

**Cincinnati Preschool Promise
Board of Managers**

Minutes of Regular Business Meeting, Thursday, October 26, 2017

8:00AM – 10:00AM

United Way of Greater Cincinnati, Fifth Third Convening Center

Board Members Present:

Fr. Michael Graham, Dr. Kimya Moyo, Cheryl Rose, Micah Kamrass, Laura Sanregret, Sallie Westheimer, O'Dell Owens, M.D., John Pepper, Terri England, Deborah Mariner Allsop, Timothy Fogarty

Board Members Absent:

Jasmine Jones, Steve Shifman, Pastor Ennis Tait, Toilynn O'Neal

Observers Present:

Cheryl Broadnax (Cincinnati Public Schools), Troy Jackson for Greg Landsman (Cincinnati Preschool Alliance)

Observers Absent:

Leshia Lyman (Success By 6)

Cincinnati Preschool Promise Staff Present:

Stephanie Byrd, Interim Executive Director
Mary Tighe, Marketing and Community Engagement Manager
Hector Polanco, Finance Manager
Creola Dickerson, Senior Administrative Assistant
Florence Malone, Participant Relations Specialist
Patricia Craig, Quality Improvement Manager
Brittnii Pina, Parent and Provider Relations Manager

1. Welcome, Call to Order

- Father Graham introduced himself and welcomed guests.
- Roll Call
- Agenda Approval

ACTION: A motion to approve the agenda was made by Tim Fogarty and seconded by Laura Sanregret. The motion was unanimously approved.

2. Review and Approval of Minutes

ACTION: A motion to approve the September 26th minutes as revised was made by Deborah Allsop and seconded by O'Dell Owens, M.D. The motion was unanimously approved.

3. Opportunity for Public Comments

- Craig Rozen thanked the Board of Managers for support of Issue 24.

4. Mission Moment

- Florence Malone, CPP Participant Relations Specialist, read an inspirational poem. Her goal is to help families enrolled in the CPP receive the services they need.

5. Tuition Assistance Update

- Brittnii Pina reviewed enrollment status – 1,026 children enrolled, provider participation and payments processed to date.
- Fr. Graham would like the Board to receive data on how we were able to catch up and narrow the gap between community providers and public schools over the course of the last few weeks. Sallie Westheimer suggested adding bars to the TA Enrollment Trend data chart to show this contrast.
- Terri England recommended adding the number of children that had no preschool versus ones that were already enrolled.
- Odell Owens asked how many families does the number (1,026) represent. Brittnii will include that information in the next report.
- Micah Kamrass recommended adding the neighborhoods represented to the chart.
- Tim Fogarty recommended tracking what seats we need versus where we are regarding capacity.
- Deborah Allsop asked to revisit the goal that we had in the beginning of the year and what we are forecasting.
- Laura Sanregret asked how many seats are still available. At least 3,000 seat capacity with plenty of room to grow.
- John Pepper asked if CPS seats need tuition assistance. Tuition assistance applies to CPS. Cheryl Broadnax noted CPS tuition costs just around \$4,000 per student.
- Brittnii Pina reported the amount of tuition assistance payments paid out. Sallie Westheimer and Cheryl Rose recommended CPS provide the same data. Cheryl Broadnax said she would provide such data.

6. Quality Improvement Update

- Patti Craig reported the QI provider status.
- Fr. Graham asked for an update on the 12 approved providers.
- Micah Kamrass asked how long it normally takes for the approval process takes. Patti Craig replied that each provider varies from one day to three months.
- O'dell Owens asked what we learned to make the process more efficient. Patti replied she is working on a spreadsheet to track what the programs need – coaching, additional resources, etc.
- Patti Craig reviewed information on the programs that are on hold or ineligible.
- Patti reviewed coaching collaborative status.
- Deborah Allsop asked how many executed coaching contracts we have. Patti replied 4 (Cincinnati Early Learning Centers, 4C for Children, Community Action Agency, and Santa Maria Community Services). She is continuing to pursue resources related to organizations or consultants who may be interested.
- Fr. Graham asked that as we learn more on coaching process, we review and step back to see what we have learned.
- Coaching Collaborative team will meet once a month.
- Patti Craig addressed starting a mentorship opportunity for site administrators.
- Deborah Allsop noted concerns about the contracts and costs associated. Programs presented their true costs to justify the rate they were given. Contracts go until June 30, 2018. At that time, they can reapply and renegotiate contracts.

- John Pepper asked how many children will be affected by the providers created. How many providers will be created in 12-18 months? Patti Craig estimated 40-50.
- Fr. Graham said we need to be more proactive and strategic about providers we would like to include in the program. Look forward to where we would like to be and increase the capacity and use the dollars as effectively as we can.
- Stephanie Byrd noted that the funds for QI will decrease over the course of two years and at that time, it will be decided how the remaining QI funding will be reallocated.
- O'Dell Owens noted that we will not have enough time to review all the material at the end of the year and asked to add a July meeting. Fr. Graham said we will add meeting.
- Terri England asked about finding providers in the quality gap areas. Patti Craig said the CPP Team has been heavily recruiting over the past few weeks specifically targeting the gap areas.
- Tim Fogarty asked where we are at identifying the impact on CPP children being kindergarten ready. Stephanie noted evaluation services will be provided by Crane Center for Early Childhood Research and Policy at OSU. O'dell Owens discussed the execution of contracts.

7. Committee Reports

- Finance and Audit
 - Sallie Westheimer reviewed items from the Finance and Audit meeting. Received report for the short year from the auditor. The report was clean and appropriate with a few recommendations.
 - Sallie Westheimer reported discussion on Special Education budget placeholder of \$880,000 and the amount of \$535,000 for the year. Cheryl Broadnax reported that services are already being provided to children. Tim Fogarty asked if the services are only for expansion seats. Cheryl Broadnax reported that they are.
 - John Pepper asked where the money for the pilot has been allocated. The Finance Committee will come back with a recommendation where the funds will go. Stephanie Byrd noted that the Cost of Quality wages still need to be determined.
 - Terri England recommended we report how many home-based children are being serviced with Special Education services. Sallie Westheimer indicated the Finance Committee passed a resolution that said within the next 45 days there will be a plan on the table about data reporting on services.
 - Cheryl Broadnax noted that additional spending on Special Education would have to be supported with data before being allocated.
 - Deborah Allsop recommended we move the Special Education funding decision forward to decision.

ACTION: A motion to approve the authorization of an expenditure of up to \$530,000 for Special Education services was made by Sallie Westheimer and seconded by Deborah Allsop. The motion was unanimously approved.

- Cost of Quality Committee
 - Timothy Fogarty reported on the cost of quality community provider survey. We need to be careful that our policies (requiring that teachers be paid \$15/hour)

don't drive down capacity. Prudent course of action is to survey the current marketplace and see what cost structures providers have and try to align their costs with quality performance. Determine what path we can pursue to establish a reasonable cost per student going forward.

- Project to form a benchmarking network with programs around the country. Fr. Graham asked if Denver had the \$15.00 per hour requirement and the answer is no.
 - Terri England noted a wage requirement should not stop with community centers because of their classroom type, regardless of whether they are type A or B. Quality existing is holistic. Fr. Graham noted that a shift in terms of quality improvement coaching should bring in someone on the business side of the operation and will scale up the business expertise of providers. Tim Fogarty stated that cost of quality goes well beyond salary.
 - Troy Jackson challenged the group to look for wrap around/investment dollars to offset infrastructure costs that will help ensure the \$15,000,000 goes to seats for preschool children. Fr. Graham suggested that the work plan for year two include how to secure additional dollars to make sure we continually move as many dollars as possible toward quality seats.
- Community Engagement
 - John Pepper reported on the first Community Engagement Committee meeting.
 - Strategic partnerships with business and community organizations was discussed.
 - Proposal being looked at to employ a group of parents to be able to reach out for community engagement (informed by Florence Malone). Not to cost more than \$50,000.
 - Recommended strong personal relationships with the media.
 - Fr. Graham is pleased to hear the choices the Community Engagement Committee is making to help us scale up getting children to quality seats.
 - Two key roles – awareness and trust to gear up to get seats and secondly to be able to report the success for the next levy.
 - O'dell Owens recommended there be a partnership with the Child Poverty Collaborative, Every Child Succeeds, and Talbert House. Cheryl Broadnax agreed, noting that finding the grassroots community leader that impacts community families is important.
 - Micah Kamrass thinks we should share the first-year numbers with the media - Denver had 500 children and we doubled that number to 1,000+. This information puts a good perspective on the work we are doing.

8. Interim Executive Director Update

- Stephanie Byrd discussed a recent visit to a quality improvement program participant that highlighted the potential for inequity in the implementation of CPP. She reported that a community based provider lost 30 students to the district when CPP opened. We must look at unintended consequences of the expansion – do no harm.
- Sallie Westheimer reported on decisions that will put community providers at a disadvantage. Need a concerted effort to look at the expense of community provider requirements for funding as opposed to CPS. Also, the length of time while children are at the provider versus a school day. Full day and summer enrollment differences was discussed. Qualifying children for Special Education is not well understood by

community providers and we need to educate them. Suspects resources are disproportionately being used for CPS special education versus community providers. We need to hear more from providers.

- Cheryl Broadnax expressed her concern for the “us versus them” nature of the comments. CPS never intended to hurt any provider by expansion. The costs of ODJFS vouchers by CPS was discussed. She reported that efforts are being made to be collaborative and their commitment is to the children. Fr. Graham suggested Cheryl Broadnax, Sallie Westheimer and Stephanie Byrd meet to talk about these issues. Stephanie Byrd responded that this is a natural result of a competitive preschool environment.
- John Pepper noted that Denver has a scaling number regarding full day summer hours. It recognizes and provides compensation for a full day in the summer. The Partnership Team will be working on this issue.
- Stephanie Byrd discussed identifying a comprehensive set of revisions needed in the Master Agreement by March 1 to be resolved by May.
- The CPP Team will be in an all-day staff retreat on October 31, 2017. Thanks to Cheryl Rose for letting us use her facility gratis.

9. Observer Comments

No comments were made.

10. Executive Session: Executive Director Search

ACTION: A motion to enter Executive Session to discuss the Executive Director search was made by John Pepper and seconded by Deborah Allsop. The motion was approved unanimously by roll call vote.

11. Adjourn

After the Executive session concluded the meeting was adjourned.

Future Board Meetings:

December 13, 2017 – 6:30 to 8:30 pm, Xavier University – Cintas Center

January 11, 2018 – 4:00 to 6:00 pm, UWGC

February 20, 2018 – 4:00 to 6:00 pm, Interact for Health

March 20, 2018 – 4:00 to 6:00 pm, UWGC

April 17, 2018 – 4:00 to 6:00 pm, UWGC

May 24, 2018 – 4:00 to 6:00 pm, UWGC

June 14, 2018 – 4:00 to 6:00 pm, UWGC

July – to be determined

August 23, 2018 – 4:00 to 6:00 pm, UWGC

September 18, 2018 (Annual Meeting) – 6:30 to 8:30 pm, UWGC

October 30, 2018 – 4:00 to 6:00 pm, UWGC

November 27, 2018 – 4:00 to 6:00 pm, UWGC

December 18, 2018 – 4:00 to 6:00 pm, UWGC

Submitted by,

Creola Dickerson, Senior Administrative Assistant

Cincinnati Preschool Promise