

EARLY LEARNING COALITION BOARD MEETING MINUTES 10/06/05
MINUTES

Early Learning Coalition of Miami-Dade/Monroe
 Board of Directors Meeting
 October 6, 2005 (8:00 a.m.)

BOARD ATTENDANCE: Octavio A. Verdeja (Chair), Gerald K. Schwartz, Dabney Park, Silvia La Villa, Patricia Johnson, Daniel Armstrong, Yvonne Johnson, Gale Killion, Jessie Perkins, Jane Robinson, David Lawrence, Chuck Hood, Clarence Jones, Mae Bryant, Sara Herald, Natacha Seijas

STAFF ATTENDANCE: Paula Bender, Phyllis Ditlow, Patrick Dolan, Mary Williams, Ivonne Anton, Steve Rios, Mina Prado, Guimel Martinez, Yvette Medina, Juanita Armbrister, Jennifer Fouraker-Parsons, Erin Charlton, Olga Mendez, Bethany Sands, Bruce Carrick, Aleida Hernandez, Carlos Tarrago, Kerry Allen, Joshua Millen, Angel Carro

GENERAL ATTENDANCE: Walter Harvey, Alex Morales, Tony Lima, Linda Carmona Sanchez, Lourdes Rodriguez, Manny Gutierrez, Ana Sejeck, Karen Liederman, Manuel Fermin, Gary Hendrix, Edith Humes-Newbold, Montey Antoine, Rick Signori, Juan Lopez, Margarita Jimenez-Foyo, Myrna Hennessy, Jennifer Bonnet, Karen Kern, Suzette Frazier, Colleen Mauer, Vickie Burley, Carole Abbott, Eduardo Rivera, Rose Mary Moreno, Andy Davis, Ramiro Moreno, Tony Crapp, Patricia Anderson, Las Galvez, Dan Vila, D. Blomberg, Julia Rodriguez, Patricia Granda, Amaury Amarante, Raylin Ubeda, Christina Hood, Marisol Tejada, Gladys Montes, Fran Gordon, Eileen Fluney, Katherine Suarez-Espinosa, Dorothy Thomas, Izsy Rojas, Jorge Rodriguez, Maria-Elena Delgado, Francisco Delgado, Barbara Weinstein, Lisa Blair

AGENDA ITEMS	DISCUSSION/CONCLUSION	RECOMMENDATION/ACTION
WELCOME & INTRODUCTION	<ul style="list-style-type: none"> O. Verdeja, Chair, welcomed new Board members, Dr. Clarence Jones and Dr. Rick Beasley and then welcomed all in attendance. O. Verdeja congratulated all those who were involved in the Department of Education Grant awarded to ELC and he congratulated Sara Herald, who became the Athena Award winner for Woman of the Year. 	
APPROVAL OF MINUTES	<ul style="list-style-type: none"> Octavio A. Verdeja called for the approval of minutes from the last Coalition Board meeting, held on June 22, 2005. 	<ul style="list-style-type: none"> MOTION TO APPROVE THE MINUTES BY DAVID LAWRENCE SECOND: YVONNE JOHNSON MINUTES FROM 6/22/05 UNANIMOUSLY APPROVED, PENDING TO ADD SARA HERALD NAME TO THE

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		<p align="center">ATTENDEES LIST, WHICH WAS MISSING.</p>
<p>NOMINATING COMMITTEE</p>	<ul style="list-style-type: none"> • O. Verdeja introduced Resolution 100605-01 to approve the Nominating Committees' selection to fill the vacant position of a Faith-Based Child Care Provider from Monroe County in compliance with FSR HB-0001A regarding the composition of Coalition Board Membership. • Y. Johnson, Nominating Committee Chair, presented the names of the Nominating committee members that were present at the September 26, 2005 Nominating Committee meeting. She gave us a summary of the process involved to fulfill the slot of the Faith Base Provider Representative for Monroe County as follows: <ul style="list-style-type: none"> ○ Notices and advertisings were sent through-out the Monroe childcare community. ○ Two people from the Keys expressed an interest ○ The names were put on a ballot and sent out to the Childcare providers of the Fabulous Keys, which represents the child care provider in that area. ○ A letter from the Child Care Providers of the Fabulous Keys was sent to us signed by the Board members bringing the name of Connie Chapell as having been the candidate with the top vote. ○ There was a full review by the Nominating Committee and they unanimously approved Connie Chapell as the Faith Base Provider Representative for Monroe and a new Board member for your vote. • Y. Johnson gave the Board a little background on Ms. Chapell informing them that Ms. Chapell has been involved in the Child Early education community and process for quite a long time including teaching at the Miami Children's Hospital working with disabled children, teaching 1st grade in Colombia, South America and has been working for the last 16 years in the role of Director of Education for schools in the Florida Keys. The last five years she has been the Director at St. Justin Martyr Marine Academy in Key Largo, which is a school that serves pre-K to 8th grade. • O. Verdeja presented a motion to approve the Nominating Committee selection and Resolution 100605-01. It was unanimously approved. • O. Verdeja welcomed Ms. Chapell as an official member of the Board. 	<ul style="list-style-type: none"> • MOTION TO APPROVE RESOLUTION 100605-01 BY SARA HERALD • SECOND: YVONNE JOHNSON • RESOLUTION 100605-01 UNANIMOUSLY APPROVED

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CEO UPDATE		
Opening Comments:	<ul style="list-style-type: none"> • P. Bender gave the Board an update on how we have utilized the new board room at our new office location, which to-date has been used to accommodate an estimate of 60 intensive training session as well as many other meetings at a savings of approximately \$30,000, by not having to outsource a room. 	
ELC Video:	<ul style="list-style-type: none"> • P. Bender introduced to the Board a first draft of a video that represents the Early Learning Coalition and what we do. It was produced by Dr. Chuck Bleiker who helped to prepare and wrote the script along with Alex Morales from Little People Productions. The video can be used for information to new board members, potential fund raisers, community speaking engagements, etc. The goal is to get this DVD to all the Board members and that it can serve a dual purpose, one as a video to show and one for information purposes, with details on assessment, finance etc. The video was played to the Board and P. Bender asked that any comments or recommendations be sent to her attention. 	
Annual Report:	<ul style="list-style-type: none"> • P. Bender informed the Board that they had been given a copy of the Draft Annual Report for their information and that it has been submitted to the OEL pending approval. 	
Re-organization:	<ul style="list-style-type: none"> • P. Bender presented to the Board a new organizational chart which reflects the restructure of some roles after Karen Egozi resignation. 	
Providers Event:	<ul style="list-style-type: none"> • Bender talked about her planning an event for providers on Nov. 16th and asked that Board to save that date on their calendars. The Coalition is asking our vendors and other community businesses to help us pay for this so it doesn't become a major Coalition expense. She asked for the Board's assistance to provide contacts or possible support from the company they represent. She expressed our appreciation for any assistance provided. Linda Carmona-Sanchez gave the Board her comments regarding the proposed provider's event and said that there were better things to do than to have an event that shows appreciation and that there are other issues that should be given attention. Mr. Verdeja thanked her for her comments. • P. Bender informed the Board that we received a visit from the Lt. 	

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VPK Program:

Governor in July to visit our child care centers. Phyllis Ditlow introduce Kristen Read our VPK Project Director so she can go over the specifics of the program. Kristen Read gave her presentation to the Board in which she reported the enrollment of 13,083 in Miami Dade County and 278 students enrolled in Monroe. The majority of these children started this program on August 8th. An additional 5,387 in Miami Dade and 52 in Monroe have provided proof of eligibility and received an certificate of eligibility, meaning they can now on and match themselves with a provider. Over 855 private, public and faith base centers in Miami Dade and 21 in Monroe have become certified VPK providers. The States combined goal of students participation for Miami Dade and Monroe Counties is 23,363 student that is 66% of the eligible 4 year old sin our two counties. With over 18,800 students enrolled the Early Learning Coalition of Miami Dade/Monroe and its partners have achieved 80% of this goal. K. Read went out to report that a Herculean effort was made by local partners and State partners to jump the number of children enrolled from 0 to 9,000 in 9 days. To reach these numbers the ELC developed the following effective tools: an informative bilingual web site vpkhelp.org which up to today has reach over 490,000 hits, within that two week period we received over 80,000 hits. We created a tri-lingual call center staff at the VPK help line, which supported the needs of over 9,000 providers and parents that called into that help line. We did Hispanic, English and Creole parent outreach campaign that included 320 messages in print, bus ads, radio, television and we included a street based initiative that distributed over 20,000 pieces, 200 posters. Next steps we will continue to work with our partners to better serve our providers and families. We have enrollments for the VPK summer program and also registrations for the Fall 2006. We will continue our effort in professional development and now with the Department of Education coming out with the new VPK standards and also an emergence literacy course, we will be getting the word out to approximately 1,800 instructors in Miami Dade and Monroe hoping to get each of them to have a standards book to work from and also to take and pass the emergent literacy test. Kristen thanked everyone who helped with the great effort in starting off the program.

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<p>Early Reading First Grant:</p>	<ul style="list-style-type: none"> • P. Bender talked about the Early Reading First Grant that the coalition was awarded and gave recognition to P. Ditlow who she said was the brain child along with Florida International University, Monroe County Schools, Miami Dade County Schools and Florida State University. P. Bender thanked P. Ditlow and the whole team that worked so diligently on obtaining this grant and said it was a beautiful collaboration. 	
<p>FINANCIAL REPORTS</p>	<ul style="list-style-type: none"> • P Dolan presented the Board with the August 2005 financials and presented the Board with the final 2005/2006 budget for approval 	<ul style="list-style-type: none"> • MOTION TO APPROVE 2005/2006 BUDGET BY JESSIE PERKINS • SECOND: DAVID LAWRENCE • ACTION ITEM UINANIMOUSLY APPROVED
<p>MONROE COUNTY ADVISORY COMMITTEE MEETING</p>	<ul style="list-style-type: none"> • J. Perkins gave a summary to the last Monroe Country Advisory which met July 29th in attendance were 6 coalition staff and a total of 36 additional attendees of those 12 were providers. At the meeting they addressed some numbers with everyone present and reported that their were 21 certified centers and 278 children are in VPK program with several slots still open but that the word was getting out in Monroe County. The next advisory meeting will be November. 3rd, 2005. 	
<p>PROVIDER FORUM REPORT</p>	<ul style="list-style-type: none"> • S. La Villa gave us some history on how the provider forum was initiated and expressed the need to revisit the organization of the forum and the process of establishing provider relations • S. Herald moved that we charge the staff to come back to the Executive Committee before the next Board meeting with an outline of a plan for establishing provider relations on an on-going basis with a communication plan and a staffing plan as to how to get this done. • P. Bender suggested that the providers should come and meet with the staff to make sure we are covering everything. 	<ul style="list-style-type: none"> • MOTION FOR STAFF TO CREATE AN ACTION PLAN FOR ESTABLISHING PROVIDER RELATIONS ON AN ON-GOING BASIS, TO INCLUDE A COMMUNICATION AND STAFFING AND THEN COME BACK TO THE EXECUTIVE COMMITTEE BEFORE THE NEXT REGULARLY SCHEDULED BOARD MEETING. PLAN TO APPROVE 2005/2006 BUDGET BY JESSIE

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		<p>PERKINS</p> <ul style="list-style-type: none"> • SECOND: DAVID LAWRENCE MOTION UINANIMOULY PASSES
NON-AGENDA ITEM	<ul style="list-style-type: none"> • O. Verdeja brought to the Boards attention the fact that he had received a letter of resignation from Karen Egozi and that he also received two e-mails that he would like to pass on to the Executive Committee so that they can be reviewed in detail. He would like to have the Executive Committee come back to the Board on both the letter and e-mail as soon as there is an outcome. The emails were also sent to the Inspector General. O. Verdeja contacted the IG and was told that the investigation would take three months. He expressed his concern to the IG that the process takes too long and so he was referred to a person named Fred Bruno, Program Analyst of the OEL who could give us a report within two to three weeks. • 	<ul style="list-style-type: none"> • THE BOARD AGREED THAT THE DATE FOIR THE EXECUTIVE COMMITTEE MEETING WOULD BE OCTOBER 14TH A 2:00PM.
	MEETING ADJOURNED AT 10:30 A.M.	

HANDOUTS: Meeting Agenda, Draft of June 22, 2005 Minutes, August 2005 Financials, Budget 2005/2006, VPK Update, Children Served and Waitlist Report, Accreditation Report, Spending Total Report

Signed and approved by:

Sara Herald, Board Secretary

Date