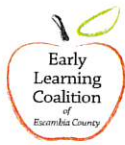


Executive Committee Meeting

February 22, 2024

Consent Agenda

- | | |
|------------------------------|--------|
| 1. Agenda | CA 1 |
| 2. Public Announcements | CA 2-3 |
| 3. Minutes: January 25, 2024 | CA 4-6 |



Executive/Finance Committee Meeting

February 22, 2024, at 8:30 a.m.

Agenda

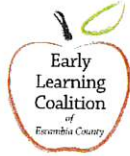
- I. Welcome and Introduction
 - a. Notification of the Executive Finance Committee Meeting scheduled for February 22, 2024, was sent to the Pensacola News Journal and posted to the Coalition Public Calendar Board on February 9, 2024.
- II. Public Comments **(EA)**
- III. Consent Agenda **(EA)**
 - a. Approval of the Consent Agenda: Agenda, and Minutes of January 25, 2024.
- IV. Coalition Status Reports: Financial Update, Enrollment/Wait List Status, and Contracting Summary **(D)**
- V. Committee Recommendations
 - a. None
- VI. Old Business
 - a. ARPA Grant Funding - Update **(D)**
 - b. Joyce Griffin Center **(D)**
 - c. MIP Implementation **(D)**
 - d. Board Member Orientation April 2024 **(I)**
- VII. New Business
 - a. Upcoming Family Engagement and Outreach Events **(D)**
 - b. Mid-Year Reports **(CR)**
- VIII. Audits and Reviews In Progress
 - a. A-133 Audit for 2022-2023 – In Process **(D)**
 - b. DEL Financial Review 2023-2024 – Onsite complete, report is in draft with DEL **(D)**
- IX. Adjourn

Next Meeting: March 28, 2024, at 8:30 a.m. at the Early Learning Coalition, 1720 West Fairfield Dr., Suite 100/400, Pensacola FL 32501

Key: (EA) = EXCOM Level Action/Approval, (CR) = EXCOM Recommendation for Board Action, (D) = Discussion, (I) = Information

The mission of the Early Learning Coalition of Escambia County is to identify and meet the needs of children and families to lay the foundation for lifetime success by: maximizing each child's potential, preparing children to enter school ready to learn, and helping families achieve economic self-sufficiency.

CA-1



Early Learning Coalition of Escambia County

1720 West Fairfield Drive, Suite 100/400
Pensacola FL. 32501

DATE: February 9, 2024

PUBLIC SERVICE ANNOUNCEMENT

A meeting of the legislatively mandated Early Learning Coalition of Escambia County

Executive Committee Meeting will be held on Thursday, 22nd of February 2024 at 8:30 a.m.

Early Learning Coalition of Escambia County
1720 West Fairfield Drive, Suite 100/400
Pensacola, FL. 32501

The agenda and meeting materials will be posted to www.elcescambia.org
For more information, or to receive an invite to the full virtual meeting, call or email:
Bruce Watson, Executive Director at (850) 607-7620 or askelc@elcescambia.org.

The meeting may be accessed by:

Join Zoom Meeting

<https://us02web.zoom.us/j/88639699006?pwd=Z3Y5NFVlbWlpb1ZCMXpXOTJWYkIPZz09>

Meeting ID: 886 3969 9006

Passcode: 809347



Renee Maxwell

From: Renee Maxwell
Sent: Friday, February 9, 2024 10:51 AM
To: Pensacola News Journal (business@pnj.com)
Subject: Public Service Announcement February 2024

Good morning,

Please post the following February 2024 meeting in your free government meeting calendar for the Early Learning Coalition of Escambia.

Executive Committee Meeting on Thursday, February 22nd, 2024, at 8:30am.

The meeting will be held at the Early Learning Coalition of Escambia County at
1720 West Fairfield Drive Suite 100/400 Pensacola, FL. 32501

The meeting may be accessed by:

Joining the Zoom Meeting

<https://us02web.zoom.us/j/88639699006?pwd=Z3Y5NFVlbWlpb1ZCMXpXOTJWYk1PZz09>

Meeting ID: 886 3969 9006

Passcode: 809347

Thank you.

Renee Maxwell
Administrative Aide
Early Learning Coalition of Escambia County
1720 West Fairfield Dr.
Suite 100/400
Pensacola, FL 32501

rmaxwell@elcescambia.org www.elcescambia.org
Main: 850-595-5400, Direct Office Line: 850-595-5402

Sunshine Law and Public Records Caution: 1) The Florida Government in the Sunshine Law prohibits discussion outside of a duly noticed meeting between any two or more Early Learning Coalition of Escambia County board members regarding any matter that may come before the Board. This prohibition extends to discussions via email. 2) Furthermore, most email communications made or received by the Early Learning Coalition of Escambia County members or staff are considered public records that must be retained and, upon request, made available to the public and media.



Early Learning Coalition of Escambia County

Executive/Finance Committee Meeting Minutes

January 25, 2024, 8:30 a.m.

Members Present

Van Mansker
Misi Birdsall

Roger Thompson

Mona Jackson

Members Absent

Shannon Nickinson

Staff

Bruce Watson
Nina Daniels

Dawn Engel
Melissa Jennings

Darrell Merritt

Public

Tara Godbey from Warren Averett

I. Welcome and Introductions

Notification of the Executive Finance Committee Meeting scheduled for January 25, 2024, was sent to the Pensacola News Journal, and posted to the Coalition Public Calendar Board on January 4, 2024. The meeting was called to order by Mr. Mansker.

II. Public Comments

None.

III. Consent Agenda

Upon a motion by Mr. Thompson and seconded by Ms. Birdsall, the Consent Agenda, consisting of the Agenda, and Minutes of November 30, 2023 was approved without objection. (The December 28, 2023, meeting was cancelled.)

IV. Warren Averett A-133 Audit 2021-2022

The final report of the A-133 Audit for 2021-2022 was presented by Tara Godbey. Upon a motion made by Mr. Thompson and seconded by Ms. Jackson the proposal to accept the audit for presentation to the Board was approved by a unanimous vote.

V. Coalition Status Reports

a. **Financial Report**

Through December the Coalition has spent \$7.6 million of the \$17.3 million of the SR grant which is 44.1%. SR Admin was under 5% at 2.3%, Non-Direct was under 22% at 17.5% and Quality was above 4% at 8.7%. VPK Admin was under 4% at 3.3%.

b. **Enrollment/Wait List Status Report**



Early Learning Coalition of Escambia County

There are 2,505 children enrolled in the School Readiness Program. There are 653 children on the Wait List. The last pull from the Wait List was on January 24, 2024, for applications made between July 31 and August 6, 2023. There are 1,673 children enrolled in VPK. Since the application window opened on January 1, 210 children applications have been approved for the 2024-2025 program year.

c. Contracting and Fraud Summary Report

There are 84 SR providers and 73 VPK providers.

VI. Committee Recommendations

- a. None

VII. Old Business

a. ARPA Grant Funding - Update

The Coalition has spent \$2.2 million of the \$4.99 million ARPA Early Learning Discretionary grant through the end of December.

b. Joyce Griffin Center

The Coalition has raised over \$450 through contributions from staff and Board members for the plaque to dedicate the Training Room. Unfortunately, the Coalition had to switch companies making the plaque. The company originally chosen was unable to grasp the design concept and provide an acceptable proof. The Coalition will be looking for a new company to make the dedication plaque.

c. ECT New Director Starts February 12, 2024

The Escambia Children's Trust has selected a new Executive Director, Lindsey Cannon, formerly with the Children's Home Society. Ms. Cannon starts February 12, 2024.

VIII. New Business

a. IACET

The Coalition has gained certification as an International Accreditors for Continuing Education and Training (IACET) approved agency. This allows the Coalition to deliver courses that earn College Equivalent Units (CEU's). The Operations Department staff put in a great deal of work to get approved for this certification.

b. MIP Kick Off

The first meetings with MIP were a success. The Finance Department is gathering documentation to provide MIP from which a training schedule will be developed.

c. Phone System Changes - Update

The transition to the new computer-based phone system is almost complete.



Early Learning Coalition of Escambia County

d. Brownsville At-Risk Care - Update

The Brownsville Assembly initiative to open a child care facility dedicated to serving at-risk children is progressing. The search for funding sources has begun. Brownsville has decided the childcare facility will be separate from the church.

e. Board Member Orientation April 2024

Upon a motion made by Mr. Thompson and seconded by Ms. Jackson, scheduling a Board Member Orientation for April 11, 2024, was approved without objection. Members who have not attended an orientation are strongly requested to attend.

f. Little Free Library Thank You Card

The Coalition received a thank you card from Emerald Coast Chapter of Little Free Library® for support as a partner in the fight against illiteracy in underserved areas of Pensacola. Together our organizations have distributed 15,000 books in the past 3 years.

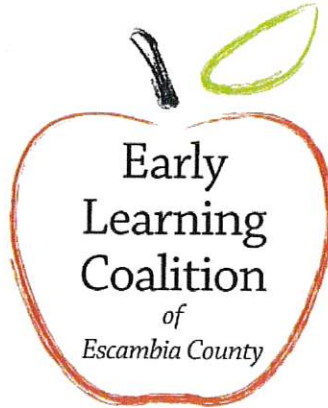
IX. Audits and Reviews - In Progress

a. DEL Financial Review for 2023-2024

The review is ongoing and the onsite portion of the review will be conducted from February 12 to 16, 2024.

X. Adjourn: Meeting was adjourned at 9:28 a.m.

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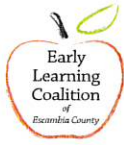


Executive Committee Meeting

February 22, 2024

Meeting Package

1. Agenda	1
2. SR/VPK Status Report	2-4
3. Contracting and Fraud Summary	5-6
4. DEL Financial Review 2023-2024 Exit Conference Memo	7-17
5. Mid-Year Reports	18-20



Executive/Finance Committee Meeting

February 22, 2024, at 8:30 a.m.

Agenda

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SR/VPK Status Report Week of 2/12/24-2/18/24

SR Children Currently Enrolled by Age by Funding as of 2/18/2024

	Pri 1		Pri 2/3		Pri 4/5	Pri 6/7		
FUNDER	TANF	TANF WKG	PS	PS-RCG	TCC	ECON	SRMT	TOTALS
BILLING CODE	BG3	BG3W	BG1	BG3R	BG5	BG8	BG8	
INFANT	3	2	12	0	0	77	3	97
TODDLER	1	1	45	0	2	182	15	246
2YR	4	2	38	2	3	254	23	326
PR3	6	0	40	1	2	310	17	376
PR4	2	0	27	1	0	302	14	346
PR5	4	0	16	1	1	126	5	153
SCHOOL AGE	3	1	55	10	8	941	16	1034
TOTAL BY FUNDER	23	6	233	15	16	2192	93	2578

Wait List Update as of 2/18/2024

Information by Child			Wait List Activity Update					
			Applied	Children	Notice	Applied	Children	Notice
Pri 6: Birth to Sch Age	370		07/03-07/09	9	01/04/24	10/30-11/05	17	
Pri 7a: 5-9 Children with Pri 6 Siblings	79		07/10-07/16	29	01/04/24	11/06-11/12	26	
Pri 7b: 5-9 Children w/ No Pri 6 Siblings	23		07/17-07/23	22	01/10/24	11/13-11/19	33	
Pri 7c: 10-12 Other Children	23		07/24-07/30	35	01/18/24	11/20-11/26	6	
SRMT	90		07/31-08/06	46	01/18/24	11/27-12/03	25	
Total on Wait List	585		08/07-08/13	65	01/24/24	12/04-12/10	32	
			08/14-08/20	28	01/30/24	12/11-12/17	11	
			08/21-08/27	36	01/30/24	12/18-12/24	16	
			08/28-09/03	43	02/06/24	12/25-12/31	20	
			09/04-09/10	26		01/01-01/07	37	
Week of 2/12/24-2/18/24			09/11-09/17	24		01/08-01/14	30	
Total New Enrollments	30		09/18-09/24	26		01/15-01/21	33	
Total Redeterminations	30		09/25-10/1	20		01/22-01/28	27	
Total Re-Enrollments	0		10/2-10/8	30		01/29-02/04	28	
Total Terminations	20		10/9-10/15	17		02/05-02/11	25	
			10/16-10/22	12		02/12-02/18	29	
			10/23-10/29	35				

School Readiness Data by Fiscal Year

FY 23/24	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
New Enrollments	95	166	95	99	73	78	90					
Redeterminations	155	150	175	171	132	97	147					
Re-Enrollments	12	18	10	8	5	16	10					
Terminations	118	172	144	119	89	84	69					

VPK 23/24 Program Year

Adhoc Reports	Submtd	Approved	Enrolled	Rejected
School Year	0	2184	1652	44
Summer	1	4	NA	8

VPK 24/25 Program Year

Adhoc Reports	Submtd	Approved	Enrolled	Rejected
School Year	24	467	NA	28
Summer	0	0	NA	0

ELC ESCAMBIA FY23/24 WAIT LIST PULL RESULTS SUMMARY																					
		Parent Data								Transition Data (Waiting for Provider) - Note 1								Child Data			
Wait List Pulls Complete																					
Pull Date	Applied Range	Families In Pull	No Purpose for Care	Over Income	Declined Services	No Provider Chosen	Elig Started Not Complete	No Response	Families Enrolled	Families Wtg Provider	Child Wtg for Provider	Children Waiting for Provider by Age Group							# Children In Pull	# Children Enrolled	% Children Enrolled
												Inf	1	2	3	4	5	Sch			
07/06/23	12/12-01/08	11	0	0	1	0	0	1	9									18	14	78%	
07/11/23	01/09-01/22	16	0	0	1	1	0	7	7									34	10	29%	
07/18/23	01/23-03/05	71	0	1	8	3	3	18	38									117	65	56%	
07/26/23	03/06-03/19	18	0	0	4	0	4	3	7									28	10	36%	
08/09/23	03/21-03/27	10	0	0	0	1	2	0	7									14	9	64%	
08/15/23	03/28-04/09	21	0	0	1	0	4	4	12									41	20	49%	
08/22/23	04/10-04/16	8	0	0	2	2	1	0	3									14	4	29%	
09/26/23	04/17-04/23	15	0	0	0	3	1	1	10									27	17	63%	
10/03/23	04/24-04/30	15	0	0	0	1	3	3	8									27	9	33%	
10/24/23	05/01-05/14	28	1	1	0	2	4	10	10									53	14	26%	
11/01/23	05/15-05/28	24	0	0	3	1	5	3	12									51	16	31%	
11/14/23	05/29-06/11	26	0	0	1	2	4	7	12									48	21	44%	
11/28/23	06/12-06/25	15	0	0	1	0	2	5	7									24	12	50%	
12/14/23	6/26-7/2	15	0	0	0	0	0	8	7									29	12	41%	
01/04/24	7/3-7/16	18	0	1	0	0	3	3	9	2	8	1	2	1	0	1	0	3	33	14	42%
01/10/24	7/17-7/23	8	0	0	0	0	3	1	3	1	1	0	0	0	0	0	0	1	15	4	27%
01/18/24	7/24-8/6	35	0	0	1	0	11	7	8	8	18	1	3	3	4	1	0	6	63	13	21%
Totals: Pulls Completed		354	1	3	23	16	50	81	169	11	27	2	5	4	4	2	0	10	636	264	42%
Family No Care Percentage		49%	0%	1%	6%	5%	14%	23%	48%	3%											
Wait List Pulls Still In Process - Note 2																					
01/24/24	08/07-08-13	31	0	0	0	0	8	11	8	4	11	2	1	1	2	1	1	3	52	12	23%
01/30/24	08/14-08-27	38	0	0	0	0	17	15	4	2	3	1	0	1	0	0	0	1	53	6	11%
02/06/24	08/28-09/03	23	0	0	0	0	10	8	2	3	5	0	1	2	0	0	0	2	38	3	8%
Totals: Pulls in Process		92	0	0	0	0	35	34	14	9	19	3	2	4	2	1	1	6	143	21	15%
2/18/2024		Note 1: Transition data is not counted in Families or Child Data.									Note 2: Families less than 30 days from initial W/L pull.										

DATE	COUNT	DATE	COUNT	DATE	COUNT	DATE	COUNT	DATE	COUNT	DATE	COUNT
12/10/23	37	12/24/23	37	01/07/24	40	01/21/24	34	02/04/24	48	02/18/24	50
12/17/23	31	12/31/23	38	01/14/24	35	01/28/24	42	02/11/24	50		

ELC ESCAMBIA FY23/24 WAIT LIST PULL RESULTS SUMMARY - SRMT ONLY

		Parent Data								Transition Data (Waiting for Provider) - Note 1										Child Data		
Wait List Pulls Complete																						
Pull Date	Applied Range	Families In Pull	No Purpose for Care	Over Income	Declined Services	No Provider Chosen	Elig Started Not Complete	No Response	Families Enrolled	Families Wtg Provider	Child Wtg for Provider	Children Waiting for Provider by Age Group							# Children In Pull	# Children Enrolled	% Children Enrolled	
												Inf	1	2	3	4	5	Sch				
7/6/2023	SRMT	8	0	0	1	0	0	1	6									11	9	82%		
7/11/2023	SRMT	10	0	0	1	0	0	2	7									13	10	77%		
07/18/23	SRMT	30	0	0	0	1	5	8	16									35	17	49%		
07/26/23	SRMT	7	0	0	0	1	2	0	4									10	5	50%		
08/09/23	SRMT	3	0	0	1	0	0	0	2									4	2	50%		
08/15/23	SRMT	14	0	0	1	2	1	2	8									16	9	56%		
08/22/23	SRMT	6	0	0	0	0	0	1	5									9	5	56%		
09/26/23	SRMT	10	0	0	1	1	2	3	3									13	4	31%		
10/03/23	SRMT	4	0	0	0	0	1	1	2									5	2	40%		
10/24/23	SRMT	10	0	0	1	0	5	2	2									14	2	14%		
11/01/23	SRMT	11	0	0	0	0	3	5	3									14	3	21%		
11/14/23	SRMT	12	0	0	0	0	4	3	5									15	6	40%		
11/28/23	SRMT	7	0	0	0	1	1	1	4									9	6	67%		
12/14/23	SRMT	7	0	0	0	0	3	3	1									9	1	11%		
01/04/24	SRMT	5	0	1	0	0	1	1	2									5	2	40%		
01/10/24	SRMT	6	0	0	0	0	1	2	2	1	1	0	1	0	0	0	0	7	2	29%		
01/18/24	SRMT	13	0	0	0	0	4	4	4	1	4	2	0	1	0	0	0	1	18	5	28%	
Totals: Pulls Completed		163	0	1	6	6	33	39	76	2	5	2	1	1	0	0	0	1	207	90	43%	
Family No Care Percentage		52%	0%	1%	4%	4%	20%	24%	47%	1%												
Wait List Pulls Still In Process - Note 2																						
01/24/24	SRMT	10	0	0	0	0	1	2	5	2	4	1	0	1	1	0	0	1	14	6	43%	
01/30/24	SRMT	10	0	0	1	0	4	4	1										11	2	18%	
02/06/24	SRMT	3	0	0	0	0	1	1	1										5	1	20%	
Totals: Pulls in Process		23	0	0	1	0	6	7	7	2	4	1	0	1	1	0	0	1	30	9	30%	
2/18/2024		Note 1: Transition data is not counted in Families or Child Data.									Note 2: Families less than 30 days from initial W/L pull.											

Contracting and Fraud Summary Report FY23-24 (8)

ACTIVE SCHOOL READINESS PROVIDERS						
	FY 2023-2024					
Provider Type	FY 21-22	FY 22-23	Previous Total	Providers Added	Providers Removed	Current Total
LFCCH	13	13	13	1	0	14
RFCCH	5	5	4	0	0	4
Licensed Center	57	54	57	0	1	56
Licensed Exempt Center	10	12	10	0	0	10
After School Only	0	0	0	0	0	0
Total Active SR Providers	85	84	84	1	1	84

NEW CONTRACTED SCHOOL READINESS PROVIDERS					
	FY 2023-2024				
Provider Type	FY 21-22	FY 22-23	Previous Total	New Contracts	Total New Contracts
Homes (LFCCH & RFCCH)	3	0	0	1	1
Licensed Center	8	6	5	0	5
Licensed Exempt Center	2	2	0	0	0
After School Only	0	0	0	0	0
Total New SR Contracts	13	8	5	1	6

PROVIDER SR CONTRACT TERMINATIONS						
	FY 2023-2024					
Provider Type	FY 21-22	FY 22-23	Previous Total	New Terms	Termination Reasons	Current Total
LFCCH	1	0	0	0		0
RFCCH	3	0	1	0		1
Licensed Center	2	7	1	1	3=1	2
Licensed Exempt Center	2	0	2	0		2
Total Provider Choice Terminations	8	7	4	1		5

COALITION SR CONTRACT TERMINATIONS						
	FY 2023-2024					
Provider Type	FY 21-22	FY 22-23	Previous Total	New Terms	Termination Reasons	Current Total
Licensed	1	3	1	0		1
Exempt	0	0	0	0		0
Registered FCCH	1	0	0	0		0
Total Coalition Contract Terminations	2	3	1	0		1

TOTAL CONTRACT TERMINATIONS	10	10	5	1		6
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Termination Reason Key	
1= Provider Choice - Retired	8= Insurance Non-Compliance
2= Provider Choice - Low enrollments	9= VPK Improvement Plan Non-Compliance
3= Provider Choice - No reason given	10= Fraud Referral
4= Change in status (i.e. Licensed)	11= VPK -No VPK Director
5= Contract Non-Compliance	12= Prior Year Contract Non-Renewal
6= DEL/ELC Policy Non-Compliance	13= Provider Required to Close
7= ASQ Non-Compliance	

Contracting and Fraud Summary Report FY23-24 (8)

ACTIVE VPK PROVIDERS						
			FY 2023-2024			
Provider Type	FY 21-22	FY 22-23	Previous Total	Providers Added	Providers Removed	Current Total
Licensed	46	47	45	0	1	44
Licensed Exempt	11	11	12	0	0	12
School District	14	16	16	0	0	16
Total Active VPK Providers	71	74	73	0	1	72
NEW CONTRACTED VPK PROVIDERS						
			FY 2023-2024			
Provider Type	FY 21-22	FY 22-23	Previous Total	New Contracts	Total New Contracts	
Licensed	6	3	2	0	2	
Licensed Exempt	2	0	1	0	1	
Total New VPK Contracts	8	3	3	0	3	
PROVIDER VPK CONTRACT TERMINATIONS						
			FY 2023-2024			
Provider Type	FY 21-22	FY 22-23	Previous Total	New Terms	Termination Reasons	Current Total
Licensed Center	0	4	3	1	3=1	4
Licensed Exempt Center	0	0	0	0		0
Total Provider Choice Terminations	0	4	3	1		4
COALITION CONTRACT TERMINATION						
			FY 2023-2024			
Provider Type	FY 21-22	FY 22-23	Previous Total	New Terms	Termination Reasons	Current Total
Licensed	1	1	0	0		0
Exempt	1	0	0	0		0
Total Coalition Contract Terminations	2	1	0	0		0
TOTAL CONTRACT TERMINATIONS	2	5	3	1		4
Total VPK Only Providers	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
	39	41	34	37	39	36
Fraud Summary						
Pending Action	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Total Cases	1	0	0	0	6	9
Active Client	0	0	0	0	5	1
Active Provider	1	0	0	0	0	0
Restitution Submitted	\$63,514.00	\$0.00	\$0.00	\$0.00	\$154,280.00	\$2,778,039.44
Pending Client	3	3	3	0	5	7
Pending Provider	2	0	0	0	0	1
Potential Restitution	\$189,335.20	\$0.00	\$0.00	\$0.00	\$152,811.00	\$2,778,039.44
Closed or Adjudicated	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Client	1	0	0	0	1	3
Provider	0	0	0	0	0	0
Restitution Ordered	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Restitution Ordered Prior to July 2015	\$174,566.00					

ELC 01 Early Learning Coalition of Escambia County
Exit Conference Memo
Monitoring Period: December 1, 2022 – November 30, 2023
Monitoring Dates Onsite: February 12, 2024 – February 16, 2024

Date: February 16, 2024

Time: 3:00 pm CST/ 4:00pm EST

Individuals Attending:

Onsite Monitoring Team Members	Madeline Reddick
	Bryan Lassen
FDOE/DEL Staff Members	Chris Lee
	Laura McKinley
	Aimee Kowalczyk
Entity Management Team Members	Van Mansker, ELC governing board chair
	Bruce Watson
	Darrell Merritt

I. Introduction

1. Review Purpose of Engagement

- a. Subrecipient monitoring is a required grant award requirement for entities receiving Federal and/or State funds for SR/VPK programs' administration.
- b. The purpose of monitoring is to assist in making improvements during the program year that enhance operations and/or compliance with applicable grant program rules.
- c. The Florida Division of Early Learning (DEL) has contracted with Thomas Howell Ferguson (THF) and BCAT Watson Rice (WR) CPAs to perform onsite financial monitoring procedures.
- d. The scope for 2023-24 fiscal monitoring includes sampling selected areas of operations to (1) examine processes and internal controls, (2) determine the extent of compliance with federal and state grant program requirements, (3) identify corrections that may be required, and (4) to discuss related strengths or weaknesses that are noted during this process.

2. **The entity has been incredibly accommodating with our team. They have been timely, communicative, and aided the monitoring process immensely.**

ELC 01 Early Learning Coalition of Escambia County
Exit Conference Memo

Monitoring Period: December 1, 2022 – November 30, 2023

Monitoring Dates Onsite: February 12, 2024 – February 16, 2024

Category	Status of current period draft results				Status of prior period findings		
	Finding(s)	Item(s) Requiring Additional Information	Observation(s)	Item(s) for DEL Follow-Up	Resolved	Partially Resolved	Unresolved
1.0 - PCAP Implementation	-	-	-	-	-	-	-
2.0 - Financial Management Systems	-	-	-	-	-	-	-
3.0 - IC Environment	2	-	1	-	-	-	-
4.0 - Cash Management	1	-	-	-	-	-	-
5.0 – DEL’s Statewide Information System							
6.0 - Prepaid Item(s)	-	-	-	-	-	-	-
7.0 - Cost Allocation Plan & Disbursement Testing	1	-	-	-	2	-	-
8.0 - Travel	-	-	-	-	-	-	-
9.0 - Purchasing	2	-	-	-	-	-	-
10.0 - Contracting	2	-	-	-	-	-	-
11.0 - Subrecipient Monitoring	-	-	-	-	-	-	-
Total	8	-	1	-	2	-	-

Materiality threshold

Note: FDOE/DEL implemented a materiality threshold as part of its ongoing efforts to enhance efficiency and effectiveness of this oversight and reporting process. All results from the onsite monitoring visit will be shared with your entity’s management team during this exit conference, and instances involving small dollar amounts may, *at DEL’s discretion*, be omitted from the draft/final monitoring reports. All draft items impacted by this materiality threshold will be marked and/or highlighted for you in this memo.

ELC 01 Early Learning Coalition of Escambia County
Exit Conference Memo
Monitoring Period: December 1, 2022 – November 30, 2023
Monitoring Dates Onsite: February 12, 2024 – February 16, 2024

II. Review of Testing Results:

1.0 Preventive Corrective Action Plan (PCAP)

Prior Period Finding #ELC 01-2022-23-001

Cost allocation and disbursement testing – *Missing required procurement processes*

Finding/Condition: During disbursement testing, monitors noted two (2) of forty-five (45) sampled transactions (totaling \$17,803.40 for allowable program expenditures) for which one or more competitive procurement processes were not followed (in full) or which had incomplete documentation.

Status: **Corrective actions resolved.**

Prior Period Finding #ELC 01-2022-23-002

Cost allocation and disbursement testing – *Incorrect OCA code used*

Finding/Condition: During detailed testing, we noted two (2) out of forty-five (45) sampled transactions (totaling \$9,090.00 for allowable program costs) were incorrectly allocated between cost codes.

Status: **Corrective actions resolved.**

- a. Finding(s): None noted.
- b. Item(s) requiring Additional Information: None noted.
- c. Observation(s): None noted.
- d. Item(s) for DEL Follow-up: None noted.

2.0 Financial Management Systems

2023-24 Process for sharing test results for draft findings/issues

DEL's normal annual FM testing procedures have been completed and these draft results are included in this memo for your Entity's management.

- The Exit Conference memo will also be provided to DEL's management team today.
- DEL's management team will determine the status for all findings/comments.
 - One or more items may remain the FM report.
 - These decisions will be made before your draft FM report is released.
 - Any related ELC queries should be submitted to DEL management during time (within 15 days of the final FM Day).

ELC 01 Early Learning Coalition of Escambia County
Exit Conference Memo
Monitoring Period: December 1, 2022 – November 30, 2023
Monitoring Dates Onsite: February 12, 2024 – February 16, 2024

3.0 Internal Control Environment

a. Findings:

Finding #ELC 01-2023-24-001

Internal Control Environment – *Lack of internal controls evidence - Board Chair review of credit card statements*

Finding/Condition: During internal control testing, we noted incomplete evidence of one sampled Coalition internal control process. *Note: Although the Coalition's controls process was incomplete for the sampled item, no instances of impaired operations were identified.*

Criteria: ELC's 20223-24 Annual Internal Control Questionnaire (ICQ) – Part 2 – Administrative Operations, Question #81 queries – “Does management or a governing board member review activities and purchases by credit card, debit card or employee reimbursement to ensure they are allowable purchases, employees are not splitting the purchases to stay below established spending thresholds and the purchases comply with the organization procurement policies? have an independent review (such as by the board treasurer) of the bank reconciliation each month?”

The Coalition answered “yes” to this question; however, the monitors noted one (1) of two (2) sampled credit card statements did not have indication of the Board Chair's review (i.e., written sign-off with initials/signature and dates of receipt/completion). This process/control is also described in Section F108 *Credit Cards*, of the Coalition's Expenditure and Disbursements policy, which instructs, “the Board Chair will approval all charges made to the Executive Director's credit card account.”

Finding #ELC 01-2023-24-002

Internal Control Environment – *Lack of internal controls evidence - Board Treasurer review of monthly bank reconciliations*

Finding/Condition: During internal control testing, we noted incomplete evidence of one sampled Coalition internal control process. *Note: Although the Coalition's controls process was incomplete for the sampled item, no instances of impaired operations were identified.*

Criteria: ELC's 20223-24 Annual Internal Control Questionnaire (ICQ) – Part 2 – Administrative Operations, Question #21 queries – “Does the organization have an independent review (such as by the board treasurer) of the bank reconciliation each month?”

The Coalition answered “yes” to this question; a note was also posted to the ICQ stating, “Finance Director does first review and then Board Treasurer also reviews.” However, the monitors noted that one (1) of two (2) sampled monthly bank reconciliations did not have indication of the Board Treasurer's review (i.e., written sign-off with initials/signature and dates of receipt/completion).

ELC 01 Early Learning Coalition of Escambia County
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- b. Item(s) requiring Additional Information: None noted.
- c. Observation(s):

Observation #ELC 01-2023-24-001 – exit memo only comment
Internal controls environment – Review/update Coalition's fiscal policies

During testing of internal controls and review of Coalition policies and procedures, monitor noted that many of the policies had not been updated since 2015 or 2017. While policy-related questions from the ICQ were not selected as part of testing, and we noted no instances of impaired Coalition operations related to this suggestion, the monitor recommends the Coalition review the policies and procedures in place to ensure accurately descriptions of current practices (remote/ hybrid work environment, cloud-based data storage, updated statutes and grant guidance, as applicable, contracting, cash management, etc.) are included and available to staff.

- d. Item(s) for DEL Follow-up: None noted.

4.0 Cash Management

- a. Findings:

Finding #ELC 01-2023-24-003

Cash management – Missing/incomplete documentation of Finance Director review on monthly bank reconciliation(s)

Finding/Condition: During detailed testing of bank reconciliations, we noted the Coalition had missing documentation for one or more completed processes for preparers, reviews and/or approvals. One (1) of two (2) sampled bank reconciliations, February 2023 and June 2023, did not have indication of the Finance Director's review.

Criteria: DEL Program Guidance 240.01, *Cash Management*, instructs all ELCs are required to implement (and document) effective procedures over cash management, including monthly reconciliations of all cash accounts. Also, the ELC's 2023-24 ICQ includes a comment in the section for Cash receipts which notes, "The Finance Director also reviews reconciliations and signs off on bank statements."

- b. Item(s) requiring Additional Information: None noted.
- c. Observation(s): None noted.
- d. Item(s) for DEL Follow-up: None noted.

5.0 DEL Statewide Information System Reporting and Reconciliation – N/A for the current monitoring period

Note: For 2023-24, testing for this objective is outside the scope of any contracted onsite financial monitoring services.

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Exit Conference Memo
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6.0 Prepaid Program Item(s) - N/A for the current monitoring period

7.0 Cost Allocation and Disbursement Testing

a. Finding(s):

Finding #ELC 01-2023-24-004

Cost allocation and disbursement testing – *Missing support for review and approval of disbursements*

Finding/Condition: During detailed testing of disbursements, we noted that four (4) of thirty-six (36) disbursements were missing notation of review and approval by appropriate parties prior to payment.

Date	G/L Code /account name	OCA Code(s)	Vendor/Payee	Description	Amount
12/20/2022	4510 (7151)	97BBA	Natasha Brantley	Ink cartridge reimb.	\$18.07
3/6/2023	4510 (5007)	VPADM	Melanie Tarver	Reimbursement for extra testing (Total \$89.00)	16.75
2/28/2023	4690 (7605)	VPADM	Darrell L Merritt	Dec, Jan, Feb charged on Darrell's personal credit card (Total \$24.97)	0.65
2/23/2023	4370 (7201)	VPADM	Socra Studios	Inv. 1719 Feb 23	100.00
Total					\$135.47

**Note: DEL management will review these draft results to determine how/if the available materiality threshold will apply.*

Criteria: Section F105 *Accounts Payable Management*, of the Coalition's Expenditure and Disbursements policy instructs, "The vendor invoice should be supported by an approved order document where necessary, and should be reviewed by the Executive Director prior to being processed for payment..."

- b. Item(s) requiring Additional Information: None noted.
- c. Observation(s): None noted.
- d. Item(s) for DEL Follow-up: None noted.

8.0 Travel

- a. Finding(s): None noted.
- b. Item(s) requiring Additional Information: None noted.
- c. Observation(s): None noted.
- d. Item(s) for DEL Follow-up: None noted.

ELC 01 Early Learning Coalition of Escambia County
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9.0 Purchasing

a. Finding(s):

Finding #ELC 01-2023-24-005

Purchasing Testing – *Missing required federal/ state provisions from purchase order(s)*

Finding/Condition: During our detailed testing, we noted one (1) out of five (5) tested transactions were missing additional purchase order terms and disclosures.

- **Date:** 10/25/2023; **GL Code:** 4530 - Printing; **Amount:** \$330.75 (total paid in monitoring period: \$4,968.21); **Grant Program Year/OCA Code:** 2023-24/97QHS; **Vendor/ Payee:** Spike's Printing; **Description:** Healthy Habits brochure printing; **Issue(s):** missing required federal/ state provisions from purchase order as outlined here.

Criteria: 2 CFR Part 200.327 and Criteria: 45 CFR 75.335, *Contract provisions*; 45 Part 75 Appendix II, *Contract Provisions for Non-Federal Entity Contracts Under Federal Awards*; s. 287.058, F.S, *Contract document*. Federal grant program rules instruct all contracts awarded by the non-federal entity/subrecipients (i.e., DEL subrecipients like ELCs) (including small purchases) shall contain the above-listed federal citations. State purchasing rules also require minimum written disclosures for contracts or purchase orders.

The following disclosures were missing.

- Payment audit (records of costs will be available upon request)
- Payment made after written "agency" acceptance
- Payment timeframe – timely payments
- No lobbying
- Public access/public records
- Conduct of business – federal/state laws govern
- Conflict of interest/related party activities
- Debarment and suspension provision(s)
- Equal Employment Opportunity provision

Finding #ELC 01-2023-24-006

Purchasing Testing – *Missing required procurement processes*

Finding/Condition: During tests of purchasing activities, we noted three of five sampled transactions for which one or more competitive procurement processes were not followed (in full) or which had incomplete documentation.

- **Date:** 2023-24; **GL Code:** 4310 – Professional and Technological Services - Audit; **Amount:** \$33,000; **OCA Code:** ADPOOL (shared administrative costs); **Vendor/ Payee:** Warren Averett; **Description:** Annual federal/state single audits of financial statements for FY2021-22

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- **Date:** 10/31/2021; **GL Code:** 4370 (7201) – Communication, Phone, and Internet; **Amount:** \$8,400.00(\$38,100.00, total paid to vendor in monitoring period); **OCA Code:** VPADM/Various/allocated share cost; **Vendor/ Payee:** Box.com; **Description:** Back up storage and cloud management.
- **Date:** 10/01/2022; **Amount:** \$12,700 annually (total contract amount \$38,100; 2023-24 is Year 2 of 3 per contract terms); **Grant Program Year/OCA Code:** 2023-24/GL – 4500 (7415) – Quality Initiatives /97QAS; **Payee:** Hatch; **Description:** Monthly services/annual subscription for providers/teacher assessments, which includes a comprehensive suite of services designed to ensure educator training. Hatch provides an ongoing assessment platform with individualized learning for pre-k children and real time child assessment data.

Based on monitors' inspection of files and related information from ELC staff, the following circumstances were noted.

1. The ELC's agreements with Warren Averett for annual audit services need to be reviewed for compliance with state procurement rules.
 - Multiple single-year agreements with the same vendor may represent clustered purchases that should be competitively procured.
 - Competitive procurement is required once the Category II threshold (\$35,000) has been met or exceeded for purchase transactions that are not exempt in statutes from these requirements.
2. The ELC's agreement with Box for cloud storage services has been in place for several years and not re-procured (based on verbal data provided by the ELC).
 - State purchasing rules require agreements to have a set beginning and ending date.
 - Based on estimated annual costs for the period this purchase agreement has been active and not re-procured, expenditures exceed Category II thresholds in 2022-23 and trigger state purchasing rule requirements for competitive procurement for these services.

Estimated annual and cumulative costs of goods/services.

- 2021-22 = \$27,200.00 annual costs (includes one-time consulting fees \$18,800.00)
 - 2022-23 = \$10,900.00 annual costs (Year 1); \$38,100.00 cumulative costs
 - 2023-24 = \$8,400.00 annual costs; \$46,500.00 cumulative costs
 - 2024-25 = \$8,400.00 annual costs; \$54,900.00 cumulative costs
3. The Coalition treated the purchase from Hatch as a single-source transaction.
 - State purchasing rules instruct that single source agreements may not be renewed.
 - State purchasing rules instruct that single source agreements above Category II require prior approval from DEL, but support for completion of this task is missing or incomplete.

ELC 01 Early Learning Coalition of Escambia County
Exit Conference Memo
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Criteria:

For contract periods/thresholds that trigger competitive procurement. Section 287.0571(a) and (b) F.S., *Procurement of commodities or contractual services*. State purchasing rules require total costs for the original contract term and any potential renewal periods be considered (i.e., calculated at the start of a procurement action) when determining the need for goods/services. This information is used to calculate the applicable state spending threshold(s), and to identify which state purchasing requirements must be met.

For single-sourced transactions. See s. 287.057(5)(a) and (c), F.S. Exceptional purchases of goods/services include (1) purchases from a single source and (2) purchases upon receipt of less than two responsive bids, proposals, or replies. Exceptional purchase contracts may not be renewed.

- b. Item(s) requiring Additional Information: None.
- c. Observation(s): None.
- d. Item(s) for DEL Follow-up: None.

10.0 Contracting

a. Finding(s):

Finding #ELC 01-2023-24-007

Contracting Testing – *Missing required federal/state provisions from vendor contract(s)*

Finding/Condition: During our detailed testing, we noted two (2) of five (5) sampled contracts did not include required federal contract provisions as indicated in the table shown here.

- **Date:** 10/1/2022; **GL Code:** 4500 (7415) – Quality Initiatives; **Total Contract:** \$38,100.00; **Total paid to vendor in monitoring period:** \$12,700.00; **OCA Code:** 97QAS; **Vendor/ Payee:** Hatch; **Description:** Learning platform; **Issue(s):** missing required federal/ state provisions from vendor contract as outlined below.
- **Date:** 10/31/2021; **GL Code:** 4370 (7201) – Communication, Phone, and Internet; **Total Contract:** \$38,100.00; **Total paid to vendor in monitoring period:** \$8,400.00; **OCA Code:** Various; **Vendor/ Payee:** Box.com; **Description:** Back up storage and cloud management; **Issue(s):** missing required federal/ state provisions from vendor contract as outlined below.

X = Missing Provisions	Hatch	Box, Inc.
Debarment and Suspension	X	X
Equal Opportunity	X	X
Procurement of Recovered Materials		X
Termination Clause		X

ELC 01 Early Learning Coalition of Escambia County
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Criteria: 2 CFR Part 200.327 and Criteria: 45 CFR 75.335, *Contract provisions*; 45 Part 75 Appendix II, *Contract Provisions for Non-Federal Entity Contracts Under Federal Awards*; s. 287.058, F.S, *Contract document*. Federal grant program rules instruct all contracts awarded by the non-federal entity/subrecipients (i.e., DEL subrecipients like ELCs) (including small purchases) shall contain the above-listed federal citations. State purchasing rules also require minimum written disclosures for contracts or purchase orders.

Finding #ELC 01-2023-24-008

Contracting Testing – *Missing required closeout procedures for vendor contract*

Finding/Condition: During detailed testing of contracts, we noted for one (1) of five (5) sampled contracts, that the Coalition did not complete applicable closeout procedures.

- **Date:** 6/17/2022; **GL Code:** 4315 – Professional and Technological Services – Repairs & Maintenance; **Total Contract:** \$68,369.45; **Total paid to vendor in monitoring period:** \$3,917.97; **OCA Code:** 97Q00; **Vendor/ Payee:** Spectrum IT; **Description:** IT Services from 3/1/2019 through 5/31/2023; **Issue(s):** Coalition did not complete closeout procedures over the contract when it ended.

Criteria: Section CM801 *Contract Closeout*, from the Coalition's Contract Management and Monitoring Policies and procedures instructs, "After the completion of the contract, this file is reviewed by the Coalition, by use of the Coalition Contract Closeout Guide (Appendix B), to ensure that documentation is readily available to demonstrate all obligations required by the contract have been fulfilled."

- b. Item(s) requiring Additional Information: None noted.
- c. Observation(s): None noted.
- d. Item(s) for DEL Follow-up: None noted.

11.0 Subrecipient Monitoring - N/A for the current monitoring period

III. Reporting

1. The THF/WR onsite team will provide a draft report to the ELC/DEL after conclusion of testing. **Typically occurs 15 days after exit conference date. Target = 3-04-2024.*
2. Entity/ELC should provide any substantive questions or comments to DEL's management team as soon as possible. **Typically occurs within the 15 days after exit conference date.*
3. Entity/ELC may also provide formatting comments to DEL's FMSAS staff within 14 calendar days of receipt of the draft report. This review will focus on notifying DEL of report typos or errors in the accuracy of the description of the finding(s) and/or observation(s) noted during test work.
4. THF/WR will issue the final report to DEL and a copy to the entity within 10 days of DEL's acceptance of the draft report.

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IV. Preventive/Corrective Action Plan (PCAP)

1. A PCAP response will be due to DEL within 30 calendar days after the release of the final report if the Entity's 2023-24 final monitoring report contains finding(s). This response and all questions about the PCAP process must be sent by e-mail to DEL's FMSAS staff.
2. DEL has prepared guidance on the preparation of PCAPs, which will be forwarded to you once the final report is released.

V. Signature for Exit Conference Attendees

Signatures included below indicate the individuals who participated in and received disclosed information for the entity's fiscal monitoring exit conference. *No signatures required for individuals that do not attend in person or by teleconference.*

Acknowledged by: _____
(Onsite Team Lead) (Date)

Acknowledged by: _____
(Entity Executive Director) (Date)

Acknowledged by: _____
(Entity Finance Director) (Date)

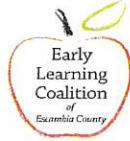
Acknowledged by: _____
(Entity Governing Board Chair) (Date)

ELC Escambia Medical Support Services Report 2023-24

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Months	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD
2	Vision Screenings (On Site)	6	80	245	170	235	40							776
3	Vision Screenings (In Office)	3	1	3	0	0	0							7
4	- Vision Referrals	0	2	6	12	26	0							46
5	Hearing Screenings (On Site)	6	82	271	179	234	31							803
6	Hearing Screenings (In Office)	3	1	3	0	0	0							7
7	- Hearing Referrals	0	4	19	9	24	0							56
8	Height/Weight Screenings (incl. rechecks)	5	63	215	139	133	27							582
9	- BMI - Normal (5% - 84%)	0	37	139	94	123	20							413
10	- BMI - Underweight (< 5%)	1	6	5	6	6	1							25
11	- BMI - Overweight (85% - 94%)	0	7	22	15	18	1							63
12	- BMI - Obese (> 95%)	0	13	38	24	21	5							101
13	Refused Screening		0	2	0	1	0							3
14	OTHER ITEMS													YTD
15	Children Served (screened and/or educated)	0	0	0	0	0	0							0
16	Education Classes	12	2	7	8	6	0							35
17	- # of children	145	18	38	140	85	0							426
18	- # of staff/parents	0	3	7	20	16	0							46
19	Consultations (parents/providers)	0	0	0	0	0	0							0
20	Consultations for Inclusion/Behavior	4	6	16	12	16	12							66
21	CPR/FA trainings	1	2	1	2	1	3							10
22	Total Sites Visited	11	20	25	21	20	12							109
23	Total Children Screened On Site This Month	6	80	245	170	235	40							776

Community Impact Data Report
2023-2024 Fiscal Year

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Total Interviews	42	64	25	55	25	18							229
New Interviews	32	53	25	47	24	18							199
Repeat Interviews	10	13	3	8	1	0							35
Reason for Care													
Employment	27	43	20	39	15	14							158
WTP	0	3	2	3	5	0							13
PS	5	11	7	7	4	4							38
VPK	1	8	0	0	2	0							11
Relationship													
Parent	30	55	25	45	21								176
Grandparent	3	2	0	0	0								5
Foster Parent	0	0	0	1	0								1
Ages of children													
Infants	3	9	9	11	10	5							47
1 Year old	10	15	7	13	7	4							56
2 Year old	10	21	8	10	4	5							58
3 Year old	8	15	5	7	5	2							42
4 Year old	4	6	3	7	4	4							28
School Age	13	23	15	26	6	10							93
Data compiled from CCR&R staff weekly reports.													
Outreach													
Events/Activities	1	1	1	5	2	2							12
Books distributed	700	800	900	1870	1040	1265							6,575
Media Units	6	6	2	7	5	3							29
Community resources	0	0	0	0	2	0							2



Early Learning Coalition

Program Support Summary

2023-2024	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD
Infant/Toddler Initiative													
# of Trainings Conducted	0	5	4	5	4	2	0	0	0	0	0	0	20
# of Participants	0	4	4	20	80	27	0	0	0	0	0	0	135
# of TA Units	11	31	15	9	17	18	0	0	0	0	0	0	101
LENA Grow Sites	3	1	2	2	2	1	0	0	0	0	0	0	-
LENA Grow With Me Classrooms	7	3	3	7	7	4	0	0	0	0	0	0	-
LENA Grow With Me TA Units	0	4	4	4	4	4	0	0	0	0	0	0	20
Child Assessments													
Children Enrolled in SR Gold	0	150	4	0	0	1	0	0	0	0	0	0	-
# of SR GOLD Providers	0	4	0	0	0	0	0	0	0	0	0	0	-
# TA Units	0	15	10	13	3	7	0	0	0	0	0	0	48
# HATCH PreK Children K-Ready	0	0	0	0	0	0	0	0	0	0	0	0	0
Inclusion/ Behavior Support													
# ASQ3 On-line screens	142	197	172	216	157	143	0	0	0	0	0	0	1027
# ASE-SE On-line screens	83	102	110	129	89	87	0	0	0	0	0	0	600
# Referrals to Agencies	13	16	15	27	25	14	0	0	0	0	0	0	110
General Inclusion Topics	12	15	16	22	14	14	0	0	0	0	0	0	93
ASQ # TA Units	267	317	278	411	417	311	0	0	0	0	0	0	2001
# of Inclusion Coaching Participants	0	0	0	0	0	0	0	0	0	0	0	0	0
Trainings Conducted	0	1	0	2	2	0	0	0	0	0	0	0	5
Participants	0	22	0	17	17	0	0	0	0	0	0	0	56
# of Expulsions/Suspensions	2	2	0	5	1	0	0	0	0	0	0	0	10
SR Support													
# Trainings Conducted	1	3	4	4	3	1	0	0	0	0	0	0	16
# Training Participants	0	27	32	32	48	15	0	0	0	0	0	0	154
SR # TA Units	108	26	9	9	14	18	0	0	0	0	0	0	184
Contracting SR Pre-Site Visits	0	1	0	0	1	1	0	0	0	0	0	0	3
SR Program Assessments (by classrooms)	36	38	8	1	0	1	0	0	0	0	0	0	84
# of Coaching Participants	2	5	4	13	8	6	0	0	0	0	0	0	38
# of CDA's	2	0	0	2	1	0	0	0	0	0	0	0	5
LENA Grow Sites (PreK)	0	0	0	0	0	0	0	0	0	0	0	0	-
LENA Grow With Me Classrooms (PreK)	0	0	0	0	0	0	0	0	0	0	0	0	-
LENA Grow With Me TA Units (PreK)	0	0	0	0	0	0	0	0	0	0	0	0	-
VPK Support													
# of VPK classrooms	3	79	115	115	115	115	0	0	0	0	0	0	542
VPK Program Assessments (by classrooms)	0	1	29	36	13	5	0	0	0	0	0	0	84
VPK # TA Units	53	60	72	65	35	47	0	0	0	0	0	0	332
Program Monitorings	0	3	4	4	1	0	0	0	0	0	0	0	12
# Trainings Conducted	1	1	0	0	0	1	0	0	0	0	0	0	3
# Training Participants	10	22	0	0	0	8	0	0	0	0	0	0	40
Progress Monitoring Completion (children)	0	0	0	0	0	0	0	0	0	0	0	0	0
LPP Monitoring's	0	10	3	9	6	6	0	0	0	0	0	0	34
LPP # TA units	6	18	8	10	7	6	0	0	0	0	0	0	55
Contracting VPK Pre-Site Visit	0	1	0	0	0	1	0	0	0	0	0	0	2
VPK Ready Rosie Participants (# of Families)	0	0	0	434	453	469	0	0	0	0	0	0	1356
GRTR Screenings (# children screened)	0	0	0	0	0	0	0	0	0	0	0	0	0
Program Accountability													
Corrective Action Plans (CAPs)	1	0	1	0	2	0	0	0	0	0	0	0	4
Fraud	0	0	0	0	0	0	0	0	0	0	0	0	0
Monitorings	6	9	5	4	2	0	0	0	0	0	0	0	26
Health & Safety Letters	5	3	5	0	4	0	0	0	0	0	0	0	17
Review Hearings	0	0	0	0	0	0	0	0	0	0	0	0	0
# Provider Reimbursement Monitoring	79	81	80	80	65	0	0	0	0	0	0	0	385
# of Errors in Provider Reim. Monitoring	8	5	17	26	5	0	0	0	0	0	0	0	61
# of Child Files	16	23	0	0	0	0	0	0	0	0	0	0	39
# of Child File Errors	2	3	0	0	0	0	0	0	0	0	0	0	5