



Early Learning Coalition of Southwest Florida Board Meeting
January 25, 2006
9:00 a.m. to 11:15 a.m. ~Immokalee One Stop
Meeting Minutes

Board Members Present:

Sabra Cecil, Phillip Keyes, Pat Gulley, Alan Dimmitt, Barbara Mainster, Laura Stacell, Alice Parrish, Joan Foss, Joe Paterno, Elaine Schaeffer, Lasheba Travis, Kate Sroka, Dan England

ELC Staff Members Present:

Barbara Saunders, Exec. Director; Dee Goforth, Office Manager; Peter Escayg, Director of Operations; Maggie Pointelin, Director of Early Learning Services; Melanie Holaway, Professional Development Coordinator; Shirley Losch, Director of Health Services; Jean Smith, PERKS Technical Assistance Specialist, Mike Kinney, Fiscal Agent; Cheryl Dromgoole, Admin. Program Assistant

Community Members Present: Shelly Robertson, RCG, Inc.; Dana Bennett, SWFLPDP/TATS; Selina Martinez, CCSWFL; Nancy Coker, CCSWFL; Danna Breeden, CCSWFL; Debbie Johnson, CCSWFL; Sharon Lemstrom, District of Lee County; Doreen Moskowitz, OEL; Bonnie Clukey, CCPS; Howard Freedman, ELC Advisory Comm.; Peg Sullivan, SWFLPDP/FGCU; Bill Robinson, CCSWFL Board Member; Fred Thomas, Immokalee Director of Housing Authority.

OBJECTIVES

1. To receive an update on Immokalee community needs
2. To review and approve the minutes of the November 30th meeting
3. To review and approve the October and November Financial statements and utilization report
4. To approve Policies on Grievance, Sanctions, and Appeals and Hearings
5. To hear the SR Evaluation Progress and ERF Grant Application
6. To hear a presentation on *Early Childhood Professional Development: Benefits and Challenges*
7. To review Office of Early Learning and VPK/SR Coalition updates (ED Report)
8. To hear Committee Reports
9. To discuss “Good of the Order” items
10. To build the March 22nd agenda and receive public input

Welcome and Agenda Review

Sabra Cecil called the meeting to order at 9:07 a.m. Introductions were made of Board members and the public. **A quorum was established. There were no changes to the agenda.**

Sabra discussed and reviewed the concept of Consent Agenda. The proposed Consent Agenda for the meeting was approved.

AGENDA ITEM: Receive an update on Immokalee community needs

I. Update on Immokalee Community Needs

Sabra introduced Fred Thomas, Immokalee Director of Housing Authority. Mr. Thomas gave the Board some background and history of the economic development and demographics of the Immokalee community.

II. Review and Approve Minutes of the November 30th Meeting

Alan made a motion that Alan was at the last board meeting. Phillip K moved that the minutes be accepted. Elaine seconded. **APPROVED**

III. To Review and Approve the October and November Financial Statements

Michael reviewed the financial statements. A few items on the financial report were noted for clarification: Identify the dollars in the non-restricted account as well as the PERKS grant. Phillip Keyes made the motion to correct and Pat Gulley seconded. **APPROVED.**

Peter Escayg reviewed the 6-Month Utilization Report and the “burn rate”. Peter and Barbara will meet with Rhea and Debbie next month to review the utilization and make suggestions for re-distribution of dollars so the budget will be fully utilized by June 30, 2006.

IV. Policy Adoption

The following policies were **APPROVED** as part of the Consent Agenda: **Complaints and Grievances; Appeals and Hearings; Administrative Sanctions.**

V. Review SR Evaluation Progress and ERF Grant Application– by Shelley Robertson, Evaluator

The purpose of the evaluation plan is to develop a database to evaluate early childhood development and program performance outcomes. There is a Learning piece and accountability piece. Alan asked if Shelley will have the quarterly report by the next meeting. Shelley said yes. Phillip asked what type of feedback we will be getting from the college students who will be evaluating the classrooms. Shelley said that they will use a program assessment tool. Barbara S. said that the Evaluation Plan will be guided by the Early Learning Plan’s outcomes for program and child measurement. Shelley is helping us evaluate and fine-tune the Plan.

Early Reading First project – ELC has been asked to be a partner in this endeavor. Joan Foss asked if this will include family child care. Shelley said yes. Barbara and Shelley will be collecting data for the pre-application due on Feb. 20th.

VI. Presentation: Early Childhood Professional Development by Barbara Mainster and Kate Sroka

Barbara Mainster, Kate Sroka, Bill Robinson, Elaine Schaeffer and Barb Saunders gave the PD presentation. Joe Paterno asked what are we doing to increase the quality of education to help these child care employees (center-based); 20% increase in reimbursement for all Gold Seal Centers. Kate said you get free property tax if you are accredited. There are 77 Accredited Centers for 2004-2005; 554 SR Providers; Kate said we are very low percentage-wise. The fee for centers to be accredited is between \$2000 and \$4000.

Bill Robinson presented a profile of the Collier Provider Wages for 2005-2006

Sabra asked about turnover of employees. Kate said it was 40%. Bill Robinson said the turnover at the entry level is 50% down to 30%. He said that the centers that have a presence of diversity have a faster learning curve at a younger age than older children.

Kate said that the Lee Profile is \$7-\$11 an hour depending on experience. (She pays \$14,000/mo for rent).

Wage\$ Incentive – teacher gets a stipend after accomplishing professional development.

Priorities identified for future Professional Development activities:

1. Develop a coalition-standing professional development committee.
2. Find TEACH scholarships, WAGE incentives; quality rating, tiered reimbursement system; coach mentors
3. Educate legislators on need to support high quality education and professional development goals
4. Support creative curriculum tax referendum

Alan Dimmitt asked when this will be implemented. Barbara S. said we will have a Strategic Planning Committee meeting to discuss.

Pat Gulley said that some people say they “just work in a day care center.” Bill said verbiage is the key. Sabra asked for a motion to create a standing committee for professional development. Elaine S. made the motion and Pat Gulley seconded the motion. APPROVED.

ACTION ITEMS: Create a new standing committee: Professional Development Committee; Conduct a Strategic Planning Meeting to prioritize suggested action items.

Pat Gulley said that Ronald McDonald is helping in Collier County and our new nurse, Danna Breeden. Dr. Freedman asked how we compare to other counties in the State. Barbara S. said if we get the grant, there will be more money for glasses for children.

VII. ED Report by Barbara Saunders (See ED Report)

VIII. ELC Reports – Summary by Peter Escayg

- a. Child Assessment Report (Creative Curriculum.Net Assessment)**
- b. Child Developmental Screening Report (Ages and Stages Screening)**
- c. Enrollment and Eligibility Report**
- d. Vision & Hearing Screening Report**
- e. Inclusion Services Report**
- f. Infant & Toddler Services Report**
- g. Provider Recruitment & Support Report**
- h. Resource and Referral Report**

There was a lively discussion regarding the data in the ELC Reports. Bill Robinson asked what the reporting method consists of. Barbara M. inquired about the incentive to track the data. Bill R. said recordkeeping is important. Barbara S. said that a large amount of quality dollars are spent on child assessment. Dr. Freedman said that 70-80% get follow-up on vision and hearing screening and felt that our standards can be set higher. Shirley said that they conduct screening based on

centers with highest number of SR children, print out a report, and do a follow-up. Joan Foss said that if the report is below-level, they would be referred for a follow-up. Joe was concerned that doctors don't see the child in a timely manner. Some don't see patients for six months. Laura Stacell expressed concern about children with disabilities receiving follow up services. We have learned there are gaps in the way data is collected and in the follow-up. There is room for improvement and these issues will be addressed.

Minimum Standards Agreements may have to be brought to Centers in order to get signatures. Kate suggested that it may not be a matter of the Center not wanting to sign the agreement. It may be a matter of inconvenience.

IX. Committee Reports:

a. Quality Enhancement/VPK Committee (pp.153-154) by Maggie Pointelin

Melanie Holaway said that the VPK provider meetings were going well. Downtown School District enrollment for Kindergarten (Fall) and VPK (Summer) is coordinated and this is helping to bring in children who were not aware of the Florida VPK program services.

b. Health Services Advisory Committee by Shirley Losch

“Color Me Healthy” training – 36 people are on the waiting list in Lee County.
2/10/06 – Health Services Committee meeting

Joan Foss is on the Executive Committee now since she chairs the Health Services Committee.

X. To build the March agenda

The next meeting, March 22nd, will be held at the RCMA Krome Center. Some of the agenda items will feature a report from a LaBelle Community Representative; a presentation from the new Health Services Advisory Committee; and an update on the VPK enrollment.

XI. Board Member Input – Barbara Mainster asked for a legislative report for the next meeting

ACTION ITEM: Need a legislative report for the next meeting

Barbara Mainster thanked everyone for the appreciation of our speaker. Sabra made a statement of appreciation on behalf of the Board. Phillip said that we have come a long way since a year ago. It's a cooperative effort.

Adjourn—Elaine Schaeffer made a motion to adjourn. Alan seconded. The meeting was adjourned at 11:28 a.m.

Next Meeting: March 22, 2006, 9 a.m. to 11:15 a.m. Executive Board Meeting at Krome Community Center, 551 West Cowboy Way, LaBelle, FL 33935

Coming from Ft. Myers, when you arrive at LaBelle, at the first traffic light, you turn right and look for the RCMA sign.

If you take the Interstate, get off at the LaBelle exit and take Hwy 80.

**LUNCH WILL BE AT FLORA & ELLA'S RESTAURANT 550 Hwy 80 West
LaBelle, FL (Lunch is not provided by the Coalition)**