



# Minutes

Board of Directors Meeting  
February 6<sup>th</sup>, 2017; 8:00 a.m.  
David Lawrence Jr. Community Meeting Room

**Board Attendees:** Adrian Alfonso (chair); Theresa Axford; Rick Beasley (via conference call); Tina Carroll-Scott; Shaleen Fagundo; Robert Eadie; David Lawrence Jr; Gilda Ferradaz; Alexander Soto; Alan Eckstein; Dr. Mara Zapata; Gladys Montes; Loreen Chant; J. Abilio Rodriguez; Gerald Schwartz; Matthews Bruno; Philip Gassman, James Haj (Rep. Rachel Spector)

**Board Absentees:** Theresa Axford; Russell Benford

**Staff Attendees:** Evelio Torres (President/CEO); Lisa Sanabria; Jackye Russell; Mercy Castiglione; Fiorella Altare; Dr. Anabel Espinosa; Kerry Allen; Michelle Meilan; Sandra Gonzalez; Wilfredo Ayala; Jason Johnson; Milton Silvera; Miguel Alfonso; Lydia Clarke; Victor Caballero; Angelo Parrino; Pamela Hollingsworth; Liliana Murillo; Tamara Garcia; Diana Lane; Mary Williams; Ileana Vallejo; Chris Armely;

**General Attendees:** Julienne Balhan (Devereux); Ben York Parent powered PBC); Susanna Loeb (Stanford University); Vittotia DeCeuria (MDCPS); Debby Schwartz; Gail Harris; Emounte Banks (Room 2 Bloom); Jackie Romillo (CHN); Daniela Feurch (FIU); Emily Cardenas (The Children's Trust); Juanita Walker (Sheyes); Victor Rojas (The Children's Trust)

## I. Welcome and Introductions

**Adrian Alfonso**

- A. Alfonso called the meeting to order and welcomed everyone.
- L. Sanabria called roll and a quorum was established with nineteen (18) voting members.
- A. Alfonso thanked Mary Williams for her hard work and dedication to the Early Learning Coalition. Mary is the managing director of Monroe County and will be retiring next month. M. Williams has been a tremendous asset to the coalition and will be missed she will remain on staff part-time.
- A. Alfonso thanked the Monroe County ELC staff for participating with the Wesley House and a host of other agencies in the Holiday Helpers gift giving. A number of fund raising events took place to raise funds and solicit unwrapped donated gifts. They were able to provide vouchers to 95 of our "working poor" families with a total of 182 children Keys-wide. The at-risk families were taken care of by vouchers sponsored by Wesley House Family Services. The parents were able to take their vouchers to the designated locations and select holiday gifts for their children. This was a huge community effort. Additionally, a special thanks to the founder of a local Key West charity, Kat's Hat. Owner Bill Basiliko contacted the coalition and pledged to provide ten (10) \$500 checks to our neediest families- no strings attached and they were free to use the money for any purpose. Mr. Basiliko signed the checks and wrote a personal holiday card to each family. When he learned one of the families was a single mom with 6 children to support, he wrote her a check for \$1,000. It is this type of generosity from members of our community that encourages others to support the ELC and the children and families served. Mr. Basiliko serves as a role model for giving.
- A. Alfonso stated that the ELC participated in the 9th annual statewide Celebrate Literacy Week, Florida! This year's theme was "Literacy Changes Our World!" On Wednesday January 25, 2017, at 9:00 am, students, providers, staff,



board members, community partners and families throughout the state read “I Don’t Want to Be a Frog” by Dev Petty and “From Head to Toe” by Eric Carle with infant/toddler classes. A. Alfonso thanked Gerald Schwartz and other board members who participated and for continuing to support the ELC mission in such a special way.

- A. Alfonso stated that in the packet there were two letters to the editor written by E. Torres and D. Lawrence which were published in the Miami Herald referencing the Miami International Book Fair. The Early Learning Coalition attended the fair from Nov. 18-20 and was able to distribute more than 1,255 books to young children and speak to hundreds of families about the importance of early learning and early literacy. Families who visited the Early Learning Coalition’s tent at Children’s Alley participated in impromptu readings, received books and reading crowns.
- A. Alfonso stated that On Friday, February 3rd at 4:30pm the Early Learning Coalition in partnership with Lakeshore Learning Materials and Kaplan Early Learning Company, brought 2016 Latin Grammy winner 123 Andrés, a young children’s singer to perform a free concert at Miami Children’s Museum. 123 Andrés is one of the most exciting new voices on the family music scene in the US and Latin America. Billboard Magazine calls him ‘A rock star for little language learners’. The first 300 families received a free CD (Arriba Abajo) that was recently named a ‘Notable Children’s Recording’ for 2017 by the Association for Library Service to Children, a division of the American Library Association.
- A. Alfonso stated that they had a short video from Kidworks USA Preschool to share.

## II. Approval of Minutes

**Adrian Alfonso**

- A. Alfonso called for the approval of the meeting minutes from December, 2016.
  - G. Ferradaz moved to approve the minutes.
  - B. Eadie seconded the motion.
  - Motion was passed unanimously.

## III. Executive Committee Report

**Adrian Alfonso**

- Resolution 01062017-01 Requested: Authorize the President and CEO to request a revised Non-Federal Share Waiver from the U.S. Department of Health and Human Services for the Early Head Start Grant, reducing the initial request (see attached resolution) by \$95,000.00 for a new request total of \$4,128,156.00. Fiscal Impact: \$4,128,156.00 for fiscal year 2015-2016 Funding Source: Administration for Children and Families U.S. Department of Health and Human Services
  - Motion to approve resolution by A. Eckstein.
  - Motion seconded by J. Schaechter.
  - Motion was unanimously passed.

## IV. Finance Committee Report

**Bob Eadie**

- Resolution 01252017-01 Authorize the President and CEO to negotiate and execute an amendment to Contract PSA16-22 with ASGK Public Strategies LLC, D/B/A Kivvit. Fiscal Impact: The contract amount increases by \$90,000.00 for a total contract amount not to exceed \$238,500.00 for the fiscal year 2016-2017, which is subject to availability of funding. Funding Source: Florida Office of Early Learning
  - Motion to approve resolution by B. Eadie.
  - Motion seconded by G Ferradaz.
  - Motion was unanimously passed.
- B. Eadie stated that the budget remains on track, with the exception of Early Head Start which is 7% over budget we had foreseen this and are watching it closely. It is expected to receive additional funding by years end. B. Eadie also stated that VPK it is starting to level out.



- B. Eadie stated that Miami Dade County is showing a net decrease in dollars and children served. Letters were sent out inviting families to apply for School Readiness so the wait list will reflect 0. Monroe County's wait list remains at 0.
- B. Eadie stated that there was an error made when rounding in the template for providers pay rate, it had no impact but the pay rates need to be corrected in the system and the board needs to approve so staff can submit to OEL.
  - Motion to approve change in the template by A. Eckstein.
  - Motion seconded by H. Carruthers.
  - Motion was unanimously passed.
- B. Eadie stated that the EHS credit card expenditures is included in the packet for the board to review

**V. Provider Services Committee Report**

**Rick Beasley/Shaleen Fagundo**

- R. Beasley stated that the Provider Services Committee met on 12.13.2016 and reviewed three provider cases:
  - Bola Childcare and Learning Center the provider is under investigation by The Department of Children's and Family for a potential neglect and child abuse case. The case was continued until the next meeting as more information was requested.
  - My Little Angels I & II, the Office of Early Learning detected the discrepancy of a child with dual enrollment in Miami-Dade County and Monroe County and reported the finding to the ELC so that it may be reviewed and rectified. Loss prevention monitor reviewed the Provider and found fraudulent activity. After reviewing the case the committee terminated the provider's contract for 5 years.
  - Marie M. Laurenceau Family Day Care Home the provider was placed on a corrective action plan effective September 26, 2016 due to a Class 1 violation for Premises/Misrepresentation; CPR document was altered. Subsequently the ELC received notice of cancellation from insurance company via mail on November 2, 2016, stating policy for provider was cancelled effective 9/21/2016. As of 12/9/2016, no notice of renewed insurance has been received by the ELC. After reviewing the case the committee terminated the provider's contract for 5 years.
- S. Fagundo stated that Provider Services Committee met on 01.31.2017 and reviewed nine provider cases:
  - Reagan Educational Academy was placed on a corrective action plan for the period of 6 months. The probation term began March 7, 2016 and ended September 7, 2016. During this probationary term they received 2 class II violations for ratio (ratio requires 1 staff member for every 4 children and they had 1 staff member supervising 6 children) and background screening (verification of employment history for the past 2 years was not on file for the employee). The case was continued for 30 days pending the outcome of the DCF appeal.
  - My Little Angels I & II was previously reviewed at our December meeting. Our board counsel received a motion for re-hearing from their attorney. The motion was approved and final decision on this case will be made at our next meeting.
  - The Academy of Knowledge Preschool was placed on the USDA Florida Food Program Disqualified list for repeating a serious deficiency and owing the Internal Revenue Service. There was no representative from the childcare if they choose to be represented at the next meeting we will allow it but the committee decided to terminate their contract for 5 years.
  - Early Learning Bright Academy had a class I violation for the supervision rule (an unscreened individual was left alone to supervise children in care). DCF's report stated that 2 staff members were supervising classrooms without background screenings on file. After reviewing the case the committee terminated the contract till the end of the year (June 30th) with the right to re-apply in 2017-2018.
  - Kids R Us II received a class I violation for the supervision rule (an unscreened individual was left alone to supervise children in care). After reviewing the case the committee placed the provider on a 6 month corrective action plan with the agreement that if any additional class 1 or 2 violations are received they would have no right to appeal.



- Miss Carusi Learning Center received a class I violation for the supervision rule (an unscreened individual was left alone to supervise children in care). After reviewing the case the committee placed the provider on a corrective action plan for the remainder of the contract with the agreement that if any additional class 1 or 2 violations are received they would have no right to appeal.
- Small World Montessori 5 the provider sent a renewed certificate of insurance on 12/09/2016 after contacting the insurance company it was confirmed that the policy was cancelled on 12/30/2015. The case was appointed to the Director of Loss Prevention & Compliance. She reported that there was reason to believe the COI documents were altered in various occasions and considered provider a high risk if the ELC were to continue to contract with them. After reviewing the case the committee terminated the provider's contract for 5 years and asked the fraud department to review the case one last time, if no discrepancies exist then the decision stands.
- Lincoln Marti received a class 1 violation for the supervision rule (a 5 year child was not adequately supervised and left the center, staff was not aware for about 15 minutes). After reviewing the case the committee placed the provider on a 12 month corrective action plan with the agreement that if any additional class 1 or 2 violations are received they would have no right to appeal. The committee also recommended training for all the teachers on handling disruptive behavior and risk assessments for the center.
- Bola Childcare was previously reviewed at our December meeting. The committee had requested more information before making a decision. After reviewing the new evidence the committee placed the provider on a 12 month corrective action plan with the agreement that if any additional class 1 or 2 violations are received they would have no right to appeal. The committee also required that all teachers working at the center sign an affidavit stating that they are aware that the young man in question is not to be in or around the childcare.

## VI. Programs Committee Report

Judy Schaechter

- J. Schaechter stated that the Programs & Policy Committee met on December 20th, 2016 and discussed the following:
  - Obesity Prevention
    - Let's Move Childcare- Funded by the Centers for Disease Control & Prevention / Nemours Foundation, 352 low-income centers in Miami-Dade & Broward counties trained, 95 Quality Counts centers trained, 1,408 teachers trained and 17,600 children served.
    - Structured Physical Activity Initiative- Funded by the Health Foundation South Florida, training partner is the CATCH Foundation, 55 low-income centers trained, 22 Quality Counts centers trained, 165 teachers trained and 2,750 children served.
  - Electronic cigarettes
    - Funded by the Health Foundation South Florida, training partner is the CATCH Foundation, 55 low-income centers trained, 22 Quality Counts centers trained, 165 teachers trained and 2,750 children served.
  - Firearm safety
    - In Development- Potential partners are the local Police Department and the Public Library System, the goal is to education/awareness campaign on Gun Safety that includes the following:
      - Articles in the ELC Provider & Parent Newsletter.
      - Social Media
      - Facebook & Twitter weekly posts.
      - ELC & PDI websites
      - Recurring slider links
      - Flyers & Brochures
      - Available in all ELC facilities for families.
      - In-person trainings for ELC staff, providers and families. Trainings to be conducted by local police department at the ELC and the main branches of Public Library System.
- J. Schaechter stated that the 2016-2017 Early Head Start school year will have:
  - 86% of the children will have completed a hearing and vision screening
  - 96% of the children will have a medical home.
  - 16% of the children will have received preventative dental care.



- J. Schaechter stated that due to the change in the board meeting schedule it has affected the programs scheduling. The programs committee will meet 6 times this year at 7:00 am right before our scheduled board meetings.

**VII. CEO Report/Presentations**

- a. KIVVIT
- b. READY4K!
- c. CEO Report

**Grace Turiano/Kelly Penton  
Dr. Ben York/Dr. Susanna Loeb  
Evelio Torres**

[http://www.elcmdm.org/about\\_us/Board/minutes/Board/CEO%20report/CEOR02062017.pdf](http://www.elcmdm.org/about_us/Board/minutes/Board/CEO%20report/CEOR02062017.pdf)

**VIII. Public Comments**

**Adrian Alfonso**

**IX. Adjourn**

**Adrian Alfonso**