

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

**BOARD OF DIRECTORS REGULAR MEETING**

Thursday, August 25, 2005

**UNAPPROVED MINUTES**

**PRESENT**

Peggy O'Shea, Chair; V. James Dickson; Lounell Britt, Secretary; 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; Dr. Carol Thomas; Judi Vitucci; Judith Miller; Patty Visman for Benjamin Shirley

**STAFF**

Janet Chapman; Merita Kafexhiu; Patty Van Alstine; Lindsay Carson; Bonnie Touchton; Barbara Scarsbrook

**ABSENT**

Dr. Calvin Harris

**IN ATTENDANCE**

Patty Wisner; Mary Bennett; Judy Scott; Julie Ulibarri; Paul Runyon; Art O'Hara; Gary Cernan; Deb Ballinger; Mona Jackson, Pat Weyer; Bill Lemen, Brett English; Juliette Relyea

**OFFICIAL RECORDER**

Lindsay Carson

**I. CALL TO ORDER**

Chair O'Shea called the meeting to order at 4:05 p.m.

**A. Adoption of Agenda**

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

Item 4 was removed from the agenda.

A motion was made by Jim Mills and seconded by Linda Tamanini:

*To approve the agenda with noted change.*

The motion passed unanimously.

## **B. Approval of Minutes**

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

A correction was made to the Spending Plan Report. Guy Cooley clarified there was a \$1.2 million surplus, not a \$400,000 surplus.

A motion was made by Ellen Lasher and seconded by Edward Peachey to:

*To approve the June 2005 minutes as amended.*

The motion passed unanimously.

## **II. EXECUTIVE DIRECTOR'S REPORT**

Janet Chapman presented a review of FY 2004-2005. She reported that the reallocation of funding formula discussed at the June 2005 Board meeting had been recanted. School Readiness has maintained the longest open enrollment period in over 25 years. Providers received a rate increase for 3, 4 and 5 year olds. Scholarships were given to providers to enhance professional development and support degree seeking students. Collaboration among related agencies, providers and other community partners has strengthened. The Coalition was also able to fund vision/hearing screenings for children throughout the community. Voluntary Prekindergarten had a successful launch with about 4,200 available slots and about 3,965 children enrolled. During the next year, it will be necessary to advocate for more than 5% administration funding. These additional monies are needed to provide infrastructure including monitoring and technical assistance. The VPK contract is based on cost reimbursement which makes it difficult to budget and project spending. With the start-up funds provided for VPK providers were given \$500 in curriculum materials for each VPK classroom.

## **III. COMMITTEE REPORTS and ACTION ITEMS**

### **A. Executive Committee**

#### **1) Association of Early Learning Coalitions**

Description: Peggy O'Shea presented the Association of Early Learning Coalitions throughout Florida. This group will serve to coordinate efforts, disseminate information to, from and among Executive Directors and provide a unified voice to advocate in Tallahassee.

A motion was made by Jim Mills and seconded by Ellen Lasher to:

*Approve Association of Early Learning Coalition Membership.*

Open discussion took place regarding the effectiveness and purpose of these types of associations.

The motion passed with a majority vote.

Mike Pachik voted nay.

### **B. Finance Committee Report**

## **2) Spending Plan Report**

Guy Cooley presented the Coalition returned \$694,000 of FY 2004-2005 funding to the Office of Early Learning. Surpluses of this nature were common throughout the state this fiscal year. There were several factors contributing to this including: no wait list, attrition, population changes, additional funding from JWB, partnerships with Head Start, reduction in cost of care due to ages and fewer At Risk referrals.

Suggestions and plans for FY 2005-2006 include continuing open enrollment after the traditional October cut-off, changing eligibility requirements to possibly included 2 parent households where one parent is not working and foster children. Diane Brown extended the provider's appreciation of the rate increase, but noted that children turning 5 during their last preschool year are still affected by the rate reduction intended for 5 year olds attending kindergarten.

Additional concerns were raised about the potential loss of funding based on the new funding allocation formula being developed for FY 2006-2007. Quality is not likely to have a significant impact on the funding formula. Linda Tamanini added that the need may be declining. The number of licensed family child care homes is declining. While the number of licensed centers is staying steady, several had empty rooms that are now being used for VPK.

## **3) Coalition Budget Amendment #1**

Description: Le Ann Elliott presented an amendment to the Coalition budget for the following reasons:

1. To add a \$42,877 grant for VPK Outreach to be used in planning and implementation.
2. To allocate up to \$8,000 for membership dues for the Association of Early Learning Coalitions.
3. To allocate \$10,000 in Quality Initiatives from unallocated funds. This will be used to fund training and Read-a-thon projects.

A motion was made by Finance Committee and seconded by Jim Dickson to:

*Approve Budget Amendment #1.*

The motion passed unanimously.

## **4) Executive Director Expenditure Guidelines**

Description: This item was stricken from the agenda.

## **B. Service Delivery Committee Report/PECC**

### **5) Assessment and Screening Implementation**

Description: Linda Tamanini presented all children in school readiness programs are required to have a pre and post test that reflects their progress in the program. While the ASQ is accepted as a screening tool, it is not accepted as a pre/post assessment by the Office of Early Learning.

The Lap-D is an acceptable pre/post assessment, but due to time intensity and cost it is not feasible for assessing the large number of children served in Pinellas County.

The Assessment and Screening committee identified the Battelle Development Inventory II (BDI-2) Screener which will serve as both a screener and pre/post assessment tool. The implementation of this tool would begin by selecting 20 provider facilities that serves a high percentage of CCC scholarship children ages 0-5. These sites will conduct the BDI-2 Screener as a pre-test by the end of September 2005 with a post-test to be conducted in April/May of 2006. During the 2005-2006 school year, additional provider sites will be trained to implement the BDI-2 screener in 2006-2007.

A motion was made by PECC and seconded by Le Ann Elliot to:

*Assessment and Screening Implementation Phase 1.*

The motion passed unanimously.

Discussion: Jim Mills commented the Battelle 2 Screener will be an increase in cost. He also questioned the results of the study of the ASQ done by USF. The Office of Early Learning has rejected the use of the ASQ as a pre/post assessment tool. Mr. Mills requested a written copy of the monitoring report. Judi Vitucci commented that although the ASQ is an excellent screener, it does not show growth. The Battelle 2 Screener does serve as both a screener and pre/post assessment. It is also cost effective and practical compared to other assessment tools.

It was also suggested that before the investment be made written request for approval be sent to the Office of Early Learning. Vice-Chair Peachy questioned what percentage of the scholarship children will be screened and assessed during this phase of implementation. Approximately, 1,200 of the 5,000 children will be tested. This is about 20% of the students ages birth – 4 years old. School age children will not be assessed.

Art O'Hara of the audience reiterated the timing urgency of this implementation in order to have an accurate "pre-test".

## **6) Quality Initiative Procedure**

Description: Linda Tamanini presented the Quality Initiatives procedure for the funding of new initiatives. These procedures include a detailed application outlining the initiative, multi-level approval process and follow-up evaluation plan.

A motion was made by PECC and seconded by Jim Mills to:

*Approve the concept of the Quality Initiative Procedure*

The motion passed unanimously.

Discussion: Open discussion took place regarding the details of the approval process. It was recommended that initiatives exceeding an amount to be determined require a personal presentation to the Board. It was also suggested that initiatives that are approved but do not have funding to support to them be given an expiration date.

## D. Membership Committee

### 7) Officer Nominations –

Description: The Early Learning Coalition of Pinellas County, Inc. Bylaws state the Executive Officers will change during the annual meeting of the Coalition to be held during the first quarter of the fiscal year. The chairperson recently appointed by the governor will remain in office for fiscal year 2005/2006.

The Board Development Committee met and proposed the following slate of officers:

Vice Chairman	Edward Peachey
Treasurer	Le Ann Elliott
Secretary	Judith Miller

A motion was made by Board Development Committee and seconded by Jim Dickson to:

*Approve the Office Nominations*

The motion passed unanimously.

### 8) New Membership-

**Description:** The following individuals have been nominated by the Board Development Committee to fill private sector and provider seats on the Coalition Board:

#### Private Sector Members

Mr. Jack Gellers, Harper, Kynes, Geller & Buford, P.A.  
Ms. Cynthia Jameson, Bright House Networks

#### Outgoing Members

Ms. Judy Vitucci – Special Needs Representative

Steve Overton was nominated from the floor by Ellen Lasher.

A motion was made by Board Development Committee and seconded by Lounell Britt to:

*Approve the Office Nominations*

The motion passed unanimously.

Discussion: Jim Dickson reviewed the requirements for private sector membership.

## E. Legislative Committee

Chair O'Shea presented reforming the Legislative Committee. She requested volunteers to serve on this committee. The following individuals volunteered: Mike Pachik, Guy Cooley, Cindy Seletos and Art O'Hara. Details of meeting times to be announced.

**IV. INFORMATION ITEMS**

There were no informational items brought forward.

**V. OTHER BUSINESS**

Peggy O'Shea and Janet Chapman recognized outgoing Chair, Jim Dickson and outgoing Board member Judi Vitucci.

**VI. PUBLIC COMMENT**

There was no public comment.

**VII. ADJOURNMENT**

There being no other business, the meeting adjourned at 5:24 P.M.

Approved by:

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Peggy O'Shea

Date