



## Board Action Item

### Early Learning Coalition of Southwest Florida, Inc. May 24, 2006

**Subject: Approval of the Following Policy Amendments:**

ELCSWF-VPK0016-06 VPK Monitoring Procedures  
ELCSWF-SR0010-05 Sliding Fee and Parent Co-Payments  
ELCSWF-SR0012-05 Provider Reimbursement  
ELC-SWF-SR0011-05 Eligibility and Enrollment  
ELCSWF-SR-0004-05 Legal Eligibility of Child Care Providers

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**Proposed Recommendation:** Recommendation for approval of the amendments to the above identified previously approved policies.

**Background Information:**

Policies required updating to incorporate changes created by newer policies and directives from AWI. In some situations, more language was added for purposes of clarification. None of the changes cause a substantial change from the initial policy directive. In addition, establishing a level of consistency within the policies avoids confusion.

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**Action Taken:** Barbara Saunders assigned Nancy Starr, Director of Policy, to convene a workgroups of CCSWFL eligibility and VPK partners to develop these policies. Meetings are held on a regular basis to address these areas.

All additions and deletions have been approved by the workgroups and overseeing committees.

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**Coalition Meeting:** May 24, 2006

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**Supporting Documentation:** Policies revisions

**Submitted By:** Barbara Saunders, Executive Director  
ELC Executive Board

Approved

Motion:

Date:

Second:

POLICY #/SUBJECT	CHANGE	REASON FOR CHANGE
Slide Fee/Parent Co-Payment ELCSWF-SR0010-05	1. Added definition of Initial Child  2. Added wording for parent co-pay on siblings attending part-time  3. Added reference to attempt of parent co-pay from bio parent of foster child.	1.) Clarification  2.) Clarification  3.) Based on AWI technical assistance email clarification.
Eligibility and Enrollment ELCSWF-SR0011-06	1. Amended "Cross References" (pg.1)  2. Added language clarifying EFS input by counselor (pg 4)  3. Added proof of household members (pg 9)  4. Added language for individuals found ineligible. (pg. 9)  5. Added language in breaks of employment on pg. 10  6. Added Redetermination section (pg. 12)  7. Added language to Terminations (pg. 13)	1.) Added reference to new policies  2.) Best Practice from AWI  3. Identified as a need to include as a result from monitoring.  4. To bring in line with Grievance Policies  5. Clarification  6. Clarification  7. Clarification and tying in with another policy
Provider Reimbursement ELCSWF-SR0012-05	1. Amended "Cross References" (pg.1)  2. Added language clarifying payments when with VPK wraparound (pg 6)  3. Added proof of household members (pg 9)  4. Added further language related to Post auditing responsibilities (pg. 7)  5. Added language pertaining to Providers who are the subject of adverse action. Pg.9	1.) Added reference to new policies  2.) To comply with VPK directives from AWI  3. Identified as a need to include as a result from monitoring.  4. Clarification  5. To align with existing policies regarding Administrative Sanctions

VPK Monitoring ELCSWF-VPK00	<p>1. Added section on fiscal monitoring. (pg. 5)</p> <p>2. Added paragraph on Complaints (pg. 6)</p> <p>3. Added Monitoring with DCF and sharing of information</p>	<p>1. Omitted in first release. Added language to align with School Readiness Monitoring.</p> <p>2 Clarification</p> <p>3. Clarification</p>
Verification of Legal Eligibility of Child Care Providers ELCSWF-SR-0004-05	<p>1. Added information about summer camp eligibility.</p>	<p>1. Clarification</p>

Prepared by:

Nancy Starr  
Policy Director  
May 9, 2006