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MARION & POLK EARLY LEARNING HUB

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Board of Directors Meeting

Thursday, March 4, 2021 |3:00-5:00 PM

Virtually via Zoom

Meeting ID- 829 9456 9360 **Password-** 818454

Action	Time	Topic	Page #
	3:00	**Welcome and Introductions** • Review agenda for real or potential conflicts of interest – All • Establish any conflicts of interest	
		Public Comment Period • Comments should be limited to three (3) minutes • Please provide copy of written materials to the Executive Director, if available	
Action	**3:05**	**Consent Agenda** *Staff Recommendation: Approve* 1. February 2021 Board of Directors Meeting Minutes 2. February 2021 Executive Committee Notes 3. February 2021 Parent/Caregiver Advisory Committee Notes 4. Executive Director report	**3-12**
Action	**3:10**	**Financial Report** – David Rheinholdt • Approve January 2021 Financial Reports	**13-16**
Action	**3:25**	**Budget –** Lisa Harnisch • **Revised budget to include:** ○ Preschool Promise funding for preschool slots ○ Preschool Promise Coordinated Enrollment ○ Family Connects community coordination ○ Integrated Care for Kids community mapping and planning ○ Student Success Act and Department of Human Services Parent Education grants ○ Increase reserves to $710,000	**17-24**
Input	**3:45**	**Board Training Plan for 2021** - Jim Seymour • Discussion of ongoing Board training to support governance, racial justice, and other topics board desires	
Inform	**4:00**	**Executive Director Report** – Lisa Harnisch • Statement of work update • PSP Data system procurement • OPEC site visit • Legislative update • Community Business Education Leaders • Staffing changes/hiring	**25-30**

Inform	**4:30**	**Program Spotlight: Kindergarten Partnership & Innovation** – Jay Hernandez, Samantha Miley, Rebeca McDermitt, Tiffany Miller • Highlights of KPI programming in the Canyon, Migrant Education, and Salem Keizer Public Schools	
Next Meeting Date		Thursday, April 1, 2021 at 3:00-5:00pm- Virtual via Zoom	

Meetings of Interest

MPELH Parent/Caregiver Advisory Committee

Dates	Time	Location
2nd Wednesday of Every Month* *Hiatus during summer months (July and August)	6:00 pm to 7:00 pm	Virtual

Regional Implementation Team

Date	Time	Location
3rd Wednesday of Every Month	2:00-3:30pm	Virtual

Collective Action Team

Date	Time	Location
Recurring 3rd Thursday of month	9:00 am to 11:00 am	Virtual

March 2021 Consent Agenda – Action Item

Staff Recommendation: Approve

1. January 2021 Board of Directors Meeting Minutes
2. January 2021 Executive Committee Notes
3. January 2021 Parent/Caregiver Advisory Committee Notes
4. Executive Director Report

Board of Directors Meeting Minutes

Thursday, February 4, 2021|3:00-5:00 PM

X	Angie Blackwell, Confederated Tribes of Grand Ronde	X	Phil Blea, Marion County Children's Behavioral Health	X	Kerry Blum, Polk County Children's Behavioral Health	X	Donalda Dodson, Oregon Child Development Coalition
	Levi Herrera-Lopez, Mano a Mano	X	Andy Gardner, North Santiam School District	X	Stacy Lake, DHS Child Welfare		Dave Novotney, Willamette Education Service District
X	Kim Parker-Lleranas, Willamette Workforce Partners		Christy Perry, Salem-Keizer Public Schools	X	David Rheinholdt, Rheinholdt Insurance	X	Jimmy Jones, Mid-Willamette Valley Community Action
X	Jim Seymour, Community Member		Carina Ventura, Parent/Caregiver Advisory Committee				
MPELH Staff							
X	Lisa Harnisch, Executive Director		Margie Lowe, Performance & Fiscal Officer		Veronica Mendoza, Family Engagement Coordinator	X	Tiffany Miller, Communications Specialist & Parent Education Associate
	Skye Hibbard, Coordinated Enrollment Specialist & Care Connect Coordinator		Kiara Yoder, Screening & Care Systems Coordinator				

Guests: Stephanie Whetzel, Salem-Keizer School District. Jonathan Eames and Cassie Bruske, Eames Consulting.

Action Summary

- Consent Agenda;
- December 2020 Financial Reports;
- Nomination of Donalda Dodson to the Family Connects Community Advisory Board

Topic

Welcome and Introductions

Board members introduced themselves.

Conflict of Interest

No conflicts of interest were declared.

Consent Agenda

The February consent agenda was included in the Board packet.

Angie Blackwell moved to approve the consent agenda as presented. Andy Gardner seconded. Motion passed.

Financial Report

December 2020 financial reports included revenues of $431,390. Funds from the Oregon Department of Education Electronic Grants Management System (EGAMS) are recorded as receivables this month for grants MPELH awaits receipt of funds. December 2020 total expenses were $92,587 including salary and benefit

expenditures, payments to Preschool Promise subcontracted providers for the first months of service, purchase of Ready! for Kindergarten kits, and cost for audit preparation. Really do see the impact of not an accurate budget when we adopted the budget we did not have the Preschool Promise subcontractors identified. The Hub was informed by the Early Learning Division at the end of 2020 for the Coordinated Enrollment activities to receive $233,000 from the ELD. Not yet in the budget is the Integrated Care for Kids, Family Connects, Coordinated Enrollment, and Student Success Act parent education funding. Hub staff are revising the budget to bring to Executive Committee in February

Phil Blea moved to approved the December 2020 Financial Reports. Donalda Dodson seconded. Motion passed.

Nominating Committee

The Nominating Committee recommends Donalda Dodson, who expressed interest, to serve as the Board representative on the Family Connects Community Advisory Board. Anticipates the committee will meet quarterly.

Angie moved to approve the nomination of Donalda to the Family Connects Community Advisory Board. Kim Parker-Lleranas seconded. Motion passed.

Strategic Plan & Theory of Change

Lisa provided an update on the Strategic Planning process. She will bring together the strategic planning committee back together to review in detail. Has had robust conversations with governance groups.

The mission has been updated to: To convene, collaborate, and catalyze action in our hub region to develop and better align services and resources for children and families. To actively enhance and build an early learning system grounded in equity and diversity. To build capacity in community-based organization and childcare providers.

The vision has been updated to: the regional early learning system is equitable and just providing a diverse array of service meeting the needs of historically underserved communities. Every child is safe, healthy, and prepared to learn- every family is strong and resilient- early learning services are coordinated, effective and efficient. Community-based organizations have the support and capacity to serve children and families.

Value statements include:

- Family resilience
- Diversity, equity and racial justice
- Partnership
- Data driven
- Stewardship
- Advancement

The Board identified three strategic focuses:

- Advocacy for early learning system
- Connection with families/elevate voice
- Build health and early learning strategies

The ELD has been doing a deep look at the early learning system and what the best approach is. It led to a Legislative Budget Report that introduces the Theory of Change. Ties everything into Raise Up Oregon and goes back to how the Hubs were intentionally and originally intended the systems change strategies and healthy, stable and attached families. The Theory of change will be a big focus this year for the Marion & Polk Early Learning Hub. It is important as it is a statewide framework there is still a local implementation aspect to it based on community needs.

Statement of Work

Hub Leaders were recently informed the Statement of Work for Hubs is changing. The purpose is to be aligned with the budget report; focus on convening and system work; building capacity to focus on system from family perspective; Hub being seen as a resource for families; ties in Raise Up Oregon. The Early Learning Division will be holding community sessions for feedback. One session Feb 17th and last week in February. Goal is to get input from key stakeholders and other community partners on the statement of work. Children's budget- back when Hub's started they were asked to create a children's budget. Back on the statement of work right now. This statement of work will be for the next biennium. Not sure quite yet what the funding is yet. More information to come.

Executive Director Report

- **Governance** – Hub staff will get to all board members electronic Conflicts of Interests for completion. Watch for it in your email box.
- **Customer Service survey –** Lisa is creating a survey to those we contract and do business with to gain a sense of their experience with us, and how we might improve.
- **PAC-** Carina has a new job at Salem health. First meeting next week of the year. Looking for an additional person for the Board. Looking at some leadership and professional development opportunities for our parents to participate it. Creating a way for us to PAC to work with other parenting groups to offer leadership training or connecting in another way.
- **Immunization clinics-** Partnered with Willamette Valley Partners (WVP) to offer books, calendars, and other materials at the drive-thru clinic in January. Through this event, 61 children were immunized – some getting more than one – 126 immunizations were given. This was very successful collaboration. SKPS nurses and nursing students were a part of the event.
- **Oregon Community Foundation (OCF) Grants-** OCF granted us $50K to support Latina child care providers/businesses. Through a granting process, we were able to provide all 27 that applied $2,000 each to support the cost of doing business in a pandemic. Funds were used to purchase food, business expenses such as insurance, additional payroll due to additional staffing.
- **Racial Justice Center –** part of conversations with Western Oregon University faculty– Dr. Andrea Emerson and Cindy Ryan to contemplate what this could be for the state. Doing some initial focus groups to assist in refining the mission, vision, values, and what the center could offer. Currently being conceived as having a service, teaching, and policy/research arms.
- **Preschool Promise** is approximately 70% full. Navigating challenges related to COVID-19 and program closures.
- **Legislative bill watch list**- Hub leaders are watching several bills. There are some of interest
    - HB 3073 which creates Early Learning Authority and moves Emergency Related Daycare from the Department of Human Services to the Early Learning Division.
    - HB 2053 – Community Planning process for Preschool Promise
    - HB2054 – KPI funding through Hubs; focus on kinder transition programs
    - HB 2055 – Creation of a Tribal Early Learning Hub
    - HB 2059 – Spark system changes

Legislative Advocacy

Cassie Bruske and Jonathan Eames from Eames Consulting were introduced as the consulting group the Hub Leaders hired on behalf of early learning advocacy. The Marion & Polk Early Learning Hub is the fiscal agent with Eames Consulting. Cassie highlighted progress thus far:

- Getting themselves familiar with the focus of the Hubs.
- Most critical things:
    - Meet with partners who work on policies in early learning.
    - Met with the Early Learning Division and the Governor's office. Candid on opportunities and concerns that may exist.
    - Initial strategy is to reach out to new legislators. Long-term goals. Submitted testimonials. Collaborated with the ELD and the Governor's office. Work close with state agencies when possible.

Every other Friday Hub Leaders meet with Eames Consulting for candid conversations about how the messages are formulated and expressed. The focus is not about saving Early Learning Hub jobs, it is for removing access to early learning opportunities with a no wrong door approach and a focus on the holistic approach.

Board Member Announcements

- **Willamette Workforce Partners** shared the various work they are doing up in the Santiam Canyon. They received a federal grant from the Department of Labor for national disaster recovery. Full time staff person who is working with families in the Santiam Canyon area. How to support those communities through employment supports and disaster recovery.
- **Oregon Department of Human Services-** child welfare vision for transformation. Stacy would love to meet to discuss further.
- **Grand Ronde-** offering virtual services. Staff have been offered the vaccine. Planning to do in-person services in March. Starting gradually with two hours a day. The Tribe was able to open the vaccination clinic to the community.

Next Board Meeting: Thursday, March 4, 2021 at 3:00-5:00pm- virtual via Zoom.

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MPELH Executive Committee Meeting Agenda

Wednesday, February 17, 2021 |8:00 – 9:00am
Donalda Dodson, Jim Seymour, Dave Novotney, Phil Blea and Lisa Harnisch

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Topic
Financial Reports January 2021 financial reports included revenues of $208,249. Funds from the Oregon Department of Education Electronic Grants Management System (EGAMS) are recorded as receivables this month for grants MPELH awaits receipt of funds. January 2021 total expenses were $206,083 including salary and benefit expenditures, payments to Preschool Promise subcontracted providers for the first months of service, purchase of Ready! for Kindergarten kits, and cost for audit preparation. The Preschool Promise expenditures year to date is over 100% as the initial budget approved did not include the grant from the Early Learning Division. *Phil Blea moved to approved the January 2021 Financial Reports. Donalda Dodson seconded. Motion passed.* The Executive Committee raised a question if the carryover balance should be budgeted out. This begets the question if the held reserves is what we want it to be; and if additional funding should be put into programming. There was a brief discussion on the unknowns with the upcoming reductions from the ELD. Exec members were supportive of thinking about additional, long-range initiatives and having a mental health focus. Members underscored the need to apply the equity lens where there are limited resources on maternal health supports in the community. A portion of the March Executive Committee will discuss next steps with the reserves.
Budget Modification Lisa presented the Proposed Revised 2020-2021Funding Plan that includes grant funds for the following programs: • Preschool Promise funding for preschool slots • Preschool Promise Coordinated Enrollment • Family Connects community coordination • Integrated Care for Kids community mapping and planning • Student Success Act and Department of Human Services Parent Education grants Lisa walked through the summary of the current year budgets of the various funding streams and proposed budget. Some highlights • The reserve requirement goes up to $710,000 with the additions of the Preschool Promise grants. • Coordination includes the Paycheck Protection Program loan that covered some of Lisa and Margie Lowe's staff time. • Next year budget there will be a decline in school readiness and coordination funds. Somewhat a mystery. The Early Learning Division may pivot some of the school readiness dollars to fill the coordination work.

- Marion Oregon Parenting Education includes the Department of Human Services DHS partnership to do parent education for tweens/teens. Also included is the Student Success Act dollars that need to be expended by June 30, 2021.
- Preschool Promise grant is a provider contract that include services and quality improvement columns. The Hub used coordination funds to support additional children in the subcontracted programs.
- Coordinated Enrollment includes staffing and outreach support for Preschool Promise and other programs across the board. Still trying to fill open spots. Looking at technology options for providers as well a data system to support the enrollment.
- Family Connects/Integrated Care for Kids there is additional support to the community. Convening to look at how to support the community. Kiara Yoder's staff time is supported. These are being monitored as one-year grants. Monitoring how these one-year grants.
- Care Connect there are no staffing costs associated with it. Been able to free up some dollars to still have behavioral coaches that are available to support child care providers.

Donalda moved to present the proposed amended budget to the March Board of Directors meeting. Dave Novotney seconded. Motion passed.

Legislative Bill Process

Lisa continues to be part of the Early Childhood Advocacy Coalition with the Children's Institute that has a focus on the Children's Agenda. The Early Learning Hub Director coalition is working with Eames consulting as advocacy for the entire early learning system.

A conversation was held if Lisa needs Board approval to support the agenda for the early learning system. Lisa has a responsibility to keep the Board and the Executive Committee informed with any issues that may affect us. The Executive Committee is going to trust her judgement to where to use the MPELH logo. Keep the board apprised on things that happen.

Statement of Work

- Review of ELD process
- Review SOW questions and concerns to present to ELD
- Last week in February there will be a review session with the ELD.
- Concern with Comprehensive children's budget. What does that really do for the system?

Updates

- Hiring – there is a 1.0FTE position open for the Coordinated Enrollment & Family Support Associate.
- Preschool Promise is about 73% full. Starting to plan for 2021-2022 program year.

March 4- Board Meeting – Virtual via Zoom

- Executive Director report
- Consent agenda
- Financial Report
- KPI Program Spotlight
- Statement of Work

Next meeting date: March 17, 2021. 8:00-9:00am.

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Parent/Caregiver Advisory Committee

Wednesday, February 10, 2021 |6:00-7:00pm

Becca Blessing, Teresa Urban, Carina Ventura, Angie Cadena, Sharon Anderson, Lindsay McElroy, Lisa Harnisch and Tiffany Miller

Topic
MPELH Updates & Participation Opportunity • **Share PAC Connect and Learn Presentation**- Tiffany and Becca shared the draft presentation for the Connect & Learn presentation. • **Upcoming OPEC Virtual Site Visit-** Friday, March 19th 1:00-2:00 with Community Partners. Becca Blessing, Carina Ventura and Lindsay McElroy is interested in participating.
Immunizations Campaign & Introduction of the Theory of Change Pacific Source is planning an immunizations campaign for the COVID vaccine. Part of the campaign is a video talking about the importance of the vaccine. Wants to feature family members. Looking to hear from parents and families. Sharon Anderson, Teresa Urban, and Carina Ventura would be interested. Lisa will connect Pacific Source with you. The ELD has been doing a deep look at the early learning system and what the best approach is. It led to a Legislative Budget Report that introduces the Theory of Change. Ties everything into Raise Up Oregon and goes back to how the Hubs were intentionally and originally intended the systems change strategies and healthy, stable and attached families. The Theory of change will be a big focus this year for the Marion & Polk Early Learning Hub. It is important as it is a statewide framework there is still a local implementation aspect to it based on community needs.
PSP Virtual Meet & Greet As part of Coordinated Enrollment the Hub is exploring hosting a virtual preschool promise meet and greet for families to learn and connect with programs. Tiffany sought feedback on terminology around registration requested by not required. Parents suggested the flyer be descriptive but also welcoming by including the registration requested in a bubble and also include just the Zoom link for those who do not register. The March PAC meeting will be focused on Coordinated Enrollment and outreach materials for the next academic year of Preschool Promise.
Focus for the Year The Hub is exploring leadership and professional development training opportunities for the Parent/Caregiver Advisory Committee. One upcoming opportunity is the Dare to Lead training later this spring. This will be open to other organizations' parent leadership groups. If any parent is connected to other groups let Tiffany know.
Next Meeting Date: March 10, 2021. 6:00-7:00pm via Zoom

Marion & Polk Early Learning Hub – Executive Director Report

March 2021 – representing the work for Februar 2021

Preschool Promise & Coordinated Enrollment	• Continued work on the Coordinated Enrollment process. Enrollment overall programs is approximately 74%. This is in large part due to the pandemic. We are seeing a small uptick in interest post-holidays. • We have conducted research on a PSP data system to manage Coordinated Enrollment. We have conducted interviews and demonstrations with Laserfische, School Mint, Activate Care, and Social Solutions/Apricot systems. We are narrowing in our selection once we have parents test the top two solutions. • We have a position open for the Coordinated Enrollment and Family Support Associate to support the work. • The ELD continues to develop and refine reporting for Coordinated Enrollment, as well as refine the application materials for 2021. • We continue to balance the needs of children and families with the available providers. There have been some unique situations and circumstances. • Silver Falls program is scheduled to open mid-March. This is the last program to begin services. (Delayed due to hiring, pandemic, location, wildfires, and ice storm damage!)
Statement of Work	• The ELD held sessions on the revised statement of work for the next biennium. Thank you, Jim, for attending with us. Two primary broad areas of feedback included the comprehensive children's budget is not a helpful tool or exercise, and all of the deliverables need to be calendared out and clear on the intent and how they will be utilized by the ELD. This also includes flexibility where Hubs have other tools in place, such as a Strategic Plan. • The funding formula is being reviewed to support the work and balance the anticipated cuts. The current scenario has our Hub taking a 15% cut for approximately $230,000. All of this is preliminary based on the final formula selected as well as the outcome of the legislative session.
Support of Child Care Providers	• Together with the CCRR, we are planning a training for child care providers on Creative Curriculum and TS Gold in both Spanish and English and for infant toddler and preschool ages. The Hub will support the cost of the training and curriculum purchase for non-Preschool Promise programs. The intent of this opportunity is to build capacity in the region to be able to move forward with Baby Promise or Preschool Promise when those opportunities open up.
IRespect & Protect and Child Abuse Awareness Month Activities	• We have been actively participating in both the community wide Child Abuse Awareness activities in April, as well as the iRespect & Protect campaign that Liberty House. • Tiffany has been an active participant and leader in the April events. I have been a part of the iRespect & Protect campaign. Happily, many of the resources are geared toward young families.

Parent Education and Parent Supports	• Parent Education funding as part of the Student Success Act will be coming to us via Oregon State University. Contracts with OSU should be in the next few weeks, and funds to us by 6/30/2021. We will be able to utilize funds past 6/30. • We continue to add capacity and access to additional parent education through contracting with independent facilitators. This includes being able to offer in both Spanish and English Strengthening Families for the parents of pre-teen/teens.
Kindergarten Partnership & Innovation	• There are multiple regional-based Ready! For Kindergarten (R4K) sessions for families. These have been well-attended thus far, and parents appreciate the virtual setting. • In addition to Ready! For Kindergarten, Polk County continues to offer regular mailings to families with activities developed by kindergarten teachers.
Family Connects	• Work continues with OHA and Family Connects International to get the private payer issue sorted out so that we will be able to universally offer the program. • Marion County has hired nurses, and we have identified the pilot zip codes and will focus on families on OHP. • The Community Advisory Board will be convened in March.

Summary of Financial Results Period Ending: January 2021

Revenue:

January 2021 included revenues of $208,249. Funds from the Oregon Department of Education Electronic Grants Management System (EGAMS) are recorded as receivables this month for Hub Coordination and other grants as MPELH awaits receipt of the funds.

Expenses:

Total expenses for January 2021 were $206,083. In addition to employee salary and benefits expenditures, this includes payments to Preschool Promise subcontract providers for the current service month and start-up costs and Ready for Kindergarten kits for the Kindergarten Partnership and Innovation school districts. Oregon Community Foundation grant payments for Latino child care providers of $50,000 were also sent in January. The initial cost for the 2019-20 audit were also paid during the month.

Balance Sheet

As of November 30, 2020, MPELH has assets of $3,534,021 and current liabilities of $228,126. The loan of $124,500 from the Small Business Administration Paycheck Protection Program (PPP) that is convertible to a grant if the proceeds are used to maintain the previous year's staffing level; PPP eligible expenditures have met the full requirement of the loan/grant.

The state required reserve of approximately $500,000 is met with a portion of the Unrestricted Net Assets. MPELH's contract with the State Early Learning Division requires the Hub to maintain a six-month operating reserve. MPELH calculates the reserve estimate based on six months' of staff salaries and benefits and three months' of phase-out operations for subcontractors. All subcontracts contain a dis-appropriation clause allowing rapid discontinuation.

Changing Grants and Contracts

- The Early Learning Division proposed reduction of Hub Coordination funds by $143,888 was restored through the Governor's line item veto along with other early childhood program reductions.
- New grant agreements the Oregon Health Authority and the Oregon Pediatric Improvement Partnership to support the development of the Family Connects newborn visitation program and coordinated community engagement are getting underway.
- OPEC Marion County Parent Education Program (Decreasing from $75,000 to $67,500) and funding from the Student Success Act will be approximately $40,000 for Marion County parent education. Polk and Yamhill will receive a similar amount through their parenting hub.

- In the second year of the 2019-21 biennium, Preschool Promise funds for all programs are being directly contracted by the state to most area providers; MPELH has been awarded $216,000 for 18 Preschool Promise placements and will subcontract with four in-home providers to deliver these services for children.
- The Preschool Promise Coordinated Enrollment agreement has been awarded at an initial $30,500, although the Early Learning Division has revised the agreement to $233,500.
- The Oregon Community Foundation has awarded MPELH $50,000 to provide support to Latino early care and learning providers during the pandemic.

Match Requirements

- Oregon Hub Coordination Funds 25% Match ($160,741 non-state funds). This match has been met in the past year through WVP In Kind, WVCH and BCN grants, and OPEC grant totaling $590,590. Recent meetings with the Early Learning Division have resulted in approval to include the added value of the Preschool Promise program to the other students in the providers' classrooms in mixed delivery sites as a matching funds source; 131 children benefited from these improved services that are not identified as Preschool Promise eligible. This source of program match will include 37 children beginning in July 2020 as the state directly contracts for most of these services.
- Oregon Family Support Funds 25% Match ($68,471 non-state funds). This match has been met by funds (approximately $65,000) provided through local partners as a part of the Emergent Family Support Program and surplus match from the WVCH grants mentioned above; the match in the current fiscal year will include the resources identified by local partners in the Emergent Family Support Program and the Oregon Community Foundation grant for Latina child care providers.
- OPEC Grant Match ($18,750). This match has been met by the Hub Coordination and KPI funds provided by the Early Learning Division and the WVCH Parent Education grant; in the coming year, Hub Coordination and KPI funds will meet this requirement.

State Administrative Expenditure Limit

- Family Support Funds -- 10%
- Preschool Promise – Funds included in the Preschool Promise Coordination Account
- All Other State Grants – 15%

Early Learning Hub, Inc.
Statement of Position (Balance Sheet)
January 31, 2021

ASSETS

Current Assets			
Petty Cash	$	300	
Cash in Bank-Operating		2,854,587	
Prepaid Expense		3,733	
8500 Grant Receivable		10,000	
Accounts Receivable		663,291	
Total Current Assets			3,531,911
Fixed Assets		2,110	
Total Assets			**$ 3,534,021**

LIABILITIES AND NET ASSETS

Current Liabilities			
Accounts Payable	$	56,758	
Credit Card Payable		2,874	
Accrued Wages/Benefits		43,994	
Unearned Revenue		0	
Covid Loan		124,500	
Total Current Liabilities			228,126
Total Liabilities			228,126
Net Assets			
State Required Reserve		505,172	
Unrestricted		2,282,042	
OPEC Marion Region		246,669	
Preschool Promise		25,339	
Other State and Local Grants		246,673	
Total Net Assets			3,305,895
Total Net Assets & Libilities			3,534,021
Total Liabilities and Capital			**$ 3,534,021**

Early Learning Hub, Inc.
Statement of Activities
Year-to-Date for the Period ending January 31, 2021

	Month Actual	YTD Actual	Annual Budget	YTD Budget %
Revenues				
Hub Coordination	46,118	329,733	439,568	75%
Parenting Education	0	0	0	0%
Preschool Promise Funds	34,191	271,579	161,375	168%
School Readiness/KPI	81,293	283,891	566,322	50%
Other Grants & Contracts	30,145	120,631	273,882	44%
PPP Accrual	16,502	124,500	0	0%
Total Revenues	208,249	1,130,334	1,441,147	78%
Expenses				
Salaries and Benefits	66,411	369,485	710,128	52%
Professional Development	150	150	7,579	2%
Supplies/Materials/Equipment	1,489	13,865	22,363	62%
Subcontracts and Local Grants	83,750	375,405	357,140	105%
Family Support/Aid	2,793	35,744	134,000	27%
Parent Education Series	7,990	21,577	80,979	27%
Parent Support Activities	0	7,701	4,003	192%
Special Proj/Collaborations	0	6,063	0	0%
Facilitator Support/Training	100	688	20,238	3%
Training & Curriculum	26,039	135,869	187,881	72%
Travel/Trans/Meetings	32	338	27,947	1%
Facilities	4,841	19,364	49,479	39%
Parent Advisory Committee	200	2,204	15,290	14%
Communicatons/Outreach	1,780	54,283	102,035	53%
Administrative Costs	10,508	30,866	55,306	56%
Total Expenses	206,083	1,073,602	1,774,368	61%
Net Income (Loss)	**2,166**	**56,732**	**(333,221)**	

The Board Approved budget anticipates a draw down of a portion of the Restricted Balances, causing a negative net income in the overall budget.

	YTD Actual	Annual Budget	YTD Budget %
Expenditures by Program			
Hub Coordination	163,910	436,110	38%
KPI/School Readiness	276,720	566,322	49%
Parent Education Grants	66,352	213,996	31%
Preschool Promise	246,240	161,375	153%
BCN Care Connect Contract	9,943	122,683	8%
Family Support	171,454	273,882	40%
PPP Expenses	138,983	0	0%
Total Expenses	**1,073,602**	**1,774,368**	**57%**

Marion Polk Early Learning Hub, Inc.
Proposed REVISED 2020-21 Funding Plan

	2019-20 Adopted Budget	2020-21 Revised Budget
Estimated Revenues	6,423,389	2,923,405
Salaries and Benefits	758,272	703,741
Professional Development	4,952	8,079
Supplies/Materials/Equipment	9,900	18,676
Sub-Contracts	4,505,991	1,005,587
Family Support/Aid	94,673	181,550
Parent Education Series	141,822	124,634
Parent Support Activities	4,003	23,109
Special Projects/Collaborations	52,000	54,000
Facilitator Support/Training	20,018	15,238
Training & Curriculum	244,957	240,881
Travel/Transportation/Meetings	14,167	15,220
Facilities	43,003	59,961
Parent Advisory Committee	14,320	15,290
Communications/Outreach	48,163	109,885
Administrative Costs	107,488	58,780
		476,980
Total Expenses	6,063,729	2,634,631
Ending Balance	359,660	288,774
State Required Reserve	1,130,135	710,000

Carryover/Reserve: MPELH's contract with the State Early Learning Division requires the Hub to maintain a six month operating reserve. MPELH calculates the reserve estimate based on six months of staff salaries and benefits and three months of phase out operations for subcontractors. All subcontracts contain a disappropriation clause allowing rapid discontinuation. The proposed budget will require reserves in the range of $700,000 to be set aside to meet this contractual obligation. Carryover/reserve funds are excluded from the Estimated Revenues as they are not available for program expenditure. Policy choices are being developed for consideration on how surplus reserves could be used to cover developing program impacts.

Employee Benefits: MPELH funds a basic health benefits package for its employees and their dependents. Cost increases for these benefits may face extraordinary pressure this year due to the pandemic; to prepare for this, the cost is budgeted to increase 17 percent. Employer retirement benefit costs through a Simple IRA benefit plan equal 3 percent of eligible positions' wages. To be eligible, a position, when filled, needs to include 600 or more hours of work in a year. The remaining benefit costs are the mandated Social Security, Medicare, and Unemployment/Workers Compensation payroll taxes.

Facilities: The MPELH leases space in the WVP Office Building and WVP provides IT and payroll support; funds are included in the proposed budget for rent, IT, and payroll support and are allocated based on program FTE.

	Coordination	ECE Sector Plan	SBA Paycheck Protection Program (PPP)
Estimated Revenues	488,416	30,040	124,500
Anticipated Reduction - Vetoed by Governor			
Salaries and Benefits	173,612		124,500
Professional Development	1,866	794	
Supplies/Materials/Equipment	7,152	450	
Sub-Contracts	1,779		
Family Support/Aid	0		
Parent Education Series	0		
Parent Support Activities	400		
Special Projects/Collaborations	54,000		
Facilitator Support/Training	0		
Training & Curriculum	24,678		
Travel/Transportation/Meetings	4,331	1,409	
Facilities	12,909		
Parent Advisory Committee	0	13,630	
Communications/Outreach	8,388	11,757	
Administrative Costs	33,325	2,000	
Total Expenses	322,440	30,040	124,500
Ending Balance	165,976	0	0

Revenue: Hub Coordination funds are a biennial grant from the State Early Learning Division. These funds support the regional infrastructure and the Hub's ability to meet the short term indicators for coordinated, aligned and family centered systems to support high risk families with children from prenatal to age 6. These funds are monthly payments and can be carried over to a new biennium. It is the main source of funds that MPELH uses to meet the state reserve requirement. The Early Care and Education Sector Plan remaining budget will support and develop the Parent Advisory Committee. A SBA Paycheck Protection Program loan/grant was sought to protect existing programs' funding; the savings this program allows will help MPELH offer assistance to those impacted by the pandemic and future budget reductions. At the request of the Oregon Community Foundation, MPELH administered a short-term $50,000 grant program for Latino child care providers.

Expenditures: Two positions are primarily funded by Hub Coordination including the Executive Director and the Fiscal and Performance Officer and have been reallocated to the PPP budget for a portion of the year. The general insurance requirements and a portion of the Parent Advisory Committee are also funded here. The proposed budget also funds the Kinder-Ready Calendars in the Training & Curriculum budget, and updates and improvements for the website in the Communications/Outreach funding.

Raise Up Oregon: Goal 3 - Develop local systems to coordinate enrollment of services across sectors starting with early care and education.

	School Readiness	Kindergarten Partnership and Innovation
Estimated Revenues	424,219	442,550
Salaries and Benefits	71,689	0
Professional Development	1,299	1,874
Supplies/Materials/Equipment	0	292
Sub-Contracts	185,245	422,966
Family Support/Aid	0	0
Parent Education Series	11,654	0
Parent Support Activities	0	0
Special Projects/Collaborations	0	0
Facilitator Support/Training	238	0
Training & Curriculum	122,843	0
Travel/Transportation/Meetings	2,318	2,013
Facilities	6,455	5,375
Parent Advisory Committee	0	0
Communications/Outreach	17,082	3,030
Administrative Costs	5,396	7,000
Expense Transfers		
Total Expenses	424,219	442,550
Ending Balance	0	0

Revenues: School Readiness funds focus on supporting children starting school ready to succeed. The Kindergarten Partnership and Innovation (KPI) Grant has supported collaboration between local KPI priority areas partners (early learning providers and elementary schools) to share best practices related to kindergarten transition, shared professional development and family engagement. Proposed ELD reductions suspend funding for the KPI program in the 2020-21 fiscal year, were averted in the final budget.

Expenditures: KPI funds training series opportunities for families and professionals in 31 elementary catchment areas across the MPELH region through small grants totaling $327,500. Local planning and delivery is supported by contracted KPI coordinators for Woodburn, Salem-Keizer, and Polk and by Hub staff members for the smaller districts in Marion; the contract coordinators are budgeted for $212,933. The proposed budget will be adapted to supporting families and early educators through virtual tools; this will allow programs to move from school sites to virtual regional delivery. School Readiness funds also support the Reach Out and Read program in numerous clinics during well-child checkups for children 0-5.

	OPEC Funds (Marion)	Other Parent Education Programs (OSU/DHS and SSA)
Estimated Revenues	187,500	85,000
Salaries and Benefits	62,768	0
Professional Development	0	0
Supplies/Materials/Equipment	991	0
Sub-Contracts	0	0
Family Support/Aid	0	0
Parent Education Series	40,427	71,936
Parent Support Activities	0	0
Special Projects/Collaborations	0	0
Facilitator Support/Training	15,000	0
Training & Curriculum	4,500	5,000
Travel/Transportation/Meetings	855	0
Facilities	2,688	8,064
Parent Advisory Committee	1,190	0
Communications/Outreach	2,000	0
Administrative Costs	1,749	0
Total Expenses	132,168	85,000
Ending Balance	55,332	0

Revenues: MPELH is in Year 7 of the multi-year OPEC grant serving Marion County; OPEC funding declined $10,000 during this grant year. The Hub has been able to meet the increased demand for parent education grants through carried over OPEC funds. Approximately $45,000 through a contract with OSU/DHS and carryover resources will also support parenting programs in the region. The Student Success Act provides $40,000 in funding for parent education programs in fiscal year 20-21.

Expenditures: OPEC funds support parent educator facilitators training in new curriculum. Funds from both grants help support the Parent Engagement and Education Coordinator who plans training for active facilitators, coordinates facilitator placements for sites that wish to host a class, and reviews and monitors classes for adherance to quality and safety standards. The Coordinator also plans and supports the MPELH Parent Advisory Committee. Funds will continue to support mini-grants to support evidence-based parent education expenses in community partner organizations. The OSU/DHS funds will support three parenting series for Marion County families with teenage children.

Raise Up Oregon: Goal 1 - Expand parenting education and family supports by building on the OPEC investment.

	Preschool Promise Provider Contract		
	Services	Quality Improvement	Coordinated Enrollment
Estimated Revenues	315,000	48,000	233,500
Salaries and Benefits	18,000		117,296
Professional Development			1,000
Supplies/Materials/Equipment			6,070
Sub-Contracts	297,000		33,000
Family Support/Aid			
Parent Education Series			
Parent Support Activities			12,392
Special Projects/Collaborations			
Facilitator Support/Training			
Training & Curriculum		48,000	
Travel/Transportation/Meetings			804
Facilities			12,908
Parent Advisory Committee			
Communications/Outreach			46,980
Administrative Costs			3,050
Total Expenses	315,000	48,000	233,500
Ending Balance	0	0	0

Revenues: From July 2020, the Early Learning Division chose to direct contract with most Preschool Promise providers. MPELH was selected to serve 18 preschool children through 4 new providers in 2020-21; to serve additional children, MPELH directed $115,000 from available Hub Coordination to fund nine additional children. The ELD will be contracting with all hubs to coordinate Preschool Promise recruitment, eligibility and placement for non-Oregon Prekindergarten Preschool Promise programs beginning July 2020.

Expenditures: The Preschool Promise Enrollment Coordinator provides leadership for community-wide preschool recruitment including Head Start and school-based programs; a second position will be added in the spring to support the 2021-22 enrollment cycle. This budget includes resources for a database to manage the application process paperwork and marketing costs to reach eligible families. This work will addressed by the MPELH team and other local preschool program partners. This program was initially contracted at $30,500 but was expanded in December to $233,500 and is expected to be sustained at this level in the coming biennium. The Parent Education Coorinator provides coordination support to the four contract Preschool Promise Contract Providers.

Raise Up Oregon: Goal 1 - Expand access to, and build the supply of high-quality (culturally responsive, inclusive, developmentally appropriate) affordable preschool that meets the needs of families.

	Care Connect Project
Estimated Revenues	123,298
Salaries and Benefits	0
Professional Development	700
Supplies/Materials/Equipment	174
Sub-Contracts	41,129
Family Support/Aid	0
Parent Education Series	0
Parent Support Activities	2,000
Special Projects/Collaborations	0
Facilitator Support/Training	0
Training & Curriculum	7,495
Travel/Transportation/Meetings	978
Facilities	2,688
Parent Advisory Committee	0
Communications/Outreach	573
Administrative Costs	95
Total Expenses	55,832
Ending Balance	67,466

Revenues: The Care Connect Project builds the capacity of child care providers and families to foster children's social-emotional development and intervene early to address mental health and behavioral concerns that can affect kindergarten readiness and later life outcomes. The Care Connect Coordinator now is deployed to the Coordinated Enrollment program for the greatest share of her time and the position cost has been transferred to the Coordinated Enrollment budget.

Expenditures: The Care Connect Project includes professional development opportunities and supports for early learning providers to build their knowledge and skills related to early childhood social-emotional development. The Care Connect coordinator has established contracts and policies with early childhood mental health consultants ("behavior coaches") who can be deployed to conduct focused observations in early learning settings and has coordinated the selection and delivery of training for social/emotional curricula for providers.

Raise Up Oregon: Goal 1 - Prevent expulsion and supension by providing culturally responsive mental health consultation to ECE providers.

	Family Support
Estimated Revenues	273,882
Salaries and Benefits	38,274
Professional Development	546
Supplies/Materials/Equipment	128
Sub-Contracts	6,468
Family Support/Aid	181,550
Parent Education Series	617
Parent Support Activities	1,603
Special Projects/Collaborations	0
Facilitator Support/Training	0
Training & Curriculum	28,365
Travel/Transportation/Meetings	979
Facilities	6,455
Parent Advisory Committee	470
Communications/Outreach	6,075
Administrative Costs	2,352
Total Expenses	273,882
Ending Balance	0

Revenues: Healthy, Stable, and Attached Families Funds support work in the Hub's region to make progesss related to metrics that help families, with children from prenatal to age 6, maintain stability and avoid crisis situations that may cause child trauma.

Expenditures: These funds support local grants to organizations including non-profits and school districts to provide short term assistance for families' urgent housing, safety, or health needs. The position-related costs of the Family Support Coordinator has been transferred to the Family Connects and related programs; this savings is redeployed to the emergency grants budget. The funds still support a portion of the Parent Engagement and Education Coordinator (a 25% match is required for the OPEC grant).

Raise Up Oregon: Goal 2 - Expand and focus access to housing assistance and supports for families with young children.

Raise Up Oregon: Goal 1 - Build pathways from screening to a range of services and supports for children and families.

	OHA Family Connects Contract	Integrated Care for Kids (InCK)
Estimated Revenues	100,000	47,500
Salaries and Benefits	50,102	47,500
Professional Development		
Supplies/Materials/Equipment	3,419	
Sub-Contracts	18,000	
Family Support/Aid		
Parent Education Series		
Parent Support Activities	6,714	
Special Projects/Collaborations		
Facilitator Support/Training		
Training & Curriculum		
Travel/Transportation/Meetings	1,533	
Facilities	2,419	
Parent Advisory Committee		
Communications/Outreach	14,000	
Administrative Costs	3,813	
Total Expenses	100,000	47,500
Ending Balance	0	0

Revenues: MPELH was selected at a pilot site for the Oregon Health Authority Family Connects newborn home visiting program modeled after the evidence-based program in North Carolina. The OHSU Integrated Care of Kids program that focuses on the social determinates of health for children is closely aligned with the program and is contracting with the hub to support one-third of the initial costs.

Expenditures: The hub is working closely with health care providers and the county health departments to select the families in the first selected zipcodes to participate in the program. The first services are expected to begin in April 2021.

Raise Up Oregon: Goal 1 - Build pathways from screening to a range of services and supports for children and families.

MARION & POLK EARLY LEARNING HUB
hub inc.

2995 Ryan Dr SE #100, Salem, OR 97301 | (503) 485-3219 | **parentinghub.org**

Kindergarten Partnership & Innovation

MPELH Board Meeting March 4, 2021

Tiffany Miller- *MPELH. KPI Coordinator for Aumsville & Stayton Elementary Schools*

Jay Hernandez- *Willamette Education Service District. Educational Specialist. KPI for Migrant Education*

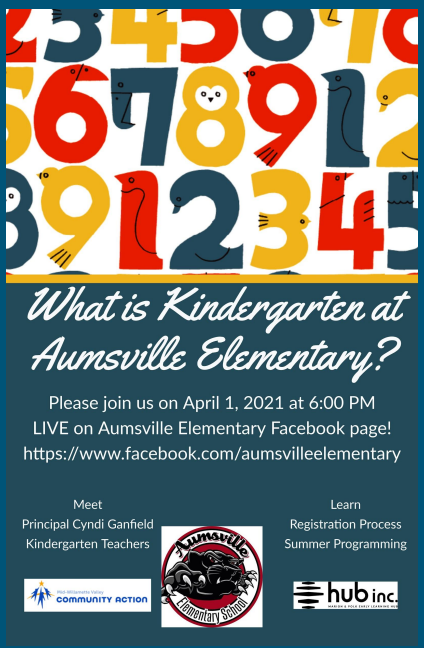
Samantha Miley & Rebeca McDermitt- *Salem-Keizer School District KPI Coordinators*

PROGRAMMING 2020-2021

- **Virtual Ready! For Kindergarten- 40 families between English & Spanish**
- **Successes-**
  - Great partnerships among early learning partners, elementary partners, and WESD
  - Innovative use of virtual programming
  - Vertically aligned planning
- **Challenges-**
  - Weather factors in scheduling

Upcoming 2020-2021

- **Stayton Jumpstart**
- **Aumsville Jumpstart-** What is Kindergarten at Aumsville Facebook Live workshop



Upcoming 2020-2021

PROGRAMMING 2020-2021

- **Migrant Education Ready! For Kindergarten Opportunities:**
  - Ages 3 - 4 Spanish - 20 families
  - Ages 4 - 5 Spanish - 20 families
- **Polk County Migrant Ready! For Kindergarten:**
  - Partnering with Mid-Valley Parenting, Preschool programs (OCDC) and Central School District
- **Home visits:**
  - Academic content: literacy, mathematics and social emotional
- **Kindergarten Registration**

Willamette EDUCATION SERVICE DISTRICT

2020-2021 KPI Highlights

LEARNING FOR A LIFETIME
SALEM•KEIZER PUBLIC SCHOOLS

Rebeca McDermitt, KPI Coordinator
Samantha Miley, KPI Coordinator, ECE Assistant Coordinator

Programming for 2020-2021

- Targeted Recruitment in Priority Zip Codes- 12 Series (English and Spanish opportunities)
- Teen Parent Program (Ages 0-3)- 3 Series
- Community Partnerships RFK's- (Ages 3-5) 12 Series (English and Spanish opportunities)
- Kindergarten Readiness support for all Title I Elementary Schools
- Kindergarten Kits for all Title I Elementary Schools
- Supporting Kindergarten Recruitment and Registration

by the numbers

Since August of 2020, **275** Ready for K kits have been mailed out to families with incoming kindergarten students in the Salem-Keizer School District.

164- English sets
111- Spanish sets

39 Completed Classes!

Salem-Keizer KPI Community Partnerships

- Salem-Keizer Coalition for Equality
- Oregon Child Development Center- Migrant
- Willamette ESD
- Community Action Head Start
- Catholic Community Services and Cornerstone Apartments
- SKPS- Teen Parent Program
- SKPS- Migrant Education
- SKPS- Title Prek
- SKPS- Head Start
- SKPS- Preschool Promise Program

KPI Plans March-June 2021

- Continue coordinating and recruiting for Ready for K Workshops
- Support kindergarten registration for 2021-2022
- Assemble and deliver over 1,000 kindergarten kits to Title I Elementary schools
- Collaborate with school leaders to support families transitioning into kindergarten
- June targeted activities for kindergarten readiness- support implementation for RFK, increasing literacy materials in the home, expand open-library times, support early writing development, and more.
- Partner with MPELH and WESD to provide workshops for families on topics of need

READY! for Kindergarten

Salem Clinic MEDICAL FOUNDATION

120 English & Spanish families registered for 1-2, 2-3 and 3-4 aged series

WOODBURN SCHOOLS
DIVERSE IN CULTURE
UNIFIED IN MISSION

Little Hands Bilingual Preschool Las Manitas

Child Care Resource & Referral of Marion, Polk and Yamhill Counties
A Program of Community Action

MPELH Facebook Poll conducted last summer and December 2020

Parents, we want to hear from you! We are exploring the possibility of offering weekly Facebook Live workshops related to parenting young children. Please tell us what you would be interested in or would find interesting.

87% - Responding to difficult behavior, and how to not overreact.

Potential similar workshop in Spanish in May with the Oregon Family Support Network.

Combined planning & recruitment among all KPI Sites