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Board of Directors Meeting

Thursday, October7, 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. August 2021 Executive Committee Notes 2. September 2021 Board of Directors Minutes 3. September 2021 Executive Committee Notes 4. September 2021 Collective Action Team Notes 5. September 2021 Parent/Caregiver Advisory Committee Notes 6. Executive Director report	
Action	**3:10**	**Financial Report** – David Rheinholdt • Approve August 2021 Financial Reports	
Action	**3:20**	**Nominating Committee** • Welcome Dawn Myers, Oregon Department of Human Services	
Input	**3:25**	**Governance Training: Donalda Dodson** • Board Position	
Inform/ Input	**3:45**	**Early Care & Education Sector Plan 2.0** • Review the refreshed Sector Plan • Review slot allocation	
Inform	**4:00**	**Executive Director Report** • Safe at Home • Parent Education • City of Salem Grant • KPI Summer Events	
Inform	**4:15**	**Program Spotlight: Polk County Family & Community Outreach**	
Next Meeting Date		Thursday, November 4, 2021 at 3:00-5:00pm- Virtual via Zoom	

October 2021 Consent Agenda – Action Item

Staff Recommendation: Approve

1. August 2021 Executive Committee Notes
2. September 2021 Board of Directors Meeting Minutes
3. September 2021 Executive Committee Notes
4. September 2021 Collective Action Team Notes
5. September 2021 Parent/Caregiver Advisory Committee Notes
6. Executive Director Report

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MPELH Executive Committee Meeting Notes

August 18, 2021 – 8:00-9:30am
Attended: Jim Seymour, David Rheinholdt, Dave Novotney, Phil Blea, and Donalda Dodson
Guests: Kelly Carlisle, Former Salem-Keizer Education Foundation Director

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Topic
Financial Reports July 2021 financial reports are not final enough for board action. With it being the end of the biennium and fiscal year, start of fiscal year, accounting system, accountant being sick, etc the financials are not complete. Will hold off until they are more solid. At the last meeting, it was discussed that the June financials showed a high use of materials. MPELH coordinated the purchase of Ready for Kindergarten training materials and supplies for the Kindergarten Partnership and Innovation grant program during the year; this is reflected in higher than budgeted expenditures for Training and Curriculum and Supplies/Materials/Equipment and offsetting lower expenditures in Subcontracts.
Salem-Keizer Education Foundation Dissolution Lisa invited Kelly Carlisle the former director of Salem Keizer Education Foundation (SKEF). Lisa served on the board for many years- a community passion of Lisa's- being part of the Awesome 3000 and the teacher grants, after school programs, etc. Kelly joined the organization 2 years ago. As a Board member for SKEF had to make hard choices when COVID hit. Kelly has been at SKEF about 6 months prior to the pandemic, twice as long working on dissolving the organization. Opted for voluntarily dissolution, an attempt to make things right prior to the government and other agencies taking over. Organizations, partners, all stepped up to assist in dissolution. Transferred programs, moved assets around, sold building, and settled claims. At the beginning of the dissolution process the Board had to choose a nonprofit to get pass any assets on- most Board members did not anticipate any leftover funds. However, there was a surplus left over, Kelly met and presented Lisa with a check. The board wanted to ensure the resources leftover went to an organization that aligned with their mission and values. Lisa assured Kelly and the Executive Committee 100% of these funds will go directly into a project or programming and will be very intentional on what the funds will be used for.
Performance Evaluation – Lisa Harnisch's performance evaluation, goals for 2021-2022, and compensation were reviewed. *Phil Blea moved the evaluation and salary recommendation to the full board for approval. Dave Novotney seconded. Motion passed.*

Sept 2- Board Meeting – Virtual via Zoom

- Executive Director report
- Consent agenda
- Financial Report
- Executive Director Performance review

Next Meeting: Wednesday, September 15th - 8:00-9:00am

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Board of Directors Meeting Minutes

Thursday, September 2, 2021|3:00-5:00 PM

	Angie Blackwell, Confederated Tribes of Grand Ronde		Phil Blea, Marion County Children's Behavioral Health		Kerry Blum, Polk County Children's Behavioral Health	X	Donalda Dodson, Oregon Child Development Coalition
X	Levi Herrera-Lopez, Mano a Mano		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		David Rheinholdt, Rheinholdt Insurance		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
X	Skye Hibbard, Coordinated Enrollment Specialist & Care Connect Coordinator		Kiara Yoder, Screening & Care Systems Coordinator	X	Maribel Hernandez, Coordinated Enrollment Associate		

Guests: Stephanie Whetzel, Salem-Keizer School District.

Action Summary

- No action was taken due to lack of quorum.

Topic
Welcome and Introductions Board members introduced themselves.
Conflict of Interest No conflicts of interest were declared.
Consent Agenda The May consent agenda was included in the Board packet.
Financial June 2021 financial reports are considered preliminary due to some outstanding costs still associated with the previous biennium. Once the audit is scheduled books will be closed. Revenues included $547,378 and expenses were $498,429. Many purchases were made in the month for summer programming, books and curriculum and items for end of the biennium.
Governance Training The Executive Committee agreed on a training plan for the Board Governance policies. The training plan will include 15-20 minutes at each meeting to learn the core elements of policy governance aspects. Each module will be facilitated by an Executive Committee member other board members will be asked to do a small presentation on one of the following 10 specific board policy statements.

- Ownership
- Board Position
- Board Holism
- Board Means
- Delegation Clarity
- Monitoring
- Ends Policies
- Policy Sizes
- Reasonable Interpretation
- Executive Limitation

The first policy training was conducted by Chair Seymour around ownership. The statement means the Board exists to act as the informed voice and agent of the owners, whether they are owners in a legal or moral sense.

- The board clearly identifies its moral ownership.
- The board commits to representing the interests of the owners and to make decisions based on the owners' best interests.
- The board develops and executes a deliberate plan for communicating with owners.
- The board shares governance effectiveness and organizational outcomes with the owners.

A conversation was held around does MPELH have an ownership linkage plan, how and what do we communicate back to the owners, and how do we reflect owner input into our Ends?

- Important to reflect on the success and challenges.
- Individuals do a great job identifying, planning, studying, and acting.
- Organizations fall short the communication back to help identify the gaps in the first place. MPELH does ensure parent voices are heard.

Funding Presentation – Salem Keizer Education Foundation

Salem Keizer Education Foundation opted for voluntarily dissolution of an agency, an attempt to make things right prior to the government and other agencies taking over. Organizations, partners, all stepped up to assist in dissolution. Transferred programs, moved assets around, sold building, and settled claims. At the beginning of the dissolution process the Board had to choose a nonprofit to get pass any assets on- most Board members did not anticipate any leftover funds. However, there was a surplus left over, Kelly met and presented Lisa with a check. The board wanted to ensure the resources leftover went to an organization that aligned with their mission and values. Lisa assured Kelly and the Executive Committee 100% of these funds will go directly into a project or programming and will be very intentional on what the funds will be used for.

Program Spotlight – Coordinated Enrollment

Skye Hibbard-Swanson and Maribel Hernandez presented an Update on Coordinated Enrollment for Preschool Promise Program Year 2021-2022. Some highlights include:

- **Slots for 569 children across 23 grant recipients in 8 communities including 3 Head Start/Oregon PreKindergarten partners (and 1 HS/OPK partner without PSP)**
- **In our coordinated enrollment role, MPELH is responsible for filling 351 of those 569 slots -- nearly 62%**
- **In early 2021, began search for a system that could handle secure (HIPAA-compliant) web-based applications, document submission, placement lotteries, and enrollment management (including wait lists and transfer requests). Invested in SchoolMint after feedback from the Parent/Caregiver Advisory Committee.**
- **MPELH has processed nearly 400 new applications for the 2021-2022 program year. 92 percent of our slots are full -- 323 children will be receiving comprehensive preschool education for free.**

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Executive Director Report

- **Safe at Home** grant project with CP3 have identified a very talented individual to join the team. May begin on September 13th. Will be consulting with Learning2Live one of the Hub's parent education facilitators to develop trainings for the volunteers for the Safe at Home program.
- **As part of the ESSER** grant the Kroc center reached out to the Hub to do additional parent engagement parent education at their location.
- **City of Salem ARPA Child Care investment project with Child Care Resource and Referral and Community Action-** Funded, partnership with CCR&R to support child care providers with additional supports for COVID protocols. Any provider who partners with this program will go through intensive trainings with the Small Business Development Center.
- **Community Business Education Leaders (CBEL)** – working with CBEL on bringing additional doses of Ready for Kindergarten in the Hallman and Auburn neighborhoods. Will provide support for a temporary employee to oversee a lot of the on the ground recruitment as well as delivering the training.
- **Literacy -** Increased our book delivery to Little Free Libraries across the region. In 97301, we have delivered over thousands of books this summer.
- **Oregon Parenting Education Collaborative check in went well** – there will be further investment in parent education through the parenting hub, Marion County. $67,500 reapplication – able to reapply for additional funds. Through the Student Success Act the Hub anticipates receiving an additional $100,000 for parent education for families with children 0-5 and another $59,000 to support the Oregon Department of Human Services parenting education courses.

Executive Session

Lisa Harnisch's performance evaluation, goals for 2021-2022, and compensation were reviewed.

Next Board Meeting: Thursday, October 7, 2021 at 3:00-5:00pm- virtual via Zoom.

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MPELH Executive Committee Meeting Notes

Wednesday, September 15, 2021 |8:00 – 9:00am
Dave Novotney, Jim Seymour, Donalda Dodson, and Phil Blea

Topic

Financial Reports

July 2021 financial reports included revenues of $102,666. 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. July 2021 total expenses were $123,665. In addition to employee salary and benefits expenditures, this includes payments to Preschool Promise subcontract providers for the current service month, payment for parenting classes, training and curriculum for summer programs and marketing costs for Preschool Promise and Family Connects. Administrative costs were higher due to the preparation for closing out the year and biennium.

August 2021 financial reports included revenues of $299,739. 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. August 2021 total expenses were $206,316. In addition to employee salary and benefits expenditures, this includes payments to Preschool Promise subcontract providers for the current service month, payment for parenting classes, training and curriculum for summer programs and marketing costs for Preschool Promise and Family Connects. Salaries and Benefits costs were higher during the month due to three pay periods occurring during the month.

Dave Novotney moved to accept July and August statements as presented with the negative year to date being rectified. Phil Blea seconded. Motion passed.

The Early Learning Division (ELD) sent the contract amounts for the next biennium. Even with the $1.4 million coming back to the Hub system, due to the funding formula changing MPELH will still see a reduction in revenues. Will feel the cut in Kindergarten Partnership & Innovation. As part of the funding formula the ELD moved school readiness to Hub Coordination and MPELH will not receive School Readiness dollars. The Executive Committee does not need a revised budget unless the funding change is more than 10% difference.

Early Care & Education Sector Plan

Two years ago, MPELH did a very exhaustive Early Care & Education Sector Plan to identify priority populations. The intention from the Early Learning Division (ELD) was to be part of the selection process of Preschool Promise and Oregon Prekindergarten. MPELH still uses it to determine how and where we do the work as the Hub region. As part of the new funding from the legislature there is an increase in Preschool Promise and Oregon Prekindergarten program the ELD has tasked all Hubs to refresh their sector plans. The purpose is to be finished and launched near the request for application expansion. Lisa will be bringing together the Regional Stewardship Committee/Regional implementation Team, Kindergarten Partnership & Innovation Coordinators, and the Parent/Caregiver Advisory Committee to evaluate new data points to refresh this new information. Not sure how this will be used in the scoring of the Preschool Promise or Oregon Prekindergarten request for applications. Not sure if this will be used as a continuation for preschool promise.

Lisa will ensure the Board is clued into the full process. An update will be shared at the next Board meeting the status of the refresher and allow for input and modifications. Any change to the priority populations the Board needs to be involved.

Nominating Committee

Stacy Lake is retiring and leaving the state. She recommended Dawn Myers to be part of the Board of Directors. The Nominating Committee recommends filling the position in an interim basis then consult with the new regional manager. The Board currently does not have a Coordinated Care Organization (CCO) representative and it makes sense to consider that type of position on the board.

Jim and Lisa continue to have conversations about adding a Board co-chair. Lisa will keep this topic on the agenda.

September Governance Policy Reports

The Executive Committee reviewed aspects of the Governance Policies. The following sections were reviewed and discussed:

- **Governing style-** Lisa sought feedback on whether the Board is given enough information to feel connected and aware to the programs with the Hub. The Executive Committee feels they are aware of what is going on and the board survey was rated high as feeling connected to the Hub and the work. Any policy or practice issues can bring forward further.
- **Board job description**
- **Agenda planning-** board training pieces scheduled for the year. Are there additional trainings we want to take into consideration of part of a training besides the governance training. The Executive Director remuneration policy statements should coincide with the budget preparation for the fiscal year.

Donalda moved to accept the report on Governance Process. Dave seconded. Motion passed.

Updates

Claudia Rodriguez joined the team on Monday as the Safe at Home program manager. Will include the resume in the Board package. Rich history as a family advocate and connector of services to families and has a strong early learning and system background.

October 7- Board Meeting – Virtual via Zoom

- Executive Director report
- Consent agenda
- August financials

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Collective Action Team (CAT) Meeting Agenda

Thursday, Sept. 16, 2021- 9:00-11:00 a.m.

Odilon Campos, Laurie Taitano, Tiffany Miller, Skye Hibbard-Swanson, Ayssa Gaiser, Amy Lovelace, Ana Garcia, Andrea Croskey, Angie Carroll, Carrie Kasperick, Chelle Bettis, Cheryl Cisneros, Christina Diters, Claudia Rodriguez, Elide Sanchez, Erin Ahlquist, Kelli Barrett, Kiara Yoder, Kyle Miller, Margie Lowe, Maribel Hernandez, Marlene Arrelando, Michael Finlay, Melissa Rounds, Patty Vega, Rebeca McDermitt, Rosa Angelica Flores, Tim Meade, Teresa Gomez and Robert Manier

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Topics
Marion County Emergency Rental Assistance Program Melissa Rounds & Robert Manier, Marion County Board of Commissioners introduced the Emergency rental assistance program for renters who have been impacted by COVID impact. Eligible household-unemployment, reduction in housing income, financial hardship all due to COVID-19.
Early Care & Education Sector Plan 2.0 Two years ago, MPELH did a very exhaustive Early Care & Education Sector Plan to identify priority populations. The intention from the Early Learning Division (ELD) was to be part of the selection process of Preschool Promise and Oregon Prekindergarten. MPELH still uses it to determine how and where we do the work as the Hub region. As part of the new funding from the legislature there is an increase in Preschool Promise and Oregon Prekindergarten program the ELD has tasked all Hubs to refresh their sector plans. The purpose is to be finished and launched near the request for application expansion. Lisa will be bringing together the Regional Stewardship Committee/Regional implementation Team, Kindergarten Partnership & Innovation Coordinators, and the Parent/Caregiver Advisory Committee to evaluate new data points to refresh this new information. Not sure how this will be used in the scoring of the Preschool Promise or Oregon Prekindergarten request for applications. The Hub will continue to keep the Collective Action Team apprised as it moves further.
Kindergarten Readiness Calendars Tiffany Miller reminded the Collective Action Team to order the 2021-2022 Kindergarten Readiness calendars. The order form closes Friday September 17th at 5:00pm. MPELH is taking pre-orders and printing only what is ordered.
Next meeting: Virtual via Zoom. October 21, 2021. 9:00-11:00 a.m.

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Parent/Caregiver Advisory Committee Meeting Notes

Wednesday, September 8, 2021

Autumn David, Carina Ventura, Angie Cadena, Lucy Briseno, Maria Estrada, Teresa Urban, Tiffany Miller and Veronica Mendoza

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Topic
Bright by Text (BBT) Veronica introduced Bright by Text the new texting platform MPELH invested in. Parents signed up during the meeting.
Sector Plan update & Planning Tiffany introduced the previous Sector Plan and the process MPELH and its partners will conduct in the next few weeks to update said plan. It is crucial for parent input voice. The first Regional Stewardship Committee (RSC) will be Wednesday September 22nd. - Lucy, Carina and Autumn all volunteered to participate. **Suggestions and things to think through when doing the sector planning update:** • Provide a refresher of the first version of the sector plan at the first meeting. • Reconnect with the parent leaders from the Dare to Lead training. • Reach out to community agencies to share the word and get parents connected. • Current PAC members connect to local elementary schools to share and get parents connected. • Ask childcare providers to share the survey and create a flyer to join the Stewardship committee or take a survey. • Allow families to take a survey on Facebook via their smartphone. Include an incentive and the urgency. • Incentive ideas: an activity for families; family dinner delivery; gift cards; bus passes; Gilbert House passes; aquatic center passes; selective tailored incentives for the parent
Next meetings : October 13th and November 10th

Marion & Polk Early Learning Hub – Executive Director Report

October 2021 – representing highlights from the work for September 2021

Preschool Promise & Coordinated Enrollment	• We are 97% full with the 23 PSP programs that we are responsible for filling. • We continue to work in partnership with our HS and OPK partners to ensure that we are in sync. This month, we will be meeting with our web developer to identify the vision for our shared website, along with key features to share with families the variety of programs that may meet their needs. • Our 4 subcontracted providers have begun their fall programs. One provider, however, due to a lack of staff had to postpone her start date until she is able to hire a staff person.
Kindergarten Partnership & Innovation	• KPI Summer activities have concluded. These included Jump Start, Ready for Kindergarten, kindergarten readiness kits handed out in a variety of locations. • Our KPI Coordinators will be kicking off this year to plan the family engagement events and the vertically aligned professional development.
City of Salem Child Care Investments	• There were many changes to this program this month. Due to adjusted timelines, funding parameters, and other issues beyond our control, we made significant changes to the grant. We will be able to continue with the business training for providers through a partnership with the Small Business Development Center and Chemeketa's Early Learning program. Eligible providers will be able to participate in a 9-month program on building a successful child care business. The grant amount is $40,000. • We hope to have a contract in place the month of October. Community Action remains the fiscal agent/backbone organization.
Family Connects	• Services will be scaled up services in Marion to all OHP families. Nurses are being hired by Marion County and trained in the Family Connect protocols. • Polk County will be re-joining the project and is beginning the training and planning to be a site. • Together with Marion County we have developed a "future state" budget for OHA. This will be utilized in the • Visits are still virtual given the Delta variant.

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Summary of Financial Results Period Ending: August 2021

Revenue:

August 2021 included revenues of $299,739. 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 state contract allocations and other details for several of the funds.

Expenses:

Total expenses for August 2021 were $206,316. In addition to employee salary and benefits expenditures, this includes payments to Preschool Promise subcontract providers for the current service month, payment for parenting classes, training and curriculum for summer programs and marketing costs for Preschool Promise and Family Connects. Salaries and Benefits costs were higher during the month due three pay periods occurring during the month.

Balance Sheet

As of August 31, 2021 MPELH has assets of $3,675,252 and current liabilities of $66,020. The state required reserve of approximately $725,186 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

- House Bill 5042A, recently passed by the legislature, provides MPELH with $442,121 of additional KPI funds for the first quarter of the new fiscal year to support summer learning to prepare children for a successful start in the new school year. The bill also provides summer funding for early learning programs including Preschool Promise; MPELH has applied for $40,500 to support our subcontract providers offering a 6-week supplemental preschool program.
- The Early Learning Division proposed reduction contains lower Hub Coordination and School Readiness funding and a change in the distribution formula that will increase resources for smaller hubs and less funding for large hubs. MPELH, as one of the largest hubs is likely to have lower funding for these functions in the 2021-23 biennium. Final legislative budget actions restored this reduction, but the distribution formula has not yet been shared with the early learning hubs.

- 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 expected to continue.
- OPEC Marion County Parent Education Program ($60,750) recently announced that the foundations supporting the program will continue at the current level for the next three years. Funding from the Student Success Act for parent education will be approximately $45,000 for Marion County. Polk and Yamhill will receive a similar amount through their parenting hub.
- MPELH award of $216,000 for 18 Preschool Promise placements is continued in the new fiscal year allowing the Hub to continue to subcontract with four in-home providers to deliver these services for children.
- The initial payment has been received from the foundation for the Safe at Home program and Salem-Keizer Education Foundation has transferred to MPELH their remaining funds of almost $80,000.

Match Requirements

- Oregon Hub Coordination Funds 25% Match ($160,741 non-state funds). In the 2021-22 fiscal year this is projected to be met by the OPEC grant ($60,750,) and the Family Connects contract ($100,000).
- 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; the match in the current fiscal year will include the resources identified by local partners in the Emergent Family Support Program and the grant for the Safe at Home program.
- OPEC Grant Match ($18,750). This match will be met in the coming year by state Hub Coordination and KPI funds.

State Administrative Expenditure Limit

- Coordinated Enrollment and 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 Activities
Year-to-Date for the Period ending August 31, 2021

	Month Actual	YTD Actual	Annual Budget	YTD Budget %
Revenues				
Hub Coordination	46,408	92,526	553,416	17%
Parenting Education	0	0	175,750	0%
Preschool Promise Funds	29,012	81,622	459,500	18%
School Readiness/KPI	123,220	124,641	1,225,443	10%
Other Grants & Contracts	101,099	103,618	593,680	17%
PPP Accrual	0	0	0	0%
Total Revenues	299,739	402,407	3,007,789	13%
Expenses				
Salaries and Benefits	79,541	135,422	646,887	21%
Professional Development	0	0	7,700	0%
Supplies/Materials/Equipment	1,259	5,248	23,682	22%
Subcontracts and Local Grants	83,092	118,498	1,300,092	9%
Family Support/Aid	0	0	182,241	0%
Parent Education Series	11,918	26,323	124,634	21%
Parent Support Activities	0	0	10,317	0%
Special Proj/Collaborations	0	0	14,146	0%
Facilitator Support/Training	0	0	19,541	0%
Training & Curriculum	13,741	18,436	236,009	8%
Travel/Trans/Meetings	199	551	6,149	9%
Facilities	0	3,960	62,790	6%
Parent Advisory Committee	147	224	17,630	1%
Communicatons/Outreach	15,004	25,238	129,895	19%
Administrative Costs	1,415	8,735	53,497	16%
Total Expenses	206,316	342,635	2,835,210	12%
Net Income (Loss)	**93,423**	**59,772**	**172,579**	

	YTD Actual	Annual Budget	YTD Budget %
Expenditures by Program			
Hub Coordination	63,323	474,149	13%
KPI/School Readiness	124,641	1,225,443	10%
Parent Education Grants	52,189	296,404	18%
Preschool Promise	81,623	459,500	18%
BCN Care Connect Contract	15	55,832	0%
Family Support	20,844	323,882	6%
Total Expenses	**342,635**	**2,835,210**	**12%**

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

ASSETS

Current Assets			
Petty Cash	$	300	
Cash in Bank-Operating		2,107,973	
Prepaid Expense		5,244	
8500 Grant Receivable		2,500	
Accounts Receivable		1,257,547	
Total Current Assets			3,373,564
Fixed Assets		1,688	
Total Assets			**$ 3,375,252**

LIABILITIES AND NET ASSETS

Current Liabilities			
Accounts Payable	$	48,093	
Credit Card Payable		(25,911)	
Accrued Wages/Benefits		43,838	
Total Current Liabilities			66,020
Total Liabilities			66,020
Net Assets			
State Required Reserve		725,186	
Unrestricted		1,926,904	
OPEC Marion Region		277,774	
Other State and Local Grants		379,368	
Total Net Assets			3,309,232
Total Liabilities and Capital			**$ 3,375,252**

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Early Care & Education Sector Plan 2021

Introducing ELMO

The Early Learning Map for the state of Oregon

ELMO (Early Learning Map for Oregon) is an interactive data and planning tool.

Use this tool to explore indicators related to:

- Child and family characteristics;
- Early care and education (ECE) program types, quality, capacity, and availability;
- Early learning workforce characteristics;
- School readiness and school success indicators;
- Family participation and availability of other resources; and
- Community risk and resiliency factors.

Consider using ELMO in your local planning and needs assessment processes:

- Download Excel data files;
- Identify locations and gather information about ECE programs; and
- Find high-performing exemplars–schools and communities that are overcoming obstacles and achieving goals.

Visit: oregonearlylearning.com/PDGAssessment#ELMO

Questions? Contact: EarlyLearningMap@state.or.us

Portland State UNIVERSITY

Oregon Department of Education Early Learning Division

Oregon Social Learning Center
Science benefiting families

At-A-Glance: Early Care and Education Sector Plan

Marion & Polk Early Learning Hub

https://parentinghub.org/

Serving Marion and Polk Counties

Priority Populations	Geographic Regions	Family Preferences
Children from economically disadvantaged areas at or below 185% of FPL, with low KA scores	• Gervais • N. Marion • Woodburn • Salem/Keizer • Independence/Monmouth • Stayton	1. Sense of security provided by a child-safe environment, cleanliness, a safety record, and establishing a relationship with the provider. 2. Learning opportunities in the form of healthy meals and/or snacks provided, enrichment activities such as music or field trips, and outdoor play areas. 3. Program quality demonstrated by staff experience and education, the type of care setting, ability to serve children who experience disabilities and Spark rating. Additional Considerations: Scheduling; eligibility/cost; family engagement; equity and inclusion; transportation.
Children from Hispanic/Latinx households, including children of migrants	• N. Marion • Gervais • Woodburn • Salem/Keizer • Independence/Monmouth • Stayton	1. Sense of security provided by a child-safe environment, cleanliness, a safety record, and establishing a relationship with the provider. 2. Learning opportunities in the form of healthy meals and/or snacks provided, enrichment activities such as music or field trips, and outdoor play areas. 3. Equity and inclusion demonstrated by the values of the program, opportunities for children to hear a particular language, support for children's home cultures, and diversity of staff. Additional Considerations: Program quality; schedule; family engagement; transportation; eligibility/cost.
Children from bilingual households	• N. Marion • Gervais • Woodburn • Salem/Keizer • Independence/Monmouth • Stayton	1. Sense of security provided by a child-safe environment, cleanliness, a safety record, and establishing a relationship with the provider. 2. Learning opportunities in the form of healthy meals and/or snacks provided, enrichment activities such as music or field trips, and outdoor play areas. 3. Equity and inclusion demonstrated by the values of the program, opportunities for children to hear a particular language, support for children's home cultures, and diversity of staff. Additional Considerations: Schedule; program quality; family engagement; transportation; eligibility/cost.
Children experiencing disabilities	• Regional	1. Sense of security provided by a child-safe environment, cleanliness, a safety record, and establishing a relationship with the provider. 2. Program quality demonstrated by staff experience and education, the type of care setting, ability to serve children who experience disabilities and Spark rating. 3. Scheduling of the program aligns with work or school schedule, extended-hour or before/after school care, and schedule flexibility. Additional Considerations: Learning opportunities; eligibility/cost; equity and inclusion; transportation; family engagement.
Children from socially complex families: children of teen parents, children in foster care or experiencing housing instability and/or parent incarceration	• Regional	1. Sense of security provided by a child-safe environment, cleanliness, a safety record, and establishing a relationship with the provider. 2. Program quality demonstrated by staff experience and education, the type of care setting, ability to serve children who experience disabilities and Spark rating. 3. Lower costs and more range to eligibility, payment options such as ERDC, subsidy, scholarships, etc. Additional Considerations: Schedule; learning opportunities; family engagement; transportation; equity and inclusion.
Children from Native Hawaiian/Pacific Islander households	• Salem/Keizer	1. Sense of security provided by a child-safe environment, cleanliness, a safety record, and establishing a relationship with the provider. 2. Program quality demonstrated by staff experience and education, the type of care setting, ability to serve children who experience disabilities and Spark rating. 3. Family engagement with a welcoming and cheerful atmosphere, regular communication with families, and opportunities for families to be involved. 4. Learning opportunities in the form of healthy meals and/or snacks provided, enrichment activities such as music or field trips, and outdoor play areas. Additional Considerations: Schedule; equity and inclusion; transportation; eligibility/cost.

2021-22 ECE Sector Plan Update

Regional Stewardship Committee Members

List all Regional Stewardship Committee Members who participated in this update.

Please note:

- *Regional Stewardship Committee members may "wear more than one hat." A Hub Governance Council member may also be a CCR&R Director, for example.*
- *Please use as many rows as needed to list all Regional Stewardship Committee members*
- *Membership groups marked with an asterisks (*) are strongly recommended. See ECE Sector Plan Phase I Toolkit for additional guidance.*

Early Learning Hub: _____ Regional Stewardship Committee Membership				
REGIONAL STEWARDSHIP COMMITTEE MEMBERSHIP GROUP	**NAME**	**ORGANIZATION (if applicable)**	**COMMUNITY REPRESENTED (if not region-wide position)**	**EMAIL ADDRESS**
Hub Governance Council members*				
Parent leaders*				
Culturally specific community-based organizations*				

Non-profit or advocacy community-based organizations				
CCR&R Director/Staff*				
Head Start Directors*				
Early learning and care providers: Family/home-based				
Early learning and care providers: Center-based				
K-12 Superintendents				
K-12 Early Learning/Pre-K Administrators				

ESD Leaders*				
Early Intervention/Early Childhood Special Education				
CCO Equity Directors				
Maternal and Child Health Directors or Managers				
Regional ODHS District Managers				
Regional housing representatives				
Community colleges				
Library Staff				
Business leaders/large employers				
Municipal governments				

Tribal partners				

ECE Sector Plan Updates

Priority Population	Geographic Region(s)	Family Preferences

ECE Sector Plan Updates Responses

Speak briefly to each of the following.

How were priority population families engaged and/or what data were used to inform updates to priority population family preferences?

What did you learn about priority population families and family preferences from experiences of Head Start/OPK enrollment, Preschool Promise enrollment, and any other program enrollments?

How were Head Start/OPK community needs assessments utilized in these updates?

hub inc.
MARION & POLK EARLY LEARNING HUB

Preschool Promise Slot Allocation Information

Preschool Promise Slot Allocation Assessment Guidance

This guidance is for the Preschool Promise (PSP) Slot Allocation Assessment process, in which your Hub will provide a regional assessment of where PSP expansion slots would best serve families.

Your PSP Slot Allocation Assessment must align with the submitted 2021-22 ECE Sector Plan Updates, including priority population designations, and should be completed by the Regional Stewardship Committee. Early Learning Division (ELD) may consider this information to help create regionally-specific questions for the 2021 PSP Request for Applications, and to inform the allocation of expansion slots to PSP applicants.

The PSP Slot Allocation Assessment is due to ELD.CoordinatedEnrollment@ode.state.or.us by October 15, 2021.

ELD anticipates that current PSP providers who apply to continue in the program will be awarded slots at or above their current service level. Current service level is defined as number of awarded slots as of August 2021. In addition, up to 2,500 expansion slots are available as indicated in the PSP Expansion Slot Distribution Plan. Your task is to provide an assessment of where and to what types of providers these *expansion slots* should be allocated.

While this assessment is for PSP expansion slots only, it is relevant to also consider current service levels and locations of publicly funded preschool options, including current PSP and Head Start/Oregon PreKindergarten (OPK) services. OPK will be expanding the number of Duration classrooms for program year 2022-23. This will be a conversion of Part Day Part Year classrooms (428 hours of in classroom services) to Duration classrooms (1,020 hours of in-classroom services). This will significantly increase the hours of service being offered to OPK/Head Start eligible families. Please consult with the OPK representatives on your Regional Stewardship Committee on their expansion application plans as you form your assessment.

OREGON DEPARTMENT OF EDUCATION
EARLY LEARNING DIVISION

PSP Slot Allocation Assessment Guidance

Using the priority population family needs and preferences in your updated Early Care and Education (ECE) Sector Plan, please tell the ELD your region's ideal distribution of PSP expansion slots. Include relevant provider type and characteristics (e.g. provides transportation, cultural relevance, extended hour care, etc.). Additional guidance for each section of the template follows.

Geographic Location

Within your region, identify the geographic locations where priority population families are seeking ECE services. Please use the geographic designators that are most relevant for your region. For example, locations might be designated by:

- County
- City or Town
- Zip code
- School district catchment area
- Region-wide

Ideal # of PSP Expansion Slots

Enter the number of PSP expansion slots that would best serve families in the geographic locations you have listed.

Adding up this column, your total ideal number of PSP expansion slots should equal to the maximum number distributed to you on the PSP Expansion Slot Distribution Plan.

Provider Types

Please use the following provider types when describing priority population families' preferences:

- Community-based organization
- Education Service District
- Head Start/OPK
- Private center-based provider (Child Care Center – CCC)
- Private home-based provider (Family Child Care – RF, CF)
- Public school (Public school or public charter school)
- Relief Nursery

You may enter more than one provider type if indicated by the updated ECE Sector Plan priority population families' needs and preferences. If your ECE Sector Plan did not include provider type as a priority population family need or preference, please leave blank.

Primary Language of Instruction

Identify desired language of instruction as based on family preferences and needs outlined in your regional ECE Sector Plan. If your ECE Sector Plan did not include language of instruction as a priority population family need or preference, please leave blank.

Provider Characteristics

Identify desired provider characteristics as based on family preferences outlined in your regional ECE Sector Plan. For example, these may include:

- Provides transportation
- Provides nutritious meals following USDA guidelines
- Ability to handle food allergies and nutritional challenges
- Cultural relevance
- Teachers who come from families' communities
- Experience caring for children in immigrant or refugee communities
- Extended hour care (weekday morning and/or evening)
- Weekend care
- Accepts ERDC
- Parent engagement with the program
- Parent involvement and leadership with the program
- Experience identifying and working with children with developmental delays
- Experience in providing trauma-informed care
- Experience caring for children in foster care
- Serves children ages 0-kindergarten
- Program offers wraparound services like home visiting, dental screenings, etc.

You may enter more than one characteristic if indicated by the updated ECE Sector Plan priority population families' needs and preferences. If your ECE Sector Plan did not include additional provider characteristics as a priority population family need or preference, please leave blank.

Example Row

Geographic location	Ideal # of PSP slots	Provider type(s)	Primary language of instruction	Provider characteristics
Example: David Douglas catchment area or close to those boundaries	*20*	*Community-based organization; private home-based provider*	*Spanish*	*Parent involvement and leadership with the program; Culturally relevant programming*

PSP EXPANSION SLOT DISTRIBUTION PLAN

ELD estimates adding up to 2,500 expansion slots statewide

Early Learning Hub	County	County Slot Range	Slot Allocation Range by Hub Region
EL Multnomah			260-380
EL Washington County			260-380
Marion & Polk ELH	Marion	220-360	260-380
	Polk	0-50	
Southern Oregon ELH	Jackson	150-250	200-320
	Josephine	20-75	
ELH of Central Oregon	Crook	0-50	140-260
	Deschutes	100-250	
	Jefferson	0-20	
Lane Early Learning Alliance			140-260
Tribal Nations*			140-260
ELH of Linn, Benton, & Lincoln	Linn	100-200	140-260
	Benton	0-50	
	Lincoln	0-20	
Yamhill ELH			80-200
Clackamas ELH			20-140
South-Central ELH	Douglas	20-100	20-140
	Klamath	0-50	
	Lake	0-20	
Blue Mountain ELH	Umatilla	20-80	20-140
	Morrow	0-20	
	Union	0-20	
South Coast Regional ELH	Coos	20-75	<75
	Curry	0-20	
Eastern Oregon ELH	Baker	0-20	<50
	Malheur	0-20	
	Wallowa	0-20	
Northwest ELH	Clatsop	0-20	<50
	Columbia	0-20	
	Tillamook	0-20	
Four Rivers ELH	Gilliam	0-20	<50
	Hood River	0-20	
	Sherman	0-20	
	Wasco	0-20	
	Wheeler	0-20	
Frontier ELH	Grant	0-20	<50
	Harney	0-20	

*A separate line item is allocated for the nine federally recognized Tribes located within Oregon. This is the aggregate target across nine tribes. This does not preclude other providers located outside the nine sovereign nations to consult with tribal leadership to serve children from tribes.