



## Board of Trustees Meeting

June 29, 2022 at 12-1:30 p.m.

Preschool Promise Office, 2251 Timber Lane, Dayton, OH 45414

<b>Chair:</b>	Debbie Feldman
<b>Note Taker/Time Keeper:</b>	Barbara Elrod
<b>Members Expected to Attend:</b>	<input type="checkbox"/> PJ Brafford <input type="checkbox"/> Deborah Feldman <input type="checkbox"/> Anissa Lumpkin <input type="checkbox"/> Jane McGee-Rafal <input type="checkbox"/> Jamie Rippey <input type="checkbox"/> Dwan Tarrance <input type="checkbox"/> Angeline Washington <input type="checkbox"/> Chanel Winston
<b>Members Expected Absent:</b>	Jamie Rippey, Angeline Washington
<b>Guests:</b>	
<b>Vision:</b>	All Montgomery County, Ohio children are ready for kindergarten.
<b>Mission:</b>	Preschool Promise ensures that children are ready for Kindergarten by equipping Preschools and families with exceptional support, coaching, and education.

CALL TO ORDER	
1. Call to Order	Debbie Feldman
2. Introduce new Board of Trustees Members: Dwan Tarrance and Chanel Winston.	
3. Recommend the approval of the April 21, 2022 meeting minutes.	
<b>Action Needed: Approval of Minutes</b>	

EXECUTIVE DIRECTOR REPORT	
<ul style="list-style-type: none"> <li>● Accepted Grants               <ul style="list-style-type: none"> <li>○ \$10,000 from LENA for work with Infant/Toddler classrooms.</li> </ul> </li> </ul>	Robyn Lightcap

2251 Timber Lane | Dayton, Ohio 45414

<ul style="list-style-type: none"> <li>o \$10,000 from Charles D. Berry Foundation for Star Attendance.</li> <li>o \$50,000 from Pritzker for a Grants Manager position.</li> <li>o \$8,000 from Children’s Funding Project for work with Black Boys strategies.</li> <li>• 2021-22 Year end counts</li> <li>• New Staff Update - Review of Organizational Chart</li> <li>• RESPECT Pilot Overview</li> <li>• Pathways Overview</li> </ul>	<p>Ashley Marshall</p> <p>Robyn Lightcap</p> <p>Robyn Lightcap</p> <p>Robyn Lightcap</p>
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<b>BYLAWS &amp; POLICIES</b>	
4. Recommend review and approval of the amended and restated Bylaws of Preschool Promise, Inc.	Robyn Lightcap
5. Recommend approval of the following revised policies: <ul style="list-style-type: none"> <li>a. Financial Policies</li> <li>b. Fiscal Management Procedures Policy</li> </ul>	Robyn Lightcap
6. Recommend approval of the following new policy: <ul style="list-style-type: none"> <li>a. Conflict of Interest Policy-Employees</li> </ul>	Robyn Lightcap
<b>Action Needed: Approval of Items 4-6</b>	

<b>FINANCIALS</b>	
7. Recommend review and approval of the financial statements ending April 30, 2022.	Marie Giffen
8. Recommend approval to spend more than 10% over budget for Account 6360 for Fixtures and Equipment to accommodate increased office expenses.	Robyn Lightcap
<b>Action Needed: Approval of Financial Items 7-8</b>	

<b>ACTION ITEMS - Expansion/Facility Improvement</b>	
9. Recommend approval of a contract with <b>Talent One Advisors</b> to provide assistance with planning and programming design for new initiatives addressing capacity building and strengthening the financial footprint of early childcare leaders to allow for expansion and sustainability of operations in an amount not to exceed \$16,000.00. Effective July 1, 2022 through June 30, 2023 as outlined in the Contract and Scope of Work.	Ashley Marshall

10. Recommend approval of an agreement with ***SHP*** to provide a series of professional learning sessions for coaches, directors and teachers to explore the role of the physical environment in learning and development at a cost not to exceed \$19,250.00 as outlined in the Agreement and Scope of Work
11. Recommend approval of a funding agreement with ***Miamisburg City Schools*** to increase the number of available Preschool slots by implementing a pilot collaboration with Miami Valley Child Development Centers for the 2022-23 academic year in the amount not to exceed \$30,883.00. Effective July 1, 2022 through May 31, 2023 as outlined in the Agreement.
12. Recommend approval of a funding agreement with ***Miami Valley Child Development Centers*** to increase the number of available Preschool slots by implementing a pilot collaboration with Miami Valley Child Development Centers for the 2022-23 academic year in the amount not to exceed \$169,117.00. Effective July 1, 2022 through May 31, 2023 as outlined in the Agreement and Scope of Work.
13. Recommend approval of a funding agreement with ***Miami Valley Child Development Centers*** to support the construction and implementation of the Lincoln Hill Child and Family Center in the amount not to exceed \$385,000.00 (with \$85,000 utilized from their 2021-22 Quality Dollars). Effective July 1, 2022 through January 1, 2023 as outlined in the Agreement and Scope of Work.
14. Recommend approval of a funding agreement with ***Huber Heights City Schools*** to increase the number of available Preschool slots during the 2022-23 academic year in the amount not to exceed \$150,000.00. Effective July 1, 2022 through May 31, 2023 as outlined in the Agreement and Scope of Work.
15. Recommend approval of a funding agreement with ***On Purpose Academy*** to increase the number of available Preschool slots during the 2022-23 academic year in the amount not to exceed \$165,600.00. Further recommend the approval of an additional amount not to exceed \$99,996.00 to support salaries of two teachers for the Pop Up Preschool. Effective July 1, 2022 through June 30, 2023 as outlined in the Agreement and Scope of Work.

<p>16. Recommend approval of a funding agreement with <b>Immaculate Conception</b> to increase the number of available Preschool slots during the 2022-23 academic year in the amount not to exceed \$33,250.00. Effective July 1, 2022 through May 31, 2023 as outlined in the Agreement and Scope of Work.</p> <p>17. Recommend approval of a funding agreement with <b>Stepping Stones Learning Center</b> to increase the number of available Preschool slots during the 2022-23 academic year in the amount not to exceed \$55,000.00. Effective July 1, 2022 through June 30, 2023 as outlined in the Agreement and Scope of Work.</p> <p>18. Recommend approval of a funding agreement with <b>Trotwood-Madison City Schools</b> to increase the number of available Preschool slots during the 2022-23 academic year in the amount not to exceed \$76,000.00. Effective July 1, 2022 through May 31, 2023 as outlined in the Agreement and Scope of Work.</p>	
<p><b>Action Needed: Approval of Action Items 9-18</b></p>	

<p><b>ACTION ITEMS - Office Move</b></p>	
<p>19. Recommend approval of a purchase agreement with <b>Innovative Office Solutions (IOS)</b> for relocating the current office furniture and the purchase of additional items for the new space at the MCESC Learning Center North in the amount of \$61,719.97.</p> <p>20. Recommend approval of a purchase agreement with <b>Saturn Electric, Inc.</b> for electrical work needed for the office relocation in the amount of \$17,513.00.</p> <p>21. Recommend approval of a purchase agreement with <b>CommConnect, LLC</b> for data cabling work needed for the office relocation in the amount of \$13,865.00.</p> <p>22. Recommend approval of a purchase agreement with <b>Ohio Valley AV</b> for audio visual equipment needed for the conference room due to the office relocation in the amount of \$17,757.60.</p> <p>23. Recommend approval of a purchase agreement with NV Project Solutions, LLC for painting needed for the office relocation in the amount of \$10,880.00</p>	<p>Robyn Lightcap</p>

**Action Needed: Approval of Action Items 19-23**

**ACTION ITEMS - Continuation of Services**

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| <p>24. Recommend approval of a contract with the <b>University of Dayton Research Group</b> during July 1, 2022 through June 30, 2023 to have data analysis and evaluation conducted by Dr. Richard Stock and Dr. Mary Fuhs as outlined in the Contract and Scope of Work in an amount not to exceed \$282,652.00.</p> <p>25. Recommend approval of the 2022-23 Preschool Promise Provider Agreement template and Handbook.</p> | <p>Robyn Lightcap</p> |
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**Action Needed: Approval of Action Items 24-25**

**ACTION ITEMS - Continuation of Services**

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| <p>26. Recommend approval of a contract with <b>4C for Children</b> for coaching to improve quality and support teachers and Directors in Preschool Promise classrooms and to improve the Star Rating of childcare sites in Montgomery County during July 1, 2022 through June 30 2023 in an amount not to exceed \$550,000.00.</p> <p>27. Recommend approval of a contract with <b>Amy Kronberg</b> as an Early Experiences Consultant effective July 1, 2022 through June 30, 2023 in an amount not to exceed \$45,000.00.</p> <p>28. Recommend approval of a contract with <b>Anita Craighead</b> as a Conscious Discipline &amp; Curriculum Coach effective July 1, 2022 through June 30, 2023 in an amount not to exceed \$69,205.00.</p> <p>29. Recommend approval of a contract with <b>Debbie Barnhart</b> as a Technical Assistance and Early Childhood Behavioral Consultant effective July 1, 2022 through June 30, 2023 in an amount not to exceed \$8,500.00.</p> <p>30. Recommend approval of a contract with <b>Joni Spencer</b> as a Passport to Kindergarten Coach effective July 1, 2022 through June 30, 2023 in an amount not to exceed \$30,000.00.</p> <p>31. Recommend approval of a contract with <b>Kennedy Lynch</b> as a CLASS Specialist effective July 1, 2022 through June 30, 2023 in an amount not to exceed \$30,000.00.</p> | <p>Sandra<br/>Raye-Redmond</p> |
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<p>32. Recommend approval of a contract with <b>KB Educational Staffing</b> as a Early Learning and Workforce Contractor effective July 1, 2022 through June 30, 2023 in an amount not to exceed \$196,500.00.</p> <p>33. Recommend approval to amend the contract for <b>Lindsey DiBlasi</b> as a Professional Development Consultant to extend the termination date to July 31, 2022.</p> <p>34. Recommend approval of a contract with <b>Susan Hampel</b> as a Conscious Discipline Specialist effective July 1, 2022 through June 30, 2023 in an amount not to exceed \$35,000.00.</p>	
<b>Action Needed: Approval of Action Items 26-34</b>	

<b>ACTION ITEMS - Pathways Program</b>	
<p>35. Recommend approval of the 2022-23 Preschool Promise High School Pathway Agreement template.</p> <p>36. Recommend approval of the 2022-23 Preschool Promise Workforce Pathway Agreement template.</p>	Robyn Lightcap
<b>Action Needed: Approval of Action Items 35-36</b>	

<b>DISCUSSION ITEMS</b>	
<ul style="list-style-type: none"> <li>• Future Board meeting plan</li> </ul>	Robyn Lightcap

<b>ADJOURN</b>	
37. Adjourn	Debbie Feldman

## Upcoming Board Meetings

<b>2022 Dates</b>	<b>Planned Key Topics</b>
Thursday, September 1, 2022	
Tuesday, October 25, 2022	Tentative In-Person: Review of 2021-2022 school year data
Wednesday, December 7, 2021	2023 Budget