

Early Learning Coalition of Pinellas County, Inc.
Working for the Success of Pinellas County's Children

BOARD OF DIRECTORS REGULAR MEETING

Thursday, September 22, 2005

UNAPPROVED MINUTES

PRESENT

Peggy O'Shea, Chair; Lounell Britt; Diane Brown; Guy Cooley; Le Ann Elliot, Treasurer; Dr. John Heilman; Arlene Garcia for Juanita Heinzen; Ellen Lasher; Jim Mills; Michael Pachik; Edward Peachey, Vice Chair; Linda Tamanini; Cindy Seletos; Ann Sullivan; Donna Rippley for Dr. Carol Thomas; Mary Flanders for Benjamin Shirley; Jack Geller; Cindy Jameson; Arthur O'Hara; Deb Ballinger

STAFF

Janet Chapman; Merita Kafexhiu; Patty Van Alstine; Lindsay Carson; Mary Ann Goodrich; Barbara Scarsbrook

ABSENT

Dr. Calvin Harris; Judith Miller, Secretary; V. James Dickson, Steve Overton

IN ATTENDANCE

Paul Runyon; Fred Bruneau; Gary Cernan; Lynne Faimalie; Mona Jackson, Bill Lemen, Brett English; Marcia Seibert

OFFICIAL RECORDER

Lindsay Carson

I. CALL TO ORDER

Chair O'Shea called the meeting to order at 4:07 p.m.

New members Jack Geller and Cindy Jameson were welcomed and Board members were introduced.

A. Adoption of Agenda

Chair O'Shea, called for approval of the agenda for the September 2005 meeting.

A motion was made by Ellen Lasher and seconded by Linda Tamanini:

To approve the September 2005 Agenda.

The motion passed unanimously.

B. Approval of Minutes

Chair O'Shea, called for approval of the August 2005 minutes.

A motion was made by Jack Geller and seconded by Ellen Lasher to:

To approve the August 2005 minutes.

The motion passed unanimously.

II. EXECUTIVE DIRECTOR'S REPORT

Janet Chapman presented the Coalition is currently working on the Cost Allocation Plan, End of Year Annual Report, VPK Plan and the Independent Audit. The implementation of VPK is well underway. The VPK prepayment process has been challenging as the data system is not designed for prepayments. The Office of Early Learning is currently working on an upgrade to the system to better accomplish this. Currently 4,103 children in Pinellas County are participating and 155 providers are participating with 4,317 available slots. The Coalition and CCC have begun meetings with the Pinellas County School Board to plan for the summer program. DOE recently submitted their legislative proposal. Items noted included no request for increase in the 5% administration funding. They have requested an increase in the provider payment per child from \$2,500 to \$2,545. Additionally, DOE requested \$2 million for accountability and \$1.5 million for quality initiatives. Ms. Chapman suggested this funding is not adequate for a statewide impact.

Ms. Chapman also presented that Governor Bush has released an Executive Order waiving eligibility requirements for victims of Hurricane Katrina to receive services including VPK and School Readiness. Pinellas County has served less than 10 of these children. Open discussion took place regarding the impact of this order on other human service agencies.

Ms. Chapman also presented that the Funds Management Committee will be meeting to explore new initiatives to expend a possible excess of funds. Michael Pachik requested the committee address necessary changes in the event of either an excess of funds or a deficit.

III. CHAIRMANS REPORT

Chair O'Shea presented she attended a meeting with the Office of Early Learning and Lt. Gov. Jennings on September 16, 2005. Much of their discussion was focused on the launch of VPK. Pinellas County was not highlighted as having any problems. Office of Early Learning indicated that the 5% administration funding will not likely change for 2006-2007.

Chair O'Shea also presented that one of the larger coalitions has chosen not to participate in the Association of Early Learning Coalitions. Although the participation of Pinellas County was approved at the August 2005 Board meeting, the Coalition may reconsider their membership based on the participation of other coalitions. If the Association does not have adequate participation throughout the state, they will have little impact. If a change in Action Item #05.08.01 is deemed necessary Chair O'Shea and Janet Chapman will take appropriate action.

IV. COMMITTEE REPORTS and ACTION ITEMS

A. Executive Committee

- 1) Meeting Schedule Revisions
- 2) Consent Agendas

Description: Chair O'Shea presented that the introduction of VPK in addition to continued open enrollment of School Readiness Scholarships have inundated the Finance Department with additional payments, adjustments and tracking. Therefore, it is not possible to have the invoices ready for the monthly Finance Committee meetings as previously scheduled. As a result, it is recommended the Finance Committee meetings be moved to the fourth Monday of each month. Consequently, the Board meetings will be rescheduled in order to accommodate the Finance Committee.

Additionally, Chair O'Shea presented a new meeting structure:

- The Executive Committee will meet bi-monthly, opposite the Board meetings. All recommendations and action items from the Service Delivery, Finance, Board Development and Legislative Committees will be presented to the Executive Committee for approval. If approved, they will be placed on a Consent Agenda for the Board. The Consent Agenda will be distributed to all Board members along with all back-up documentation. Board members will have 2-weeks to review the items on the agenda. To have an item removed from the Consent Agenda and opened for discussion at the full Board meeting, Coalition staff will be notified a minimum of 5-days before the Board meeting.
- The Board will meet bi-monthly to review the Consent Agenda. Items approved by consensus of the voting Board members will not be discussed. If there is an objection to an item, discussion will be opened and a vote will be taken for approval.

A motion was made by Jack Geller and seconded by Cindy Seletos to:

Approve the Board Structure Revisions.

Discussion: Jim Mills verified that the Executive Committee will be meeting bi-monthly. He also suggested that if an immediate issue arises, an Executive Meeting may be called.

The motion passed unanimously.

B. Service Delivery Committee

- 3) Assessment and Screening Update

Deb Ballinger presented the Battelle II Screener has been approved by the Office of Early Learning to be used as both a screener and a pre/post assessment tool. She also presented

that the tool is being implemented in 20 sites that serve over 1,100 scholarship children. The pre-testing is expected to be completed by September 30, 2005.

Additional discussion regarding the fiscal impact took place. It is estimated that the Battelle II Screener will average about \$65 per student. Initial costs such as purchase of materials and training will eventually go down reducing this amount.

C. Legislative Committee

4) VPK Local Bill Proposal 05.09.02

Description: Art O'Hara presented the Legislative Committee met and developed the concept of a Demonstration Project to implement pre/post assessments in all VPK classrooms in Pinellas County. This project would measure total growth of each student, not just the outcome when they enter kindergarten. Additionally, results between classrooms would be compared, noting trends among classes taught by CDA, AA and BA level teachers. Chair O'Shea added that the Office of Early Learning has concerns that evaluating providers may cause them to stop providing VPK.

Discussion: Michael Pachik suggested providers unwilling to participate in an evaluation may not be providing high quality services. Diane Brown shared that providers in Pinellas County were expecting a pre/post evaluation of their students and would like the opportunity to access their students' growth information before they enter kindergarten. Chair O'Shea suggested it would provide more accountability to our providers. Jim Mills commented that a pre/post assessment would allow the providers to show the full growth of a student. It is possible that a student will enter a VPK program below level and make more than one year's growth, yet still not be considered "school ready". Mr. Mills mentioned the Children's Campaign is addressing this issue as well.

Donna Rippley requested the action item be expanded to include the use of the pre-test to guide instruction in the classroom. Michael Pachik suggested that a Local Bill Proposal may not be the best avenue to pursue this project. He requested the action item be changed to discuss a "Legislative Proposal" instead.

A motion was made by Jack Geller and seconded by Michael Pachik to:

Approve the Legislative Proposal concept.

The motion passed unanimously.

IV. INFORMATION ITEMS

No information items were presented.

V. OTHER BUSINESS

No other business was presented.

VI. BOARD MEMBERSHIP OVERVIEW

Coalition staff members presented a Board Membership Overview outlining Coalition programs, Board structure, committee functions and funding sources and regulations.

VII. PUBLIC COMMENT

No public comment was presented.

VIII. ADJOURNMENT

There being no other business, the meeting adjourned at 6:00 P.M.

Approved by:

Peggy O'Shea

Date