



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA

Program Committee

Meeting Minutes

May 11, 2018

9:00 – 11:00 am

Committee Members Present: Chair - **Damaris Boone** (RCMA – Board Member); **Angela Anderson** (Child Care of Southwest Florida); **Stacie Britton** (FDLRS); **Rita Delatore** (Kid City – via Zoom); **Yara Duchesne** (RCMA – via Zoom); **Renate Engles** (Guadalupe Center); **JoAnne Fuciu** (Lee Memorial – Zoom); **Kim Gerbasio** (LAMP); **Patricia Hansen** (DPH Collier; ELC Nurse Consultant); **Donna Killion** (Discovery Day Academy); **Michele King** (Galisano Children’s Hospital of SWFL – Board Member); **Terri Konczak** (Office of Early Learning); **Marie Liebenson** (Lee Memorial – via Zoom); **Penney Norton** (Office of Early Learning); **Stephanie Rode** (St. Andrews Catholic School); **Kelly Roy** (Florida SouthWestern State College – via Zoom); **Sherry Shupp** (RCMA); **Tracy Sills** (FDLRS) **Heather Singleton** (Gladiolus Learning and Child Development); **Kendra Stamp** (Educare – via Zoom); **Michelle Starr** (Collier County Schools)

Staff Members Present: **Kristi Biffar** (Early Childhood Specialists Supervisor); **Cheryl Carpenter** (Lead Early Childhood Specialist); **Gayla Thompson** (Chief Quality Officer); **Kim Usa** (Chief Operations Officer)

Committee Members Absent: **Jamie Eskridge** (Little Wonders); **Rodrigo Gamboa-Dominguez** (Challenged Minds Learning Center); **Kim Gerbasio** (LAMP); **Ashley Houk** – (First Presbyterian Church, Naples); **Julia Kroeker** (Florida SouthWestern State College); **Sharra Leonard** (Early Head Start – Child Care Partnership); **Elizabeth McBride** (Collier County Public Schools); **Rachel McIntyre** (Open Doors); **Ana Neuhauser** (RCMA); **Paul Welch** (Sonrise Academy); **Mandy Willis** (Faith Academy)

Agenda Items	Facilitator/Presenter	Comments/Actions
Welcome	The meeting was called to order by Damaris Boone at 9:00. Introductions were made, including those on Zoom, our new web-based meeting space.	
Approval of Meeting Minutes for March 9, 2018	Draft minutes were reviewed for the May meeting as amended – Sept meeting date corrected, 2 names added to those who attended by Zoom.	Motion to accept minutes made by Heather Singleton and seconded by Michelle King. Approved unanimously. Later in the meeting an error was noticed, and the motion was made by Terri Konczak to amend the minutes to state that the document regarding

		<p>screen time was from Marion County not Manatee County. Heather Singleton seconded the motion and the minutes were approved as amended. Amended minutes will be posted on the ELC website on the Program Committee page</p>
<p>ELC Report - Policies –Gayla Thompson for Susan Block</p>	<ul style="list-style-type: none"> • Six policies were presented for approval to be taken forward to Executive Committee and ultimately to the Board. The Policies are as follows: <ul style="list-style-type: none"> ○ 220.9 Health and Safety Compliance ○ 220.10 School Readiness and VPK Providers Compliance ○ 220.8 SR/VPK Providers Subject to Action Against License/Approval Status (wording amendment suggested) ○ EII.C.6.4 School Readiness Provider Contracting Requirements ○ 420.5 School Readiness Provider Requirements for Gold Seal Differential Payments ○ 420.2 Professional Development Scholarships • Update on three portals: Family, Provider, Coalition – about July 1 the new updates to the system will take place. <ul style="list-style-type: none"> ○ Parents apply for School Readiness (SR) funding in the parent portal and choose provider; provide must accept or reject child ○ Payment for June from current system (upload June attendance by July 3 in SharePoint) ○ Payment for July forward through new portal system, attendance entered there (no more uploading attendance to SharePoint) ○ All documents – insurance, credentials, and license –uploaded through the provider profile/documents as renewed. ○ ELC will not see updates until May 21st and will share information with providers as soon as staff become familiar with the system. 	<p>Motion to move forward all six policies as amended was made by Sherry Shupp and seconded by Heather Singleton. Motion approved</p>

<p>Discussion of Screen Time for Young Children - Kristi Biffar</p>	<ul style="list-style-type: none"> • The discussion of the screen time document from Marion County Coalition was presented to the ELC Board by Damaris Boone. They requested that there be a similar document drawn up for our Coalition. • Ms. Biffar asked for volunteers to serve on a work group to create this document. • No deadline was set by the board, however fall would be a reasonable goal. 	<p>Contact Kristi.biffar@elcofswfl.org or Gayla.thompson@elcofswfl.org to volunteer on this workgroup.</p>
<p>Quality Rating Improvement System (QRIS) – Southwest Florida Stars 17-18 and the Performance Funding Project – Kristi Biffar and Cheryl Carpenter</p>	<ul style="list-style-type: none"> • SWFL Stars consists of three main elements at this time: Classroom Assessment System (CLASS), child assessment and professional development. • 2018-19 is the last year of the Performance Funding Project (PFP) as a stand-alone project. In 2019-20, PFP is combined with the regular School Readiness Contract, per HB 1091. A threshold score for CLASS will be established along with a quality improvement plan to improve on the score. • Penney Norton reported that there will be four cycles of CLASS, per research by the University of Florida and Yale, as the basis to reach a score to determine tiers. There will be tiered reimbursement to incentivize providers to increase their quality. • Other Coalitions, such as Hillsborough and Polk, are leaving their local QRIS to embrace the PFP model of tiered reimbursement and differential payment. • The QRIS workgroup will be reconvened to discuss Stars and how to proceed in light of the new law and CLASS requirements for all SR providers. • Concerns were expressed: cut scores, making CLASS scores punitive, providing sufficient growth opportunities for staff, losing the recognition of the Star rating, and the status of VPK centers. These issues will be discussed in the Workgroup. • The current Stars CLASS assessments will count for the required SR CLASS assessment for 2019-2020. • The Office of Early Learning (OEL) has provided key codes for 	<p>Contact Kristi.biffar@elcofswfl.org or Cheryl.Carpenter@elcofswfl.org</p>

	<p>Teachstone’s training online “Looking at Classrooms”. These will be given out later in the year to help providers understand CLASS.</p> <ul style="list-style-type: none"> • Teachstone is offering materials in Spanish for MMCI training. • There will be a Toddler CLASS training on June 14 and 15 here at the Coalition office. There are 10 spots open. • Three meetings are scheduled to discuss the 2018-2019 PFP. May 21 in Ft. Myers, May 24 in Naples and May 29th on Zoom. 	<p>to register for the Toddler CLASS training.</p> <p>Register for the meetings at http://elcofswfl.org.</p>
<p>Impact of new rule HB 1091 – Gayla Thompson and Kristi Biffar</p>	<ul style="list-style-type: none"> • Assessments will be required for all SR programs. A cut score will be determined by OEL, which providers must meet to contract. Those who don’t meet it can be put on a quality improvement plan to bring scores up. • Child Assessments are voluntary and there will be differential payment offered for those who use one of the approved assessments. • The Board will once again be able to decide the priority order of the income eligible children for enrollment. At Risk and TANF are to be served first. Previously, our board has chosen to give priority to infants and toddlers, children of teen parents, and special needs children. The Board will discuss this at their next meeting. 	
<p>Program Committee Schedule for 2018-2019 – Gayla Thompson</p>	<ul style="list-style-type: none"> • The meetings are scheduled to occur before the executive, finance and board meetings, so that Damaris Boone can report on the activities of the committee. • The meetings are all scheduled on Fridays: September 14, November 16, January 11, March 1, April 26, and May 31. • Meetings will be at the Winkler office of ELC, unless otherwise announced, from 9 – 11 am. 	<p>Outlook meeting appointments will be sent for the Program Committee meetings.</p>
<p>SR, VPK, Waitlist numbers and Enrollment status - Kim Usa</p>	<ul style="list-style-type: none"> • The family resource staff will test various family scenarios in the portal beginning May 21, using fake providers and families. • The number of SR children paid for in March was 4596 • The March waitlist was 1413, this increases and decreases regularly • Clients are given 30 days to bring in necessary documents, before losing 	

	<p>their chance at eligibility for SR.</p> <ul style="list-style-type: none"> • VPK numbers in March were 7039. This number will drop and then pick back up in August. • Providers are asked to encourage families to have an active e-mail address that must be maintained as that is what the portal system uses to identify the family. 	
Other Discussion/Events	<ul style="list-style-type: none"> • Terry Konczak reported that the new Florida standards are in draft form and will be out soon. There is a new webpage that outlines the standards and gives video vignettes to help explain them. • The VPK Regional Facilitators will be training face to face on the 3-Kindergarten Standards, the training will also be available on line through the DCF website. • While the new class is not mandated, it is highly recommended. It will replace the 4 year old Standards as the requirement for VPK teachers and directors. • There will be educator's guides printed for Birth-5 and 3-5 standards • Patty Hansen will be off this summer. If providers have an outbreak of a communicable disease, they are asked to call the epidemiology department of their county of residence. If you need help from a child care nurse during the summer, call Gayla Thompson or Kristi Biffar for a contact at the health department. • Kristi Biffar reported that Sherrie Quevedo is no longer the Licensing Supervisor for DCF. Her replacement will start within the next two weeks. • Angela Anderson reported that the Child Care of Southwest Florida Circles of Care Conference will return in spring of 2019. Details will be forthcoming. 	<p>The link to the new page for standards is: http://www.floridaearlylearning.com/parents/parent_resources/florida_early_learning_and_developmental_standards_birth_to_kindergarten.aspx</p> <p>Gayla Thompson can be reached at 239-935-6189 and Kristi Biffar at 239-935-6177.</p>
Adjournment	<ul style="list-style-type: none"> • The meeting was adjourned at 10:38 am. 	
Next Meeting	<ul style="list-style-type: none"> • Friday, September 14, 2018 	

All meetings will be held at 2675 Winkler Avenue Suite 300, Fort Myers, FL 33901 unless otherwise announced.