



Executive Committee Meeting
Tuesday, March 24, 2020
Zoom Meeting – 8:00 a.m.

The Executive Committee of the Cabarrus Partnership for Children met Tuesday, March 24, 2020 at 8:00 a.m. by Zoom Meeting online. These members were present: Cheryl Kelling, Rose Staples Deese, and Jackie Whitfield. Joseph Houston was not present. Jackie Whitfield chaired the meeting. Staff: Ariel Ayers & Ann Benfield. **Quorum was established.**

Ann Benfield presented the minutes of the March 24, 2020 meeting for approval. Rose Staples Deese moved to approve the February 4, 2020 minutes. Cheryl Kelling second, and all were in favor.

Ariel Ayers presented the staff recommendations for the reallocation of Smart Start funds for FY 19-20 line by line and discussed each change and answered questions: These were the recommendations:

Activity	Current FY19-20 Budget	Requested Allocation Adjust.	Proposed Allocation Adjust.	Proposed FY19-20 Reallocation	Comments
FY19-20 Smart Start Services Funds	2,148,497.00			2,148,497	Includes FY19-20 Carryforward Funds
SUBSIDY					
Subsidy	660,000			660,000	
Dual Subsidy	16,985	-4,696	-4,696	12,289	Have had several potential families not follow through
NC Pre-K Program	289,750	-3,000	-3,000	286,750	
TOTAL SUBSIDY	966,735			959,039	Required Subsidy 41.3% = \$887,329.26
ADDITIONAL CHILD CARE RELATED					
Subsidy Administration	52,800			52,800	
Dual Subsidy Administration	17,440	3,000	3,000	20,440	Higher than anticipated staff time in activity & PTO payout/bonus JC
Child Care Health Consultants	164,271	7,500	7,500	171,771	Increased staff time & mileage in Cabarrus due to COVID19
Building Healthy Lifestyles	122,395			122,395	

Incredible Years	83,340			83,340	
Early Education Liaison	106,530			106,530	
TOTAL ADDITIONAL CHILD CARE RELATED	546,776			557,276	
TOTAL SUBSIDY & ADD'L CHILD CARE RELATED	1,513,511			1,516,315	Required Subsidy & Additional Child Care Related 70% = \$1,503,948
FAMILY, HEALTH AND OTHER PROGRAMS					
ABCD	57,290			57,290	
Breastfeeding Support	50,805			50,805	
Emergency Dental	26,000	5,432	5,432	31,432	Identified additional children in need of emergency dental services
Family Education & Outreach	78,709	-16,000	-9,000	69,709	DSP submitted anticipated reversion due to COVID19
Kaleidoscope	81,163			81,163	
Parents as Teachers	65,432	-23,000	-13,309	52,123	DSP submitted anticipated reversion due to COVID19
Program Management/Evaluation	110,771		11,500	122,271	Increased staff time
Project Baby Reach	37,639	-2,927	-2,927	34,712	DSP submitted anticipated reversion due to COVID19
Public Education & Outreach	81,321			81,321	Received RWJ Grant for SUN Project
Reach Out and Read	45,856	5,500	5,500	51,356	Additional books needed
	2,148,497			2,148,497	
UNALLOCATED	0	-28,191	0	0	
ADMINISTRATION	178,031			178,031	

Rose Staples Deese moved to approve the reallocation of FY 19-20 Smart Start funds as presented by the staff, Cheryl Kelling seconded all approved.

Ariel presented the expenditure reports for: FY 19-20 Smart Start funds, FY 19-20 NCPK funds, SUN Project Funds (RWJF) and Other Funds report.

Ann Benfield shared that during the COVID crisis staff have been meeting with the directors of child care centers that remained opened and identified a great need in the county. The directors need extensive business training to be able to project spending and operate their child care facilities. The staff have been supporting the centers since March with supplies to keep them in operation, as well as, working with Rowan Cabarrus Community College (RCCC) to develop a business administration certificate for child care administrators. This addition is noted in yellow in the current Contract Activity Description (CAD) that is in contract with RCCC. The staff would like to recommend adding the administrator education to the current program (CAD). See the updated CAD below.

Early Education & Leadership Liaison, Activity ID# 241

PSC:3105 PBISID:EDU10

Rowan Cabarrus Community College (RCCC) will provide an Early Education Liaison (EEL) to address **administrator business education** and teacher education in Cabarrus County. This position will serve as a liaison between the community college and child care facilities in Cabarrus County and be responsible for managing and conducting communications with students concerning their enrollment and retention. In addition to serving as a liaison between the community college and child care facilities, this position will provide program advisement for new and existing students, academic support, and resources such as referrals for tutoring and scholarship programs (such as T.E.A.C.H.) to meet student educational needs. The EEL will visit child care facilities with emphasis on the recruitment of early educators in all child care facilities. The EEL will also provide oversight for students in certificate, diploma, apprenticeship or degreed programs and help student transition to a bachelor degree program once program is complete. Surveys will be conducted on student needs and satisfaction to assist in planning and addressing student needs. Individual Professional Development Plans will be completed with early educators working in any participating child care center. The EEL will collaborate to continuously assess the educational needs of Cabarrus County Early Educators. Stipends and/or scholarships may be awarded to participants by the EEL per the program guidelines. Smart Start funds may be used to provide supervision of program components, administrative support and other related program expenses such as office supplies, service-related supplies, travel, employee training, printing and meeting expenses.

After questions and a discussion: Rose Staples Deese moved to approve the new proposed CAD for the **Early Education & Leadership Liaison, Activity ID# 241**, Cheryl Kelling second and all approved.

Ann Benfield shared that the Program Oversight Committee met and reviewed the Third Quarter results for Smart Start Programs and also reviewed the Proposals for the Pyramid Model. After review of Program Oversight's recommendations and a discussion, the Executive Committee moved to approve the recommendations of the Program Oversight Committee and will not be approving the Thompson's Pyramid Model Proposal, because it was too much like Inclusion Services and focused more on the child instead of the classroom and teacher.

Thompson's also sent a letter last week and stated they did not want to continue providing the Kaleidoscope Program for FY 20-21. The Executive Committee would like Program Oversight to review options for this program and make recommendations at a future board meeting.

Ann Benfield reported the SUN Project has continued to work virtually, but has submitted some revisions to the proposed timeline to RWJF, because it is very difficult since the collaborative meetings have been postponed. RWJF has approved these revisions.

Ann Benfield reported the School's Out Bash has been canceled this year and has been rescheduled until June 5, 2021 at Hilbish Ford.

Ann Benfield reported the office is still teleworking and all seems well. We meet weekly by Zoom and we are going to reassess our working from home on June 15th. The county building is still closed to the public. It seems working from home has been very productive for the staff.

Our next board meeting will be June 23, 2020 at noon and our next Executive Committee Meeting will be July 28th at _____. Not sure, it will be a new Executive Committee.

Respectfully submitted,

Ann Benfield, Executive Director