

Cincinnati Preschool Promise

Board of Managers

Minutes of Annual Meeting March 16, 2021

4:00 PM – 6:00 PM

Board Members Present:

Anthony Hobson, Cheryl Rose, Deborah Allsop, Christine Fisher, Laura Sanregret, Marcia Futel, Terri England, Micah Kamrass, O'dell Moreno Owens, M.D., M.P.H., Dr. H. James Williams, Sallie Westheimer, and Bianca Edwards

Board Members Absent:

Gary Lindgren, Bishop Ennis Tait, and Vanessa Y. White

Guests:

Kellana Hindert - Innovations
Monica Mitchell – Innovations
Jacob Purcell - Manley Burke

Observers Present:

Vera Brooks – Director of Early Childhood, Cincinnati Public Schools
Greg Landsman – Councilman, City of Cincinnati

Observers Absent:

Moira Weir – C.E.O., United Way of Greater Cincinnati
Jennifer Wagner - Cincinnati Public Schools

Cincinnati Preschool Promise Staff Present (CPP):

Chara Fisher Jackson – Executive Director & C.E.O.
Héctor Polanco – Finance Director
LaKeisa Ealy – Marketing and Community Engagement Manager
Brittnei Pina – Quality Improvement Manager
Florence Malone-Crump – Outreach and Enrollment Manager
Kenetra Mathis – Program and Evaluation Manager
Laura Carr – Public Relations Strategist
Sydney Gardner – Promise Team Member
Tanya Del Valle – Senior Administrative Assistant

Members of the Public:

Brandy Harris – MetrixIQ
Kim Ginn - 4C for Children
Vanessa Freytag – 4C for Children
Carolyn Brinkman – CoStars by The Children's House
Patti Gleason – Learning Grove
Deanna Lane – Learning Grove
Lisa Garofalo – S.W.O. Association for the Education of Young Children

1. Welcome, Roll Call, and Approval of Agenda

O'dell Moreno Owens, M.D., M.P.H. welcomed Board members, members of the public and officially opened up the meeting at 4:04 PM. The following was read out to all before proceeding with the roll call.

Please note that in conjunction with Ohio State's revised Sunshine Laws and the rule limiting the number of people who may meet in a space, CPP has decided to convene the meeting via video conference. In accordance with Ohio Public Records and Open Meeting laws, CPP has advertised the meeting on it's website in advance, and has provided a link for members of the public to listen and view the meeting. This meeting will be video recorded and a copy of the meeting minutes, including any documentation, will be made available via the CPP website and on CPP YouTube, under the area Board Of Directors, Approved Meeting Minutes as soon as practically possible after the meeting.

A motion was requested to approve the agenda with two changes. The Finance and Audit Committee presentation needs to be moved behind the Executive Director's Report due to scheduling conflicts. Cheryl Rose asked that the date for draft 990 be corrected to FY20 instead of FY21.

ACTION: O'dell Moreno Owens, M.D., M.P.H. made a motion to approve the agenda with the changes above and seconded by Micah Kamrass. The motion was unanimously approved.

2. Review and Approval of Minutes of January 19, 2021

A motion was requested to approve the meeting minutes.

ACTION: A motion to approve the minutes of January 19, 2021, was made by Cheryl Rose, seconded by Terri England. The motion was unanimously approved.

3. Mission Moment

A short video interview with CPP Parent Tianna Leary, The Little Tree House of Knowledge, was shown. Tiana Leary shared her experiences as a recent college graduate with two children that have been part of the tuition assistance program at Cincinnati Preschool Promise. Her daughter has successfully transitioned to kindergarten. Her son attended preschool even during this COVID-19 affected year which helped her continue her educational studies while knowing that her son was getting a high-quality preschool education.

For more details, see the video of the meeting at cincy-promise.org > Our Impact > Meeting Schedule > Approved Minutes > Video.

4. Executive Director's Report

Dashboard Updates

Chara Fisher Jackson said that the dashboard shows that CPP is on track for 8 out of 9 key goals. Staff Support Fund has increased due to our outreach efforts. The Ambassadors for the Community Engagement program have gained ten new Ambassadors. The Community Engagement program also launched Bedtime Stories.

There were 841 applications processed, with 660 approved. Those applications not approved were mainly out of the district, too young, or too old.

O'dell Moreno Owens, M.D., M.P.H. asked, "For 300% F.P.L., what was the tuition assistance amount?" Florence Malone-Crump, Outreach, and Enrollment Manager, stated that \$470 is the amount that the center receives.

There were six permanent closures, 4 T.A. sites, and 2 Q.I. sites. There were nine temporary closures, 7 T.A. sites & 2 Q.I. sites. Dr. Owens M.P.H

CPP has been awarded a \$20,000 grant from the Black Giving Circle for business supports for family childcare programs.

Childcare providers were able to receive the vaccine. We want to thank Commissioners Moore & Commissioner Kesterman for helping to provide availability and 4C for partnering with us on making sure providers knew about the vaccine availability.

Legislation and Advocacy

FY2021 Consolidated Appropriation & COVID-19 Relief Act will provide 334 million dollars for Ohio.

Ohio Early Childhood Budget

- Protecting current investments in PFCC & expand eligibility
- Preserve the Step Up To Quality, 5-star rating system

The American Rescue Plan has 39.6 billion dollars for childcare.

Extended Learning Session (ELS)

Extended Learning Session will continue learning for students that are currently enrolled. It will mitigate learning loss and interruptions from COVID-19 losses. C.P.S. will share curricula with community providers. Students who took the Fall Kindergarten Readiness assessment scores had lower scores. More students scored "Not on Track" in literacy and language than last year. Students had an average score of 47.6% last year compared to 39.7% this year. There are 383 4-year-olds and 286 3-year-olds that are eligible for ELS Enrollment is up to 305 students. The projected cost is \$650,000 maximum. Tuition assistance is based on attendance. ELS would start June 1 and run until the regular tuition assistance academic year.

Sallie Westheimer asked Chara Fisher Jackson, "Why are we paying on attendance and not enrollment? It will be hard on providers."

Chara Fisher Jackson said that ELS is different with a unique curriculum that depends on attendance, and it is a short period of time. CPP wants to encourage good attendance.

Sallie Westheimer asked, "Why is this being called a pilot because last year was also a pilot?" She said that we need to be careful not to burden providers.

Chara Fisher Jackson said that CPP would be open to paying on enrollment and then comparing the difference between attendance for this year and last year paid based on attendance.

Sallie Westheimer asked, "That if we are approving this today, can we do it with flexibility, so you have the option to change in the middle of summer if you need to?"

Cheryl Rose said that she liked the option to provide Chara the choice of paying on enrollment or attendance. We have the budget to cover it.

Terri England asked, "With the Care Act coming, how will impact the tuition that we provide?"

Chara Fisher Jackson said that PFCC requires a copay that CPP can't pay for the parents. The Care act may reduce that copay. It may reduce the amount that CPP has to pay, and we may want to revise our reimbursement rates.

A motion was requested to approve the Extended Learning Session.

ACTION: A motion to approve the Extended Learning Session was made by Terri England, seconded by Laura Sanregret. The motion was unanimously approved.

2021 Pitch Night

The purpose of Pitch Night is to identify, fund, and implement new products and services that support the CPP mission delivering kindergarten readiness, improving preschools in alignment with Step Up to Quality (SUTQ), and supporting the ECE. workforce.

The criteria are listed below:

- Demonstrate the ability to meet the proper public purpose of preschool expansion
- 2-page written submission and a 2-minute optional video
- The project has to be able to be initiated within 30 days of approval and completed within 12 months
- Outcomes have to be measured and tracked every month
- Ability to act autonomously and with limited CPP staff oversight
- Ensure all project deliverables, and documentation is available for public presentation and Sunshine Laws
- Meet the requirements of both the Screening and Pitch Night panels
- Meet all the Cincinnati Preschool Promise vendor guidelines, including Conflict of Interest, Equity Policy, and Data Sharing Agreement

Pitch Night is scheduled for April 21, 2021. The Board of Managers will select the winner(s) on May 18, 2021.

For more details, please refer to the timeline within the meeting PowerPoint posted at www.cincy-promise.org > Who We Are > Our Impact > Meeting Schedule > Approved Meeting Minutes.

Marcia Futel asked, "If there will be one winner or multiple winners?"

Chara Fisher Jackson said that we would like to bring the top 5 finalists to the Board of Managers to decide.

Anthony Hobson said, "All five could win."

Marcia Futel asked about getting the word out to the media.

Chara Fisher Jackson said that there is a big media push especially social media. We are using our Ambassadors and Board Members to spread the word too.

5. Committee Report-

Finance and Audit Committee

FY21 YTD Results

For more details, such as the graphs and the draft 990 FY20, please reference the meeting PowerPoint posted at www.cincy-promise.org > Who We Are > Our Impact > Meeting Schedule > Approved Meeting Minutes.

Cheryl Rose said that we have underspend this year because the COVID-19 impacts were unknown. Given the budget underspend, we have the opportunity to be innovative, and we have the budget and flexibility to do this year. Overall we will spend about the same in FY21 as in FY20.

Draft 990 FY20

Cheryl Rose said that the document has been made available to everyone in advance and asked if there were any questions.

O'dell Moreno Owens, M.D., M.P.H. asked Chara Fisher Jackson if there had received any inquiries about the FY19 990. Chara Fisher Jackson replied that there had not received any.

Deborah Allsop asked, "If this is posted on the website?" Hector Polanco replied, "It will be once it is approved."

Deborah Allsop thanked Hector for including each provider and the amount from CPP in Schedule I on the form. She said, "It is very transparent and good information."

Cheryl Rose asked for a motion to approve the draft 990 FY20.

ACTION: A motion to approve the draft 990 FY20 was made by Deborah Allsop, seconded by Sallie Westheimer. The motion was unanimously approved.

6. Document Retention Policy

Chara Fisher Jackson said that this is the second read for this, and we had no recommendations for changes. It is ready for a vote.

A motion was requested to approve the Document Retention Policy.

ACTION: A motion to approve the Document Retention Policy was made by Cheryl Rose, seconded by Anthony Hobson. The motion was unanimously approved.

7. Tuition Age Eligibility

For a copy of the memo, please reference the meeting PowerPoint posted at www.cincy-promise.org > Who We Are > Our Impact > Meeting Schedule > Approved Meeting Minutes.

Jacob Purcell says the memo addresses the issue for parents on age eligibility. The Master Agreement states that a child must be:

- Be between 3-5 years old
- Not be eligible for kindergarten
- Not have received more than two years of tuition assistance
- Be enrolled in a quality rated preschool

The eligibility for kindergarten for Cincinnati Public Schools (C.P.S.) is that a child must be five on or before September 30 of a school year to attend kindergarten. If CPP were to expand that, it could cause issues for our partner C.P.S. Jacob Purcell said that he recommends that we create another implementation committee with C.P.S. to address the issue and get feedback.

Sallie Westheimer said that ineligibility for tuition assistance lasts the whole school year, and the student funding might be cut off in the middle of a school year. She said it could take another six months for those students.

Terri England said that she agrees with Sallie Westheimer that the school year calendar can make a student born a couple of days into October not eligible for tuition assistance for a whole year.

Chara Fisher Jackson said that we had done our due diligence. Vera Brooks and the Superintendent are working on scheduling the Implementation Committee.

Laura Sanregret asked, "If a child turns 3 in October, then the community provider transfers them from the toddler room to the preschool room? Is there a difference in fees from a toddler to preschool?"

Terri England replied that if they were private pay, the parents would pay the increase. If PFCC funded it, the voucher would support that.

Laura Sanregret asked, "Is the fee the same for the toddler and preschool? We mainly serve ODJFS students."

Marcia Futel asked for an estimate of the timeline to resolution.

Jacob Purcell said, "C.P.S. response times are a little delayed because of everything they must do, but I think that this might be resolved fairly quickly. It may go faster than the other implementation committees."

O'dell Moreno Owens, M.D., M.P.H. asked Jacob Purcell if we make case-to-case decisions, is there a way to keep consistency so that we don't incur liability.

Jacob Purcell said that the students held back or assessments show that they should wait another year would provide a consistent reason.

Marcia Futel asked how many students might be in that category of age eligibility issues.

Chara Fisher Jackson said that we had 52 too young and 27 too old, and we can pull the data. There is another group that we cannot estimate where a provider may not have submitted an application because the rules and regulations were posted.

8. Year 4 Evaluation Update

Chara Fisher Jackson introduced Dr. Monica Mitchell and Dr. Kellana Hindert.

Dr. Monica Mitchell said that the Year 4 evaluation includes newly expanded areas, and all areas are on track for completion.

The Kindergarten Readiness Assessment was not given this year, so Innovations used a proxy measure called Dibbles suggested by Cincinnati Public Schools. We are expanding the Quality Improvement analysis for Year 4. There will also be an Extended Learning Session analysis with the Kindergarten Readiness scores.

The new programs Ready Rosie and A.B.C. Mouse will provide an excellent data source to give us insights.

We are running eighteen focus groups, and they are going well to provide stakeholder feedback. The Provider Wage study combines the data from Matrix and that gained from our focus groups.

Dr. Kellana Hindert said that the CPP Evaluation Advisory Panel meets monthly. Crystal Kendrick is advertising for us, and Dr. Jennifer Williams provides detailed feedback on surveys and focus groups. We have gotten feedback on surveys, marketing, and recruitment.

Deborah Allsop asked, "What is the next step between 100% complete and the evaluation presentation?"

Dr. Monica Mitchell said that the next four to six weeks would be data collection and launching surveys. Then we will be compiling the report. The draft report is due in June, and the final report is due in July.

Deborah Allsop asked, "What are the plans for the Year 5 evaluation?"

Chara Fisher Jackson said there was a recommendation to be a Year 5 R.F.P. It will be challenging to run on this timeline. We will provide an update in April to the Executive Committee.

Terri England asked, "When is the end of the contract period?"

Dr. Monica Mitchell said that August is the end of the contract period. August is when they must submit the data request to C.P.S. for the next academic year.

Terri England asked, "How do the surveys go out to providers? Is it digital?"

Dr. Monica Mitchell said there are multiple methods, including a Q.R. code that can be accessed by a phone, online, and in paper format.

Chara Fisher Jackson said that our contract with Innovations ends in August, but Innovations includes their presentations in September for CPP's Annual Meeting and joint meeting with Cincinnati Public Schools.

9. Committee Reports

Executive Committee

O'dell Moreno Owens, M.D., M.P.H. said that everything the Executive Committee had to discuss has already been brought to the Board of Managers during the meeting.

Governance Committee

Deborah Allsop said that the Governance Committee has reviewed committee charters and will be presenting the Committee Charters to the Board of Managers at the May meeting. One sentence will be added at the end of all the committee charters written by Jake Purcell that says that the authority given to the committee by the Board of Managers does not supersede the Master Agreement or the Governance Principles.

We asked that each committee use a rubric and specify the number of board members and community members in the committee. Once the Board approves the charters of Managers in May, we will ask the committees to submit the names of their members in June.

The Governance Committee also discussed self-evaluation and the Board of Managers Retreat. We are looking at holding another retreat with self-evaluation and looking at potential facilitators for late summer. April 22 is our next meeting.

Community Engagement Committee

Bianca Edwards said that the Community Engagement Committee had to cancel this month's meeting. The next meeting is in April. Last month we discussed some additional areas for outreach and what communities are being missed.

Cost of Quality Committee (COQ)

Chara Fisher Jackson said that Gary Lindgren asked her to present for him today. The COQ meeting included an update of the Teacher Promise Grant (T.P.G.) with has an 85% retention rate of teachers. The Staff Support Fund now has 27 applicants due to increased outreach. Wage Data summary now has information from 91 providers.

For additional details, please reference the meeting PowerPoint posted at www.cincy-promise.org > Who We Are > Our Impact > Meeting Schedule > Approved Meeting Minutes.

The T.P.G. Crane report has been completed, and there is a two-page summary to be shared with the community and a longer full report.

Anthony Hobson said that this information is fantastic and something that we can use.

Sallie Westheimer said, "Great work on getting the data from the 91 providers!"

10. Cincinnati Public Schools (C.P.S.) Update

Vera Brooks said that the Workforce Council approved the 4C proposal to provide training and other services to providers and teachers. Laura Sanregret can provide additional details for you if you reach out to her.

C.P.S. is adding 200 preschool seats and opening a new classroom in Vine and Mt. Washington.

We are excited about summer. The curriculum is aligned to kindergarten, and the theme is "Music Around the World," incorporating language, math, science, and other areas. The Cincinnati Fire Department is taking students on field trips. There are also social-emotional learning lessons to include in the classroom.

We want to thank LaKeisa and Brittnii for leading us through our first Facebook Live on kindergarten transition. We are still enrolling for kindergarten. We want to get students enrolled now to prepare lunches and transportation ready for fall. Beginning March 1, we will have five days a week of classroom instruction.

11. Observers' Comments

O'dell Moreno Owens, M.D., M.P.H. asked if there were any observer's comments. There were no comments.

12. Adjourn

A motion was requested to adjourn.

ACTION: A motion to adjourn was made by Laura Sanregret, seconded by Marcia Futel. The motion was unanimously approved.