



FINANCE COMMITTEE MEETING
April 26th, 2017, 10:00 am
ELC Board Room

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|------|--|--------------|
| I. | Welcome & Introductions | Robert Eadie |
| II. | Approval of Minutes | Robert Eadie |
| | A. Motion to approve minutes for the month of March 2017 | |
| III. | Financial Statements | Robert Eadie |
| | A. School Readiness/VPK | |
| | B. Early Head Start | |
| IV. | Resolutions | Robert Eadie |
| | A. 04262017-01 | |
| | B. 04262017-02 | |
| | C. 04262017-03 | |
| | D. 04262017-04 | |
| | E. 04262017-05 | |
| | F. 04262017-06 | |
| | G. 04262017-07 | |
| | H. 04262017-08 | |
| | I. 04262017-09 | |
| V. | Information Items | Robert Eadie |
| | A. Slot Utilization | |
| | • Miami Dade County | |
| | • Monroe County | |
| | • Early Head Start | |
| | • Title V | |
| | B. Early Head Start Credit Card Report | |
| VI. | Public Comments | Robert Eadie |
| VII. | Meeting Adjourn | Robert Eadie |

Mission: To promote high-quality school readiness, voluntary pre-kindergarten and after school programs, thus increasing all children's chances of achieving future educational success and becoming productive members of society. The Coalition seeks to further the physical, social, emotional and intellectual needs of Miami-Dade and Monroe County children with a priority toward the ages before birth through age 5.



Finance Committee Meeting
March 29th, 2017; 10:00 AM
ELC Board Room

Committee Attendees: Robert Eadie (via conference call); Adrian Alfonso (via conference call); Gilda Ferradaz (via conference call); Theresa Axford (via conference call); Alex Soto (via conference call)

Absent Committee: Philip Gassman

Staff Attendees: Evelio Torres; Angelo Parrino; Lisa Sanabria; Jackye Russell; Jose Hernandez; Mercy Castiglione; Lisney Badillo; Johanna Miranda; Sandra Gonzalez; Milton Silvera

I. Welcome and Introductions **Bob Eadie**

- B. Eadie called the meeting to order and welcomed everyone. Quorum was established.

II. Approval of Minutes **Bob Eadie**

- Motion to approve minutes by A. Soto.
- Motion seconded by T. Axford.
- Motion was unanimously passed.

III. Financial Statements **Bob Eadie**

- B. Eadie stated that the budget variance seems to be business as usual. The Early Head Start budget is waiting for approval from the feds to rollover funds.

IV. Resolutions **Bob Eadie**

- Resolution 03292017-01 approval of the Evaluation Committee's recommendation to award contracts for RFP#ELCMDM2017-02 (Quality Materials) to the selected vendor(s). Also, authorize the President and CEO to negotiate and execute contract(s) with the selected vendor(s). This Resolution also requests authorization to amend the fiscal impact on approved Resolution #12052016-02. A forecasted amount of \$3,100,000.00 per fiscal year commencing on May 1, 2017
 - Motion to approve resolution by T. Axford.
 - Motion seconded by A. Alfonso.
 - Motion was unanimously passed.



- Resolution 03292017-02 approval of the Evaluation Committee’s recommendation to award contracts for RFP#ELCMDM2017-03 (Curriculum Materials) to the selected vendor(s). Also, authorize the President and CEO to negotiate and execute contract(s) with the selected vendor(s). A total not to exceed \$800,000.00 for fiscal year 2017-2018.
 - Motion to approve resolution by T. Axford.
 - Motion seconded by A. Alfonso.
 - Motion was unanimously passed.

- Resolution 03292017-03 approval of the Evaluation Committee’s recommendation to award contract for RFP#ELCMDM2017-04 (Enterprise Network Support and Hosting Services) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor. A total not to exceed \$185,000.00 for fiscal year 2017-2018.
 - Motion to approve resolution by T. Axford.
 - Motion seconded by A. Alfonso.
 - Motion was unanimously passed.

- Resolution 03292017-04 approval of the Evaluation Committee’s recommendation to award contract for RFP#ELCMDM2017-05 (Provider Portal Hosting and Dashboard Services) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor. A total not to exceed \$200,000.00 for fiscal year 2017-2018.
 - Motion to approve resolution by T. Axford.
 - Motion seconded by A. Alfonso.
 - Motion was unanimously passed.

- Resolution 03292017-05 authorize the President and CEO to negotiate and execute the contracts listed within the background section of this resolution, adding all funding sources and shared services as allowed under funder’s guidelines. A total amount of approximately \$6,300,000.00 for the fiscal year 2017-2018.
 - Motion to approve resolution by T. Axford.
 - Motion seconded by A. Alfonso.
 - Motion was unanimously passed.

- Resolution 03292017-06 authorize the President and CEO to negotiate and execute an amendment to contract PSA16-15 with Shutts & Bowen, LLP. The contract amount increases by \$20,000.00, for a total contract amount not to exceed \$129,000.00 for fiscal year 2016-2017, which is subject to the availability of funding.



- Motion to approve resolution by T. Axford.
 - Motion seconded by A. Soto.
 - Motion was unanimously passed.
- Resolution 03292017-07 authorize the President and CEO to release a Request for Qualifications (RFQ) for legal services. A total amount not to exceed \$125,000.00 for fiscal year 2017-2018.
- The Executive Committee will conduct the interviews.
 - Motion to approve resolution by T. Axford.
 - Motion seconded by A. Alfonso.
 - Motion was unanimously passed.
- Resolution 03292017-08 authorize the President and CEO to approve the purchase of High Scope Curriculum Materials. A total not to exceed amount of \$150,000.00 for fiscal year 2016-2017.
 - Motion to approve resolution by T. Axford.
 - Motion seconded by A. Alfonso.
 - Motion was unanimously passed.
- Resolution 03292017-09 approval of a Provider Rate Increase. This resolution is also requesting approval to amend the School Readiness plan to include this action. This resolution replaces Resolution #03062017-07, approved by the Board of Directors on March 6, 2017. An amount not to exceed \$2,000,000.00 for the remainder of fiscal year 2016-17. The Annualized cost of this action is approximately \$6,000,000.00.
- E. Torres stated that the first request was to provide a temporary increase to providers but OEL was not in support. OEL felt that if they gave surplus money to providers then they could not help coalitions with deficits.
 - Motion to approve resolution by T. Axford.
 - Motion seconded by A. Alfonso.
 - Motion was unanimously passed.

V. Informational Items

Bob Eadie

- S. Gonzalez stated that the wait list for Miami Dade and Monroe counties remain at 0.
- B. Eadie stated that the EHS credit card expenditures is included in the packet for the committee to review.

VI. Adjourn

Bob Eadie

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Financial Position

(In thousands \$000)

	Unaudited As of 3/31/2017
Assets	
Cash & Cash Equivalents	7,069
Grants Receivable	25,494
Property and Equipment, Net	297
Other Assets	<u>4,959</u>
Total Assets	<u>\$ 37,820</u>
Liabilities	
Accounts Payable	13,329
Deferred Revenues	34
Advances Due to OEL & Other	20,570
Accrued Expenses & Other Liabilities	<u>2,651</u>
Total Liabilities	<u>36,584</u>
Net Assets	
Unrestricted	839
Temporarily Restricted	<u>397</u>
Total Net Assets	<u>1,236</u>
Total Liabilities and Net Assets	<u>\$ 37,820</u>

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Activities
(In thousands \$000)

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>YTD 3/31/2017</u>
Support and revenues			
Grants	\$ 0	\$ 132,320	\$ 132,320
Contributions and Other	0	0	0
Net Assets Released from Restrictions	<u>132,320</u>	<u>(132,320)</u>	<u>0</u>
Total Support and Revenues	132,320	0	132,320
Expenses			
Early Education Services	128,756		128,756
Administration	<u>3,503</u>		<u>3,503</u>
Total Expenses	<u>132,259</u>	<u>0</u>	<u>132,259</u>
Change in Net Assets	61	0	61
Beginning Net Assets	778	397	1,175
Ending Net Assets	\$ <u><u>839</u></u>	\$ <u><u>397</u></u>	\$ <u><u>1,236</u></u>

Early Learning Coalition of Miami-Dade and Monroe Counties
Statement of Functional Expenses
(In thousands \$000)

	<u>Administration</u>	<u>Early Education Services</u>	<u>Preliminary YTD 3/31/2017</u>
Expenses:			
Payroll & Employee Benefits	2,207	9,914	12,121
Direct Child Care Services	-	112,365	112,365
Contracted Services-Subrecipients	11	3,098	3,109
Dues & Subscriptions	17	2	19
Occupancy Costs	102	1,096	1,198
Telephone & Communications	62	234	295
Equipment Repair & Maintenance	5	57	61
Postage & Freight	17	25	42
Printing	9	87	96
Professional Fees	633	402	1,036
Travel & Transportation Expenses	62	77	139
Program Supplies	96	731	827
Meetings & Conferences	14	29	43
Insurance-General & Liability	8	72	79
Office	220	354	574
Other Administrative Costs	40	217	257
Total Expenses	\$ <u>3,503</u>	<u>128,756</u>	<u>132,259</u>

Early Learning Coalition of Miami-Dade and Monroe Counties
Statement of Cash Flows
(In thousands \$000)

	Preliminary YTD 3/31/2017
Cash Flows From Operating Activities	
Change In Net Assets	61
Adjustments to reconcile change in net cash provided by	
Depreciation Expense	0
(Increase) Decrease in Assets:	
Grants Receivables	5,278
Other Assets	0
VPK Prepayment	(85)
Increase (Decrease) in Liabilities:	
Accounts Payable-Vendors	(249)
Other Accrued Expenses & Other Payables	(569)
Advances Due to OEL	2,384
Advances Due to Other Grantors	0
Deferred Revenues	(3)
Total Adjustments	0
Net Cash Flows From Operating Activities	6,817
Cash Flows from Investing Activities:	
Purchase of furniture and equipment	
Net Cash Flows From Investing Activities	
Change in Cash	6,817
Cash - Beginning of Period	252
Cash Balance End of Period	\$ 7,069



BUDGET VARIANCE

March
2017

In 000'S

School Readiness					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	115,208	9,293	76,464	33.63%	25.00%
EXPENDITURES					
Salary and Fringe	10,383	1,031	8,123	21.76%	
Child Care Services	97,885	7,691	64,759	33.84%	
Contractual Services	3,774	370	1,588	57.93%	
Occupancy	1,241	142	1,204	2.95%	
Travel/Conf/Dev	87	28	113	-30.18%	
Program Activity	1,446	-1	398	72.50%	
IT	211	4	129	38.57%	
Other	182	28	149	17.97%	
TOTAL EXP	115,208	9,293	76,464	33.63%	25.00%

VPK					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	58,763	6,627	41,715	29.01%	25.00%
EXPENDITURES					
Salary and Fringe	1,602	61	987	38.35%	
Child Care Services	56,503	6,540	40,547	28.24%	
Contractual Services	122	14	49	59.77%	
Occupancy	185	10	98	47.29%	
Travel/Conf/Dev	15	1	13	9.89%	
Program Activity	75	38	0	100.00%	
IT	216		9	95.95%	
Other	46	2	11	76.07%	
TOTAL EXP	58,763	6,627	41,714	29.01%	25.00%

EARLY HEAD START					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
Office of Head Start	9,695	1,167	8,461	12.73%	25.00%
EXPENDITURES					
Salary and Fringe	2,429	295	2,124	12.54%	
Child Care Services	5,780	566	4,957	14.24%	
Contractual Services	645	48	249	61.38%	
Occupancy	163	-34	247	-51.42%	
Travel/Conf/Dev	35	-51	65	-86.93%	
Program Activity	303	151	396	-30.44%	
IT	15	-130	41	-175.91%	
Other	325	322	382	-17.52%	
TOTAL EXP	9,695	1,167	8,461	12.73%	25.00%

OTHER					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
The Children's Trust	5,330	595	3,411	36.00%	
Other	1,827	40	902	50.65%	
Refugee	2,000	125	1,179	41.04%	
Teen Parent	1,045	35	188	82.02%	
	10,202	795	5,680	44.32%	25.00%
EXPENDITURES					
Salary and Fringe	929	95	775	16.56%	
Child Care Services	3,347	204	2,220	33.69%	
Contractual Services	5,008	390	2,259	54.88%	
Occupancy	246	3	23	90.46%	
Travel/Conf/Dev	27	30	126	-363.47%	
Program Activity	574	70	174	69.61%	
IT	15		8	47.08%	
Other	57	2	34	39.77%	
TOTAL EXP	10,202	795	5,620	44.92%	25.00%
NET			61		

TOTAL	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	173,972	15,919	118,179	32.07%	
Office of Head Start	9,695	1,167	8,461	12.73%	
The Children's Trust	5,330	595	3,411	36.00%	
Other	1,827	125	902	50.65%	
Refugee	2,000	35	1,179	41.04%	
Teen Parent	1,045	40	188	82.02%	
TOTAL REVENUE	193,868	17,881	132,320	31.75%	25.00%
EXPENDITURES					
Salary and Fringe	15,342	1,482	12,010	21.72%	
Child Care Services	163,514	15,001	112,483	31.21%	
Contractual Services	9,550	822	4,145	56.59%	
Occupancy	1,834	121	1,572	14.31%	
Travel/Conf/Dev	164	8	317	-93.89%	
Program Activity	2,397	219	967	59.65%	
IT	456	-125	187	59.02%	
Other	610	354	576	5.47%	
TOTAL EXP	193,868	17,881	132,259	31.78%	25.00%
NET			61		



Early Learning Coalition Finance Committee Meeting

April 26, 2017

Resolution: 04262017-01

Action Requested: Authorize the President and CEO to negotiate and execute the lease listed within the background section of this resolution, adding all applicable funding sources for Monroe and shared services as allowed under funders' guidelines.

Fiscal Impact: A total amount of approximately \$7,260.00 for fiscal year 2017-2018, which is subject to the availability of funding.

Funding Source: All Applicable Funding Sources for Monroe

Strategic Goal:

- Neediest Children**
- Youngest Children**
- Educate All**

- Providers**
- Internal Capacity**
- Funding**

Resolution: 04262017-01

AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE THE LEASE LISTED WITHIN THE BACKGROUND SECTION OF THIS RESOLUTION, ADDING ALL APPLICABLE FUNDING SOURCES FOR MONROE AND SHARED SERVICES AS ALLOWED UNDER FUNDERS' GUIDELINES. A TOTAL AMOUNT OF APPROXIMATELY \$7,260.00 FOR FISCAL YEAR 2017-2018, WHICH IS SUBJECT TO THE AVAILABILITY OF FUNDING.

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

Background:

The Coalition’s Middle Keys office has co-located with the Florida Keys Area Health Education Center since 2013. This location serves as the Early Learning Coalition’s service center for Marathon. The office is also utilized to hold provider trainings.

The following table describes the lease for renewal:

Center:	Location:	Lease Identification Number:	Amount:
Marathon- FL Keys Area Health Education Center, Inc.	5800 Overseas Hwy Units 36 and 38 Marathon, FL 33050	L2017-001	\$7,260



Early Learning Coalition Finance Committee Meeting

April 26, 2017

Resolution: 04262017-02

Action Requested: Authorize the President and CEO to receive funds from the Ocean Reef Community Foundation for the Monroe Early Childhood Conference.

Fiscal Impact: The grant amount is approximately \$7,000.00, which is subject to the availability of funding.

Funding Source: Ocean Reef Community Foundation

Strategic Goal:

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

Resolution: 04262017-02

AUTHORIZE THE PRESIDENT AND CEO TO RECEIVE FUNDS FROM THE OCEAN REEF COMMUNITY FOUNDATION FOR THE MONROE EARLY CHILDHOOD CONFERENCE.

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

Background:

The Ocean Reef Community Foundation ("ORCF") Grant provides \$7,000.00 to offset expenses of the Monroe Early Childhood Conference planned for May 6, 2017 at Marathon High school. The estimated value of the ELC contribution to this project is \$10,000, which includes the provision of Continuing Education Units (CEUs) to participants and waiver of the \$20 registration fee for up to 20 Key Largo participants (as the targeted population served by the Foundation).



Early Learning Coalition Finance Committee Meeting

April 26, 2017

Resolution: 04262017-03

Action Requested: Authorize the President and CEO to negotiate, execute and receive funds from the School Board of Monroe County for the Teenage Parent Program (TAP).

Fiscal Impact: A total amount of approximately \$55,000.00 for fiscal year 2017-2018, which is subject to the availability of funding.

Funding Source: the School Board of Monroe County, Florida

Strategic Goal:

- Neediest Children**
- Youngest Children**
- Educate All**

- Providers**
- Internal Capacity**
- Funding**

Resolution: 04262017-03

AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE, EXECUTE AND RECEIVE FUNDS FROM THE SCHOOL BOARD OF MONROE COUNTY FOR THE TEENAGE PARENT PROGRAM (TAP).

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

Background:

The grant from the School Board of Monroe County, Florida will be used to provide childcare to the children of teenage parents enrolled in Monroe County's Teenage Parent Program (TAP) and attending school. Over the past four years, the Early Learning Coalition has provided resource, referral, registration, monitoring, and payment in relation to the childcare services for those enrolled in the TAP program and will continue to provide the aforementioned services. In addition, ten (10) one hour educational training sessions are conducted with each teen parent on topics such as preparation for childbirth, infant care, time management, stress management and positive parenting.



Early Learning Coalition Finance Committee Meeting

April 26, 2017

Resolution: 04262017-04

Action Requested: Authorize the President and CEO to negotiate, execute and receive funds for the Florida Child Care Executive Partnership (CCEP) Match contract.

Fiscal Impact: A total amount of approximately \$480,000.00 for fiscal year 2017-2018, which is subject to the availability of funding.

Funding Source: The Children's Trust

Strategic Goal:

- Neediest Children**
- Youngest Children**
- Educate All**

- Providers**
- Internal Capacity**
- Funding**

Resolution: 04262017-04

AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE, EXECUTE AND RECEIVE FUNDS FOR THE FLORIDA CHILD CARE EXECUTIVE PARTNERSHIP (CCEP) MATCH CONTRACT.

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

Background:

The Children's Trust will provide the required local match for the Child Care Executive Partnership (CCEP) child care subsidy program. The Florida Child Care Executive Partnership (CCEP) purchasing pool funds serve as a general funding source to assist eligible low to moderate wage families, earning up to 200% of the federal poverty level.



Early Learning Coalition Finance Committee Meeting

April 26, 2017

Resolution: 04262017-05

Action Requested: Authorize the President and CEO to negotiate, receive funds and execute the contract with The Children’s Trust for Quality Rating Improvement System (“QRIS”).

Fiscal Impact: A total amount of approximately \$4,200,000.00 for fiscal year 2017-2018, which is subject to the availability of funding.

Funding Source: The Children’s Trust

Strategic Goal:

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

Resolution: 04262017-05

AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE, RECEIVE FUNDS AND EXECUTE THE CONTRACT WITH THE CHILDREN’S TRUST FOR QUALITY RATING IMPROVEMENT SYSTEM (“QRIS”).

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the “Board”), and shall recommend that the Board approve this action at the next meeting of the Board.

Background:

Quality Counts, designed and funded by The Children’s Trust in partnership with the Early Learning Coalition, was established to improve the quality of Miami-Dade County’s Early Childhood Education (ECE) programs and to professionalize Early Childhood Education practitioners by:

- 1- Establishing accountability for voluntary standards of high quality ECE;
- 2- Building the professional capacity of ECE providers and practitioners;
- 3- Ensuring high quality ECE is more widely accessible to children birth to five; and
- 4- Influencing consumer demand for high quality ECE services

The Quality Counts Administration contract is \$1,200,000.00 and the Professional Development Network contract is for \$3,000,000.00.

The Children’s Trust	Professional Development Network	07/01/2017-06/30/2018	\$3,000,000.00
The Children’s Trust	Quality Administration Contract	07/01/2017-06/30/2018	\$1,200,000.00
TCT QRIS GRANT APPROXIMATE TOTAL AMOUNT			\$4,200,000.00

What is a QRIS?

- An organized way to assess, improve and communicate the quality of early learning programs that families consider for their children; similar to how we identify public schools, hotels, restaurants, etc.
- The QRIS aligns with the *Performance Funding Program*. A State QRIS will incorporate an evidence-based approach to quality improvement, incorporating incremental increases in quality linked to program improvements and child outcomes. These quality components include:
 - Program assessment focused on teacher-child interactions
 - Professional development and staff qualifications
 - Child assessment



Early Learning Coalition Finance Committee Meeting

April 26, 2017

Resolution: 04262017-06

Action Requested: Authorize the President and CEO to submit the attached application to negotiate and execute the contract, and receive funds for the Early Head Start Program.

Fiscal Impact: The total award is approximately \$9,694,650.00 for program year 2017-2018.

Funding Source: The Department of Health and Human Services, Administration for Children and Families.

Strategic Goal:

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

Resolution: 04262017-06

AUTHORIZE THE PRESIDENT AND CEO TO SUBMIT THE ATTACHED APPLICATION TO NEGOTIATE AND EXECUTE THE CONTRACT, AND RECEIVE FUNDS FOR THE EARLY HEAD START PROGRAM.

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

Background:

In February 2015, the Early Learning Coalition of Miami-Dade/Monroe was awarded a five year grant for the Early Head Start-Child Care Partnership Program (EHS-CCPP) to serve 750 children from birth to 3 years old. Per 45 CFR 1304.15, an application is required to be submitted annually for the use of the funds. The EHS program year will run from August 1, 2017- July 31, 2018.

The grant funding will be used according to the requirements of Head Start Program Performance Standards.

Under the grant, the funding for Program Operations is \$9,462,276.00 and the funding for Training and Technical Assistance is \$232,374.00 for a total funding of \$9,694,650.00 for 750 enrolled children.

Early Head Start Funding	
Program Operations	\$9,462,276.00
Training and Technical Assistance	\$232,374.00
Total	\$9,694,650.00



Early Learning Coalition Finance Committee Meeting

April 26, 2017

Resolution: 04262017-07

Action Requested: Authorize the President and CEO to release a Request for Proposal for Parenting Education for Miami-Dade and Monroe Counties.

Fiscal Impact: An approximate amount of \$200,000.00 for fiscal year 2017-2018, which is subject to the availability of funding.

Funding Source: U.S Department of Health and Human Services, Administration for Children and Families (Miami-Dade), The Children’s Trust (Miami-Dade), Florida Office of Early Learning (Miami-Dade and Monroe).

Strategic Goal:

- Neediest Children**
- Youngest Children**
- Educate All**

- Providers**
- Internal Capacity**
- Funding**

RESOLUTION: 04262017-07

AUTHORIZE THE PRESIDENT AND CEO TO RELEASE A REQUEST FOR PROPOSAL FOR PARENTING EDUCATION FOR MIAMI-DADE AND MONROE COUNTIES.

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the “Board”), and shall recommend that the Board approve this action at the next meeting of the Board.

Background:

Parents are a child's first and most important teachers. Meaningful parent engagement is a vital component of a quality early care and education program. When programs engage parents in their child's education, they build a lifelong partnership that fosters children's success in school and life. This increased participation is linked to greater academic motivation and stronger social and emotional skills among all young children, regardless of ethnic and socioeconomic background. Parent education serves as a support to increase the capacity of parents by building their self-efficacy, understanding of child development and secure attachment to their child(ren).

Head Start Performance Standard 1302.51(b) requires programs to offer opportunities for parents to participate in a research-based parenting curriculum that builds parents' knowledge and offers parents the opportunity to practice parenting skills to promote children's learning and development.



Early Learning Coalition Finance Committee Meeting

April 26, 2017

Resolution: 04262017-08

Action Requested: Authorize the President and CEO to release a Request for Proposal for Online Professional Development Program and Training for Classroom Assessment Scoring System (CLASS) for Miami-Dade and Monroe Counties.

Fiscal Impact: An approximate amount of \$60,000.00 for fiscal year 2017-2018, which is subject to the availability of funding.

Funding Source: U.S Department of Health and Human Services, Administration for Children and Families (Miami-Dade), Florida Office of Early Learning (Miami-Dade and Monroe), and The Children's Trust (Miami-Dade).

Strategic Goal:

- Neediest Children**
- Youngest Children**
- Educate All**

- Providers**
- Internal Capacity**
- Funding**

RESOLUTION: 04262017-08

AUTHORIZE THE PRESIDENT AND CEO TO RELEASE A REQUEST FOR PROPOSAL FOR AN ONLINE PROFESSIONAL DEVELOPMENT PROGRAM AND TRAINING FOR CLASS FOR MIAMI-DADE AND MONROE COUNTIES.

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

Background:

The Professional Development online system will provide each teacher individualized strategies for improving the quality of adult-child interaction and raising Classroom Assessment Scoring System (CLASS) scores. This will also include training, training materials, and any other products or services offered by this vendor.



Early Learning Coalition Finance Committee Meeting

April 26, 2017

Resolution: 04262017-09

Action Requested: Approval of the Evaluation Committee's recommendation of the selected vendors for ITN #ELCMDM2017-01 (Office Furniture). Also, authorize the President and CEO to negotiate and execute contracts with the selected vendors.

Fiscal Impact: A total forecasted amount of \$400,000.00 for fiscal year 2017-2018, which is subject to the availability of funding.

Funding Source: All Funding Sources

Strategic Goal:

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

RESOLUTION: 04262017-09

APPROVAL OF THE EVALUATION COMMITTEE'S RECOMMENDATION OF THE SELECTED VENDORS FOR ITNELCMDM2017-01 (OFFICE FURNITURE). ALSO, AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE CONTRACTS WITH THE SELECTED VENDORS.

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

Background:

On March 10, 2017, the Early Learning Coalition released an Invitation to Negotiate (ITN) for Office Furniture (ELCMDM2017-01). On or before March 31, 2017, the Early Learning Coalition received two (2) proposals from the following:

- Apricot Office Interiors, Inc.
- Pradere Manufacturing Corp

On March 31, 2017, the proposals were reviewed by three (3) evaluators who made up the Evaluation Committee.

Evaluation Committee Members:

- #1 Trish Turner, Vice President of Human Resources and Administrative Services, Early Learning Coalition of Miami-Dade and Monroe
- #2 Lissandra Curbelo, Procurement Officer, Early Learning Coalition of Miami-Dade and Monroe
- #3 Juan Castillo, Director of Budget, Early Learning Coalition of Miami-Dade and Monroe

On March 31, 2017, at the 1st Evaluation Committee Meeting, the committee moved and passed a motion to recommend that the Early Learning Coalition invite the two vendors listed below to negotiate and execute contracts. This resolution also requests to move funds between Office Furniture Contracts as needed.

Both vendors are under the State contract list and every quote will be subject to the State Contract Price List.

- Apricot Office Interiors, Inc.
- Pradere Manufacturing Corp

Evaluation Scorecards:

ITN# ELCMDM2017-01 Office Furniture		Max. Score	Apricot Office Interiors, Inc.			Pradere Manufacturing Corp		
			#1	#2	#3	#1	#2	#3
Organizational Background, Qualifications and Capabilities		40						
1	Most strictly meets the requested needs of the agency as listed within the scope.	10	8	8	8	10	10	9
2	Proposal includes summary of the proposer's overall organization.	10	7	8	8	9	10	9
3	Background of the firm, including areas of practice, stability and internal quality control program.	10	7	7	8	8	10	9
4	Proposal clearly states the structure of the corporation, availability of corporation support, and the financial viability of the firm.	10	8	8	8	9	10	9
Product Design and Performance		30						
1	Proposal clearly demonstrates the Product construction and system design.	10	8	8	8	9	10	9
2	Proposal lists the product warranty, test results, safety and maintenance factors for the product design	10	8	7	8	10	10	9
3	Proposal clearly demonstrates prior experience and job performance.	10	7	7	8	8	10	9
Price		30						
1	Proposer submits a complete catalog with detailed information on products and price list	30	28	30	28	28	30	29
TOTAL		100	81	83	84	91	100	92
TOTAL SUM		300	248			283		

Early Learning Coalition of Miami-Dade/Monroe

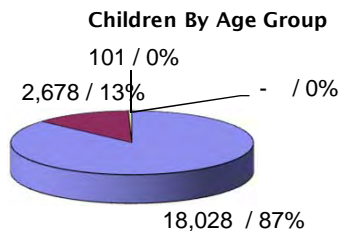
School Readiness Slot Utilization Snapshot - Miami-Dade

March 2017

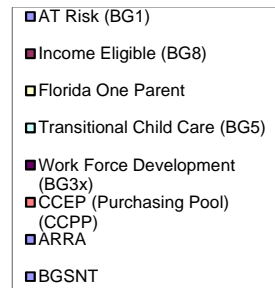
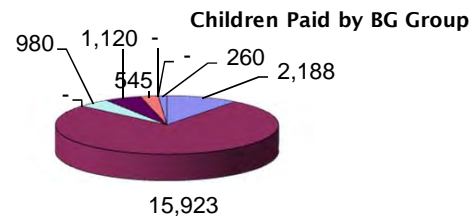
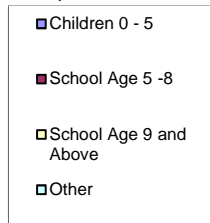
(all dollar amounts in thousands '000)

Children Served	Amount
Total actual paid - YTD	28,197
Total actual paid - March 2017	20,807
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 6,671
	\$ 84
Total cost (in thousands) (incl match)	\$ 7,516
Change month over month	
Total Net Increase(decrease) children	478
Net increase/(decrease) dollars	\$ 983
Monthly Activity	Amount
Beginning Census	20,329
NET Increase/(Decrease)	478
Total	20,807
Current Data	
Enrolled As of April 24, 2017	21,961
Projected Paid for April (96% of enrolled)	21,083
Waitlist	
Ages 0-5	-
Ages 6-9	-
Ages 10-13	-
VPK Enrolled As of April 24, 2017	
Regular+SISP	21,217
Summer	
VPK Total Actual Paid - March 2017	
SISP	7
Regular	21,301
Summer	
VPK Total Actual Paid - YTD	
SISP	45
Regular	22,875
Summer	388

Eligibility Breakdown Type	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
AT Risk (BG1)	2,188	10.41%	\$882.58	11.88%
Income Eligible (BG8)	15,923	75.77%	\$5,624.00	75.68%
Florida One Parent	-	0.00%	\$ -	0.00%
Transitional Child Care (BG5)	980	4.66%	\$363.47	4.89%
Work Force Development (BG3x)	1,120	5.33%	\$380.63	5.12%
CCEP (Purchasing Pool) (CCPP)	545	2.59%	\$83.95	1.13%
ARRA	-	0.00%	\$ -	0.00%
BGSNT	-	0.00%	\$ -	0.00%
BGCSD&BGCSO	260	1.24%	\$97.05	1.31%
Total	21,016	100%	\$7,431.69	100%
Minus 209 Overlap	20,807			
GOLD SEAL			\$761.04	10.24%
categories above)	-	-	\$ -	-
SFW GOLD SEAL			\$ -	-
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving Service	% of Total	Amount-\$	% of Total
Infant	3,921	18.84%	\$1,623.19	21.86%
Toddler	3,820	18.36%	\$1,492.66	20.10%
Three Year Old	4,182	20.10%	\$1,514.23	20.39%
Pre-School	6,105	29.34%	\$1,886.63	25.40%
<i>Sub-Total</i>	<i>18,028</i>	<i>86.64%</i>	<i>\$6,516.72</i>	<i>87.74%</i>
School Age: 6 yrs	1,617	7.77%	\$375.46	5.06%
School Age: 7 yrs	758	3.64%	\$189.40	2.55%
School Age: 8 yrs	303	1.46%	\$61.89	0.83%
Unduplicated School Age: 6 - 8 yrs**	2,678	12.87%	\$869.17	11.70%
School Age: 9 yrs and above	101	0.49%	\$41.12	0.55%
School Age	2,779	13.36%	\$0.00	0.00%
School Age (Unduplicated)	0	0.00%	\$910.29	12.26%
Other	-	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	<i>-</i>	<i>0.00%</i>	<i>\$910.29</i>	<i>12.26%</i>
Total	20,807	100%	\$7,427.01	100%



**There are 1053 5-year-old within this count.



Note: Legends with too small percentage are not shown on the pie chart.

Early Learning Coalition of Miami-Dade/Monroe

School Readiness Slot Utilization Snapshot - Monroe

March 2017

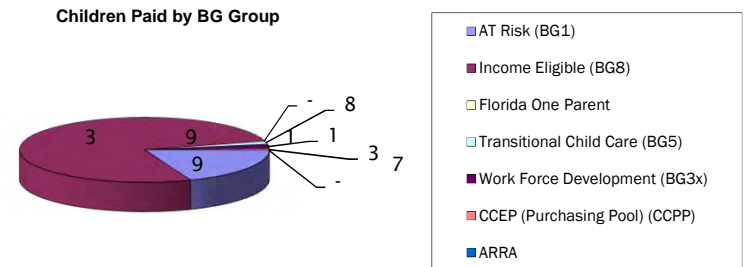
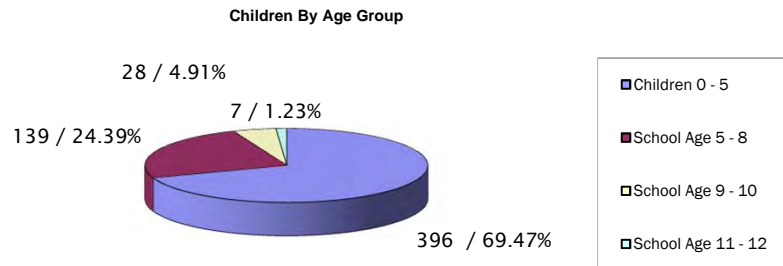
(all dollar amounts in thousands '000)

Children Served	Amount
Total actual paid - March 2017	541
Net Slot Payment and Gold Seal	\$ 174
Match (BG8 and CCEP)	\$ 0
Total cost (in thousands) (incl match)	\$ 181
Change month over month	
Total Net Increase(decrease) children	(1)
Net increase/(decrease) dollars	\$ 10
Monthly Activity	
Beginning Census	542
Net Increase/(Decrease)	(1)
Total	541

Current Data	
Enrolled as of April 24, 2017	531
Projected Paid for April (96% of enrolled)	510
Waitlist	
Ages 0-5	0
Ages 6-9	0
Ages 10-13	0
VPK Enrolled as of April 24, 2017	416
VPK Total Actual Paid - March 2017	412

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving % of Service	Total	Amount	% of Total
Type				
AT Risk (BG1)	97	17.83%	\$38.41	21.26%
Income Eligible (BG8)	391	71.88%	\$120.62	66.76%
Florida One Parent	-	0.00%	\$ -	0.00%
Transitional Child Care (BG5)	8	1.47%	\$2.65	1.47%
Work Force Development (BG3x)	11	2.02%	\$4.41	2.44%
CCEP (Purchasing Pool) (CCPP)	3	0.55%	\$0.39	0.22%
ARRA	-	0.00%	\$0.00	0.00%
Total	544	100%	\$180.68	100%
Minus 3 Overlap	541			
GOLD SEAL	-	-	\$6.86	3.79%
BGCSD+BGCSO	34	6.25%	14	7.85%
Age Break Down		All Eligible Clients-Paid		Dollars Paid by Age Category
Type	Receiving % of Service	Total	Amount-\$	% of Total
Infant	81	14.21%	\$36.38	20.13%
Toddler	85	14.91%	\$37.84	20.94%
Three Year Old	97	17.02%	\$34.19	18.93%
Pre-School	133	23.33%	\$38.39	21.25%
<i>Sub-Total</i>	<i>396</i>	<i>69.47%</i>	<i>\$146.80</i>	<i>81.25%</i>
School Age: 6	49	8.60%	\$10.29	5.70%
School Age: 7	39	6.84%	\$7.47	4.14%
School Age: 8	32	5.61%	\$6.19	3.43%
School Age: 5 - 8**	139	24.39%	\$27.04	14.96%
School Age: 9 - 10	28	4.91%	\$5.32	2.94%
School Age: 11 - 12	7	1.23%	\$1.53	0.85%
School Age: Other Age	0	0.00%	\$0.00	0.00%
School Age Total	174	30.53%	\$33.88	18.75%
Other	-	0.00%	\$ -	0.00%
<i>Sub-Total</i>	<i>174</i>	<i>30.53%</i>	<i>\$33.88</i>	<i>18.75%</i>
Total	570	100%	\$180.68	100%
Minus 29 Overlap	541			

**There are 19 5-year-old within this count.



Early Learning Coalition of Miami-Dade/Monroe

EHS Slot Utilization Snapshot - Miami-Dade

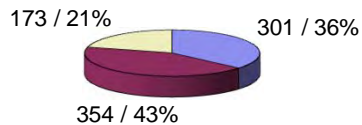
March 2017

(all dollar amounts in thousands '000)

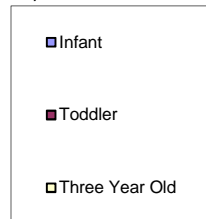
Children Served	Amount
Total actual paid - YTD	1,063
Total actual paid - March 2017	772
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 620
Total cost (in thousands) (incl match)	\$ -
	\$ 620
Change month over month	
Total Net Increase(decrease) children	6
Net increase/(decrease) dollars	\$ 109
Monthly Activity	
Beginning Census	766
NET Increase/(Decrease)	6
Total	772
Current Data	
Enrolled As of Apr 24, 2017	749
Projected Paid for April (96% of enrolled)	719
Waitlist	-
4/24/2017	361
	-

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
EHS	772	100.00%	\$620.32	100.00%
Total	772	100%	\$620.32	100%
Minus 0 Overlap	772			
GOLD SEAL			\$0.00	0.00%
categories above)	-		\$ -	
SFW GOLD SEAL			\$ -	-
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving Service	% of Total	Amount-\$	% of Total
Infant	301	36.35%	\$216.61	34.92%
Toddler	354	42.75%	\$277.28	44.70%
Three Year Old	173	20.89%	\$126.42	20.38%
Pre-School	0	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	<i>828</i>	<i>100.00%</i>	<i>\$620.32</i>	<i>100.00%</i>
School Age: 6 yrs	0	0.00%	\$0.00	0.00%
School Age: 7 yrs	0	0.00%	\$0.00	0.00%
School Age: 8 yrs	0	0.00%	\$0.00	0.00%
Unduplicated School Age: 5 - 8 yrs**	0	0.00%	\$0.00	0.00%
School Age: 9 yrs and above	0	0.00%	\$0.00	0.00%
School Age Total Includes 0 Overlap	0	0.00%	\$0.00	0.00%
School Age (Unduplicated)	0	0.00%	\$0.00	0.00%
Other	-	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	<i>-</i>	<i>0.00%</i>	<i>\$0.00</i>	<i>0.00%</i>
Total	828	100%	\$620.32	100%
Minus 56 Overlap	772			

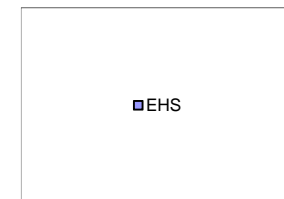
Children By Age Group



**There are 0 5-year-old within this count.



Children Paid by BG Group



Note: Legends with too small percentage are not shown on the pie chart.

Early Learning Coalition of Miami-Dade/Monroe

DCF Title V Slot Utilization Snapshot - Miami-Dade

March 2017

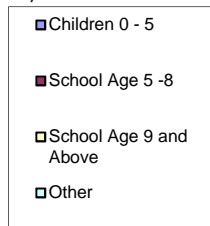
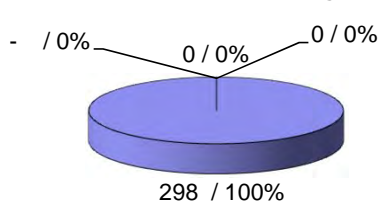
(all dollar amounts in thousands '000)

Children Served	Amount
Total actual paid - YTD	705
Total actual paid - March 2017	376
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 102
	\$ -
Total cost (in thousands) (incl match)	\$ 114
Change month over month	
Total Net Increase(decrease) children	(27)
Net increase/(decrease) dollars	\$ 7
Monthly Activity	Amount
Beginning Census	403
NET Increase/(Decrease)	(27)
Total	376
Current Data	
Enrolled As of Apr 24, 2017	344
Projected Paid for April (96% of enrolled)	330

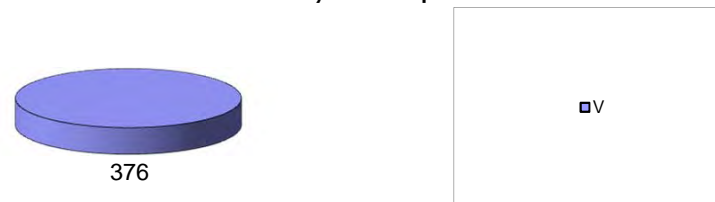
Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
V	376	100.00%	\$113.67	100.00%
Total	376	100%	\$113.67	100%
Minus 0 Overlap	376			
GOLD SEAL			\$11.56	10.17%
categories above)	-		\$ -	
SFW GOLD SEAL			\$ -	
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving Service	% of Total	Amount-\$	% of Total
Infant	82	20.71%	\$31.14	27.40%
Toddler	64	16.16%	\$20.53	18.06%
Three Year Old	72	18.18%	\$23.13	20.35%
Pre-School	80	20.20%	\$22.15	19.48%
<i>Sub-Total</i>	<i>298</i>	<i>75.25%</i>	<i>\$96.95</i>	<i>85.29%</i>
School Age: 6 yrs	0	0.00%	\$0.00	0.00%
School Age: 7 yrs	0	0.00%	\$0.00	0.00%
School Age: 8 yrs	0	0.00%	\$0.00	0.00%
Unduplicated School Age: 5 - 8 yrs**	0	0.00%	\$0.00	0.00%
School Age: 9 yrs and above	0	0.00%	\$0.00	0.00%
School Age Total Includes -98 Overlap	0	0.00%	\$0.00	0.00%
School Age (Unduplicated)	98	24.75%	\$16.72	14.71%
Other	-	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	<i>98</i>	<i>24.75%</i>	<i>\$16.72</i>	<i>14.71%</i>
Total	396	100%	\$113.66	100%
Minus 19 Overlap	377			

**There are 0 5-year-old within this count.

Children By Age Group



Children Paid by BG Group



Note: Legends with too small percentage are not shown on the pie chart.

MARCH 2017 BTA AMEX -

Trans. Date	AMEX Description	Amount	ELC Description	GL	Dist Code PAYROLL CODE
3/29/2017	American Airlines	\$ 390.40	AA airfare for C. Burkhalter to attend 04-17 to 04-20	65500	520EHO
3/29/2017	American Airlines	\$ 390.40	AA airfare for M. Lundi to attend 04-17 to 04-20	65500	520EHO
3/18/2017	DOUBLETREE ORLANDO ORLANDO FL	\$ 532.00	Doubletree lodging for O. Gonzalez to attend FHSA 2017 Annual Conference 03-13 to 03-17	65500	520EHO
3/18/2017	DOUBLETREE ORLANDO ORLANDO FL	\$ 532.00	Doubletree lodging for O. Baruwa to attend FHSA 2017 Annual Conference 03-13 to 03-17	65500	520EHO
3/18/2017	DOUBLETREE ORLANDO ORLANDO FL	\$ 532.00	Doubletree lodging for B. Torres to attend FHSA 2017 Annual Conference 03-13 to 03-17	65500	520EHO
3/18/2017	DOUBLETREE ORLANDO ORLANDO FL	\$ 532.00	Doubletree lodging for L. Jones to attend FHSA 2017 Annual Conference 03-13 to 03-17	65500	520EHO
3/18/2017	DOUBLETREE ORLANDO ORLANDO FL	\$ 532.00	Doubletree lodging for D. Campbell to attend FHSA 2017 Annual Conference 03-13 to 03-17	65500	520EHO
3/17/2017	Budget Rent a Car - TORRES,BELKIS	\$ 254.49	Budget Car Rental for B. Torres to attend FHSA 2017 Annual Conference 03-13 to 03-17	65500	520EHO
3/15/2017	ALOFT RALEIGH HOTEL RALEIGH NC	\$ 819.68	Aloft lodging for A. Martinez Pereira to attend T TA Network HS Performance Standards 03-14 to 03-17	65500	520EHO
3/15/2017	ALOFT RALEIGH HOTEL RALEIGH NC	\$ 819.68	Aloft lodging for A. Torres to attend T TA Network HS Performance Standards 03-14 to 03-17	65500	520EHO
3/14/2017	0579 LA QUINTA INNS GRETN LA	\$ 338.25	AA airfare for A. Calveiro to attend VIP Parent Committee Institute 03-14 to 03-17	65500	520EHO
3/14/2017	0579 LA QUINTA INNS GRETN LA	\$ 338.25	AA airfare for E. Ramirez to attend VIP Parent Committee Institute 03-14 to 03-17	65500	520EHO
3/14/2017	0579 LA QUINTA INNS GRETN LA	\$ 338.25	AA airfare for B. Vera Lopez to attend VIP Parent Committee Institute 03-14 to 03-17	65500	520EHO
3/14/2017	ALOFT RALEIGH HOTEL RALEIGH NC	\$ 819.68	Aloft lodging for M. Meilan to attend T TA Network HS Performance Standards 03-14 to 03-17	65500	520EHO
3/6/2017	American Airlines	\$ 327.40	AA airfare for A. Martinez Pereira to attend T TA Network HS Performance Standards 03-14 to 03-17	65500	520EHO
3/6/2017	American Airlines	\$ 327.40	AA airfare for M. Meilan to attend T TA Network HS Performance Standards 03-14 to 03-17	65500	520EHO
3/6/2017	American Airlines	\$ 327.40	AA airfare for A. Torres to attend T TA Network HS Performance Standards 03-14 to 03-17	65500	520EHO
3/3/2017	American Airlines	\$ 335.40	AA airfare for A. Calveiro to attend VIP Parent Committee Institute 03-14 to 03-17	65500	520EHO
3/3/2017	American Airlines	\$ 335.40	AA airfare for E. Ramirez to attend VIP Parent Committee Institute 03-14 to 03-17	65500	520EHO
3/3/2017	American Airlines	\$ 335.40	AA airfare for B. Vera Lopez to attend VIP Parent Committee Institute 03-14 to 03-17	65500	520EHO
2/28/2017	BUDGET RENT ACAR TOLL - REF# T43381420	\$ 28.37	Budget toll charges for B. Torres	65500	520EHO

\$ 9,185.85

Quarterly Breakdown - Airfare, Hotel, Car Rental	
Total Airfare March	\$ 2,769.20
Total Hotel March	\$ 6,133.79
Total car rental & tolls March	\$ 282.86

Total EHS monthly charges \$ 9,185.85