connect with the community. <p>Roseann Fricks discussed the legislative update. A letter was received from another ELC regarding the new FLKRS screener and the impact it may have on the accountability of VPK programs, both public and private. The committee reviewed the letter and agreed that we should support this message.</p>	<p>The letter is made available for review. Additional discussion will be held internally about next steps.</p>
<p>Success By 6 Program Update</p>	<ul style="list-style-type: none"> The Diaper Drive boasted an incredible 17,000 diapers! This shows just how much our community is supportive and provides for those in need. Diapers are being organized for distribution to local agencies that assist needy families and directly to needy families through ELC. Parents as Teachers continues to move forward with the fifth series in session now. The six-week program will start up for its last series this fiscal year in May 2017. Read Aloud 15 has 230 partners throughout Marion County to date and continues to grow. The Born Learning Train is being prepped for installation outside the Reddick Public Library now. Bucket of Books, a part of the Read Aloud 15 initiative is located throughout the county in more than 75 locations. 	<p>Information</p>
<p>Public Comment</p>	<ul style="list-style-type: none"> None 	<p>Information</p>
<p>Adjournment</p>	<ul style="list-style-type: none"> Melissa Hancock adjourned the meeting. 	<p>The meeting adjourned at 10:10AM.</p>

Reported by: Elizabeth Deola, Quality Initiatives Director

NOTE – For additional information on any of the above items, please contact Quality Initiatives Director, Elizabeth Deola at edeola@elc-marion.org.

CURRENT EVENTS
Executive Director Report 2016 - 2017

	July	August	September	October	November	December	January	February	March	April	May	June	Yr. Total
Customer (Parent/Caregiver) Service Meetings													
School Readiness VPK	509	734	470	324	378	434	327	274	284	341	393	393	4,468
	135	229	54	49	52	21	44	48	114	77	86	86	909
Children Served													
School Readiness VPK	2,601	2,747	2,716	2,608	2,694	2,819	2,895	2,955	2,965	2,931	3,072	3,072	31,003
Incoming Calls	134	1,893	2,204	2,228	2,222	2,119	2,196	2,157	2,143	2,119	3,038	3,038	22,453
Outgoing Calls	1,832	2,608	1,466	1,219	1,132	1,034	1,185	1,398	1,969	1,969	2,662	2,662	16,505
Voice-mails	2,583	3,264	2,460	2,174	1,976	1,783	2,103	2,151	2,107	2,107	2,502	2,502	23,103
CCR&R Interviews	493	548	401	353	376	352	423	380	417	413	435	435	66,192
Compliance													
Monitoring Visits	2	0	12	43	57	0	31	7	8	10	0	0	170
Files Monitored													
SRS - Parent/Child	8	20	20	7	15	10	20	22	22	20	24	24	188
SRS - CCP	11	35	0	0	0	0	1	6	0	0	0	0	53
VPK - Parent/Child	24	24	20	0	20	5	0	0	0	0	0	0	93
VPK - CCP	4	0	6	8	9	5	6	2	4	5	4	4	53
Fraud Prevention Referrals (total of 1st, 2nd, 3rd offense)	7	1	7	6	2	0	3	4	1	0	2	2	33
Finance													
Provider Technical Assistance	45	57	55	45	52	60	71	46	90	59	61	61	641
Provider File Maintenance													
VPK - Calendar Changes	15	8	3	7	2	3	1	1	1	0	0	0	41
VPK - Classroom Creations	40	4	3	4	0	1	0	1	0	1	14	14	68
VPK - Teacher Updates	20	10	0	9	13	0	11	8	3	5	0	0	79
VPK - Program Verification Reports	3	0	0	0	0	0	0	1	0	0	3	3	7
Provider Paybacks or Adjustments													
School Readiness													
VPK				16	15	12	7	3	31	6	15	15	16
PFP				22	8	6	25	13	14	12	6	6	22
Insurance and DCF licenses	10	17	0	7	0	0	0	0	0	0	0	0	7
Reminder Letters				37	29	6	24	38	24	27	35	35	37
Update Provider File				14	11	0	10	12	19	18	22	22	14
OEL Workgroup	2	2	2	1	1	0	0	0	0	0	0	0	8
Quality Initiative Services													
Number of SR Child Care Providers	162	149	147	151	151	148	148	152	152	153	155	155	1,668
Number of VPK Child Care Providers	24	94	95	98	97	95	95	95	95	95	96	96	979
CCP Technical Assistance	165	240	357	326	238	199	326	245	247	307	486	486	3,136
Trainings Provided/Attendees	4 / 67	5 / 137	2 / 25	9 / 169	5 / 134	1 / 7	7 / 120	11 / 122	20 / 226	3 / 85	3 / 124	3 / 124	59 / 1094
Child Assessments	0	0	0	0	0	0	70	6	5	10	9	9	100
Community Awareness													
Number of Staff Attended Events [^]	9	10	13	16	27	33	42	25	29	7	10	10	221
Children's Books, Parent Resources, Etc. distributed to the Community (Events/Agencies/Businesses)	888	405	173	1,346	406	320	338	1,496	1,779	1	1,217	1,217	8,369
ELCMC Website Statistics													
Number of Visits	11,436	11,804	8,273	4,313	3,785	3,431	5,567	5,006	6,811	6,654	6,559	6,559	73,639
Average Visits Per Day	369	381	274	139	126	110	179	178	212	221	211	211	2,400
Parent Education													
Read Aloud Partners	12	9	5	6	185	204	211	219	224	232	326	326	1,633
Bucket of Books	0	0	0	0	114	127	137	141	145	152	185	185	1,001
Pack N Plays distributed	0	15	0	0	11	13	7	14	16	11	14	14	101
Trainings Conducted	0	0	8	9	9	2	3	1	8	4	4	4	48
Staff Development													
Presentations	2	5	1	5	2	6	1	1	0	0	0	0	23
Trainings Attended	14	20	18	28	14	9	22	30	29	6	8	8	198

For specific details on any of the above activities please contact Beatriz Montalvo at bmontalvo@elc-marion.org

Notice of Meetings

Fiscal Year 2017 – 2018

The Early Learning Coalition of Marion County
Will meet as shown below:

Program/VPK Committee 8:30 a.m., Thursday July 27, 2017
September 28, 2017
November 30, 2017
January 25, 2018
March 29, 2018
June 7, 2018

- **ALL meetings** will be held at Early Learning Coalition of Marion County, 2300 SW 17th Road, Ocala, FL 34471

PURPOSE: Coalition Business

In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in these meetings should contact Beatriz Montalvo at (352) 369-2315 or 1-800-955-8770 (Voice) Florida Relay Service at least 48 hours proper to the meeting.

Notice has been made of these meetings to cover the Government in the Sunshine Law through publication and distributions of same.

Good Beginnings = Great Endings



Section 2


2017-2018 Early Learning with a Heart





Recognizing and awarding excellence in
the field of early learning!


2017-2018
Early Learning with a Heart 

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Early Learning with a Heart Program Description and Timeline

Purpose:

To establish a program to recognize early childhood teachers for excellence in early education.

Program Participation Criteria:

Every contracted child care program will receive access to the nomination packet via email, ELCMC website, or a paper copy can be provided by request through the ELCMC Program Department.

For a childcare provider to participate, they must meet the following criteria:

- Be a legally operating child care facility, family child care home or license-exempt child care facility.
- Be contracted and in good standing with the Early Learning Coalition of Marion County to offer the School Readiness program and/or VPK program services.
- Be licensed by the Department of Children and Families, or if license exempt, be accredited by a recognized accreditation agency.

Program Timeline (Annually):

- **July:** Nomination forms released to child care providers via ELCMC Website, OEL Provider Portal, email blast.
- **August 1 through October 31:** Nominations are accepted by ELCMC Programs Department via email, USPS mail or dropped off in person to the front desk of the ELCMC Office. All nominations will be date/time stamped upon receipt. Any nominations received before the open of business on August 1 or the close of business on September 30 will be disqualified. Nominations will only be accepted when signed off by Director/Owner on file with ELCMC. Portfolios submitted become the property of the Early Learning Coalition and may not be returned to the applicant upon the conclusion of the program cycle.
- **November:** ELCMC Program/VPK Committee reviews nomination forms and portfolios using rubric to narrow down applicant pool to top ten nominees.
- **December:** Top ten finalists are contacted via USPS Mail with the invitation to attend the awards ceremony.
- **AWARD CEREMONY: TBA**

2017-2018
Early Learning with a Heart
Nomination and Submission Instructions

Step 1: Understanding the Requirements and Choosing a Nominee

Discuss with your staff/team the following:

- Program Description and Timeline
- Nomination criteria
- Portfolio requirements

ELIGIBLE STAFF: Only staff directly teaching children within a legally operating and qualified child care program in **Marion County** are eligible to be nominated for the Early Learning with a Heart Award. *(we have contracted providers outside of Marion County – can they participate?)*

PROGRAM NOMINATION REQUIREMENTS:

1. Child care programs can nominate **ONE** early learning teacher per site, per award year.
2. Nominations must be made without regard to race, age, gender, national origin or religion.
3. Teachers must possess at a minimum either the Florida Child Care Professional Credential (FCCPC) or the National Child Development Associate (CDA) certification. All certifications must be current and valid and included in the Portfolio.
4. Nominees must submit a portfolio containing all required items listed on the attached checklist.
5. Teachers taking first prize shall serve on planning committee to participate in the review of paperwork and selection of the following year's winners.
6. Childcare provider must agree to allow winner to participate in these meetings throughout the year with prior notice of meeting dates and times.
7. All required documents must be submitted by the due dates, otherwise they will be disqualified.

Step 2: Nomination Process:

Once you decide who you would like to nominate, follow the steps below:

1. Complete the Nomination Form.
2. Have the nominee prepare their portfolio using the Portfolio Checklist as a guide.
3. Attach completed Nomination form to front of Portfolio binder.
4. Deliver your documents to ELCMC:

Mail or Drop off to:

ELCMC
Attn: Programs Department
2300 SW 17th Road
Ocala, FL 34471

IMPORTANT NOTE: Nomination forms and portfolio are accepted between August 1st and October 31st. All nominations will be date/time stamped upon receipt. Any nominations received before the open of business on August 1 or the close of business on October 31 will be disqualified.

2017-2018
Early Learning with a Heart
Portfolio Checklist



Follow the checklist below to create your portfolio. This is your opportunity to stand out from the crowd and show off your teaching talents and commitment to high quality early education.

*****ALL CONTENT MUST BE SUBMITTED IN THE ORDER OF THE CHECKLIST BELOW IN A BINDER SEPERATING THE SECTIONS WITH LABELED DIVIDERS*****

- 1. Letter of Recommendation from your Director/Owner** – This letter should be in a sealed envelope and inserted into your portfolio. Label outside of envelope: Letter of Recommendation
- 2. Resume**
- 3. Teacher Questionnaire** – This should be written with spelling and grammar in mind.
- 4. Professional Development Documentation** – must include a transcript and/or certificates from training. Show a minimum of 24 hours of professional development within the past year.
- 5. Current CDA or FCCPC**
- 6. Any additional certifications, credentials or college degrees**
- 7. Additional documents highlighting your teaching skills** – Examples: photograph of classroom interactions (photo release required), sample of teacher written lesson plans, documentation of volunteer efforts. This is only a list of examples; you are encouraged to be creative and include anything that will show your off your teaching skills in this section.

EXTRA CREDIT OPTION:

- EC. Most current child assessment or screening results** – follow instructions below
 - No child names should be included.
 - Report should only include children in the classroom where the nominated teachers has provided instruction.
 - Samples of

NOTE: This portfolio will not be returned to you. Please ensure there are NO ORIGINAL DOCUMENTS in this portfolio!

IF YOU HAVE QUESTIONS, PLEASE CONTACT: Elizabeth Deola at edeola@elc-marion.org or at 352-369-2315, Ext. 234.

Early Learning with a Heart Nomination Form

Childcare Site Name: _____ Phone: _____

Director/Owner Name: _____ Email: _____

SITE QUALIFIERS:

1. Site is legally operating: YES NO UNKNOWN
2. Site is classified as: DCF Licensed License Exempt
 Accredited: _____ (name of accrediting agency)
3. Site is contracted in good standing with ELCMC: YES NO UNKNOWN

Purpose of nomination: Briefly describe why this teacher is being nominated.



Nominee Information



Teacher Name: _____

Teacher Phone: _____ Email: _____

Teacher Mailing Address: _____

City, State, Zip: _____

How long has this teacher worked with your child care center or home? _____

By signing below, you acknowledge voluntary participation in the Early Learning with a Heart award program. You understand that if you were to win this award, you are obligated to serve on a committee to choose the winner of the award the following year.

Teacher Signature

Date

By signing this nomination form, you are allowing the teacher named above to participate in this program. This teacher should be allowed to leave the child care site during regularly operating business hours to participate in Early Learning with a Heart committee planning meetings (maximum of 4 meetings per year) to participate in the selection of the following years winners.

Director/Owner Signature

Date

ATTACH THIS FORM TO THE FRONT OF THE PORTFOLIO BINDER BEFORE SUBMISSION

Teacher Questionnaire



Instructions: Complete this form in your own words. Typing this document is preferred, otherwise write legibly. This is the moment for you to brag about yourself and your professional accomplishments and goals. You may add sheets to this document if you need more room. Be mindful of your grammar and spelling. Write in complete sentences.

Section I. The Teaching Philosophy

1. Why did you become an early learning professional?

2. What do you believe about the children in your care?

Section I. The Teaching Philosophy (Continued)

3. How do you ensure that your teaching strategies are making an impact on the children in your classroom?

4. Describe creative or innovative strategies, practices, tools or curricula that you have implemented. How were these successful?

Section II. Leadership

1. Define “Leadership”:

2. How do you model professionalism as a teacher?

DRAFT

Section II. Leadership (continued)

- 3. What specific leadership action did you take to affect your school, and what were the results?**

Section III. Family Engagement

- 1. What do you believe the parent/caretaker role is in a child's education?**

Section III. Family Engagement (continued)

- 2. How have you involved parents/caretakers and families in the education you provide?**

Additional thoughts (optional):

DRAFT

2300 SW 17th Road
Ocala, FL 34471

Phone (352) 369-2315

Fax (352) 369-2475

**Photograph Release Form for Minor Child
Parent/Guardian Release**

I, as the parent or legal guardian of: (list children names below)

I dually authorize the child care provider: _____ **AND**
the Early Learning Coalition of Marion County to photograph, print, edit, and distribute
images/video of the child(ren) listed above for the purposes of educating the general
public, stakeholders, and other interested parties about high quality early education.

I understand that the photos may be viewed by the provider's and Coalition's board
members, employees, members of the community, state officials and the general public
through means of digital media, social media and print.

I hereby release and discharge the provider listed above and the Early Coalition of
Marion County and its staff from any and all claims out of use of the photos taken and
submitted.

This release is valid for the lifetime of the photograph; however, this release may be
revoked at any time by written request from the parent/guardian listed below.

Parent/Guardian's name (please print)

Parent/Guardian's signature

Date

2017-2018

Early Learning with a Heart



Judging Committee Only

Person Scoring Initials: _____

Date Scoring Completed: _____

Scoring Sheet


Submitted Check off each item in portfolio	Component	Score	Comment Write comment if scoring lower than max scored allowed. Describe reasoning for decision.
	Nomination Form Must be: 1. Complete 2. Attached to front of portfolio	(Max 2)	
	Letter of Recommendation (must be sealed)	(Max 1)	
	Resume (award second point if updated to show current position)	(Max 2)	
	Teacher Questionnaire (award one point per question for information and one point for grammar and spelling – use ‘Qualities of a Professional Early Educator Tip Sheet’ as guidance for what you are looking for in each answer.)	(Max 20)	
	Professional Development (award one point for every professional development hour earned over the past twelve months up to the date of portfolio submission – give extra point if hours were spread out throughout the year)	(Max 25)	
	Current CDA or FCCPC	(Max 1)	
	Additional Certifications and/or Degree (award one point for each additional certificate or degree up to four points)	(Max 4)	
	Additional documents highlighting teaching skills (award one point for each type of documentation up to five points)	(Max 5)	
	Extra Credit: Report showing outcome of child assessment/screening for teacher’s students.	(Max 1)	
TOTAL POINTS RECEIVED			

Disqualifier: If any box in the “Submission” section is left unchecked due to item not being included in portfolio, entire submission will be disqualified.

2017-2018

Early Learning with a Heart

Qualities of a Professional Early Educator Tip Sheet



- Demonstrates a superior ability to foster excellence in early education and contribute to the continued improvement of early learning and the preschool environment.
- Displays expertise in subject taught and the ability to use effectively materials relating to the Florida Early Learning and Developmental Standards. Review the standards here:
<http://flbt5.floridaearlylearning.com/>
- Demonstrates leadership in educational activities, such as a member of an advisory council, mentor or serve on a task force for a professional organization.
- Utilizes original and/or innovative instructional methods such as cooperative learning and interdisciplinary instruction, the development and/or use of experimental programs, development of new instructional materials, and the use of technology in instruction.
- Actively participates in continued professional development as evidenced by participation in a minimum of 24 hours of in-service training annually including, but not limited to: workshops, in-service training, conferences and/or advanced degrees.
- Demonstrates exemplary interpersonal skills in communicating with students, parents and the community and in collaboration with other professionals. Staff/team member supports his/her community through active participation in service-oriented projects, volunteer work, etc. as evidenced on activity log (attached to this packet).
- Utilizes innovative developmentally appropriate techniques.
- Demonstrates a strong commitment to creating a climate of caring and respect conducive to effective teaching and learning.

Section 3

2016-2017 Quality Budget

Item/Project	Budget	Spent	Remaining	Anticipated Expenditure & Comments
Community Events/Outreach	\$40,512 (increased due to realignment of funding)	\$45,417	\$0	Realignment of funds will adjust this item out.
Professional Services*	\$32,000	\$30,764	\$1,236	Additional order of materials for follow up to Pam Phelps Training
Quality Support Materials, Assessment, Screening, Curriculum*	\$630,620 (increased due to realignment of funding)	\$554,091	\$76,529*	Infant/Toddler Materials Package for Providers
Training Materials*	\$36,900	\$29,347	\$7,553*	Replenish Provider Workroom
Provider Grants	\$0	\$0	\$0	
Professional Development Reimbursement and Scholarships	\$11,565	\$10,582	\$983	Early Childhood Conference, Summer Conferences
Provider Substitute Reimbursement	\$500	\$0	\$500	Parents As Teachers Childcare Bridging the Gap
QUALITY BUDGET	\$752,097	\$670,201	\$86,801 (off by \$4,905 over expenditure in Community Events)	89% Expended
Performance Funding Pilot – Year 3 Plus Early Learning Florida	\$275,005	\$83,395	\$191,610	This line current as of 4/30/17
TOTAL:	\$1,027,102	\$753,596	\$278,411	

* Potentially move money to another line item if able

Updated: 6/19/17 ED

**FY 2016-2017
Quality Initiatives Strategic Plan**

Developed: 3/30/2016

Updated: 7/27/2016, 9/27/16, 11/15/2016, 1/24/2017, 3/29/2017, 6/15/17

Project	Details	Time Frame	Staff/ Committee Member Responsible	Implementation Plan	STATUS
Quality Rating Improvement System - PILL		<input checked="" type="checkbox"/> Program writing			Subcommittee met on December 9, 2016 and planned 5 sections of program – <ol style="list-style-type: none"> 1. Provider Participation Requirements 2. Staff Professional Development Program Program benchmarks incentives for performance program monitoring and quality improvement measurement First section in process of being written – anticipated completion date, February 3.
Early Head Start Expansion Grant	ELCMC is applying for this grant opportunity.	<input checked="" type="checkbox"/> Grant Due: Aug 2016 <input type="checkbox"/> Implement Services March 2017	ELCMC Staff	Timeline was created and Org Chart has been approved by Executive Committee	Grant submitted – award notices will be given in December 2016. UPDATE: ELCMC did NOT receive grant.

PROGRAM ON HOLD

<p>Inclusion Services Program Improvement</p>	<p>Develop procedure to support families and children with special needs. Increase community awareness of inclusion services provided.</p>	<p><input checked="" type="checkbox"/> September 2016: New Infant/Toddler and Inclusion Specialist being hired <input checked="" type="checkbox"/> October 2016: New staff hired and training started. <input checked="" type="checkbox"/> November 2016: Inclusion needs assessment to be completed. <input checked="" type="checkbox"/> December 2016: Evaluate outcome of needs assessment. <input checked="" type="checkbox"/> February 2017: Develop follow up plan</p>	<p>Elizabeth Deola IT/Inclusion Specialist</p>	<p><input checked="" type="checkbox"/> Step 1: Advertise position, conduct interviews, hire staff member <input checked="" type="checkbox"/> Step 2: Begin Staff training <input checked="" type="checkbox"/> Step 3: Develop needs assessment <input type="checkbox"/> Step 4: Create action plan <input type="checkbox"/> Step 5: Implement plan <input type="checkbox"/> Step 5: Measure effectiveness and provide on-going reports</p>	<p>Needs assessment completed with 39 providers participating.</p> <p>New staff continue to be trained with Inclusive Program Supports to be developed starting in February 2017.</p> <p>ASQ Procedure Updated to assist in getting more results.</p> <p>New process in place to work with classrooms and better prepare teachers to work with children different needs.</p> <p>New process implemented to see parents 1:1 at ELC office to better assist in finding services that will benefit them.</p> <p>With information from Needs Survey and follow up information from Karen Vega, ELCMC is planning for an intensive training and technical support year in the up-coming fiscal year.</p>
<p>Early Learning Quality Recognition Program</p>	<p>Develop a program to encourage professional development and high quality early learning by supporting individual early learning teachers.</p>	<p><input type="checkbox"/> November 2016: Program/VPK Committee to discuss in detail program <input checked="" type="checkbox"/> Jan 2017: Reintroduce to Program Committee <input checked="" type="checkbox"/> Feb 2017: Subcommittee Meets <input type="checkbox"/> March 2017: Final review of program</p>	<p>Elizabeth Deola Paola Lopez Suzanne McGuire Entire Committee</p>	<p><input checked="" type="checkbox"/> Step 1: Determine workgroup members <input checked="" type="checkbox"/> Step 2: Set workgroup meeting schedule <input checked="" type="checkbox"/> Step 3: Develop action Plan <input type="checkbox"/> Step 4: Implement Action Plan <input type="checkbox"/> Step 5: Follow Up and Report</p>	<p>Discussed Program at Jan Prog Committee. In Feb 2017, Subcommittee met, ELCMC Staff drafted documents based on subcommittee creation.</p> <p>See Section 2 of Packet for 6.21.17 Program Committee Meeting.</p>

		committee. Funding and prize discussion.			
Early Learning Performance Funding Pilot Project – Year Three	Support and implement year three of the project including CLASS Observations, contract management, and technical assistance to providers to complete required benchmarks.	<input checked="" type="checkbox"/> TBA by OEL/DOE	QI Dept Staff	To be determined by OEL/DOE	Benchmark 2 completed January 20, 2017. All providers are on target with requirements. Benchmark 3 completed, 6 remaining providers working to finalize year. Planning for upcoming year currently.
Bridging the Gap – Year 2	Institute Pilot where Kindergarten Teachers and Private VPK Providers/Teachers communicate about the current trends in VPK between both sectors.	<input checked="" type="checkbox"/> September 2016 – Follow Up with Saddlewood Principal first meeting in Oct/Nov 2016 <input type="checkbox"/> Schedule Meetings for Year <input type="checkbox"/> Recruit Additional participants	Roseann Fricks, Elizabeth Deola & MCPS	<input checked="" type="checkbox"/> Step 1: Contact potential MCPS Locations to determine interest in participation in year 2. <input checked="" type="checkbox"/> Step 2: Contact potential VPK Providers in feeding VPK Private Sector locations to determine interest. <input checked="" type="checkbox"/> Step 3: Set up and execute meetings <input type="checkbox"/> Step 4: Follow Up and Report	First meeting held in February 2017. Next meeting being held in April 2017 to plan an open house night. Closed out Pilot Year 2 with a successful New Kindergartener Open Hhouse. Currently planning to expand to additional areas with the current area continuing to meet and report outcomes.

COMMUNITY EVENTS/SPECIAL PROJECTS: (ALL TENATIVE)

1. CATCH Curriculum Training Event – Marion County Children’s Alliance Partnership – July/Aug 2016
2. ~~Journey Into Reading – College of Central FL – August 2016~~
3. Marion County Public School Summer Institute – MCPS – August 2016
4. Resource Round Up – Marion Disability Alliance – September 2016
5. ~~Sports ability Inclusion Event – September 2016~~
6. Night of Hope Event – September 2016
7. Special Olympics Open House – September 2016
8. Fun at The Park Event – October 2016
9. ~~Jack Hartman Family Event – MCPS Partnership – October 2016~~ ← cancelled due to Hurricane Matthew
10. MCPS ESE Agency Fair – November 2016
11. ~~ELCMC Community Yard Sale – February 2017~~ Event replaced with Fun at the Park Event – February 2017
12. 1st Annual Superintendents Literacy Festival – March 18th
13. Early Childhood Conference – College of Central FL – March 2017
14. Children’s Week Tallahassee Event – March 28, 2017

15. Super Hero Walk For Autism – April 8, 2017
16. Child Abuse Prevention Month Event – April 22, 2017
17. ~~ESE Resource Event – MCPS – April 2017 – Unsure about this one~~
18. Provider Appreciation Day – ELCMC – May 6 2017
19. Kid X Events at Paddock Mall – Monthly
20. Orange Lake Event – June , 2017
21. Family Café Conference – in partnership with Marion County Disability Alliance – June 16-18, 2017
22. Progress Dunnellon – on-going planning meetings to support high quality community service expansion in Dunnellon Community

Note: This is not a fully inclusive list. Other events may occur that are not listed.

Section 4

2017-2018 Provider Meeting Schedule

Date	Times
August 29, 2017	9am-11am or 6:30pm-8:30pm
October 17, 2017	9am-11am or 6:30pm-8:30pm
December 12, 2017	9am-11am or 6:30pm-8:30pm
February 13, 2018	9am-11am or 6:30pm-8:30pm
April 17, 2018	9am-11am or 6:30pm-8:30pm
June 19, 2018	9am-11am or 6:30pm-8:30pm

- All meetings will be held in the Conference Room of the Early Learning Coalition Office located at 2300 SW 17th Rd, Ocala, FL 34471
- Meetings are also available by conference call by calling the number below:

To join this meeting via conference call,
dial 1-888-670-3525,
enter the conference code:
7148104574 #

- The meeting agenda will be presented twice, participants should choose which meeting to attend that best fits their schedule.
- Each meeting will feature a guest speaker and time to network with other providers. If you have a suggestion for an agenda item or guest speaker, please email Ruby Phillips at rphillip@elc-marion.org

Created 7.21.17 ED

Handouts

FY 2017-2018
Quality Initiatives Strategic Plan

Developed: 7/26/2017 Updated:

Project	Details	Staff/ Committee Member Responsible	Implementation Plan/Due Date	STATUS
Measure ELCMC Programmatic Impact	Develop measurement component for all Programs associated with the Early Learning Coalition.	ELCMC Program Department with input from ELCMC CEO/Officers and Program/VPK Committee	<input type="checkbox"/> Develop list of programs to be measured – August 2017 <input type="checkbox"/> Determine measurable component – August 2017 <input type="checkbox"/> Implement measurement tools – August 2017 <input type="checkbox"/> Track/Report progress – October 2017, January 2018, April 2018, July 2018 monthly/quarterly as appropriate <input type="checkbox"/> Utilize results to drive future planning – April 2018	
Inclusion Services Program Implementation	Develop procedure to support families and children with special needs. Increase community awareness of inclusion services provided. Provide target technical assistance and professional development to child care providers.	Inclusion Task Force – ELCMC – OASN – Ocala Preparatory Academy - CARD	<input checked="" type="checkbox"/> Develop/determine partnerships and interest in Inclusion Task Force – July 2017 <input checked="" type="checkbox"/> Create a professional development series to support child care providers in effectively serving children with different needs. – July 2017 <input type="checkbox"/> Create follow up action plan to provider targeted technical assistance to child care providers. – August/September 2017 <input type="checkbox"/> Transition ASQ Screening to child care providers. August -November 2017 <input type="checkbox"/> Schedule potential meetings with Inclusion Task force to develop goals and philosophy. – September 2017 <input type="checkbox"/> Work with CARD and Task Force to create Pilot Program based on tasks above. – June 2018	

<p>Early Learning Performance Funding Pilot Project – Year Three</p>	<p>Support and implement year three of the project including Provider eligibility determination, CLASS Observations, contract management, required professional development and technical assistance to providers participating in the program.</p>	<p>QI Dept Staff</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Finalize Benchmark 4 of Year 2 PFP – July/Aug 2017 <input type="checkbox"/> Review and determine eligibility of providers applying for PFP – Year 3 program August 2017 <input type="checkbox"/> Implement program based on OEL guidelines – November 2017 <input type="checkbox"/> Finalize Benchmark 1 of year 3 PFP – TBA <input type="checkbox"/> Finalize Benchmark 2 of year 3 PFP – TBA <input type="checkbox"/> Finalize Benchmark 3 of year 3 PFP – TBA <input type="checkbox"/> Finalize Benchmark 4 year 3 PFP - TBA 	<p>Benchmark 4 in Process.</p>
<p>Early Learning with a Heart Award</p>	<p>Develop a program to encourage professional development and high quality early learning by supporting individual early learning teachers.</p>	<p>Program/VPK Committee</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Finalize paperwork – July 2017 <input type="checkbox"/> Introduce Program to Providers August 2017 <input type="checkbox"/> Implement Award Process – September 2017 – January 2018 <input type="checkbox"/> Plan Award Gala – October 2017 <input type="checkbox"/> Execute Gala and Award Ceremony – May 2018 	<p>CARRIED OVER FROM 2016-2017 See Section 2 of Packet for 7.27.17 Program Committee Meeting.</p>
<p>Bridging the Gap – Year 3</p>	<p>Continue into year three of the program with an additional program site. The purpose of the program is to connect Kindergarten Teachers and Private VPK Providers/Teachers to allow open communicate about</p>	<p>Roseann Fricks, Elizabeth Deola & MCPS</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Contact potential MCPS Locations to determine interest in participation in year 3. <input type="checkbox"/> Contact potential VPK Providers in feeding VPK Private Sector locations to determine interest. <input type="checkbox"/> Set up and execute meetings <input type="checkbox"/> Follow Up and Report 	<p>Closed out Pilot Year 2 with a successful New Kindergartener Open House. Currently planning to expand to additional areas with the current area continuing to meet and report outcomes. Elizabeth met with Dr. DeWese, principal at Sunrise Elementary regarding the program.</p>

	the current trends in VPK between both sectors including opportunities and strengths.			
Summer Slide Support Initiative	Work with Bridging the Gap participants to develop a Summer Slide Kit to assist students transitioning from VPK into Kindergarten maintain knowledge level over the summer months.	Bridging the Gap participants – ELCMC Staff	<input type="checkbox"/> Put kit components together – January 2018 <input type="checkbox"/> Distribute kits to VPK students during Kindergarten Orientation <input type="checkbox"/> Review FLKRS Screening Scores as compared to VPK Assessment Scores to determine level of knowledge retention.	

COMMUNITY EVENTS/SPECIAL PROJECTS (ALL TENTATIVE)

1. Feed the Need – Only materials distributed – August 4, 2017 – 7pm-9pm
2. Ready to Read Expo – MCPL Headquarters – August 19, 2017 – 10a-1pm
3. SB6 Ice Cream Social Event – Twistee Treat – August 19, 2017 – 11am-10pm – Mention Success By 6 when ordering to participate!
4. Early Learning Summit – ELCMC Office – August 23, 27 – 8:30am-10:00am
5. Marion County Disability Alliance Resource Round-up – ELCMC Office – September 16, 2017 – 10am-2pm
6. Little Ducklings Consignment Expo – Living Waters Worship Center – September 21-23, 2017 – 8am-8pm each day
7. Fall in Love with Reading: Storybook Village Festival – College of Central Florida – September 30, 2017 – 10am – 1pm
8. Resource Round Up – Marion Disability Alliance – September 2016
9. Fun at The Park Event – Sholom Park – October 15, 2017 – 1pm-4pm
10. Jack Hartman Family Event – MCPS MTI Building – October 2017 – Time TBA
11. Fairy Tale Festival – MCPL Headquarters – October 28, 2017 – 10am – 1pm
12. Polar Express – MCPL Headquarters – December 6, 2017 – Time TBA
13. Children’s Week Trip to Tallahassee – Tallahassee Florida – January 23, 2018 – 6am-5pm
14. Dr. Seuss’ Birthday Bash – Location TBA – March 10, 2018 – 10am-1pm (Still in planning stages)
15. 30th Annual Early Childhood Conference – College of Central FL – March 24, 2018 – 7am-4pm
16. 2nd Annual Superintendents Literacy Festival – Citizens Circle – April 7, 2018 – 10am – 1pm
17. Super Hero Walk for Autism (OASN) – Sholom Park – Date/Time TBA
18. Pinwheels for Prevention Event – Location/Date/Time TBA
19. Provider Appreciation Event – ELCMC – May 5, 2017 – Time TBA
20. Kid X Events at Paddock Mall – Monthly – Exact Dates and Times will be added as they are confirmed
21. Family Café Conference – in partnership with Marion County Disability Alliance – June 15-17, 2018
22. Progress Dunnellon – on-going planning meetings to support high quality community service expansion in Dunnellon Community

Note: This is not a fully inclusive list. Other events may occur that are not listed.