



Meeting of the Board of Trustees
February 16, 2023 2:00PM
SC First Steps
636 Rosewood Drive Columbia, SC 29201

AGENDA

- I. **Roll Call** (Avian Jones)
- II. **Public Comment Period**
The public is invited to provide comments relevant to the SC Early Childhood Advisory Council and/or South Carolina First Steps during this period. Members of the public wishing to speak must sign up before the meeting. Comments should be limited to no more than three minutes per speaker.
- III. **Call to Order and Approve Agenda** (Dave Morley)
Motion: To adopt the agenda as submitted
Motion: To adopt the December 2, 2022 minutes as submitted
Attachments: SC First Steps Board of Trustees December 2, 2022 Minutes
- IV. **Executive Committee** (David Morley)
Attachments: Executive Committee Report, Executive Committee Meeting Minutes
- V. **Consent Agenda:** Motions Recommended by Committees (Dave Morley)
 - a. **Motion:** To approve the award of Resources for Early Acceleration and Development in Youth (READY) Child Care Technical Assistance Expansion or Establishment Grants to two (2) Local Partnerships (see the award chart below) as selected by the SCFS State Office External Review Committee: Colleton and Richland County Local Partnerships. (Programs and Grants Committee recommends)
 - b. **Motion:** To approve the award of Resources for Early Acceleration and Development in Youth (READY) Infrastructure and Capacity Building round 2 Grants per each partnership's grant application (see the award chart below) to nine (9) Local Partnerships as selected by the SCFS State Office Review Committee: Anderson, Bamberg, Barnwell, Berkeley, Calhoun, Greenville, Greenwood, Richland, and Spartanburg County Local Partnerships. (Programs and Grants Committee recommends)
- VI. **First Steps Is Here: Connected Families** (Lis Guimaraes)
Tanasia Green, Connected Families Parent Educator & **Lakesha Price**, Parent
- VII. **Reauthorization Process Facilitated Discussions** (Kaitlyn Richards)
Attachments: Reauthorization Process Summary of Input
- VIII. **Strategic Planning and Evaluation Committee** (Dr. Amy Williams)
Attachments: Strategic Planning and Evaluation Committee Report, Strategic Planning and Evaluation Committee Meeting Minutes



- IX. **Local Partnership Program and Grants Committee** (Jennifer McConnell)
Attachments: Local Partnership Program and Grants Committee Report, Local Partnership Program and Grants Committee Meeting Minutes, READY Infrastructure and Capacity Round 2 Award Chart, READY Child Care Technical Assistance Program Creation or Expansion Grant Award Chart, READY Infrastructure and Capacity Grants FY23 Round 2, READY Child Care Technical Assistance Establishment and Expansion Grants FY23
- X. **Finance and Administration Committee** (Tim Holt)
Attachments: Finance and Administration Committee Report, Finance and Administration Committee Meeting Minutes, FS Local Partnership Allocation FY 2022-23, Allocation Model Variance between Adjustment and No Adjustment, FY2023 Financial Status Report as of January 31, 2023, FY2023 Donations Report as of January 31, 2023
- Action Required:** Motion to approve the conceptual procedures and guidance related to Local Partnership non-compliance penalties for the staff and the Board going forward.
- Action Required:** Motion to approve the revised Formula Allocation Model for FY 2023-24.
- XI. **Executive Director’s Report** (Georgia Mjartan)
Attachments: Executive Director’s Report, “Every Child Ready” Measures of Success, 2023 Legislative Priorities, 2022 All Team Survey Findings, 4K Fall 2022 Family Engagement Survey Report, Your Voice Matters Countdown to Kindergarten 2022 Family Survey Report, Your Voice Matters Countdown to Kindergarten 2022 Teacher Survey Report
- XII. **Motion:** To adjourn the meeting of the SC First Steps Board of Trustees



Board of Trustees Meeting
December 2, 2022 2:00PM
SC First Steps
636 Rosewood Drive Columbia, SC 29201
Minutes

Members Present (10):

Rep. Paula Calhoon
Dr. Shelley Canright, Vice Chair
Jacque Curtin
Mary Lynne Diggs
Dr. Michelle Fry
Tim Holt
Dr. David Mathis
Jennifer McConnell
Dave Morley, Chairman

Dr. Amy Williams

Members Absent (12):

John Hayes
Sen. Greg Hembree
Robert Kerr
Mike Leach
Jesica Mackey
Sen. Gerald Malloy

Janie Neeley
Alexia Newman
Roger Pryor
Dr. Edward Simmer
Sue Williams
Nicole Wynkoop

Attendees (47)

Georgia Mjartan
Avian Jones
Chelsea Richard
Kaitlyn Richards
Mark Barnes
Karen Oliver
Martha Strickland
Derek Cromwell
Beth Moore
Lexi Jones
Duchett Hylton
Dwana Doctor
Anita Singleton
Cindy Riley
Candi Lalonde
Kathy Jenkins
Jade Wright
Kenna Hoover
Shayla Pettigrew
LC Baker
Kathy Fitzgerald
Jon Artz
Joy Mazur
Tiffany Outlaw
Dorian Young
Cindy Galloway
Carletta Isreal
Kim Chariker

Van-Kim Lin
Samantha Ingram
Rachal Hatton-Moore
Jennifer Williams
Michelle Bowers
Rochelle Gamble
Shakira Fulton
Felicia Patrick
Pernerva Thomas
Betty Washington
Sarah Eargle
Valencia Johnson
Kerry Cordan
Kate Roach
Elizabeth Dudek
Santasha Highley
Sheila Jones
Shekiah Reese
Felicia Battle



Ms. Jones conducted a roll call.

A quorum was not met. Mr. Morley addressed the attendance and participation of meetings going forward. The annual meeting is required in the SC First Steps Board bylaws. Mr. Morley reflected on his participation in the Local Partnership Executive Directors meeting that was held that morning.

Ms. Mjartan provided information on First Steps 4K + Siblings. She thanked Michelle Bowers of DSS, and Martha Strickland, 4K State Director for their partnership on ensuring the successful implementation of First Steps 4K + Siblings. Ms. Mjartan introduced Ms. Sheila Jones, grandparent recipient of the 4K + Siblings vouchers. Ms. Jones shared her experience with First Steps and how her family has benefited from the 4K + Siblings program.

Dr. Chelsea Richard reported on the Strategic Planning and Evaluation Committee. She provided an update on the new First Steps data system and the revisions to data reported in the annual report.

Ms. McConnell acknowledged the success on Summit on Early Childhood Summit that was held the day before. Mr. Cromwell reported on work of the Local Partnership Program and Grants Committee.

Mr. Holt reported on the Finance and Administration Committee. He shared that the agency is in a strong financial position.

Mr. Morley invited Dr. Fry to provide an introduction. He acknowledged trustees who have left their seat on the board. The trustees were Walter Fleming effective March 3, 2022, Rep. Rita Allison effective February 25, 2022, and Rep. Jerry Govan effective November 8, 2022. He also acknowledged Dr. David Mathis who will leave the board in January 2023.

Ms. Mjartan thanked all of the Executive Directors of Local Partnerships that were present. She acknowledged Executive Directors that retired or resigned and welcomed new Local Partnership Executive Directors. Ms. Mjartan shared an update on grants awarded to local partnerships and how these grants have impacted their communities. Ms. Mjartan shared that Sen. Hembree and Sen. Turner cosponsored a prefiled bill that would end SC First Steps sunset and make it a permanent agency. She also shared that the Pritzker Foundation awarded SC First Steps a \$200,000 grant which would allow SC First Steps to share First5 with other states and municipalities. She provided an overview of the 2021-2022 Annual Report. An update staffing, and vacancies was provided.

The meeting ended at 2:53pm.



To: SC First Steps Board of Trustees
From: David Morley, Chairman, Executive Committee
Date: February 16, 2023
RE: **Executive Committee Report**

Acknowledgment of guest speakers at today's meeting:

- Tanasia Green, Connected Families Parent Educator
- Lakesha Price, Parent
- Leigh D'amico, Research Associate Professor, USC's College of Education

The Executive Committee of the Board of South Carolina First Steps met on December 5, 2022 and January 12, 2023.

During the special called meeting on December 5th the Executive Committee took the following actions on behalf of the full board due to there not being a quorum at the December 2, 2022 annual meeting.

1. Motion to approve the October 20, 2022 SC First Steps Board of Trustees and ECAC meeting minutes.
2. Motion to approve the 2023 SCFS Board of Trustees meeting schedule and the following consent agenda from the December 2, 2022 board meeting.
 - a. **Motion:** To approve the updated program guidelines for the Evidenced-based Child Care Scholarship program for Grant Year 23. (Programs and Grants Committee recommends)
 - b. **Motion:** To approve the corrected Program and Operational Guidelines for implementation in Grant Year 23. (Programs and Grants Committee recommends)
 - c. **Motion:** To approve the waiver request from Greenwood County First Steps for match for the 2021-2022 fiscal year. (Finance and Administration Committee recommends)
 - d. **Motion:** To approve the resolution of the conflict-of-interest request from Edgefield County First Steps. (Finance and Administration Committee recommends)

During the January 12th meeting Executive Director Georgia Mjartan provided the committee members on information about 2023 priority setting and planning and updates on legislation including prefiled bills of relevance to First Steps and the Early Childhood Advisory Council. Director Mjartan gave updates on non-state funding and provided the results of First Steps' Annual All Team Survey. The Executive Committee entered executive session to discuss a personnel matter and there was no action taken during the executive session.

SC First Steps Board of Trustees – Appointments & Transitions

Rep. Shannon Erickson, Chairman of the House Education and Public works committee assumes her appointment onto the SC First Steps Board of Trustees. Rep. Erickson represents Beaufort County, District 124. She replaces **Rep. Paula Calhoon**, who was designated to the board while serving as the Chairman of the Education and Public Works Subcommittee.



Superintendent Ellen Weaver replaced Dr. Mathis on January 11th as she entered into her role.

Dr. Michelle Fry resigned her position as the State Director of the SC Department of Disabilities and Special Needs on January 6, 2023. **Constance Holloway** who now serves as the Interim State Director of the SC Department of Disabilities and Special Needs replaced Dr. Fry on the board.

Nicole Wynkoop resigned from the SC First Steps Board of Trustees effective January 28th.

With all of the above changes the committee would like to thank all of the outgoing trustees for their service and commitment to the children of South Carolina while welcoming new trustees to the SC First Steps board and the Early Childhood Advisory Council. The agency continues to seek out potential board members to fill the current vacant seats and future vacancies for the trustees that have fulfilled their terms or are near the end of their terms on the board.

Chairman David Morley has made the following **committee appointments**:

- Rep. Shannon Erickson will serve on the SC First Steps Legislative Committee.
- Jessica Mackey will now serve on the Local Partnership Program and Grants Committee.



Executive Committee Meeting Minutes

December 5, 2022 by Zoom

Members Present: David Morley, Dr. Shelley Canright, Tim Holt, Jennifer McConnell, Dr. Amy Williams
Members Absent: Sen. Gerald Malloy
SCFS Staff Present: Georgia Mjartan, Executive Director

The Executive Committee convened for a special called meeting to review actions that were not voted on during the December 2nd SC First Steps Board of Trustees meeting due to the absence of a quorum. Mr. Morley called the meeting at 8:30 am. The agenda was approved with a motion by Tim Holt, second by Jennifer McConnell and unanimous approval.

The Executive Committee took the following action on behalf of the Board of Trustees:

- Motion to approve the October 20, 2022 SC First Steps Board of Trustees and ECAC meeting minutes. The motion was made by Tim Holt, seconded by Jennifer McConnell, unanimously approved.
- Motion to approve the 2023 SCFS Board of Trustees meeting schedule and the following consent agenda from the December 2, 2022 board meeting. The motion was made by Tim Holt, seconded by Shelley Canright, unanimously approved.
 - a. **Motion:** To approve the updated program guidelines for the Evidenced-based Child Care Scholarship program for Grant Year 23. (Programs and Grants Committee recommends)
 - b. **Motion:** To approve the corrected Program and Operational Guidelines for implementation in Grant Year 23. (Programs and Grants Committee recommends)
 - c. **Motion:** To approve the waiver request from Greenwood County First Steps for match for the 2021-2022 fiscal year. (Finance and Administration Committee recommends)
 - d. **Motion:** To approve the resolution of the conflict-of-interest request from Edgefield County First Steps. (Finance and Administration Committee recommends)

Georgia shared that she is reaching out to the appropriate offices to review the trustees that are in expired appointed terms for new appointments.

The meeting adjourned at 8:33 am.



Executive Committee Meeting Minutes

January 12, 2023 by Zoom

Members Present: David Morley, Dr. Shelley Canright, Jennifer McConnell, Dr. Amy Williams
Members Absent: Tim Holt and Sen. Gerald Malloy
SCFS Staff Present: Georgia Mjartan, Executive Director

The Executive Committee meeting of the South Carolina First Steps Board of Trustees was called to order by David Morley at 11:05 am. Dr. Canright motioned and Dr. Williams seconded approval of the agenda as submitted. The motion carried unanimously.

Executive Director Georgia Mjartan provided the committee members on information about 2023 priority setting and planning, including key organizational “rocks” that advance the five-year strategic priorities and a calendar of key events for the year.

Director Mjartan provided the committee with a draft of the agency’s legislative priorities, based upon feedback from key stakeholders gathered through 14 sessions facilitated by the external consultant Anne Sinclair. Members offered edits to the wording and framing of several agenda items. No votes were taken on this matter. Mjartan also provided the committee with updates on legislation including prefiled bills of relevance to First Steps and the Early Childhood Advisory Council. There was a discussion about how members can support legislative efforts through testimony and sharing of expertise with lawmakers. Mjartan reminded the members of the agency’s budget request and shared a status update on the budget process.

Director Mjartan gave updates on non-state funding including: Preschool Development Grant B-5 (Planning Grant for 2023 Calendar Year), Pritzker Children’s Initiative (two year grant for dissemination and TA related to early childhood comprehensive portals), Night to Celebrate Community (fundraising event to support local partnerships), and 2022 Year-End Appeal (information shared included total funds raised and board and staff giving). Chairman Morley suggested reaching out to the PAT network to help disseminate the offer of TA for building early childhood system portals.

A motion was made by Dr. Amy Williams and seconded by Dr. Shelley Canright to enter executive session for the purpose of a personnel matter. The motion carried unanimously. A motion to exit executive session was made by Jennifer McConnell and seconded by Dr. Shelley Canright. The motion carried unanimously. No action was taking during executive session.

Mjartan provided the results of First Steps’ Annual All Team Survey including survey results, information garnered from a follow-up meaning, making session, and next steps.

The committee adjourned with a motion by Jennifer McConnell, second by Dr. Amy Williams and unanimous approval.



Strategic Planning and Evaluation Committee Monday, January 30, 2023

CHAIRWOMAN'S REPORT

The meeting was called to order at 2:00PM via Zoom. Committee members present were Dr. Amy Williams and Janie Neeley. The meeting opened with an announcement that South Carolina Department of Social Services received a one-year planning grant from the US Administration for Children and Families Preschool Development Grant. The work funded through that grant that will be housed at or contracted by First Steps/ECAC that is relevant to this committee was highlighted, some of which is still being defined. More detail can be found in the meeting minutes. There were a few announcements shared with the Early Childhood Integrated Data System work, including Myrelo King, the new Data Governance Coordinator, who has joined the team. Also, the Palmetto Drive to Five Dashboard is planning to launch at the April ECAC meeting, and the US Department of Education is coming for a site visit in early March for the Early Learning Extension of the K-12 Statewide Longitudinal Data System work.

First Steps has received a revised timeline proposal from the developer of their new case and program management data system. Now, state procurement will negotiate the change order on behalf of First Steps. Updates will be provided to the board once they are finalized. Next, staff announced the establishment of the Carolina Collaborative for Early Childhood Innovation, a collaboration between South Carolina First Steps and the North Carolina Partnership for Children (NCPC). This four-month intensive brings together leaders from nine Smart Start and six First Steps local partnerships to co-design a process for defining, developing, implementing, and evaluating early childhood innovation in the Carolinas. The process developed will then be applied by NCPC and First Steps to funding opportunities to support early childhood innovation in mid-2023. The meeting closed with discussion about the ongoing planning for the five-year agency evaluation (due November 1, 2024) and work being done to inform 4K marketing efforts. The meeting adjourned at 2:45PM.



Strategic Planning and Evaluation Committee

Monday, January 30, 2023 via Zoom

Committee Members Present: Dr. Amy Williams, Janie Neeley

Committee Members Absent: Dave Morley, Alexia Newman

Staff Present: Dr. Chelsea Richard, Director of Research and Strategy

MEETING MINUTES

The meeting was called to order at 2:00PM. The meeting opened with an announcement that South Carolina Department of Social Services received a one-year planning grant from the US Administration for Children and Families Preschool Development Grant. The work funded through that grant that will be housed at or contracted by First Steps/ECAC that is relevant to this committee was highlighted, some of which is still being defined:

- At First Steps/ECAC: Local Partnership and Early Childhood System evaluator
- Contract with UofSC's Research, Evaluation, and Measurement Center
 - System-level needs assessment with administrative data and feedback from parents, service providers, and key stakeholders
 - Thematic analysis of 46 Local Partnerships' needs assessments and strategic plans
 - Connecting learnings from needs assessment across grant-funded activities for this year and renewal grant
- Contract with Education Oversight Committee
 - Support 4K and 5K assessment and standards analysis
 - Obtaining data on children served in locally funded pre-K programs

There were a few announcements shared with the Early Childhood Integrated Data System work, including Myrelo King, the new Data Governance Coordinator, who has joined the team. Also, the Palmetto Drive to Five Dashboard is planning to launch at the April ECAC meeting, and the US Department of Education is coming for a site visit in early March for the Early Learning Extension of the K-12 Statewide Longitudinal Data System work.

First Steps has received a revised timeline proposal from the developer of their new case and program management data system. Now, state procurement will negotiate the change order on behalf of First Steps. Updates will be provided to the board once they are finalized. Next, Chelsea announced the establishment of the Carolina Collaborative for Early Childhood Innovation, a collaboration between South Carolina First Steps and the North Carolina Partnership for Children (NCPIC). This four-month intensive brings together leaders from nine Smart Start and six First Steps local partnerships to co-design a process for defining, developing, implementing, and evaluating early childhood innovation in the Carolinas. The process developed will then be applied by NCPIC and First Steps to funding opportunities to support early childhood innovation in mid-2023. The meeting closed with discussion about the ongoing planning for the five-year agency evaluation (due November 1, 2024) and work being done to inform 4K marketing efforts. The meeting adjourned at 2:45PM.



To: SC First Steps Board of Trustees

From: Jennifer McConnell

Date: February 7th, 2023

RE: Local Partnerships Program and Grants Committee

The Local Partnerships Program and Grants Committee met on February 7th, 2023. The following motions were approved unanimously.

1. Action Item : READY Grant Child Care Technical Assistance- Derek/Betty

Motion:

The Local Partnerships Program and Grants Committee approves the award of Resources for Early Acceleration and Development in Youth (READY) Child Care Technical Assistance Expansion or Establishment Grants to two (2) Local Partnerships (see the award chart below) as selected by the SCFS State Office External Review Committee: Colleton and Richland County Local Partnerships.

Motion: Roger Pryor

2nd by: Shelley Canright

Vote : Yes

Following the vote, a second a motion was brought up by the committee to re -open the motion to make a minor language edit. The edit, as seen in the motion above, added the text (see the award chart below) to refer to the attached chart showing the award amounts for the identified Local Partnerships. The edited motion was then brought to vote again as follows.

Motion : Roger Pryor

2nd : Shelly Canright

Vote: yes

A 2nd action item under this point, to approve funding with revisions of additional partnerships under consideration, was tabled as it was decided that additional work was needed on the applications for five (5) additional local partnerships being considered. The plan is to bring this motion before the committee at the March 16th Program and Grants Committee Meeting once the applications are revised and recommended for funding by SCFS staff.

2. Action Item : READY Infrastructure and Capacity Building round 2



Motion:

The Local Partnerships Program and Grants Committee approves the award of Resources for Early Acceleration and Development in Youth (READY) Infrastructure and Capacity Building round 2 Grants per each partnership's grant application (see the award chart below) to nine (9) Local Partnerships as selected by the SCFS State Office Review Committee: Anderson, Bamberg, Barnwell, Berkeley, Calhoun, Greenville, Greenwood, Richland, and Spartanburg County Local Partnerships.

A 2nd action item under this point, to approve funding with revisions of an additional partnership under consideration, was tabled as it was decided that additional work was needed on the application do to the application requesting in part, capital improvements, which by legislation require additional Board of Trustees approval outside of this grant process. This application will be brought back to committee once all requirements for this request have been completed and approved.

Chief Partnership Officer Derek Cromwell also informed the committee in regard to today's vote, that Greenwood County First Steps has successfully completed the required tasks to be removed from corrective action and eligible for the READY grant that it had applied for and was being voted on today.

3. **Meeting was called to adjourn at 2:20pm . next meeting will be held on March 16, 2023.**



Local Partnership Program and Grants Committee Meeting

Tuesday February 7, 2022

Minutes

Present: Jennifer McConnell, Shelley Canright, Roger Pryor.

Absent: John Hayes, Jessica Mackey

SCFS Staff Present: Derek Cromwell, Betty Gardiner, Chelsea Richards, Kathy Fitzgerald, Jade Wright, Rogers Pender, Kerry Cordan, Jon Artz, Janice Kilburn

Meeting was called to order at 1:02pm on February 7, 2023, by Jennifer McConnell. Meeting was then turned over to Derek Cromwell and Betty Gardiner for the first action item where Betty gave an overview and a breakdown of funds for this READY grant opportunity. The floor was turned over to Chelsea Richards who gave an overview of the process of how a partnership application is chosen.

1. Action Item : READY Grant Child Care Technical Assistance- Derek/Betty

- In FY2022-23, South Carolina First Steps intends to award up to \$500,000 in Resources for Early Acceleration and Development in Youth (READY) targeted grants to local First Steps partnerships, renewable for two additional years. The grant being considered is the READY Child Care Technical Assistance Expansion or Establishment Grants.

The Grant application was due January 20th, 2023, by 5:00pm for funding consideration by the SC First Steps Board of Trustees at its February meeting.

The motion was read by Derek Cromwell as follows:

Motion:

The Local Partnerships Program and Grants Committee approves the award of Resources for Early Acceleration and Development in Youth (READY) Child Care Technical Assistance Expansion or Establishment Grants to two (2) Local Partnerships (see the award chart below) as selected by the SCFS State Office External Review Committee: Colleton and Richland County Local Partnerships.

Motion: Roger Pryor

2nd by: Shelley Canright

Vote : Yes

Following the vote, a second a motion was brought up by the committee to re -open the motion to make a minor language edit. The edit, as seen in the motion above, added the text (see the award chart below) to refer to the attached chart showing the award amounts for the identified Local Partnerships. The edited motion was then brought to vote again as follows.

Motion : Roger Pryor

2nd : Shelly Canright



Vote: yes

- A 2nd action item under this point, to approve funding with revisions of additional partnerships under consideration, was tabled as it was decided that additional work was needed on the applications for five (5) additional local partnerships being considered. The plan is to bring this motion before the committee at the March 16th Program and Grants Committee Meeting once the applications are revised and recommended for funding by SCFS staff.

2. Action Item : READY Infrastructure and Capacity Building round 2

- In FY2022-23, South Carolina First Steps intends to award up to \$725,000 in Resources for Early Acceleration and Development in Youth (READY) targeted grants to local First Steps partnerships, renewable for two additional years, for Infrastructure and Capacity Building . The grant being considered is the READY Infrastructure and Capacity Building round 2 Grants.

The Grant application was due January 20th, 2023, by 5:00pm for funding consideration by the SC First Steps Board of Trustees at its February meeting.

Betty gave an overview and a breakdown of funds for this READY grant opportunity. The floor was then turned over to Chelsea Richards who gave an overview of the process of how a partnership application is chosen.

Chief Partnership Officer also informed the committee in regard to today's vote, that Greenwood County First Steps has successfully completed the required task to be removed from corrective action and eligible for the READY grant that it had applied for and was being voted on today.

The motion was read by Derek Cromwell as follows:

Motion:

The Local Partnerships Program and Grants Committee approves the award of Resources for Early Acceleration and Development in Youth (READY) Infrastructure and Capacity Building round 2 Grants per each partnership's grant application (see the award chart below) to nine (9) Local Partnerships as selected by the SCFS State Office Review Committee: Anderson, Bamberg, Barnwell, Berkeley, Calhoun, Greenville, Greenwood, Richland, and Spartanburg County Local Partnerships.

- A 2nd action item under this point, to approve funding with revisions of an additional partnership under consideration, was tabled as it was decided that additional work was needed on the application do to the application requesting in part, capital improvements, which by legislation require additional Board of Trustees approval outside of this grant process. This application will be brought back to committee once all requirements for this request have been completed and approved.

Meeting was called to adjourn at 2:20pm. Next meeting will be held on March 16, 2023.



Award Chart: READY Infrastructure and Capacity Round 2

	Year 1 Award
Anderson	\$ 30,000.00
Bamberg	\$ 30,000.00
Barnwell	\$ 30,000.00
Berkeley	\$ 29,995.33
Calhoun	\$ 30,000.00
Greenville	\$ 30,000.00
Greenwood	\$ 30,000.00
Richland	\$ 30,000.00
Spartanburg	\$ 30,000.00



Award Chart: READY Child Care Technical Assistance Program Creation or Expansion Grant

	Create or Expand	Year 1 Award
Colleton	create	\$50,000
Richland	expand	\$100,000

READY Infrastructure and Capacity Grants (FY23 Round 2)

Recommendations to Program and Grants Committee



SUMMARY

In FY2022-23, South Carolina First Steps intends to award up to \$725,000 in Resources for Early Acceleration and Development in Youth (READY) targeted grants to local First Steps partnerships, renewable for two additional years, to increase the local partnership's capacity and infrastructure to serve more children and families in their community. Infrastructure and capacity needs were identified by applicants in six areas: staff salaries; benefits; physical office space; technology; transportation; and other.

Awards will be made in two rounds in FY2022-23. Round 1 grants were awarded to twenty partnerships at the October 2022 Board Meeting. Round 2 applications were due on January 20, 2023, and eleven were received. Each application was blind reviewed by a unique team of three reviewers (see attached process). Reviewers and other staff came together to blindly discuss each application and make recommendations for funding. Ten were recommended for funding with eight recommended to be funded as is and two to be funded with revisions. One was not recommended for funding. Below are the details of the staff recommendations.

RECOMMENDATION: FUND AS IS → 8 COUNTIES

- Anderson (pages 1 – 17)

County	Anderson
Total requested	\$90,000.00
Requesting funds for...	
Staff salaries	Yes
Staff benefits	No
Physical space	No
Technology	No
Transportation	No
Other	No
Client-level outcome	Increase average group meeting attendance in Core Functions from 1016 families to 1100
by	2/28/2024
Staff-level outcome	Increase number of staff overall from 1 staff to 2
by	2/28/2024

- Barnwell (pages 18 – 31)

County	Barnwell
Total requested	\$90,000.00
Requesting funds for...	
Staff salaries	No
Staff benefits	Yes
Physical space	No
Technology	No
Transportation	No

READY Infrastructure and Capacity Grants (FY23 Round 2)

Recommendations to Program and Grants Committee



Other	No
Client-level outcome	Increase number of clients served overall in Parents as Teachers (PAT) from 48 families to 54
by	2/28/2024
Staff-level outcome	Increase average staff tenure (i.e., increase retention, decrease turnover) from 3 staff to 3
by	2/28/2024

- Berkeley (pages 32 – 57)

County	Berkeley
Total requested	\$89,995.33
Requesting funds for...	
Staff salaries	Yes
Staff benefits	Yes
Physical space	No
Technology	No
Transportation	No
Other	No
Client-level outcome	Increase number of clients served from a particular risk factor(s) profile, a specific population, and/or geographic area in Early ID and Referral from 110 families to 260
by	6/30/2025
Staff-level outcome	Increase average staff tenure (i.e., increase retention, decrease turnover) from 2 years to 3
by	6/30/2025

- Calhoun (pages 58 – 72)

County	Calhoun
Total requested	\$90,000.00
Requesting funds for...	
Staff salaries	Yes
Staff benefits	Yes
Physical space	No
Technology	No
Transportation	No
Other	No

READY Infrastructure and Capacity Grants (FY23 Round 2)

Recommendations to Program and Grants Committee



Client-level outcome	Increase average group meeting attendance in Parents as Teachers (PAT) from 10 families to 15
by	6/30/2023
Staff-level outcome	Increase average staff tenure (i.e., increase retention, decrease turnover) from 3 years to 5
by	2/28/2026

- Greenville (pages 73 – 86)

County	Greenville
Total requested	\$90,000.00
Requesting funds for...	
Staff salaries	Yes
Staff benefits	No
Physical space	No
Technology	No
Transportation	No
Other	No
Client-level outcome	Increase number of clients served overall in Triple P Multilevel (level 1, 2, & 3) from 629 adults to 750
by	10/6/2023
Staff-level outcome	Increase number of full-time staff from 0 staff to 1
by	3/1/2023

- Greenwood (pages 87 – 106)

County	Greenwood
Total requested	\$90,000.00
Requesting funds for...	
Staff salaries	Yes
Staff benefits	Yes
Physical space	No
Technology	Yes
Transportation	No
Other	No
Client-level outcome	Increase number of clients served overall in Nurturing Parenting - Home visiting from 15 families to 30
by	5/1/2023

READY Infrastructure and Capacity Grants (FY23 Round 2)

Recommendations to Program and Grants Committee

Staff-level outcome	Increase number of staff overall from 3 staff to 4
by	3/1/2023

- Richland (pages 107 – 121)

County	Richland
Total requested	\$90,000.00
Requesting funds for...	
Staff salaries	Yes
Staff benefits	No
Physical space	No
Technology	No
Transportation	No
Other	No
Client-level outcome	Increase number of clients served overall in Parents as Teachers (PAT) from 121 children to 225
by	2/28/2026
Staff-level outcome	Decrease staff turnover from 44 percent to 27
by	2/28/2026

- Spartanburg (pages 122 – 139)

County	Spartanburg
Total requested	\$90,000.00
Requesting funds for...	
Staff salaries	Yes
Staff benefits	No
Physical space	No
Technology	No
Transportation	No
Other	No
Client-level outcome	Increase percent of projected to serve met in Quality Counts from 42 providers to 47
by	1/1/2024
Staff-level outcome	Increase number of professional development or trainings attended by staff from 1 trainings to 2
by	1/1/2024

READY Infrastructure and Capacity Grants (FY23 Round 2)

Recommendations to Program and Grants Committee



RECOMMENDATION: FUND WITH REVISIONS → 2 COUNTIES

- Bamberg (pages 140 – 144)
 - Revision needed: need correct budget template

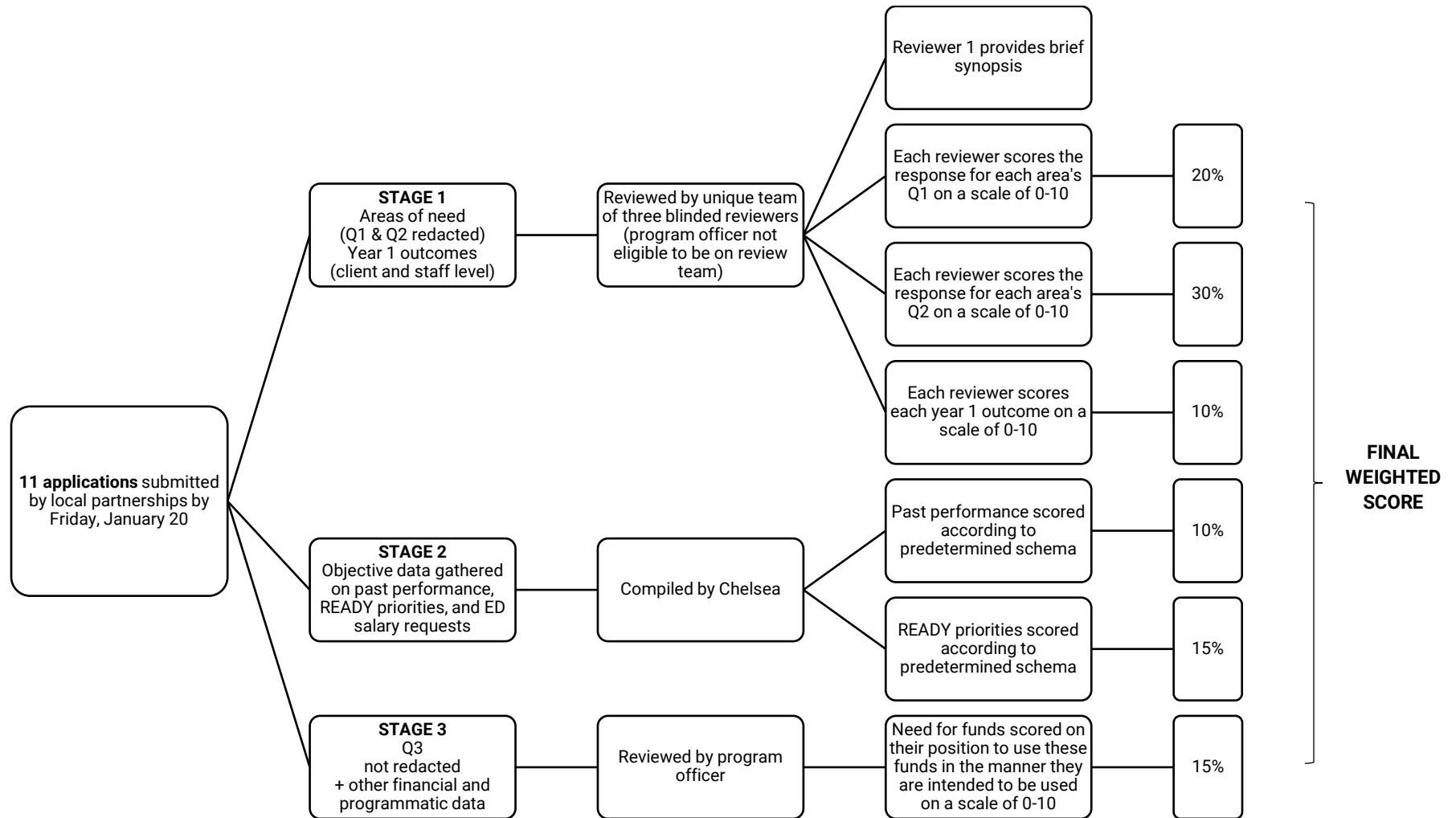
County	Bamberg
Total requested	\$90,000.00
Requesting funds for...	
Staff salaries	Yes
Staff benefits	Yes
Physical space	No
Technology	No
Transportation	No
Other	No
Client-level outcome	Increase number of clients served overall in Early Education For Under 4 from 20 families to 40
by	1/28/2024
Staff-level outcome	Increase average staff tenure (i.e., increase retention, decrease turnover) from 2 staff to 2
by	1/28/2024

- Lee (pages 145 – 165)
 - Revision needed: need capital improvement details and clearance from Board of Trustees (future action)

County	Lee
Total requested	\$90,000.00
Requesting funds for...	
Staff salaries	No
Staff benefits	Yes
Physical space	Yes
Technology	Yes
Transportation	No
Other	No
Client-level outcome	Increase percent of projected to serve met in Early Steps from 4 providers to 5
by	6/2/2023
Staff-level outcome	Increase average staff tenure (i.e., increase retention, decrease turnover) from 7 staff to 7
by	6/30/2023

Resources for Early Acceleration and Development in Youth (READY) Infrastructure and Capacity Grants

Review and Scoring Process – FY23 Round 2



After scoring completed		
Step 1: Blind Review	Step 2: Unblinded Review	Step 3: Program and Grants Committee Consideration
Purpose: review blinded applications from highest to lowest score to determine staff recommendations	Purpose: review staff recommendations with counties identified	Purpose: Program and Grants committee considers staff recommendations and receives all grant applications recommended for funding

**READY Child Care Technical Assistance
Establishment and Expansion Grants (FY23)**
Recommendations to Program and Grants Committee



SUMMARY

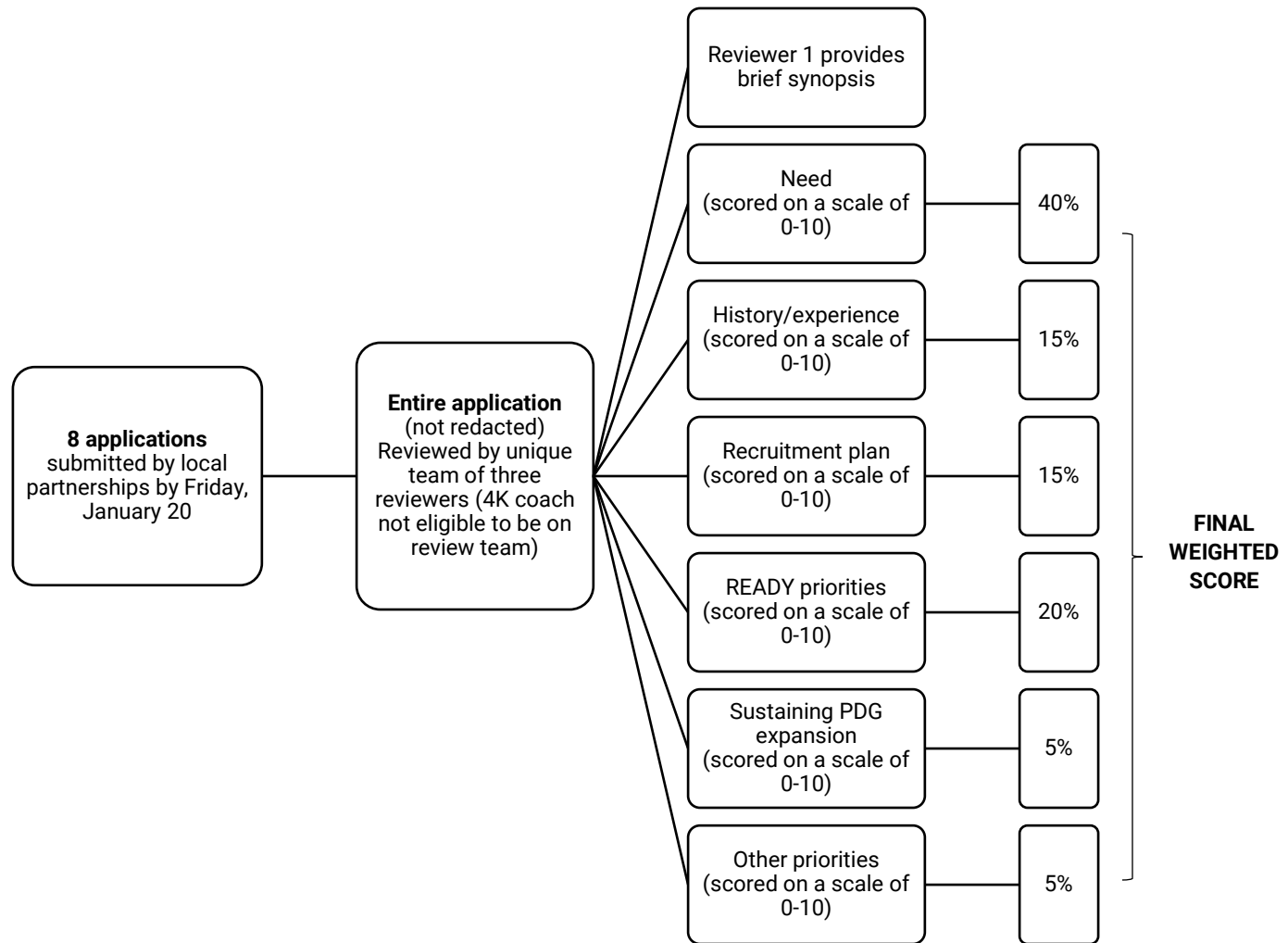
In FY2022-23, South Carolina First Steps intends to award up to \$500,000 in Resources for Early Acceleration and Development in Youth (READY) targeted grants to local First Steps partnerships, renewable for two additional years, to expand or establish child care technical assistance programs. Applications were due on January 20, 2023, and eight were received. Each application was reviewed by a unique team of three reviewers, who were external to the local partnership team (see attached process). Reviewers and other staff came together to blindly discuss each application and make recommendations for funding. Seven were recommended for funding with two recommended to be funded as is. There were five applications that were recommended to be funded with revisions that staff will work on and bring to this committee in a future action. One was not recommended for funding.

RECOMMENDATION: FUND AS IS → 2 COUNTIES

County	Establishment or Expansion?	Program	Total request over three years	Total providers	Total classrooms	Pages
Colleton	Establishment	Quality Enhancement	\$150,000.00	3	6	1 - 13
Richland	Expansion	Quality Enhancement	\$300,000.00	12	18	14 - 36

READY Child Care Technical Assistance Program Creation or Expansion Grant

Review and Scoring Process – FY23



After scoring completed		
Step 1: Review Team Examination	Step 2: Staff Review	Step 3: Program and Grants Committee Consideration
Purpose: review applications from highest to lowest score to determine review team's recommendations	Purpose: staff examine review team's recommendations	Purpose: Program and Grants committee considers recommendations and receives all grant applications recommended for funding



To: SC First Steps Board of Trustees

From: Tim Holt, Chairman, Finance and Administration Committee

Date: February 08, 2023

RE: Finance and Administration Report

The Finance and Administration Committee met via Zoom conference call on February 8, 2023, to receive updates from staff and to take up action items. Detailed meeting minutes are attached. The committee brings forward two action items, and the following updates.

ACTION: Revised Local Partnership Formula Allocation Model for FY 2023-24

The Committee received input from staff based on the results of the work of the Formula Allocation Task Force the Board requested during the Allocation discussion of the Board in the spring of 2022. This discussion involved two things. Revising the Local Partnership Formula Allocation Model and introducing compliance penalties for low performance.

The Committee discussed both items and presents two motions. The first involves the compliance penalties. This conceptual framework is already in place with only a few changes. The process includes Corrective Action Plans that are implemented by the Local Partnerships based on compliance issues with the statutes, bylaws, Grant Agreement, and other operating standards. These penalties would be connected to the Allocation Model only as they are assessed by the Board of Trustees. The Allocation Model would be updated when they occur, and they can occur at any time depending on the situation. The Committee discussed the draft recommendation for the conceptual procedures and guidance, motioned and voted to submit the following Motion:

Motion: To approve the conceptual procedures and guidance related to Local Partnership non-compliance penalties for the staff and the Board going forward.

The second motion relates to the actual Formula Allocation Model most recently revised in 2018. The recommendation from staff informed by the Task Force was to implement a model with a 3% cap on the annual population changes per county for the data. Over time each of the Local Partnerships affected would receive the total amount the original model intended but this would reduce some of the large year to year variances we have seen recently due to the American Communities Survey data variances. The Task Force received input from the Executive Directors through two Zoom meetings that allowed for all ED's to attend and participate. Of the input received, a large majority of the ED's supported the change.

After general discussion by the Committee, we introduced and voted to approve a motion to bring this item to the Board for review and approval.

The Committee makes the following Motion:

Motion: To approve the revised Formula Allocation Model for FY 2023-24.

First Steps State Office

Financial Report

2022-23: The YTD financial report was reviewed by Mr. Barnes. The organization continues to be in good financial condition. Expenditures to date are in line with projections. In addition, our donations for the year have exceeded \$106,000.

Recovery Audit

Per SC Budget Proviso, First Steps was required to conduct an audit to review 100% of payments over three years. We received confirmation that all invoices and payments during that time had no errors and were paid appropriately.

Other updates can be found in the meeting minutes.



Minutes from Finance and Administration Committee Meeting

February 8, 2023

Members present: Tim Holt, Chairman, Jacque Curtin, CPA

Members not present: None

Nonmembers present: Mark Barnes, Director of Administration; Lavinia Tejada, CPA, Director of Finance and Audits, Chelsea Richard, Director of Research and Strategy

With all public notices being provided, the Zoom meeting was called to order by Tim Holt at 10:00 am.

Required Action Item: Review of Revised Formula Allocation Model for FY 2023-24

Mr. Barnes presented information from the Formula Allocation Task Force for information, review, possible motions, and approval. He reminded the Committee that the Board decided last year to hold the Formula Allocation to the same amounts as the previous year, and at that time also requested a Formula Allocation Task Force to be created to review the Allocation Model and make recommendations on changes that would reduce the possibility that issues with the Census data or margins of error would negatively impact the funding going to the Local Partnerships.

Chelsea Richard, Mark Barnes, and Max Learner met several times and reviewed the data associated with the Allocation Model. They reviewed the Census data, looked at Medicaid data and other information. They looked at several possible options that would help put guardrails around the maximum change that could occur in the funding for any specific Local Partnership. One of the goals was to ensure that no partnership either lost, or gained, at a level they would not be able to manage over the course of a year.

Once they completed their work a meeting was scheduled with the Task Force to review and discuss possible options. The staff presented two options that might help with the issue. One was to limit the population change in any single year to 3% with another option to limit it to 5%. These were discussed and other options or recommendations were requested from the Task Force. All Executive Directors of the Local Partnerships were invited to attend. There were over 30 in attendance at the first meeting.

One of the outcomes of the meeting was feedback to wait until the new American Community Survey data came out in December, and then to evaluate the options. The second Task Force meeting was held on January 25, 2023, to review the new data evaluated with the two options of 3% and 5%. There was general discussion around the options and implications. Feedback was requested after the meeting through email from all Executive Directors. 16 of the ED's responded and their results were as follows. For the 3% allocation model, which was the preferred option as it was based on the actual variance over time of the Local Partnerships that received more than \$200,000 per year, 16 responded. Of that number, 12 supported the 3% model, 1 did not support the model, 2 were neutral on the model, and 1 did not indicate a preference.

The other area for discussion was related to a draft non-compliance process for the Local Partnerships based on the current process regarding Corrective Action Plans. This process is generally already in place, this draft just clarifies it and establishes guidance for the Board, First Steps Staff and the Local Partnerships. For the question related to the non-compliance process draft, 9 were positive, 1 was against, 2 were neutral, and 4 did not express a clear opinion. After reviewing the responses and the feedback, the staff modified the non-compliance procedure based on the comments. They combined number 2 and number 3 and further defined possible outcomes. There was also guidance on when these compliance penalties could take place. This could happen anytime during the year and could be modified as many times during the year as necessary. This information would be included in the Allocation Model as it occurs.

Based on the feedback for both issues, the staff recommendation is to approve the 3% Modified Formula Allocation Model and support in concept the revised Non-compliance procedure request.

There was general discussion by the Committee.

Tim Holt motioned that "The Committee approve the conceptual procedures and guidance related to Local Partnership non-compliance penalties for the staff and the Board going forward." The motion was seconded by Jacque Curtin and received a unanimous vote.

Tim Holt motioned that "The Committee approve the revised Formula Allocation Model for FY 2023-24 and send to the Board of Trustees for review and approval." The motion was seconded by Jacque Curtin and received a unanimous vote.

The motions will go to the Board of Trustees for review and approval.

First Steps State Office

Financial Report

The YTD financial report for 2022-23 was reviewed by Mr. Barnes. SC First Steps is in good financial shape. He shared that the projected budget for FY 2022-23 is greater than \$66 Million. We are in good financial shape and are expending our funds within our budgets and projections. At this point in the year, we have expended 55% against a projected 58%. Mr. Holt asked about the change in the 4K expenditures and Mr. Barnes discussed the process and how the funds flow from SC First Steps to Manley Garvin for payments to the 4K providers and talked about how that affects the monthly expenditures. He also mentioned the new Pritzker Grant that has been added to the budget.

Mr. Barnes also mentioned the donations report showing total donations to date of over \$106,000 and the fund-raising event, A Night to Celebrate, coming up on April 20, 2023.

Recovery Audit

Per SC Provisos, the agency was required to select a vendor to complete a Recovery Audit on First Steps. The audit was started last spring and included a review of all our payments. We have recently received the results. For the 2019, 2020, and 2021 fiscal year, we had no errors on the 100% audit of our Accounts Payable invoices.

State Budget Update

SC First Steps submitted their state budget request to the Governor's Office for the upcoming 2023-24 state fiscal year. The total is almost \$9 million. The Governor recommended two of our requests for funding. They include \$455,392 in funds to cover the cost increases over the last 5 years, and \$5.2 million for the 4K Program. These would be recurring funds to cover the one-time funds received last year to implement full statewide expansion of the 4K Program. Staff presented the agency's request to the House Ways and Means Education Sub-Committee to share and discuss the request in January. As of today, the Sub-Committee approved two of our proviso requests. One to change the date on the READY proviso, and the new proviso that would study removing the agency from under the State Department of Education.

Local Partnerships

Local Partnership Update

Mr. Barnes provided an update on the Local Partnerships. He mentioned the great progress that Abbeville and Greenwood County First Steps are making. Greenwood has completed their Corrective Action Plan and is now eligible to receive new grants from First Steps. It is expected that Abbeville will be completing theirs in the next 6 weeks. There was general discussion about the Local Partnerships. Mr. Barnes will keep the Committee up to date on any changes or new information.

ESSER Update

The State Department of Education has agreed to a resolution to the ESSER changes and retroactive requirements for the grant to First Steps. We are waiting for the documents to sign so that we can move forward.

4K Program

As of January, the program has the highest number of enrollees, which is approximately 10% more than last year. He reminded the Committee that we have worked with DSS to structure the payments from the 4K Program and the Federally funded DSS Child Care voucher program for part time vouchers, when appropriate, to increase the reimbursement to cover the actual cost for the providers. With the implementation of this model, for the first time since the program has started, providers would not have to lose money to participate.

Other

With no further business to discuss, the meeting was adjourned at 9:56 am.

FORMULA FUNDING REDUCTION LEVELS

At anytime during the year a Local Partnership may come under a Corrective Action Plan (CAP). As these processes take place, there is a wide variety of possible outcomes over different periods of time. Once a Local Partnership is moved to a level where there is a financial impact, their Allocation will be impacted in that period as appropriate for the specific situation. A Local Partnership may move through multiple levels in a single year or period and the impact may occur at that time without waiting until a future period depending on the specific situation. At least two times during each year a formal review will take place that might generate a CAP, but a CAP with a financial penalty could occur at any time depending on the specific situation and the violation.

Any financial penalty would not normally be a surprise to the Local Partnership as it would be part of an ongoing CAP or other action. If there is a financial penalty accessed by the Board of Trustees, each Local Partnership is welcome to request time either in a meeting of the appropriate Committee, or of the Board of Trustees to reconsider its actions.

SATISFACTORY

- Successful Operations
 - No Corrective Action Plans
 - Can apply for Targeted and Competitive Grants

UN-SATISFACTORY

Level 1 Under Corrective Action Plan

- Have established a Corrective Action Plan and is working on completing it successfully:
- Cannot be awarded a Targeted or Competitive Grant
- No change in Formula Funding

Level 2 Failure to Complete or Create a Corrective Action Plan


- Have established a Corrective Action Plan and is not meeting their plan requirements or have not established a Corrective Action Plan as required.
- Cannot be awarded a Targeted or Competitive Grant
- Certain issues require a reduction in funding. Includes:
 - Failure to meet match two years in a row
 - Failure to meet the 15% Carryforward Requirement two years in a row
 - Additional failures in specific situations recommended by First Steps Staff based on ongoing or repeat Corrective Action Plans (appropriate percentage to be determined)
- Reductions can be as much as 5% of the total formula funding
- Must be Approved by Board of Trustees

Level 3 Default on Grant Agreement and First Steps Policies

- Local Partnership exceeds the set administrative rate (per statute)
- Local Partnership is in default of the Grant Agreement and is not adequately correcting the deficiencies (per statute and the Grant Agreement)
- Elimination of Formula Funding
- Approved by Board of Trustees.

First Steps Local Partnership Allocation FY 2022-23 3% Option

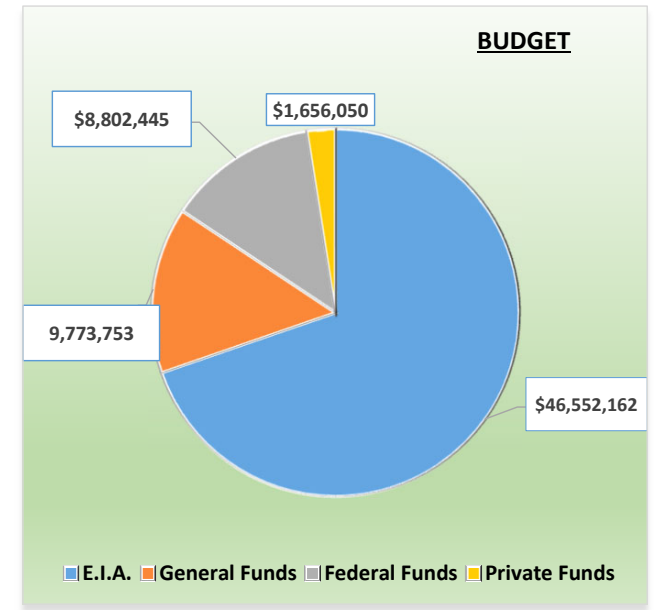
26-Jan-23

		Enter total funds for allocation in E 4 Enter Initial Base Allocation in E 6											Total Funds \$14,435,228													
Instructions: Enter any noncompliance penalties in Column K Calculate Adjusted Base Allocation		Initial Base Allocation for Each County \$200,000											Total Initial Base Allocation \$9,200,000													
Additional allocation for counties with high numbers of children age 0-5 under 185% of poverty is calculated as follows: 1. Select counties that have more than 2800 children age 0-5 under 185% of poverty. Subtract 2800 from estimated number in column C. 2. Calculate percent of the total for each county with more than 2800 children. 3. Multiply percent by the amount available for allocation. 4. Add the adjusted base amount to the additional allocation.													Funds Available for Allocation = Total Funds Minus Total Initial Base \$5,235,228.00	Subtotal Allocation	Total Noncompliance Penalties \$0.00	Total Adjusted Base Allocation \$14,435,228.00										
Sources:		U.S. Census Bureau: 2017-2021 American Community Survey 5-Year Estimates, Table 17024											Initial Base Allocation	Low Income	Counties with large numbers of low income children	2021 Estimate Above 2800	2019 Estimate Above 2800	Percentage Change	Max 3% Change Allowable	Adjusted change in # of Children	Adjusted # of Children	Percentage for additional allocation	Additional Allocation	Subtotal Allocation	Minus Noncompliance Penalty	Total Allocation
County	Estimated number below age 6 for whom poverty was determined	Estimated number below age 6 less than 185% poverty	Estimated percent below age 6 less than 185% poverty	County Percent of Population Below Age 6 Less Than 185% Poverty	2021 Estimate Above 2800	2019 Estimate Above 2800	Percentage Change	Max 3% Change Allowable	Adjusted change in # of Children	Adjusted # of Children	Percentage for additional allocation	Additional Allocation	Subtotal Allocation	Minus Noncompliance Penalty	Total Allocation											
South Carolina	336,095	147,050	43.8%	100.00%																						
Abbeville	1,361	747	54.9%	0.51%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Aiken	11,247	4,750	42.2%	3.23%	\$200,000	1,950	3,144	-20.09%	-3.00%	(178)	2,966	0.043	\$225,330	\$425,330	\$0	\$425,330										
Allendale	430	352	81.9%	0.24%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Anderson	13,755	5,828	42.4%	3.96%	\$200,000	3,028	2,870	2.79%	3.00%	170	3,040	0.044	\$230,984	\$430,984	\$0	\$430,984										
Bamberg	818	480	58.7%	0.33%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Barnwell	1,506	1,270	84.3%	0.86%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Beaufort	11,038	4,989	45.2%	3.39%	\$200,000	2,189	2,785	-10.67%	-3.00%	(168)	2,617	0.038	\$198,872	\$398,872	\$0	\$398,872										
Berkeley	17,131	6,975	40.7%	4.74%	\$200,000	4,175	3,969	3.04%	3.00%	203	4,172	0.061	\$316,990	\$516,990	\$0	\$516,990										
Calhoun	728	470	64.6%	0.32%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Charleston	27,237	8,832	32.4%	6.01%	\$200,000	6,032	6,841	-8.39%	-3.00%	(289)	6,552	0.095	\$497,798	\$697,798	\$0	\$697,798										
Cherokee	3,980	2,318	58.2%	1.58%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Chester	2,384	1,443	60.5%	0.98%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Chesterfield	2,764	1,483	53.7%	1.01%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Clarendon	1,709	967	56.6%	0.66%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Colleton	2,287	1,531	66.9%	1.04%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Darlington	4,197	2,511	59.8%	1.71%	\$200,000		60	-2.10%	-2.10%	(60)	-	-	\$0	\$200,000	\$0	\$200,000										
Dillon	2,202	1,567	71.2%	1.07%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Dorchester	10,492	3,631	34.6%	2.47%	\$200,000	831	1,228	-9.86%	-3.00%	(121)	1,107	0.016	\$84,121	\$284,121	\$0	\$284,121										
Edgefield	1,072	629	58.7%	0.43%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Fairfield	1,263	918	72.7%	0.62%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Florence	9,955	4,783	48.0%	3.25%	\$200,000	1,983	2,852	-15.38%	-3.00%	(170)	2,682	0.039	\$203,809	\$403,809	\$0	\$403,809										
Georgetown	3,045	1,706	56.0%	1.16%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Greenville	37,602	13,528	36.0%	9.20%	\$200,000	10,728	11,256	-3.76%	-3.00%	(422)	10,834	0.157	\$823,182	\$1,023,182	\$0	\$1,023,182										
Greenwood	5,001	3,158	63.1%	2.15%	\$200,000	358	686	-9.41%	-3.00%	(105)	581	0.008	\$44,176	\$244,176	\$0	\$244,176										
Hampton	1,280	780	60.9%	0.53%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Horry	18,066	8,941	49.5%	6.08%	\$200,000	6,141	6,623	-5.12%	-3.00%	(283)	6,340	0.092	\$481,731	\$681,731	\$0	\$681,731										
Jasper	1,456	892	61.3%	0.61%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Kershaw	4,166	1,613	38.7%	1.10%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Lancaster	6,220	2,387	38.4%	1.62%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Laurens	4,657	2,363	50.7%	1.61%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Lee	906	522	57.6%	0.35%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Lexington	20,027	8,333	41.6%	5.67%	\$200,000	5,533	5,353	2.21%	2.21%	180	5,533	0.080	\$420,393	\$620,393	\$0	\$620,393										
McCormick	308	177	57.5%	0.12%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Marion	1,829	1,436	78.5%	0.98%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Marlboro	1,560	1,036	66.4%	0.70%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Newberry	2,370	1,157	48.8%	0.79%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Oconee	4,409	2,258	51.2%	1.54%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Orangeburg	5,256	3,430	65.3%	2.33%	\$200,000	630	1,124	-12.59%	-3.00%	(118)	1,006	0.015	\$76,456	\$276,456	\$0	\$276,456										
Pickens	7,227	2,639	36.5%	1.79%	\$200,000		102	-3.51%	-3.00%	(87)	15	0.000	\$1,135	\$201,135	\$0	\$201,135										
Richland	27,505	12,240	44.5%	8.32%	\$200,000	9,440	9,521	-0.66%	-0.66%	(81)	9,440	0.137	\$717,243	\$917,243	\$0	\$917,243										
Saluda	1,232	494	40.1%	0.34%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Spartanburg	23,170	9,493	41.0%	6.46%	\$200,000	6,693	7,193	-5.00%	-3.00%	(300)	6,893	0.100	\$523,740	\$723,740	\$0	\$723,740										
Sumter	8,304	4,102	49.4%	2.79%	\$200,000	1,302	2,081	-15.96%	-3.00%	(146)	1,935	0.028	\$146,987	\$346,987	\$0	\$346,987										
Union	1,879	1,139	60.6%	0.77%	\$200,000						\$0	\$200,000	\$0	\$200,000												
Williamsburg	1,969	1,211	61.5%	0.82%	\$200,000						\$0	\$200,000	\$0	\$200,000												
York	19,095	5,541	29.0%	3.77%	\$200,000	2,741	3,374	-10.25%	-3.00%	(185)	3,189	0.046	\$242,281	\$442,281	\$0	\$442,281										
					\$9,200,000								\$0													
						63,754	71,062			100.00%	68903.5		\$5,235,228	\$14,435,228	\$0	\$14,435,228										



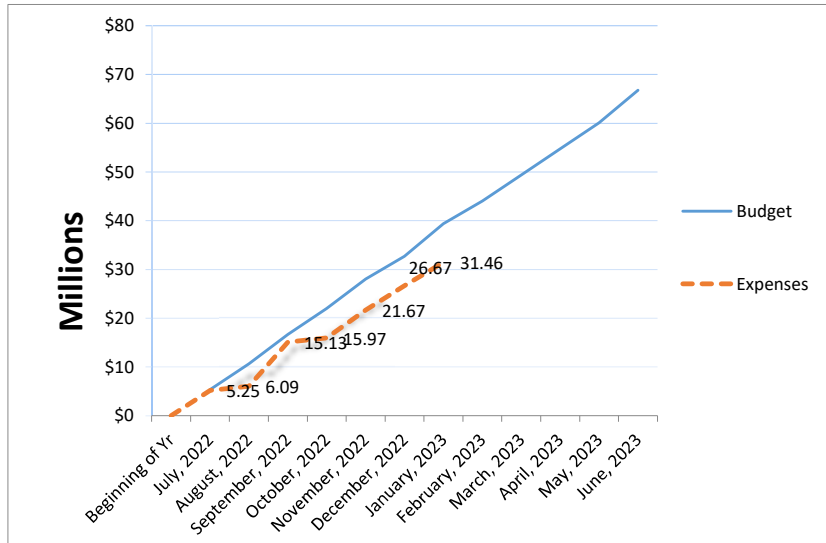
Allocation Model Variance between Adjustment and No Adjustment (3%)
26-Jan-23

County	Total Allocation 2021-22	Total Allocation 2023-24 w/o Adjustment	Change with Allocation Model w/o Adjustment	Percentage Change w/o Adjustment	Total Allocation 2023-24 with Adjustment	Change with Allocation Model with Adjustment	Percentage Change with Adjustment	Variance Between no Adjustment and Adjustment
Abbeville	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Aiken	431,622	360,126	-71,496	-16.56%	425,330	-6,293	-1.46%	65,203
Allendale	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Anderson	411,437	448,647	37,211	9.04%	430,984	19,548	4.75%	-17,663
Bamberg	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Barnwell	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Beaufort	405,174	379,752	-25,422	-6.27%	398,872	-6,303	-1.56%	19,119
Berkeley	492,401	542,835	50,433	10.24%	516,990	24,589	4.99%	-25,844
Calhoun	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Charleston	703,985	695,324	-8,661	-1.23%	697,798	-6,187	-0.88%	2,474
Cherokee	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Chester	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Chesterfield	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Clarendon	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Colleton	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Darlington	204,420	200,000	-4,420	-2.16%	200,000	-4,420	-2.16%	0
Dillon	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Dorchester	290,468	268,238	-22,230	-7.65%	284,121	-6,347	-2.19%	15,883
Edgefield	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Fairfield	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Florence	410,110	362,836	-47,274	-11.53%	403,809	-6,301	-1.54%	40,973
Georgetown	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Greenville	1,029,244	1,080,941	51,697	5.02%	1,023,182	-6,062	-0.59%	-57,759
Greenwood	250,538	229,398	-21,141	-8.44%	244,176	-6,363	-2.54%	14,778
Hampton	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Horry	687,925	704,275	16,350	2.38%	681,731	-6,194	-0.90%	-22,544
Jasper	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Kershaw	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Lancaster	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Laurens	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Lee	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Lexington	594,362	654,348	59,986	10.09%	620,393	26,030	4.38%	-33,956
McCormick	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Marion	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Marlboro	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Newberry	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Oconee	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Orangeburg	282,807	251,733	-31,073	-10.99%	276,456	-6,350	-2.25%	24,723
Pickens	207,514	200,000	-7,514	-3.62%	201,135	-6,379	-3.07%	1,135
Richland	901,424	975,176	73,752	8.18%	917,243	15,819	1.75%	-57,933
Saluda	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Spartanburg	729,917	749,603	19,685	2.70%	723,740	-6,177	-0.85%	-25,863
Sumter	353,310	306,915	-46,395	-13.13%	346,987	-6,323	-1.79%	40,072
Union	200,000	200,000	0	0.00%	200,000	0	0.00%	0
Williamsburg	200,000	200,000	0	0.00%	200,000	0	0.00%	0
York	448,567	425,080	-23,487	-5.24%	442,281	-6,286	-1.40%	17,201
Totals	14,435,228	14,435,228	0	0.00%	14,435,228	0	0.00%	0



**As of
January 31, 2023**

Spending Rates	
Projected	58%
Actual	55%



PROGRAMS / OPERATIONS	STATE APPROPRIATIONS			FEDERAL GRANTS			PRIVATE FUNDS			GRAND TOTAL		
	Description	Budget	Expended	Balance	Budget	Expended	Balance	Budget	Expended	Balance	Budget	Expended
LOCAL PARTNERSHIPS	14,435,228	10,826,424	3,608,804	2,612,457	-	\$ 2,612,457			-	17,047,685	10,826,424	\$ 6,221,261
LOCAL PARTNERSHIPS SUPPORT & TECH ASST.	5,151,504	1,756,144	3,395,360			\$ -	1,495,624	-	1,495,624	6,647,128	1,756,144	\$ 4,890,984
PRIVATE 4-K	32,496,679	15,119,604	17,377,075	1,873,457		1,873,457	142,058		142,058	34,512,194	15,119,604	\$ 19,392,590
EARLY CHILDHOOD ADVISORY COUNCIL	176,000	4,306	171,694	3,729,725	1,816,271	1,913,454			-	3,905,725	1,820,576	\$ 2,085,149
AMERICORPS				326,703	164,285	162,418			-	326,703	164,285	\$ 162,418
POLICY & ACCOUNTABILITY	2,684,872	1,185,755	1,499,117	260,103		260,103	1,400,000	589,977	810,023	4,344,975	1,775,732	\$ 2,569,243
GRAND TOTAL:	54,944,283	28,892,232	26,052,051	8,802,445	1,980,556	6,821,889	3,037,682	589,977	2,447,705	66,784,410	31,462,765	\$ 35,321,645

Notes:

1) Local Partnerships:

- a. Funding Sources: Education Improvement Act (EIA) Funds
- b. Formula allocation cash advances are disbursed on a quarterly basis
- c. Expenditures reflect disbursements from SC First Steps (state-level)
- d. Does not include local-level actual expenses to staff and vendors

2) Private budgets based on Projected Fund Raising and income & prior year cash.

46,552,162	E.I.A.
9,773,753	General Funds
8,802,445	Federal Funds
1,656,050	Private Funds
66,784,410	

3) LP Support & Technical Assistance

- a. Contracted accounting firm (Manley Garvin, LLC)
- b. Accounting Software network support & Data Housing
- c. Programmatic data housing & network support

Federal Funds:

AmeriCorps:	326,703
SLDS:	260,103
PDG:	3,729,725
ESSER Funds	4,485,914
	8,802,445

3) LP Support & Technical Assistance (cont.)

- d. Workers' compensation insurance coverage
- e. External programmatic evaluation
- f. Financial audits-annually each LP
- g. Does not include local-level actual expenses to staff and vendors
- h. OFS program & finance staff (payroll, rent, contractual, supplies, travel, etc)
- i. Includes LP Countdown to Kindergarten program

4) State Appropriations Include EIA Funds and General Funds.

Donations

FY 2023

As of January 31, 2023



DATE RECEIVED	GENERAL	DONOR/PAYOR	FUNDS	PURPOSE / COMMENTS
Jul 12, 2022	\$ 120	Jennifer Humphries-NFG	Restricted	Cherokee County First Steps
Jul 12, 2022	\$ 10,000	DSS	Restricted	Summit Sponsorship-SC First Steps
Jul 14, 2022	\$ 10,000	Childrens Trust	Restricted	Summit Sponsorship-SC First Steps
Aug 2, 2022	\$ 500	Sisters of Charity	Restricted	Summit Sponsorship-SC First Steps
Aug 2, 2022	\$ 1,000	Head Start Collaboration-SCDSS	Restricted	Summit Sponsorship-SC First Steps
Aug 11, 2022	\$ 2,000	Enterprise Holdings Foundation	Restricted	SC First Steps
Aug 18, 2022	\$ 2,000	Enterprise Holdings Foundation	Restricted	SC First Steps
Sep 8, 2022	\$ 2,500	Institute for Child Success	Restricted	Summit Sponsorship-SC First Steps
Sep 8, 2022	\$ 2,500	Kaplan Early Learning Co.	Restricted	Summit Sponsorship-SC First Steps
Oct 24, 2022	\$ 15,500	Enterprise holdings	Restricted	SC First Steps
Nov 3, 2022	\$ 1,500	SCDDSN	Restricted	Summit Sponsorship-SC First Steps
Nov 9, 2022	\$ 200	SCIMHA	Restricted	Summit Sponsorship-SC First Steps
Nov 14, 2022	\$ 200	SC Legal Services	Restricted	Summit Sponsorship-SC First Steps
Nov 15, 2022	\$ 158.44	Spartanburg Comm. College	Restricted	Summit Sponsorship-SC First Steps
Nov 15, 2022	\$ 600	Children's Trust	Restricted	Summit Sponsorship-SC First Steps
Nov 22, 2022	\$ 1,275	USC-Columbia	Restricted	Summit Sponsorship-SC First Steps
Nov 22, 2022	\$ 200	Palmetto Shared Alliance	Restricted	Summit Sponsorship-SC First Steps
Nov 22, 2022	\$ 250	NFG-Rosemary Paterson	Restricted	Laurens County FS
Nov 22, 2022	\$ 50	NFG-Erin Hall	Unrestricted	SC First Steps
Nov 22, 2022	\$ 100	NFG-Mary Dell Hayes	Unrestricted	SC First Steps
Nov 22, 2022	\$ 25	NFG-Elizabeth Dudek	Unrestricted	SC First Steps
Nov 22, 2022	\$ 100	NFG-Dana Ritchie	Unrestricted	SC First Steps
Nov 22, 2022	\$ 25	NFG-Joseph Knapp	Unrestricted	SC First Steps
Nov 30, 2022	\$ 500	USC-Columbia	Restricted	Summit Sponsorship-SC First Steps
Nov 30, 2022	\$ 25	NFG-Joe Nation	Unrestricted	SC First Steps
Nov 30, 2022	\$ 25	NFG-Elizabeth Dudek	Unrestricted	SC First Steps
Nov 30, 2022	\$ 25	Mary Lee Arthur	Restricted	Lee County FS
Nov 30, 2022	\$ 10,000	Dave & Cheryl Morley	Unrestricted	SC First Steps
Dec 5, 2022	\$ 200	Newberry Family Literacy	Restricted	Summit Sponsorship-SC First Steps
Dec 6, 2022	\$ 100	Mary Lynne Diggs	Unrestricted	SC First Steps
Dec 13, 2022	\$ 50	Jacob Baker	Unrestricted	SC First Steps
Dec 13, 2022	\$ 250	American Endowment Foundation	Unrestricted	SC First Steps
Dec 14, 2022	\$ 2,500	Lakeshore Learning	Restricted	Summit Sponsorship-SC First Steps
Dec 14, 2022	\$ 14,480	Expo Pass- Summit Sponsorship	Restricted	Summit Sponsorship-SC First Steps
Dec 15, 2022	\$ 71	Expo Pass- Summit Sponsorship	Restricted	Summit Sponsorship-SC First Steps
Dec 19, 2022	\$ 125	Columbia Int.University	Restricted	Summit Sponsorship-SC First Steps
Dec 19, 2022	\$ 500	KRJ Consulting	Unrestricted	SC First Steps
Dec 19, 2022	\$ 2,000	Comm.Foundation of Greenville	Unrestricted	SC First Steps
Dec 19, 2022	\$ 50	Mary Ann & Alan Mathews	Unrestricted	SC First Steps
Dec 19, 2022	\$ 570	Expo Pass- Summit Sponsorship	Restricted	Summit Sponsorship-SC First Steps
Dec 20, 2022	\$ 200	NFG-Melissa Sanders	Restricted	Pickens County FS
Dec 20, 2022	\$ 1,000	NFG-Kimberly Clark-Cort Beach	Restricted	Aiken County FS
Dec 20, 2022	\$ 50	NFG-Barbara Scott	Restricted	Richland County FS
Dec 20, 2022	\$ 50	NFG-Betty Gardiner	Unrestricted	SC First Steps
Dec 20, 2022	\$ 25	NFG-Sara Eagle	Unrestricted	SC First Steps
Dec 20, 2022	\$ 25	NFG-Shirley Hackett	Restricted	Richland County FS
Dec 20, 2022	\$ 50	NFG-Beatrice Brown	Unrestricted	SC First Steps
Dec 20, 2022	\$ 20	NFG-Candace Bush	Unrestricted	SC First Steps
Dec 20, 2022	\$ 100	NFG-Nancy Priester	Restricted	Beaufort County FS
Dec 20, 2022	\$ 20	NFG-Beth Shelton-Brooks	Unrestricted	SC First Steps
Dec 20, 2022	\$ 25	NFG-Valerie James	Unrestricted	SC First Steps
Dec 20, 2022	\$ 30	Network for Good	Unrestricted	SC First Steps
Dec 20, 2022	\$ 100	Peter & Karen Miller	Unrestricted	SC First Steps
Dec 20,2022	\$ 689	Expo Pass- Summit Sponsorship	Restricted	Summit Sponsorship-SC First Steps
Dec 21, 2022	\$ 356	Expo Pass- Summit Sponsorship	Restricted	Summit Sponsorship-SC First Steps
Dec 30,2022	\$ 1,000	Hal Kaplan	Unrestricted	SC First Steps
Dec 30,2022	\$ 25	Elizabeth Dudek	Restricted	Anderson County First Steps
Jan 5, 2023	\$ 50	Pamela Lynn Bradley	Unrestricted	SC First Steps
Jan 5, 2023	\$ 1,000	TS Holt Co.	Unrestricted	SC First Steps
Jan 5, 2023	\$ 1,000	Central Carolina Comm. Found.	Unrestricted	SC First Steps
Jan 5, 2023	\$ 1,350	Schwab Charitable	Unrestricted	SC First Steps
Jan 6, 2023	\$ 25	Avian Jones ¹¹	Unrestricted	SC First Steps
Jan 19, 2023	\$ 25	NFG-Vanessa Jefferies	Restricted	Cherokee County FS

Jan 19, 2023	\$	50	NFG-Janice Moore	Unrestricted	SCFS
Jan 19, 2023	\$	485	NFG-Janice Kilburn	Unrestricted	SCFS
Jan 19, 2023	\$	100	NFG-Janice Kilburn	Restricted	Anderson County FS
Jan 19, 2023	\$	100	NFG-Janice Kilburn	Restricted	Greenville County FS
Jan 19, 2023	\$	100	NFG-Janice Kilburn	Restricted	Laurens County FS
Jan 19, 2023	\$	100	NFG-Janice Kilburn	Restricted	Oconee County FS
Jan 19, 2023	\$	100	NFG-Janice Kilburn	Restricted	Pickens County FS
Jan 19, 2023	\$	100	NFG-Janice Kilburn	Restricted	Spartanburg County FS
Jan 19, 2023	\$	100	NFG-Janice Kilburn	Restricted	Union County FS
Jan 19, 2023	\$	50	NFG-Erin Hall	Unrestricted	SCFS
Jan 19, 2023	\$	25	NFG-Susan Jones	Restricted	Horry County FS
Jan 19, 2023	\$	100	NFG-Alston & Susan DeVenny	Unrestricted	SCFS
Jan 19, 2023	\$	25	NFG-Joe Nation	Restricted	Lexington County FS
Jan 19, 2023	\$	100	NFG-Elizabeth Dudek	Unrestricted	SCFS
Jan 19, 2023	\$	500	NFG-Rogers Pender	Unrestricted	SCFS
Jan 19, 2023	\$	25	NFG-Delores Rock	Unrestricted	SCFS
Jan 19, 2023	\$	75	NFG-Ben & Mallory Gibson	Unrestricted	SCFS
Jan 19, 2023	\$	100	NFG-Amy Williams	Unrestricted	SCFS
Jan 19, 2023	\$	250	NFG-Scott Smoak	Unrestricted	SCFS
Jan 19, 2023	\$	5,000	NFG-Snider Fleet Solutions	Restricted	Spartanburg County FS
Jan 19, 2023	\$	350	NFG-Ross Turner	Restricted	Greenville County FS
Jan 19, 2023	\$	250	NFG-Jesica Mackey	Unrestricted	SCFS
Jan 19, 2023	\$	100	NFG-Brianne Tillirson	Unrestricted	SCFS
Jan 19, 2023	\$	500	NFG-Shirley Von Beck	Restricted	Aiken County FS
Jan 19, 2023	\$	250	NFG-Margaret Deans Grantz	Restricted	Richland County FS
Jan 19, 2023	\$	350	NFG-Simmons Purdy	Unrestricted	SCFS
Jan 19, 2023	\$	500	NFG-Scott Smoak	Unrestricted	SCFS
Jan 19, 2023	\$	50	NFG-Laquitta Bowers	Restricted	Hampton County FS
Jan 19, 2023	\$	200	NFG-Karen Oliver	Unrestricted	SCFS
Jan 19, 2023	\$	25	NFG-Tracy Darby	Unrestricted	SCFS
Jan 19, 2023	\$	250	NFG-Rosemary Patterson	Unrestricted	SCFS
Jan 19, 2023	\$	100	NFG-Kent Fiedor	Unrestricted	SCFS
Jan 19, 2023	\$	100	NFG-Barbara Rackes	Unrestricted	SCFS
Jan 19, 2023	\$	175	NFG-Posey & Posey	Unrestricted	SCFS
Jan 19, 2023	\$	50	NFG-Jim Riddle	Unrestricted	SCFS
Jan 19, 2023	\$	100	NFG-Lavinia Tejada	Unrestricted	SCFS
Jan 19, 2023	\$	50	NFG-Kenneth Vaughn	Restricted	Spartanburg County FS
Jan 19, 2023	\$	1,000	NFG-Georgia Mjartan	Unrestricted	SCFS
Jan 19, 2023	\$	5,000	Manley Garvin	Restricted	A Night to Celebrate

\$ 106,376

NFG - Network for Good Credit Card Donations
Expo Pass- Conference Payment Process



To: SC First Steps Board of Trustees

From: Georgia Mjartan

Date: February 16, 2023

RE: **Executive Director's Report**

I. 2023 Planning and Priorities

- Progress on "Every Child Ready" Measures of Success (attached)
- Agency "Rocks" and Calendar

II. Legislative Updates

- Legislative Agenda (attached)
- Budget Request

III. Non-State Funding

Preschool Development Grant, Birth – Five

- Planning Grant (one year only - 2023)
- \$3,948,368 total awarded to DSS

Pritzker Children's Initiative

- \$198,304 awarded over 2 years

AmeriCorps State and National Program

- At 100% capacity with 36 members
- Re-competing for Years 4-6 due March 24, 2023

AmeriCorps VISTA

- Awarded and recruiting for 6 members

Fundraising

Year End 2022 Campaign

- Goal: \$25,000
- Actual: 27,550

Night to Celebrate Community

- Goal: \$140,000
- Sponsorships confirmed to date: \$34,500



IV. Your Voice Matters: First Steps Annual All-Team Survey

- Results (attached)
- Next Steps

V. First Steps 4K

Your Voice Matters: 4K Fall 2022 Family Engagement Survey (attached)

2022-23 School Year (as of February 7, 2023, compared to February 5, 2022)

- Enrollment
 - 3,546 students enrolled for at least one day (9% increase from students enrolled for at least one day through February 5, 2022)
 - 3,162 students enrolled point-in-time on February 7, 2023 (10% increase from students enrolled on February 5, 2022)
- Student Applications
 - 5,178 student applications received
 - 5,167 applications processed
 - 3,502 students approved to enroll and have attended or will attend once center is selected (68% of applications processed are approved to enroll and have attended or will attend once center is selected)
 - 278 are not yet approved because missing documentation to determine eligibility
 - 1,387 students dropped, were ineligible, or were approved, but never attended (i.e., 'abandoned records')
 - Of these, 54% (751 applications) of applications were abandoned (approved but never attended)
- Providers
 - 250 total providers approved to date with 300 classrooms approved
 - Of the 301 approved classrooms, First Steps 4K has 283 active classrooms
 - Of 209 providers (84% of approved providers) 108 providers (52%) indicated they were full.
 - 108 providers (43% of approved providers) have a FULL capacity for the 2022-2023 school year.
 - 213 centers (85% of approved centers) participate in ABC Quality and are eligible to accept 4K + Siblings vouchers
 - 153 centers (61% of approved centers) were rated B or above
 - 137 centers (55% of approved centers) offer extended day & summer school

2023-24 School Year (as of February 7, 2023)



- Student Applications
 - 495 student applications received
 - 128 applications processed
 - 104 students were approved
 - 5 students were approved to enroll but have not selected a center
 - 12 are not yet approved because missing documentation to determine eligibility
 - 7 students were ineligible based on the application submitted

VI. Countdown to Kindergarten

- Your Voice Matters: Countdown to Kindergarten Family Survey (2022) (attached)
- Your Voice Matters: Countdown to Kindergarten Teacher Survey (2022) (attached)
- Countdown to Kindergarten Community Grants *Now Available* (Summer 2023)

HR & Operations

- SC First Steps has the following new staff members:
 - Myrelo King, Data Governance Coordinator
 - Brandie Maness, 4K Coach (Richland)
 - Brittany Buckner, Capacity Building Administrative Coordinator
- Currently, the organization has the following vacancies:
 - 4K Administrative Assistant (1)
 - AmeriCorps Coordinator
 - Grants Accountant
 - Grants Coordinator
 - Local Partnership Fiscal Manager
 - Local Partnership Program Officer (Data)
 - 6 AmeriCorps VISTA Members



Every Child Ready

2020-2025 Strategic Plan

MISSION

South Carolina First Steps works collaboratively to ensure that all children start school ready to reach their highest potential with engaged support from their parents, caregivers, and communities.

VISION

We will be successful when all children reach their highest potential.

VALUES

Children

From prenatal development through age five, our focus and priority are young children and their families and caregivers.

Relationships

We cultivate positive, supportive, respectful, and reinforcing interactions between people that shape development, build community, increase success and productivity, foster learning and growth, and affirm the unique value of individuals, caregivers, parents, and children.

Equity

We ensure all people have the opportunity and resources to be successful and that all voices are solicited and heard.

High quality

We ensure that our programs and services are culturally-responsive, inclusive, and developmentally-appropriate and are delivered with fidelity to the model being implemented. Our products, services, and operations are marked by excellence.

Results

We produce meaningful and measurable impact and outcomes.



Ensure children are ready for kindergarten

- 1.1 Families are supported as their child's first and most important teachers.
- 1.2 Families can access and afford high quality early care and education programs that meet the needs of their children and families.
- 1.3 Children are healthy and safe.
- 1.4 Children and families experience seamless transitions and a sense of belonging across early learning programs and from early childhood into kindergarten.



Close gaps through equity: A fair chance for every child

- 2.1 Disparities in educational, developmental, and health outcomes for children of color and from low-income families are reduced
- 2.2 Children and families experience culturally and linguistically responsive, developmentally appropriate, accessible practices in the home, at child care, in the classroom, with healthcare providers, and with the public early childhood system.
- 2.3 Children and families can access and afford high quality programs and services regardless of zip code.
- 2.4 South Carolina First Steps deliberately designs and fosters an environment that recognizes, affirms and values diversity, equity and inclusion at all levels from the board of trustees and the state office to local partnerships and 4K providers.
- 2.5 The voices of stakeholders including, most importantly, families and children, as well as early childhood educators, providers, local partnerships and community partnerships and community partners, will be solicited and heard, and changes will be made based on continuous feedback/quality improvement cycles. Communication, openness, and transparency with stakeholders at all levels will be considered a valued duty of the organization.



Increase funding for First Steps' investment in early childhood

- 3.1 State funding for early childhood programs through South Carolina First Steps is significantly increased, providing sufficient resources to ensure the school readiness of South Carolina's children most at-risk for early school failure.
- 3.2 Federal funding for South Carolina First Steps increases.
- 3.3 Private funding for South Carolina First Steps grows significantly, helping to diversify the organization's sources of funds, providing flexibility to innovate, target specific needs, and expand promising programs.
- 3.4 First Steps is recognized for good governance, transparency, continuous quality improvement, administrative and fiscal excellence, and innovation in the development and administration of a unique public-private partnership model.
- 3.5 First Steps establishes itself clearly as a statewide grant-maker, funder, and intermediary, operating collaboratively with other funders and within funder networks to learn from each other, enhance impact through collective efforts, and pool resources when appropriate in order to more successfully drive positive outcomes for young children and their families in South Carolina.



Create a coordinated and family-centered early childhood system

- 4.1 The early childhood state system works collaboratively, aligning resources, strategy, and focus across agencies to benefit young children and their families.
- 4.2 Families with young children will have knowledge about and be able to access all publicly-funded programs, services and resources for which they and their children are eligible.
- 4.3 Early childhood professionals, policymakers, system and community leaders, advocates and business allies will have the opportunity to learn from experts and peers to advance in their profession through collaborative, cross-agency, and cross-system learning and professional development opportunities.
- 4.4 The voices of early childhood leaders and of the families impacted by the early childhood system are solicited and heard by institutions and agencies serving children and their families.
- 4.5 Build on First Steps' presence in every county to serve as a hub for early childhood services and local system building.
- 4.6 South Carolina First Steps becomes a state and nationally recognized leader in the early childhood field.



Overarching Measures of Success

Progress Report, FY20 - FY22

1 INCREASE THE REACH OF FIRST STEPS SERVICES

By 2025, the percentage of children in need who are directly served by First Steps will increase from 17% to 20%.

FY20 = 19% **FY21** = 24% **FY22** = 37%

2 INCREASE THE NUMBER OF CHILDREN ENROLLED IN HIGH INTENSITY PROGRAMS FUNDED BY FIRST STEPS

By 2025, the percentage of children directly served by First Steps enrolled in high intensity programs will increase from 28% to 40%.

FY20 = 15% **FY21** = 18% **FY22** = 10%

REVISED IN APRIL 2022: By 2025, the percentage of children in need who are directly served by First Steps high intensity programs will increase from 5% to 8%.

FY20 = 3% **FY21** = 4% **FY22** = 5%

3 INCREASE THE AVAILABILITY OF HIGH QUALITY EARLY CARE AND EDUCATION OPPORTUNITIES OFFERED BY FIRST STEPS

By 2025, the percentage of children under age 6 who benefit from First Steps quality enhancement and training efforts will increase from 12% to 15%.

FY20 = 12% **FY21** = 18% **FY22** = 15%

4 MORE CHILDREN ARRIVE AT KINDERGARTEN READY FOR SUCCESS

By 2025, the percentage of children who score at the highest level on the Kindergarten Readiness Assessment will increase by 2% each year from 37% to 47%.

FY20 = 39% **FY21** = 27% **FY22** = 36%

5 REDUCE THE RACIAL/ETHNIC GAP IN KINDERGARTEN READINESS

By 2025, the gap in the percentage of children who score at the highest level on the Kindergarten Readiness Assessment between White kindergartners and Black/Hispanic kindergartners will reduce by 1% each year from 19% to 15%.

FY20 = 20% **FY21** = 18% **FY22** = 24%

6 CREATE AN ACCESS PORTAL TO INCREASE SOUTH CAROLINA CHILDREN'S KNOWLEDGE OF AND ACCESS TO SERVICES

By 2025, First5SC.org will launch and include five categories: child care & early education, health & safety, special needs & early intervention, food & nutrition, and parenting & family support.

FY21 = Procurement process completed; vendor selected; eligibility criteria mapped

FY22 = Eligibility portal launched; common application requirements gathering initiated

Legislative Priorities



Securing permanent reauthorization of SC First Steps



Modifying local partnerships' board governance



While retaining a presence in every county, outlining a path and process for local partnerships to regionalize if they so choose



Creating additional accountability from the First Steps Local Partnership Boards to the SC First Steps Board of Trustees



Strengthening the work of the SC Early Childhood Advisory Council to ensure continuation of current initiatives and collaborative, systems-building work



Budget Priorities

• Unfunded Personnel Cost Increases (EIA)	\$455,392
• Early Childhood Advisory Council (ECAC)	\$851,017
• Local Partnership Funding	\$2,263,714
• Child Care Quality and Parenting	\$172,382
• READY Grants FTE	0
• Full Day 4K (CERDEP)	\$5,219,976

Proviso: 4K Updates

Proviso: READY Report Deadline

Proviso: SDE-First Steps Transfer Plan

South Carolina First Steps

TEAM SURVEY FINDINGS

The survey was administered from November 16 to 28, 2022. We invited 69 people to take the survey, and 60 responded.

OVER 90% OF RESPONDENTS AGREE THAT SC FIRST STEPS:



family-friendly



positively influences professional growth



encourages the voice of families



provides adequate feedback to staff



provides fair and equitable compensation

85% of respondents felt SC First Steps is an organization where they can perform up to their full potential.

“

Our strengths are our people. Our team is full of smart, capable, kind, and mission driven people. We are doing important work that matters.



85% OF RESPONDENTS AGREE THAT SC FIRST STEPS



provides everything they need to be happy, productive, and collaborative at work & affirms diversity, equity, and inclusion

Team members want **TRANSPARENCY** in next steps.

Areas for improvement:

- Improve internal communication
- Improve team dynamics
- Organize processes
- Offer competitive salaries



First Steps 4K Family Engagement Survey | Fall 2022

First Steps 4K teaches children academic and social skills.

84%

of families would **highly recommend** FS4K to a friend or family member.



“

Overall, our experience has been nothing but positive. I highly recommend First Steps 4K to anyone who qualifies. I wish I had known about this program earlier.

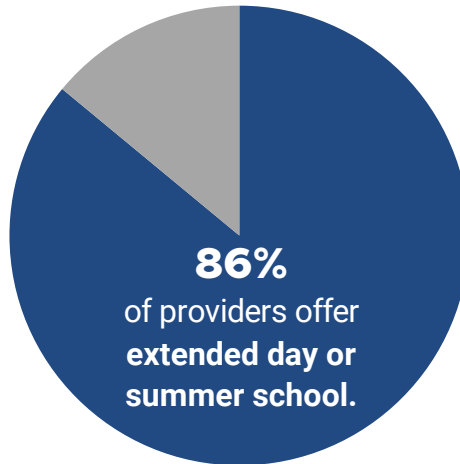
Parent,
Berkeley County

First Steps 4K supports parent choice.

“

[First Steps 4K] is good at helping families get their toddler into school for the first time.

Parent,
Jasper County



80%

of families said the option of **no-cost before- or after-school care was extremely important** in their selection of First Steps 4K.

While children are learning, parents are working.



2 in 3

caregivers can **work a full-time job or go to school full-time** because their 4-year-old is enrolled in First Steps 4K.



“

The scholarship program has been awesome for me. I work full time and having him at the same place throughout the day has been a lifesaver.

Grandparent,
Charleston County

Ready, Set, Go! Countdown programs build relationships to support school readiness.

Countdown Family Satisfaction Survey | Summer 2022

Three out of four families report they are better prepared to support their child with kindergarten behavior expectations after participating in Countdown to Kindergarten (CTK).

The goals of CTK are to 1) increase family awareness of kindergarten expectations; 2) ensure a smooth transition to school; and 3) create a positive relationship between the family and child’s school. Most families who participated in CTK during summer 2022 agree that the CTK program has met these goals.

90% would highly recommend Countdown to Kindergarten to a friend or family member.

I now...

86% am more confident about my child starting kindergarten

84% am better prepared to support my child with kindergarten academic skills

92% said the Countdown to Kindergarten program met their needs to prepare their child’s transition to kindergarten “well” or “extremely well”

My child...

83% is more confident about starting kindergarten

83% is better prepared with kindergarten academic skills

One in three families said the CTK program is good at building relationships between the child, family, and their soon-to-be kindergarten teacher.

Families say the “one-on-one” teaching allows children to become more “comfortable” with their teacher and makes the first day of school less “stressful” or “scary.”

97% of families were **ALWAYS** treated with respect by their Countdown teacher.

“This program is **WONDERFUL!** Everything was so helpful in getting my son ready for kindergarten! Everything from learning to trust a teacher to what was taught was extremely helpful!

Caregiver,
Lexington County

One in three families said the CTK program is good at preparing children for kindergarten.

Over the course of six visits, children are taught skills using “fun and engaging” activities that will prepare them for kindergarten. The CTK program also introduces parents to the expectations of kindergarten and ways that parents can support their child’s progress at home.

Countdown to 4K (CT4K) had a successful inaugural year.

During the summer of 2022, the Countdown program expanded to include CT4K, a program designed to support the transition to 4K for families with rising 4-year-old children. **Over 8 in 10 families said that both they (82%) and their child (80%) know their 4K teacher better after participating in CT4K.**

95%

would **highly recommend** Countdown to 4K to a friend or family member.

I now...

92% am more confident about my child starting 4K

88% am better prepared to support my child with skills needed for success in 4K

95%

said the CT4K program met their needs to prepare their child's transition to 4K "well" or "extremely well"

My child...

84% is more confident about starting 4K

85% is better prepared with skills needed for success in 4K

“

I think the [CT4K] program was great as is. As a parent of older children who didn't get the opportunity to meet with their teacher several times before school started, I think the program is a great way of getting the child comfortable with a new environment.

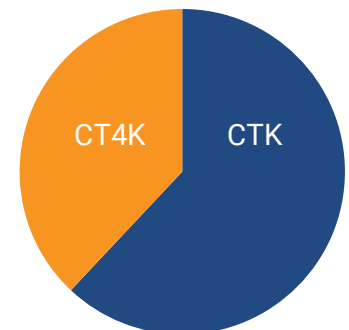
Caregiver,
Greenville County

99%

of families were **ALWAYS** treated with respect by their Countdown to 4K teacher.

Survey Administration

The Countdown Family Satisfaction Survey was administered online to parents/caregivers of children who participated in a Countdown program during summer 2022. There were 918 families who completed the survey, of which 570 families participated in **CTK** and 348 families participated in **CT4K**.



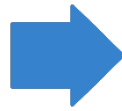
Respondent Demographics

Over half of **CTK families** (59%) said this was their first child to begin kindergarten. One in two families (55%) reported that their rising kindergarten student's education was provided by a 4K program in school during the previous year. Nearly 3 in 4 **CT4K families** (73%) said this was their first child to begin 4K. Nearly half of families (45%) said their rising 4K student's education was provided by unpaid care from themselves or a friend/family member during the previous year. Most survey respondents were 25-44 years old (83%) and identified as Black (43%) or White (42%).

Let's Countdown! 3...2...1...Ready for school! Home-school relationships support school readiness

Countdown Program Teacher Survey | Summer 2022

Countdown programs support school transitions by building positive child-teacher-family relationships.



98% CTK & 94% CT4K

teachers believe Countdown increases family awareness of kindergarten expectations & the importance of home activities relating to literacy

99% CTK & 98% CT4K

teachers believe Countdown ensures a smooth transition to school

99% CTK & 99% CT4K

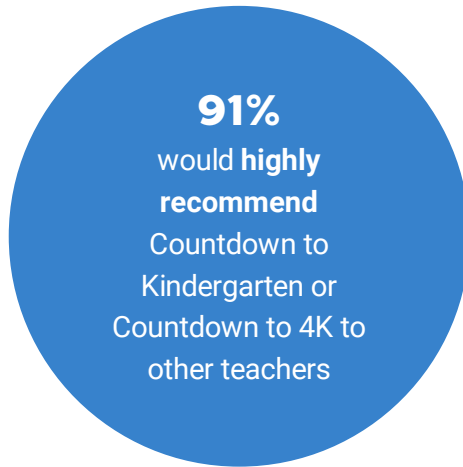
teachers believe Countdown creates positive relationships between the family and the child's school

Over one in two Countdown teachers report that their participation in the Countdown program has changed how they teach or work with children and families.



[Countdown] has helped me better realize the importance of that bond that is created and the communication with parents.

CTK teacher,
Kershaw County

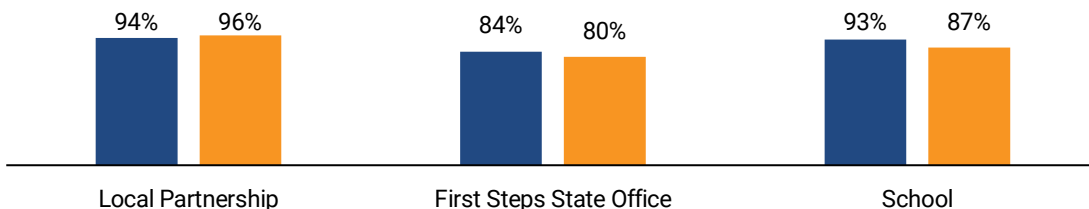


I feel like I have a better understanding of my students and their families. This helps me draw on their home experiences and make their learning in the classroom more meaningful.

CT4K teacher,
Fairfield County

Countdown teachers feel supported by their Local Partnership and school.

Most Countdown teachers felt their First Steps Local Partnership and their school provided the support and guidance necessary to succeed in the program.



High-quality relationships and age-appropriate educational materials are key ingredients to a successful Countdown program.



Three out of four CTK (76%) and CT4K teachers (78%) believe the requirement that the Countdown teacher is the child's soon-to-be teacher or teaching assistant is a key ingredient to success.



Two out of three CTK (67%) teachers believe the Countdown toolkit is a key ingredient to success.



This is a fantastic program to make the families comfortable with the upcoming teacher. I wish I could have served more kids.

CT4K teacher,
Anderson County

98%

would **highly recommend** Countdown to Kindergarten or Countdown to 4K to families with eligible children in their community

Most Countdown teachers plan to be the teacher or teaching assistant for their Countdown children in the upcoming school year.

During summer 2022, 75% of CTK teachers were kindergarten teachers, and 75% of CT4K teachers were 4K teachers. Nearly 1 in 2 CTK teachers (48%) and over 3 in 4 CT4K teachers (81%) were first time Countdown teachers.

16%

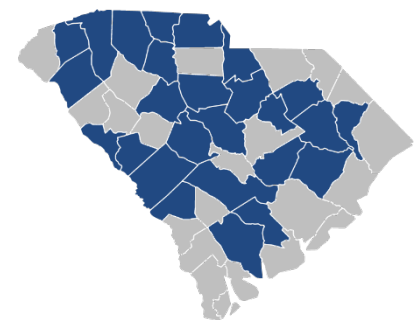
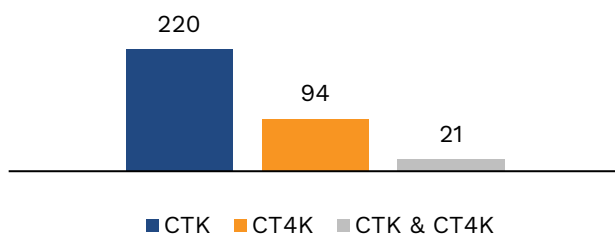
had 4+ years of experience as a Countdown teacher

Countdown teachers served over 1,900 children during summer 2022.

On average, CTK teachers served 6 children and CT4K children during summer 2022. Most families (70%) who participated in CTK were referred from school district programming. Over half of families who participated in CT4K were referred from school district programming, and an additional 31% of families were referred by a school screening.

Survey Administration

The Countdown Program Teacher Survey was administered online to 356 teachers who participated in a Countdown program in summer 2022. Of the participating teachers, 354 (99%) responded, and 336 indicated which Countdown program they participated in during the summer. In summer 2022, teachers were eligible to participate in [Countdown to Kindergarten \(CTK\)](#), [Countdown to 4K \(CT4K\)](#), or both CTK & CT4K (see figure below). Teachers participated in Countdown programs in 28 counties across the state.



The dark blue represents where teachers participated in a Countdown program during summer 2022.