

**CITY OF GREENACRES
COUNCIL AGENDA MEMORANDUM
2016.05MT6.006**

TO: Mayor & City Council

THROUGH: Andrea McCue, City Manager

FROM: Michele Thompson, Director of Leisure Services

SUBJECT: RESOLUTION NO. 2016-21 - FY17 (CSC) SCHOLARSHIP PROVIDER CONTRACT WITH THE EARLY LEARNING COALITION OF PALM BEACH COUNTY, INC.

DATE: May 11, 2016

Background:

The Early Learning Coalition (ELC) of Palm Beach County receives funding from federal and state agencies for child care and afterschool services. The Children's Services Council (CSC) matches federal/state funding provided to ELC for CSC's contracts that were previously funded and who comply with licensing requirements and the Palm Beach County Quality Improvement System.

The City entered into a Provider Contract with ELC for the CSC Scholarship Program on July 1, 2015 for Afterschool and Camp programs for Kindergarten through fifth grade participants in the City's C.A.R.E.S. Program. The current CSC Scholarship Provider Contract expires on June 30, 2016 and the new contract requires approval by the City Council.

Analysis:

The FY 2017 CSC Scholarship Provider Contract with the Early Learning Coalition will provide monthly reimbursement to licensed afterschool providers that comply with state requirements and the county's Quality Improvement System, effective July 1, 2016 through June 30, 2017.

In accordance with the Provider Contract, the City agrees to:

- Retain all records for 6 years after termination of the Contract.
- Maintain current documents on each child, authorization and registration forms, attendance and termination records.
- Ensure all records pertinent to the Provider Contract, including sign-in/out sheets, and attendance records, are available for all unannounced inspections, review and copying by inspectors and auditors.
- Comply with all regulations outlined in the CSC Scholarship Provider Contract.
- Maintain hours of operation in accordance with the Child Care license and maintain Certificate of Liability Insurance.
- Utilize state approved educational and character development curriculum.
- Report any absences of enrolled or At-Risk children.
- Report any unusual incidents/accidents within three (3) business days.

- Maintain an Emergency Plan that ensures the safety of children and personnel.
- Remain active in *PrimeTime's* Quality Improvement System (QIS).
- Submit attendance forms for payment by the 3rd of every month.

In accordance with the Provider Contract, the Early Learning Coalition shall:

- Conduct monitoring of the Provider's compliance with the Contract.
- Process payment for services provided under the CSC Scholarship program, subject to availability of funds, and contingent upon funding by the Coalition and other funding sources.
- Notify the provider of children whose parents choose the City's afterschool and camp programs funded by CSC Scholarship services.
- Support all licensed public centers and provide training and technical assistance as requested.

Financial:

The C.A.R.E.S. Program is a licensed, inclusive, nationally accredited after school program through the Center on Accreditation (COA) and a State of Florida Gold Seal Quality Designated program.

Monthly reimbursements for the 12 month period will be remitted electronically based upon the pre-determined per child/per day Gold Seal rate of \$22.03 (for 6 hours or more) and \$10.73 (for 6 hours or less). The anticipated revenue total of \$212, 971 has been included in the FY 2016 and FY 2017 budgets.

Legal:

The Resolution has been prepared in accordance with applicable City Codes.

Staff Recommendation:

Approval of Resolution No. 2016-21 authorizing the execution of the FY 2017 CSC Scholarship Provider Contract with the Early Learning Coalition of Palm Beach County, Inc.

Michele Thompson, CPRP
Director of Leisure Services

Attachments: Resolution No. 2016-21
Exhibit A – FY 2017 CSC Scholarship Provider Contract