



Meeting of the Board of Trustees

April 18, 2024 at 2:00 PM

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** (Chairman Dave Morley)
Motion: To adopt the agenda as submitted
Motion: To adopt the February 15, 2024 minutes as submitted
Attachments: SC First Steps Board of Trustees February 15, 2024 Minutes
- IV. **Executive Committee** (Chairman Dave Morley)
Attachments: Executive Committee Report, Executive Committee Minutes
- V. **First Steps Presentation**
- VI. **Presentation of Grants**
- VII. **Local Partnership Program and Grants Committee** (Wes Wooten)
- VIII. **Finance and Administration Committee** (Jesica Mackey)
Attachments: Finance and Administration Committee Report, Finance and Administration Committee Meeting Minutes FY2024 Financial Status Report as of March 31, 2024, Donations Report as of March 31, 2024.
- IX. **Strategic Planning and Evaluation Committee** (Dr. Amy Williams)
Attachments: Strategic Planning and Evaluation Committee Report, Strategic Planning and Evaluation Committee Minutes
- X. **Legislative Committee** (Sen. Greg Hembree)
Attachments: Legislative Report
- XI. **Executive Director's Report** (Georgia Mjartan)
Attachments: Executive Director's Report, SC First Steps Listening Session Summary Report, 2023-2024 School Year Day 135 Fact Sheet, Parenting Fact Sheet, SC First Steps 2024 Agency Rocks
- XII. **Motion:** To adjourn the meeting of the SC First Steps Board of Trustees



Board of Trustees Meeting
February 15, 2024 2:00PM
SC First Steps
636 Rosewood Drive Columbia, SC 29201
Minutes

Trustees Present (12):

Dr. Robert Bank
Jacque Curtin
Mary Lynne Diggs
Matthew Ferguson
Jesica Mackey
Jack McBride
Janie Neeley
Roger Pryor
Mary Anne Scott

Dr. Edward Simmer
Sue Williams
Dr. Amy Williams, Vice Chair

Constance Holloway
Robert Kerr
Mike Leach
Sen. Gerald Malloy
Dave Morley, Chairman
Wes Wooten
Dr. Brenda Williams

Trustees Absent (11)

Rep Terry Alexander
Rep. Shannon Erickson
John Hayes
Sen. Greg Hembree

Attendees (63)

Georgia Mjartan
Avian Jones
Andy Jensen
Ben Gibson
Betty Gardiner
BJ Norris
Brandie Maness
Candi Lalonde
Chelsea Richard
Christine Zamboki
Delores Rock
Derek Cromwell
Donna Alexander
Donna Mason
Dwana Doctor
Elizabeth Dudek
Fotima Tukhtasunova
Gina Beebe
Jackson Wilkens
Jade Wright
Janice Kilburn
Jon Artz
Joy Mazur
Kaitlyn Richards
Karen Oliver
Kare Roach

Kathy Fitzgerald
Kenna Hoover
Kenya Johnson
Kerry Cordan
Kim Chariker
Kristine Jenkins
Laura Baker
Lexi Jones
Lis Guimaraes
Louise Johnson
Mark Barnes
Martha Strickland
Mary Campbell
Meredith Dickens
Michele Bowers
Natalie Tackitt
Pauletta Plowden
Rachal Hatton-Moore
Rachel Amrhein
Rachel Cerngersky
Robbie Pruitt Woody
Rozen Pinto
Ryan Shinn
Sally McClellan
Samantha Ingram
Santasha Ingram

Sarah Crawford
Sarah Lewis
Shadie Hallow
Shayla Pettigrew
Sheila Cornwell
Shelly Nicholson
Sherry Posadas
Tamantha Kotlier
Tricia Gordon
Tricia Richardson
Vasanthi Rao



Dr. Amy Williams called the meeting to order at 2:03 p.m. She reported on the Executive Committee where she shared that the committee discussed and approved the Local Partnership Executive Director hiring and salary recommendations from Spartanburg County First Steps and the Local Partnership Executive Director salary recommendation from McCormick County First Steps. These actions were taken on behalf of the full board due to their time sensitivity. The committee also discussed reorganization plans for the agency as the result of an agency-wide classification compensation study.

Dr. A. Williams requested a motion to adopt the agenda. Mr. McBride provided the motion, seconded by Ms. Mackey, and the motion was unanimously approved.

Dr. A. Williams asked for a motion to approve the December 6, 2023 minutes. Ms. Mackey provided the motion, seconded by Mr. McBride, and the motion was unanimously approved.

Dr. A. Williams asked for a motion to approve the following consent agenda. Ms. Williams provided the motion. Mr. Pryor provided a second and the motion was unanimously approved.

Consent Agenda: Motions Recommended by Committees (Dr. Amy Williams)

- a. **Motion:** To approve the changes to Program Guidelines for the four program areas of Parenting, Early Care and Education, School Transitions and Health to be implemented in the 2025 grant year. (Local Partnership Programs and Grants Committee recommends)
- b. **Motion:** To approve the recommendation for two new programs in the areas of Early Care and Education (LENA Grow) and School Transitions (Other School Transition Programming) and the recommended program guidelines associated with these programs for implementation in grant year 2025. (Local Partnership Programs and Grants Committee recommends)
- c. **Motion:** To approve the recommendation of splitting evidence based programs listed above* in the program areas of Parenting and Early Care and Education into new evidenced based programs and to approve the recommended program guidelines associated with these programs for implementation in grant year 2025. (Local Partnership Programs and Grants Committee recommends) * Nurturing Parenting, Triple P, Incredible Years, Strengthening Families, Child Care Quality Enhancement, Enhanced Early Education
- d. **Motion:** To approve the recommendation for consolidation of approved programs in the program areas of Parenting, Early Care and Education and Health and to approve the recommended program guidelines associated with these programs for implementation in grant year 2025. (Local Partnership Programs and Grants Committee recommends)
- e. **Motion:** To approve the recommendation for removal of approved programs in the program areas of Parenting, Early Care and Education, School Transitions, and Health recommended by SC First Steps Program staff, to be removed from the program library in grant year 2025. (Local Partnership Programs and Grants Committee recommends)
- f. **Motion:** To approve the formula allocation model for FY 2024-25. (Finance and Administration Committee recommends)
- g. **Motion:** To approve the waiver request from Abbeville County First Steps for exceeding the carry forward amount of state funds in FY 2022. (Finance and Administration Committee recommends)



- h. **Motion:** To approve the corrective action determination as presented for the ten local partnerships identified in the list (Aiken, Chester, Clarendon, Fairfield, Hampton, Jasper, Laurens, Marion, Marlboro, and Oconee Counties). As a result of corrective action, the local partnerships effected are not eligible to apply for competitive or targeted grants until they have satisfactorily resolved the deficiencies noted on their corrective action plan as determined by SC First Steps. (Finance and Administration Committee recommends)
- i. **Motion:** To approve that First Steps staff will evaluate the current policy established by the board to address excessive carry forward of formula funding by local partnerships and to provide recommendations. (Finance and Administration Committee recommends)

Mr. McBride reported on the Local Partnership Programs and Grants Committee. A motion was requested to approve the operational guidelines, to include core functions, as submitted, for implementation in grant year 2025, beginning July 1, 2024. Dr. Simmer proposed an amendment for the risk factors to include eligibility for WIC services. Ms. Sue Williams seconded. Mr. McBride provided a motion to approve the operational guidelines, to include: to approve the operational guidelines, to include core functions, as submitted, for implementation in grant year 2025, beginning July 1, 2024. The motion was seconded by Mr. Pryor, and unanimously approved.

Ms. Mackey provided a motion to conclude the SC First Steps Board of Trustees and enter into the Early Childhood Advisory Council meeting for the purpose of taking action while there was a quorum. Mr. McBride seconded, and the motion was unanimously approved. The meeting concluded at 2:17 p.m.

Dr. A. Williams asked for a motion to resume the meeting. Mr. McBride provided the motion, seconded by Mr. Pryor, and unanimously approved. The meeting resumed at 2:57 p.m.

Ms. Mackey reported on the Finance and Administration Committee and the ongoing work with the local partnerships to move their employees to PEBA and establishing HR policies in accordance with Act 81.

Dr. A. Williams shared that the First Steps is Here presentation on the agenda will be postponed to a later meeting.

Ms. Richards provided a legislative update.

Dr. A. Williams reported on the Strategic Planning and Evaluation Committee where she shared invitations to upcoming meetings. On March 27th they will go over final results from child care scholarship external evaluation and on May 22nd they will meet regarding the five-year evaluation plan. First Steps staff presented on the accomplishments of the agency's 2023 Rocks. Board participation and input is welcomed.

Ms. Mjartan gave the Executive Director's report where she reflected on the Legislative Breakfast which was held at the State House the day prior. She thanked Mr. McBride and Contec Inc. for sponsoring the breakfast. She gave an update on progress related to the implementation of Act 81 regarding local partnerships executive director hiring, salary, and evaluations, as well as the local partnerships board structure. Ms. Mjartan gave an update on the agency's separation from SC Department of Education



and she provided updates on leadership changes with 3 local partnerships, MLK Week of Service, and Night to Celebrate Community.

Dr. A. Williams asked for a motion to adjourn the meeting. Ms. Mackey provided the motion. Mr. Pryor seconded, and the motion was unanimously approved.

The meeting was adjourned at 3:37 p.m. by Dr. A. Williams.



To: SC First Steps Board of Trustees
From: David Morley, Chairman, Executive Committee
Date: April 2029
RE: Executive Committee Report

The Executive Committee of the Board of South Carolina First Steps met on April 9, 2024. The committee discussed and approved the following motion:

To require bonuses paid to executive directors to be part of a predetermined incentive plan pre-approved through the same process used to approve executive director compensation.

To approve the proposed Greenville County First Steps executive director compensation, as submitted by the local partnership board.

To approve the proposed York County First Steps executive director compensation, as submitted by the local partnership board.

To approve the proposed Berkeley County First Steps executive director candidate and salary, as submitted by the local partnership board.

To approve the proposed Union County First Steps executive director compensation, as submitted by the local partnership board, and to require the Union County First Steps board to work with the state office of South Carolina First Steps to create a development plan for the executive director and the organization with the intent of increasing organizational performance and executive director compensation.

These actions were taken on behalf of the full board due to their time sensitivity.

The committee agreed to have virtual June and August board meetings and they discussed the development of the organization's strategic plan for 2025-2030. They received information on the agency head salary study process and implications for executive director succession planning. The minutes from the meeting are attached.



Executive Committee Meeting
April 9, 2024

Members Present: David Morley, Jesica Mackey, Dr. Amy Williams, and Wes Wooten

Members Absent: Sen. Gerald Malloy

Staff Present: Georgia Mjartan

Meeting was called to order with a quorum present at 2:20 pm. Director Mjartan stated the purpose of the meeting was to take action on behalf of the board of trustees due to the time-sensitive nature of the requests for approval of local partnership compensation changes and hiring.

Wes Wooten made the following motion, which was seconded by Amy Williams and was approved unanimously.

Motion to enter executive session for the purpose of personnel matters: to discuss local partnership board recommendations regarding Greenville County First Steps executive director compensation; to discuss local partnership board recommendation regarding York County First Steps executive director compensation; hire and establish the salary of an executive director for Berkeley County First Steps; to discuss local partnership board recommendation regarding Union County First Steps executive director compensation; to present local partnership board's annual evaluation of Orangeburg County First Steps executive director; and to receive updates on a personnel matter involving the executive director of Kershaw County First Steps.

With no action taken in session, the following motion was made by Wes Wooten, seconded by Amy Williams and approved unanimously:

Motion to exit executive session.

There was discussion of the proposed actions included on the agenda, which resulted in the following single motioned (combining and adding to initially approved motions) for approval by Wes Wooten, seconded by Amy Williams, and approved unanimously, taken together as one motion:

Motion: To require bonuses paid to executive directors to be part of a predetermined incentive plan pre-approved through the same process used to approve executive director compensation.

To approve the proposed Greenville County First Steps executive director compensation, as submitted by the local partnership board.

To approve the proposed York County First Steps executive director compensation, as submitted by the local partnership board.

To approve the proposed Berkeley County First Steps executive director candidate and salary, as submitted by the local partnership board.

To approve the proposed Union County First Steps executive director compensation, as submitted by the local partnership board, and to require the Union County First Steps board to work with the state office of South Carolina First Steps to create a development plan for the executive director and the organization with the intent of increasing organizational performance and executive director compensation.

To take this action on behalf of the Board of Trustees of South Carolina First Steps due to the urgency of these matters.

There was discussion regarding the board meeting schedule and the committee decided to have the June and August meetings as virtual meetings and to encourage board participation in the June 26th and June 27th Local Partnership Leadership Convening (in-person in Columbia). There was also discussion about the strategic planning process for SC First Steps to develop a July 1, 2025 – June 30, 2030 strategic plan.

The committee received information on the agency head salary study process and review conducted by Korn Ferry and implications for executive director succession planning.

Wes Wooten motioned to adjourn, Amy Williams seconded, all were in favor, and the meeting concluded at 3:33 pm.



To: SC First Steps Board of Trustees

From: Jessica Mackey, Chairman, Finance and Administration Committee

Date: April 11, 2024

RE: Finance and Administration Committee Report

The Finance and Administration Committee met via Zoom conference call on April 11, 2024, to receive updates from staff. Detailed meeting minutes are attached. The committee brings forward no action items and forwards the following updates.

First Steps State Office

Financial Report: Mr. Barnes shared the updated financial status of the agency along with the updated Donations Report. Expenditures to date are in line with projections for the new year and the organization is in good financial condition.

Separation from the State Department of Education: Steps are being taken to start transitioning First Steps from under the Department of Education. This should be completed by December of this year.

Local Partnership Update: We received updates on the implementation of Act 81. The Local Partnerships have transferred health insurance and retirement accounts to PEBA from the local school districts with most having an effective date of April 1, 2024. This includes moving their payroll from the local school districts to Manley Garvin. Work is ongoing to develop HR Policies to implement in the local partnerships.

4K Program: Projections continue to show the program spending down several million of its cash balance this fiscal year.

Other updates can be found in the meeting minutes.



Minutes from Finance and Administration Committee Meeting

April 11, 2024

Members present: Jessica Mackey, Chairman, Jacque Curtin, CPA, David Morley: Members not present: None

Nonmembers present: Mark Barnes, Director of Administration; Towanda Prior, Grants Accountant, CGFO; Derek Cromwell, Chief Partnership Officer

With all public notices being provided, the Zoom meeting was called to order by Jessica Mackey at 10:03 am. After introductions, a quorum was available, so the Committee was called to order.

First Steps State Office

First Steps 990 Tax Return: We are working to get the 2022 990 Tax Return completed so it can be shared with the Finance and Administration Committee and the Executive Committee of the Board. The 990 has to be submitted by May 15, and is taking longer this year to complete. As soon as it is ready, we will schedule a possible joint meeting between the two committees for review and approval.

Financial Report: Mr. Barnes reviewed the monthly financial reports. The agency is in good financial condition. This discussion also included the amount spent to date and he reviewed the donations to date for this year. He mentioned that there were some minor updates to the reports with an increase in the overall budget to a total above \$80 million. The increase was due to receiving additional private grants.

Financial Manager Search: The search continues for the new CFO or Finance Director. We have not received the additional FTE in the state budget, so we have broadened our search to find a new CFO or Finance Director. We hope to fill the position soon.

Separation from the State Department of Education: Staff mentioned they were continuing work on the separation from the Department of Education. They have been working with the Department of Administration, staff with SCEIS, the Executive Budget Office and the Department of Education on the project plan for separation. They anticipate it will be completed by December of this year, and will be effective as of July 1, of 2024.

State Budget Update: The House approved an increase in our budget for the 2024-25 fiscal year of \$7.5 million. They included funds for the across the board increases for 2024, funds for the separation of First Steps from the State Department of Education, and funds for the 4K Program. The Senate Finance Committee has not completed its budget as of this morning. They did approve a proviso that would separate First Steps from the State Department of Education effective July 1, 2024.

Local Partnership Update:

- 1. Review of Financial Information:** Staff provided a brief update on the financial status and funds going to the local partnerships.
- 2. Update on Accountability:** Mr. Barnes mentioned the work that we have been doing related to the Corrective Action Plans for the 10 local partnerships who underspent their allocation funds during 2023. He introduced Derek Cromwell to discuss the status of those CAPs. Mr. Cromwell mentioned that the CAPs had been developed based on the underspending and mentioned meetings had been scheduled with the affected local partnerships. Most of these are small local partnerships who received multiple grants during the last two years. In general, they spent down their federal and grant funds first, and then spent their formula funding. The general impression is they did not have the capacity to spend all the funds. Some things that had an impact on this was their ability to hire staff on one-time funds, and recruit staff. The exception to this was the

Aiken local partnership. They have struggled to spend their funds for several years. Their CAP will be more extensive and will require their Board to hold their Executive Director accountable for implementation of a plan to fully utilize their funds and implement their programs.

Mr. Barnes provided an update on two SLED investigations currently taking place. One of the investigations has been completed without any criminal charges being filed. The second is a new one that is ongoing.

3. The agency is working hard to fully implement Act 81. All of the local partnerships have been transitioned from having their payroll and benefits managed by the local school districts to Manley Garvin. The payroll changes took place on April the first. The health insurance and retirement accounts have been established for all local partnerships who decided to participate. During this process we identified a couple of significant changes. The first was the fact that as optional employers, the local partnerships would not be able to participate in the State Retiree Health Insurance Trust Fund. This is a fund that agencies pay into so retirees won't have to cover the cost of their health insurance after they retire. The second issue was benefits administration. We signed a contract with Manley Garvin, LLC to provide that service to the local partnerships who are transitioning. Both Manley Garvin and PEBA have done an outstanding job in managing this change, even with a few surprises.

In addition, we are continuing work on the hiring and salary process for the local partnership executive directors. We are developing these policies in conjunction with the new HR policies, to ensure consistency. Over the next few weeks, we will be holding feedback sessions with the local partnerships Executive Directors and the Board Chairs to get feedback on possible draft policies. This will happen prior to them going to the Executive Committee and eventually the Board of Trustees. The plan is to have three types of HR Policies. The first will be those required to be approved and implemented as written, the second will be templates with options they can choose, and the third will be optional polices that we won't require.

We will start drafting the new procurement policies and procedures after the start of the new fiscal year, since these are not as time sensitive as the other changes in the Act.

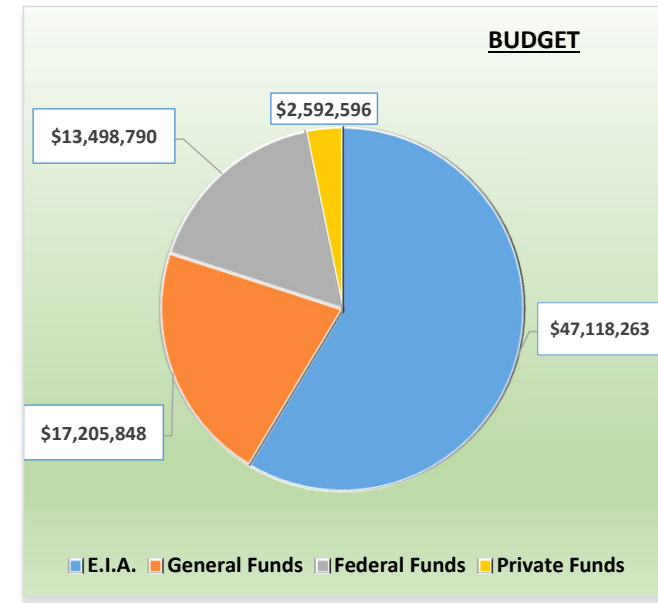
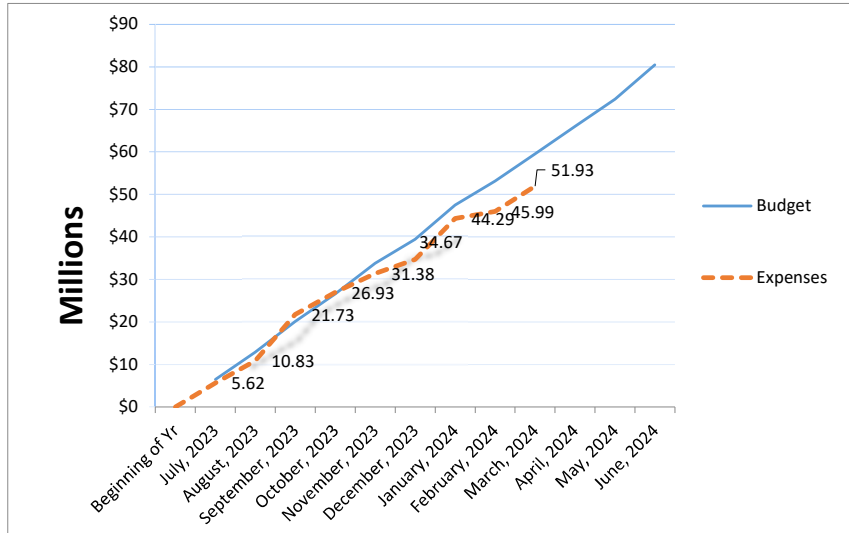
4K Program Update: The program has averaged about a 10% increase in overall student numbers for this fiscal year. They started off the year with much higher initial numbers due to First Steps getting applications approved in record time. This has also allowed a higher number of students to get more days in the classroom and get in earlier which has increased the cost. This should have a positive impact on their development. We are still on track to spend down several million in available cash for this fiscal year.

Other:

With no further business to discuss for the Committee, the meeting was adjourned at 10:59 am.

As of
March 31, 2024

Spending Rates	
Projected	75%
Actual	65%



PROGRAMS / OPERATIONS	STATE APPROPRIATIONS			FEDERAL GRANTS			PRIVATE FUNDS			GRAND TOTAL		
	Description	Budget	Expended	Balance	Budget	Expended	Balance	Budget	Expended	Balance	Budget	Expended
LOCAL PARTNERSHIPS	23,506,624	14,685,190	8,821,434	7,970,965	3,667,160	\$ 4,303,805	1,761,130	1,113,170	647,960	33,238,719	19,465,520	\$ 13,773,199
PRIVATE 4-K	36,719,794	29,239,442	7,480,352	2,607,565	224,866	2,382,699			-	39,327,359	29,464,308	\$ 9,863,051
EARLY CHILDHOOD ADVISORY COUNCIL	1,160,993	108,996	1,051,997	2,920,260	1,029,489	1,890,771	334,328	36,518	297,810	4,415,581	1,175,003	\$ 3,240,578
POLICY & ACCOUNTABILITY	2,936,700	1,662,273	1,274,427	-	-	-	497,138	158,439	338,699	3,433,838	1,820,712	\$ 1,613,126
GRAND TOTAL:	64,324,111	45,695,901	18,628,210	13,498,790	4,921,515	8,577,275	2,592,596	1,308,127	1,284,469	80,415,497	51,925,542	\$ 28,489,955

Notes:

1) Local Partnerships:

- a. Funding Sources: Education Improvement Act (EIA) Funds and General Funds
- b. Formula allocation cash advances are disbursed on a quarterly basis
- c. Expenditures reflect disbursements from SC First Steps (state-level)
- d. Includes local-level actual expenses to staff and vendors
- e. Contracted Accounting Firm, Accounting Software Network Support & Programmatic Data Housing
- f. OFS program & finance staff (payroll, rent, contractual, supplies, travel, etc.)

Federal Funds:	47,118,263	E.I.A.
VISTA	50,000	17,205,848
AmeriCorps:	585,724	13,498,790
SLDS:	266,194	2,592,596
PDG:	2,654,066	80,415,497
ESSER Funds	9,942,806	
	13,498,790	

Local Partnerships (Cont'd):

- g. External programmatic evaluation
- h. Financial audits-annually each LP
- i. Workers' compensation insurance coverage
- j. Includes LP Countdown to Kindergarten program

2) Private budgets based on Private Grants, Projected Fund Raising, & prior year cash.

3) State Appropriations Include EIA Funds & General Funds along with carry forward cash.

Donations

FY 2024

As of March 31, 2024



DATE RECEIVED	GENERAL	DONOR/PAYOR	FUNDS	PURPOSE / COMMENTS
Jul 7, 2023	\$ 1,000	SC Head Start	Restricted	2023 Summit
Jul 24, 2023	\$ 2,500	DHEC	Restricted	2023 Summit
Aug 3, 2023	\$ 500	Lewis T. Smoak	Restricted	Night to Celebrate Communities
Aug 3, 2023	\$ 25	Gwen Cook	Restricted	Laurens County FS
Aug 3, 2023	\$ 25	Joe Nation	Restricted	Lexington County FS
Aug 3, 2023	\$ 25	Chevelle Gilyard	Restricted	Richland County FS
Aug 16, 2023	\$ 2,500	SC ETV	Restricted	2023 Summit
Aug 28, 2023	\$ 100	Judy and Walter Newman	Restricted	Sumter County FS
Aug 28, 2023	\$ 100	Shirnetha Belk	Restricted	Lancaster County FS-Honoring Lora Bryson
Aug 31, 2023	\$ 1,250	Sisters of Charity	Restricted	2023 Summit
Sep 1, 2023	\$ 2,500	John S. McBride Jr.	Unrestricted	Donation to SCFS
Sep 1, 2023	\$ 50	Laura Baker	Unrestricted	Donation to SCFS
Sep 5, 2023	\$ 1,000	Institute for Child Success	Restricted	2023 Summit
Sep 5, 2023	\$ 250	Peter A. Miller	Unrestricted	Donation to SCFS
Sep 18, 2023	\$ 10,000	Morley Family Fund	Unrestricted	Donation to SCFS
Oct 12, 2023	\$ 25	Hazel Bachman	Unrestricted	Donation to SCFS
Oct 16, 2023	\$ 5,500	Kaplan	Restricted	\$2,500 NTCC, \$3,000 Summit
Oct 18, 2023	\$ 713	Expo Pass	Restricted	2023 Summit
Oct 20, 2023	\$ 25	Bob Reeder-NFG	Unrestricted	Donation to SCFS
Oct 20, 2023	\$ 110	Betty Gardiner-NFG	Unrestricted	Donation to SCFS
Oct 20, 2023	\$ 50	Erin Hall-NFG	Unrestricted	Donation to SCFS
Oct 20, 2023	\$ 110	Elizabeth Dudek-NFG	Unrestricted	Donation to SCFS
Oct 20, 2023	\$ 25	Rutledge long-NFG	Unrestricted	Donation to SCFS
Oct 20, 2023	\$ 25	Joe Nation-NFG	Restricted	Lexington County FS
Oct 26, 2023	\$ 200	Cheryl and Dennis Wiese-NFG	Unrestricted	Donation to SCFS
Oct 26, 2023	\$ 300	Karen Waller-NFG	Restricted	Chesterfield County FS
Oct 26, 2023	\$ 25	Joe Nation- NFG	Restricted	Lexington County FS
Nov 2, 2023	\$ 27	Susan Jones	Unrestricted	Horry County FS
Nov 6, 2023	\$ 27	Jim Riddle	Unrestricted	Donation to SCFS
Nov 6, 2023	\$ 2,500	Mia Flores (Lakeshore Learning)	Restricted	2023 Summit Sponsorship
Nov 8, 2023	\$ 75	Franklin Schools	Restricted	2023 Summit
Nov 17, 2023	\$ 20	Glenn Wright	Unrestricted	Lancaster County FS
Nov 21, 2023	\$ 1,000	Janice Kilburn	Unrestricted	Donation to SCFS
Nov 22, 2023	\$ 25	Joe Nation-NFG	Restricted	Lexington County FS
Nov 22, 2023	\$ 2,500	Blake Family Fund	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 120	Sue Williams	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 100	Deborah Robertson	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 50	Chelsea Richard	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 120	Christopher and Janie Neeley	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 120	Karen Oliver	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 27	Avian Jones	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 120	Marie Fadeley	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 50	Valencia Johnson	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 50	Christine McFadden	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 150	Georgia Mjartan	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 100	Elizabeth Dudek	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 500	Barbara Manoski	Unrestricted	Spartanburg County FS

Nov 30, 2023	\$ 25	Sarah Eargle	Unrestricted	Newberry County FS
Nov 30, 2023	\$ 100	Michael Leach	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 50	Ben Gibson	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 27	Holly McGlothin	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 2,000	Tom Lacas	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 27	Mary Anne Matthews	Unrestricted	Donation to SCFS
Nov 30, 2023	\$ 10	Lee Patterson	Unrestricted	Richland County FS
Dec 4, 2023	\$ 27	Myrelo King	Unrestricted	Donation to SCFS
Dec 8, 2023	\$ 500	Kimberly-Clark Beech Island	Unrestricted	Aiken County FS
Dec 8, 2023	\$ 50	Antionette Alston	Unrestricted	Newberry County FS
Dec 15, 2023	\$ 1,000	Lourie Consulting	Restricted	Night to Celebrate Communities
Dec 15, 2023	\$ 2,500	Sunshine House	Restricted	Night to Celebrate Communities
Dec 18, 2023	\$ 27	Matthew Orozco	Unrestricted	Donation to SCFS
Dec 19, 2023	\$ 50	Mary Lee Author	Unrestricted	Donation to SCFS
Dec 19, 2023	\$ 500	J. Gregory Hembree	Unrestricted	Donation to SCFS
Dec 22, 2023	\$ 100	Sharon O'Bryant	Unrestricted	Donation to SCFS
Dec 28, 2023	\$ 3,000	Enterprise	Unrestricted	Donation to SCFS
Jan 2, 2024	\$ 27	Delores Rock	Unrestricted	Donation to SCFS
Jan 2, 2024	\$ 1,000	Russ Purdy	Unrestricted	Donation to SCFS
Jan 2, 2024	\$ 500	Russ Purdy	Unrestricted	Donation to SCFS
Jan 3, 2024	\$ 250	Valencia Johnson	Unrestricted	Donation to SCFS
Jan 11, 2024	\$ 5,000	First Citizens Bank	Restricted	Night to Celebrate Communities
Jan 11, 2024	\$ 50	Billy & Lillie Bennet	Restricted	Sumter County FS
Jan 11, 2024	\$ 1,000	G3 Wealth Advisors	Restricted	Night to Celebrate Communities
Jan 11, 2024	\$ 1,500	Hal Kaplan	Unrestricted	Donation to SCFS
Jan 17, 2024	\$ 25	Regis McElveen	Unrestricted	Donation to SCFS
Jan 30, 2024	\$ 100	Nicole Matheny - NFG	Restricted	Pickens County FS
Jan 30, 2024	\$ 25	Victoria Tate - NFG	Restricted	Pickens County FS
Jan 30, 2024	\$ 25	Joe Nation - NFG	Restricted	Lexington County FS
Jan 30, 2024	\$ 100	Sharon O'Bryant - NFG	Unrestricted	Donation to SCFS
Jan 30, 2024	\$ 150	Porcha Nelson - NFG	Restricted	Orangeburg County FS
Jan 30, 2024	\$ 100	Kent Washington - NFG	Unrestricted	Donation to SCFS
Feb 7, 2024	\$ 185	Elizabeth & Ben Dudek	Unrestricted	Night to Celebrate Communities
Feb 8, 2024	\$ 50	Coles Lawton	Unrestricted	Donation to SCFS
Feb 14, 2024	\$ 200	Robin Waites	Unrestricted	Night to Celebrate Communities
Feb 14, 2024	\$ 100	Karen Oliver	Unrestricted	Night to Celebrate Communities
Feb 14, 2024	\$ 27	Bethany Counts	Unrestricted	Donation to SCFS
Feb 21, 2024	\$ 185	Timothy & Carolyn Sutherland	Unrestricted	Night to Celebrate Communities
Feb 22, 2024	\$ 2,500	Parker Poe	Restricted	Night to Celebrate Communities
Feb 22, 2024	\$ 25	Joe Nation - NFG	Restricted	Lexington County FS
Feb 22, 2024	\$ 1,000	Mark & Debbie Robinson	Restricted	Night to Celebrate Communities
Feb 22, 2024	\$ 7,500	Contec	Restricted	Night to Celebrate Communities
Feb 22, 2024	\$ 2,400	Contec	Restricted	Legislative Breakfast
Feb 22, 2024	\$ 250	SC State Federal Credit Union	Unrestricted	Donation to SCFS
Feb 22, 2024	\$ 1,000	Trinity Partners - COLA, LLC	Restricted	Night to Celebrate Communities
Feb 22, 2024	\$ 300	Marilyn & Ronald Artz	Restricted	Night to Celebrate Communities
Feb 22, 2024	\$ 2,500	John McBride Jr.	Restricted	Night to Celebrate Communities
Feb 26, 2024	\$ 185	Barbara & Douglas Rice	Unrestricted	Night to Celebrate Communities
Feb 26, 2024	\$ 185	Mark Barnes & Joy Mazur	Unrestricted	Night to Celebrate Communities
Feb 26, 2024	\$ 200	Janice Kilburn	Unrestricted	Night to Celebrate Communities
Feb 26, 2024	\$ 5,000	Palmetto Garage Works	Unrestricted	Donation to SCFS
Feb 28, 2024	\$ 185	Elizabeth & Bradley Petit	Unrestricted	Night to Celebrate Communities

Feb 28, 2024	\$ 200	Jim Riddle	Unrestricted	Night to Celebrate Communities
Feb 28, 2024	\$ 200	Marla Herlong	Unrestricted	Night to Celebrate Communities
Feb 28, 2024	\$ 185	Mary Anne & Tony Scott	Unrestricted	Night to Celebrate Communities
Feb 28, 2024	\$ 185	Chelsea Richard	Unrestricted	Night to Celebrate Communities
Mar 1, 2024	\$ 1,000	The MIL Corporation	Unrestricted	Night to Celebrate Communities
Mar 1, 2024	\$ 185	Mary Steppling	Unrestricted	Night to Celebrate Communities
Mar 1, 2024	\$ 100	Betty Gardiner	Unrestricted	Night to Celebrate Communities
Mar 4, 2024	\$ 185	Deborah Robertson	Unrestricted	Night to Celebrate Communities
Mar 4, 2024	\$ 100	Kathy Jenkins	Unrestricted	Night to Celebrate Communities
Mar 4, 2024	\$ 50	Nancy Gibbes	Unrestricted	Donation to SCFS
Mar 7, 2024	\$ 100	Jennifer McConnell	Unrestricted	Night to Celebrate Communities
Mar 8, 2024	\$ 125	Julia-Ellen Davis	Unrestricted	Night to Celebrate Communities
Mar 8, 2024	\$ 125	Rodney Jenkins	Unrestricted	Night to Celebrate Communities
Mar 11, 2024	\$ 100	Ryan Shinn - Lakeshore Learning	Unrestricted	Night to Celebrate Communities
Mar 11, 2024	\$ 100	Karen Oliver	Unrestricted	Night to Celebrate Communities
Mar 11, 2024	\$ 185	Stephen Sizemore	Unrestricted	Night to Celebrate Communities
Mar 11, 2024	\$ 185	Marsha Elrod	Unrestricted	Night to Celebrate Communities
Mar 11, 2024	\$ 1,000	Dominik Mjartan	Unrestricted	Night to Celebrate Communities
Mar 11, 2024	\$ 185	Pamela Hastings	Unrestricted	Night to Celebrate Communities
Mar 13, 2024	\$ 100	Kimberly Russell	Unrestricted	Night to Celebrate Communities
Mar 13, 2024	\$ 185	Melanie Hansen	Unrestricted	Night to Celebrate Communities
Mar 14, 2024	\$ 185	Matthew Zion	Unrestricted	Night to Celebrate Communities
Mar 14, 2024	\$ 1,000	Rhodes Branding	Unrestricted	Night to Celebrate Communities
Mar 14, 2024	\$ 685	Night to Celebrate Ticket Sales	Unrestricted	Night to Celebrate Communities
Mar 15, 2024	\$ 100	Cheri Shapiro	Unrestricted	Night to Celebrate Communities
Mar 15, 2024	\$ 185	Allison Orvin	Unrestricted	Night to Celebrate Communities
Mar 18, 2024	\$ 1,000	Peter & Karen Miller	Restricted	Night to Celebrate Communities
Mar 18, 2024	\$ 10,000	Palmetto Citizens	Restricted	Night to Celebrate Communities
Mar 18, 2024	\$ 120	James Glenn	Unrestricted	Donation to SCFS
Mar 18, 2024	\$ 1,000	Mia Flores (Lakeshore Learning)	Unrestricted	Night to Celebrate Communities
Mar 18, 2024	\$ 127	Darnell McPherson	Unrestricted	Night to Celebrate Communities
Mar 18, 2024	\$ 235	Virginia Owens	Unrestricted	Night to Celebrate Communities
Mar 18, 2024	\$ 100	Mary Steppling	Unrestricted	Night to Celebrate Communities
Mar 18, 2024	\$ 100	Mary Priester-Clarke	Unrestricted	Night to Celebrate Communities
Mar 19, 2024	\$ 187	Adrienne Hoefer	Unrestricted	Night to Celebrate Communities
Mar 19, 2024	\$ 187	Cassandra Barber	Unrestricted	Night to Celebrate Communities
Mar 19, 2024	\$ 187	Makala Smith	Unrestricted	Night to Celebrate Communities
Mar 20, 2024	\$ 5,000	37 Gears - Tom Lacas	Unrestricted	Night to Celebrate Communities
Mar 20, 2024	\$ 235	David Lisk	Unrestricted	Night to Celebrate Communities
Mar 20, 2024	\$ 185	Institute for Child Success - Karen Cantu	Unrestricted	Night to Celebrate Communities
Mar 21, 2024	\$ 185	Anna Twitty	Unrestricted	Night to Celebrate Communities
Mar 21, 2024	\$ 185	Susan Devenny	Unrestricted	Night to Celebrate Communities
Mar 21, 2024	\$ 125	Kate Roach	Unrestricted	Night to Celebrate Communities
Mar 22, 2024	\$ 2,500	Riley, Pope & Laney, LLC	Restricted	Night to Celebrate Communities
Mar 22, 2024	\$ 1,000	Pollock	Restricted	Night to Celebrate Communities
Mar 22, 2024	\$ 1,000	Scott & Company	Restricted	Night to Celebrate Communities
Mar 22, 2024	\$ 5,000	Cheryl & Dave Morely	Restricted	Night to Celebrate Communities
Mar 22, 2024	\$ 400	W. Dubose	Unrestricted	Donation to SCFS
Mar 22, 2024	\$ 335	Grayson Posey	Unrestricted	Night to Celebrate Communities
Mar 22, 2024	\$ 1,000	Carolina Pediatrics	Unrestricted	Night to Celebrate Communities
Mar 22, 2024	\$ 185	April Spitz	Unrestricted	Night to Celebrate Communities
Mar 22, 2024	\$ 100	Rebecca Herring	Unrestricted	Night to Celebrate Communities

Mar 22, 2024	\$ 25	Tanya Youngblood	Unrestricted	Night to Celebrate Communities
Mar 22, 2024	\$ 250	Alexandre Gryzinski	Unrestricted	Night to Celebrate Communities
Mar 25, 2024	\$ 100	Christopher Terlinden	Unrestricted	Richland County FS
Mar 25, 2024	\$ 100	Sharon Bruton	Unrestricted	Night to Celebrate Communities
Mar 25, 2024	\$ 350	Raffle Ticket Sales	Unrestricted	Night to Celebrate Communities
Mar 25, 2024	\$ 986	Night to Celebrate Donations	Unrestricted	Night to Celebrate Communities

Total \$ 119,861



Strategic Planning and Evaluation Committee Meeting **Wednesday, March 27, 2024 11AM-12PM via Zoom**

CHAIRWOMAN'S REPORT

The meeting was called to order at 11:03AM. Myself and Dave Morley were present as committee members. Several staff were present, including Dr. Chelsea Richard, Georgia Mjartan, Kate Roach, Derek Cromwell, Betty Gardiner, and Kaitlyn Richards. Further, external guests were present who guided our discussion for the meeting, including Dr. Cheri Shapiro (Institute for Families in Society of the University of South Carolina), Dr. Maryah Fram (College of Social Work at the University of South Carolina), and Dr. Crystal Hill-Chapman (Department of Psychology at Francis Marion University). These external guests served as the evaluators for the latest prevalent program evaluation completed in 2023 regarding implementation of child care scholarships from FY2017-18 through FY2021-22.

The headlines from the evaluation were (references are to tables in [Full Report](#)):

- Reach
 - From FY18 through FY22, child care scholarships served 1,598 children enrolled at 207 unique child care providers in 28 counties via 30 local partnerships.
 - 66% of the 207 unique child care providers were rated B or above via the ABC Quality rating system (table 12).
- Impact
 - Scholarship children had a statistically significant lower rate of chronic absenteeism than their like peers who did not receive a scholarship (20% vs. 24%; table 18).
 - There was no statistically significant difference detected between scholarship children and their like peers who did not receive a scholarship in terms of their scores on the SC Kindergarten Readiness Assessment (KRA; table 13).
 - It is important to note here that the “like peers” comparison group did not exclude those receiving high quality child care funded by other sources, like child care scholarships directly from the Department of Social Services.
 - Due to a small sample size, the evaluators were unable to analyze how children who received a scholarship only (n=18) did, compared to those who received a scholarship + a First Steps evidence-based program (n=598), on the two kindergarten outcomes investigated (KRA results and chronic absenteeism).

The discussion centered around the evaluators’ conceptual model (see figure 1 in Meeting Minutes) to frame the evaluation’s findings. Literature shows there is an indirect relationship between scholarship receipt and increased child development outcomes that is mediated by access to high quality care and other factors. There was much discussion in the meeting on the limitations of the current evaluation, like the inclusion of children receiving high quality child care funded by other sources in the like peer comparison group and the lack of outcomes related to parental employment or family stability. Further discussion was had related to First Steps’ new approach to local partnership child care scholarships, which are funded directly with federal resources from the Department of Social Services and required to be connected to a local partnership evidence-based

program. The meeting wrapped up with and acknowledgement of the agency's commitment to continuous quality improvement. The meeting adjourned at 12:06PM.



Strategic Planning and Evaluation Committee Meeting
Wednesday, March 27, 2024 11AM-12PM via Zoom

Committee members present: Dr. Amy Williams, Dave Morley

Staff present: Dr. Chelsea Richard, Georgia Mjartan, Kate Roach, Derek Cromwell, Betty Gardiner, Kaitlyn Richards

Guests present: Dr. Cheri Shapiro, Dr. Maryah Fram, Dr. Crystal Hill-Chapman

MINUTES

The meeting was called to order at 11:03AM. The meeting opened with a reminder of First Steps’ legislative mandate to assess the reach and impact of local partnership programs through commissioning an external evaluator. Once every five years, an overall evaluation of how the local partnerships are meeting their goals and purposes, as well as the reach and impact of all programs, is done. The most recent overall evaluation was completed in November 2019. In between the years of the overall evaluations, external evaluations are done for First Steps’ prevalent programs, defined as “program administered by a partnership and funded with state grant money, which accounts for at least ten percent of total programmatic spending” (S.C. State Code 59-152-25). The latest prevalent program evaluations were: Parents as Teachers (2021); child care technical assistance and training (2022); child care scholarships (2023).

The March Strategic Planning and Evaluation Committee meeting was a facilitated discussion with the external evaluators (the Institute for Families in Society at the University of South Carolina) of the 2023 child care scholarship evaluation, which looked at FY2017-18 through FY2021-22. During this time, child care scholarships implemented by local partnerships were considered either public or in-house (see below table).

Public	In-House
<ul style="list-style-type: none"> • Purchased from Department of Social Services • Therefore, get DSS’ negotiated rates (based on geography + ABC Quality level of center) • For 52 weeks upon approval • Can <u>only</u> be used in ABC Quality rated centers • Requirements for household income <150% of FPL + parents working or in school 15+ hours per week applied 	<ul style="list-style-type: none"> • Direct tuition payment from local partnership → child care provider for a particular family • For any period of time • Criteria for child care provider: ABC Quality rating of B or above, involvement in Quality Enhancement or Quality Counts, or Environmental Rating Scale assessment score of 4 or more • None of the DSS eligibility criteria apply for the family
<ul style="list-style-type: none"> • Scholarships could be full-time, part-time, or wrap-around • Regardless of scholarship type, all children screened with ASQ-3 (required) and ASQ-SE (encouraged) 	

Public	In-House
<ul style="list-style-type: none"> Majority of children also connected to an evidence-based program at that local partnership (scholarships often used as incentives for program participation) 	

The headlines from the evaluation were (references are to tables in [Full Report](#)):

- Reach
 - From FY18 through FY22, child care scholarships served 1,598 children enrolled at 207 unique child care providers in 28 counties via 30 local partnerships.
 - The average age of the children who received a child care scholarship was 27.17 months or a little over 2 years old.
 - 74% of the children who received a child care scholarship were identified as African American (table 5).
 - 40% of the children who received a child care scholarship lived in households with an annual household income <\$10,000 (table 7).
 - 77% of the children who received a child care scholarship had at least one Ages and Stages Questionnaire screening done (this was added with an 80% minimum requirement in FY21).
 - 66% of the 207 unique child care providers were rated B or above via the ABC Quality rating system (table 12).
- Impact
 - Scholarship children had a statistically significant lower rate of chronic absenteeism than their like peers who did not receive a scholarship (20% vs. 24%; table 18).
 - There was no statistically significant difference detected between scholarship children and their like peers who did not receive a scholarship in terms of their scores on the SC Kindergarten Readiness Assessment (KRA; table 13).
 - It is important to note here that the “like peers” comparison group did not exclude those receiving high quality child care funded by other sources, like child care scholarships directly from the Department of Social Services.
 - Due to a small sample size, the evaluators were unable to analyze how children who received a scholarship only (n=18) did, compared to those who received a scholarship + a First Steps evidence-based program (n=598), on the two kindergarten outcomes investigated (KRA results and chronic absenteeism).

The discussion centered around the evaluators’ conceptual model (figure 1) to frame the evaluation’s findings. Literature shows there is an indirect relationship between scholarship receipt and increased child development outcomes that is mediated by access to high quality care and other factors. There was much discussion in the meeting on the limitations of the current evaluation, like the inclusion of children receiving high quality child care funded by other sources in the like peer comparison group and the lack of outcomes related to parental employment or family stability. Further discussion was had related to First Steps’ new approach to local partnership child care scholarships. Implemented for the first time in fiscal year 2022-23, local partnership child care scholarships are now considered a presumptive eligibility category by the Department of Social Services (DSS). This means that when a child is enrolled in an evidence-based program, most often a parenting program, at one of the select local partnerships implementing this strategy, that they are automatically eligible to receive a child care scholarship paid for by DSS. This gives families the opportunity to thrive and is an innovative blending of federal and state funds. The meeting wrapped up with staff pointing out ways that First Steps’ external evaluations over the past five years are an

example of the agency's commitment to continuous quality improvement, not only in the use of their results, but also in improving the agency's processes for procuring and scoping out external evaluations. The meeting adjourned at 12:06PM.

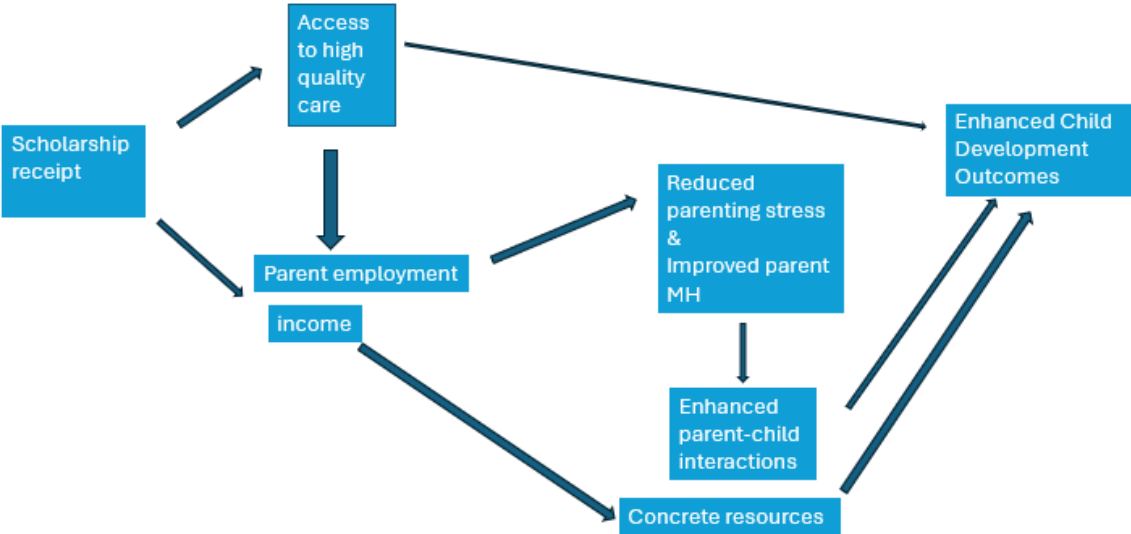


Figure 1: Conceptual Model provided by Dr. Cheri Shapiro (University of South Carolina's Institute for Families in Society) for Committee Meeting



To: SC First Steps Board of Trustees

From: Senator Gerald Malloy

Date: April 18, 2024

RE: **Legislative Committee Report**

FY 2024-25 Budget – Updates

The House of Representatives passed their version of the state budget bill on March 13, 2024. The following items related to First Steps were included:

- Unfunded Personnel Cost Increases (EIA) \$362,089
- Separation from Dept. of Education \$279,724
- Full Day 4K (CERDEP) \$6,897,691

Proviso Deletion: SDE-First Steps Transfer Plan

The Senate is scheduled to deliberate the budget on the floor throughout the week of April 22, 2024. The Senate Finance Committee adopted their budget recommendations on April 10, 2024 and the following items related to First Steps were included within their recommendations:

- Unfunded Personnel Cost Increases (EIA) \$362,089
- Separation from Dept. of Education \$279,724
- First Steps Local Partnerships \$2,000,000
- Full Day 4K (CERDEP) \$8,897,691

Proviso Deletion: SDE-First Steps Transfer Plan

NEW Proviso: SDE-First Steps Transition July 1

Legislative Session – Updates

Preschool Suspension and Expulsion:

- Senate members of the Joint Citizens and Legislative Committee on Children (JCLCC) introduced [S. 1108](#) on February 28, 2024. This bill would apply to preschool students in publicly funded programs. It defines terms related to suspension and expulsion, provides required education and training for administrators, teachers, and other staff, requires efforts be taken to maintain student enrollment, and requires relevant data collection and reporting.

Special Joint Committee to Study Child Care

- The Committee met on March 6, 2024 to receive testimony from a variety of speakers. Among those were the Director of Client Services at Bright Horizons, the CEO of the SC Chamber of Commerce, Bob Morgan, and the CEO of Contec, and First Steps Board member, Jack McBride. These speakers discussed employer sponsored child care, the negative effects that the lack of child care has on the workforce, and other policy considerations related to the business community.

S. 905: Read to Succeed Act

- This Act included comprehensive amendments to the Read to Succeed Act. It requires that implementation of various Read to Succeed provisions be based in the science of reading and foundational literacy skills and amends sections regarding universal reading screeners, retention of students, summer reading camps, and literacy endorsement requirements.
- Status: Signed into law by Governor McMaster on March 11, 2024



To: SC First Steps Board of Trustees

From: Georgia Mjartan

Date: April 18, 2024

RE: **Executive Director's Report**

I. Separation from SC Department of Education – Status Update

- On April 10, 2024 the Senate Finance Committee passed a proviso that would separate First Steps from the Department of Education as of July 1, 2024.
- SC First Steps is participating in biweekly meetings with the Department of Administration, SCEIS, the Executive Budget Office, and the Department of Education to do system set up for separation from the Department of Education. Most of this work is around Budgets and their set up with First Steps as an independent entity, procurement operations and processes, accounts payable and receivables, and Human Resources.
- First Steps continues to work out the details on what the Department of Administration will do to assist both in transition and on a more permanent basis.

II. Act 81 Implementation Progress

Local Partnership Executive Director Hiring, Salary, and Evaluations:

- External consultant, Mary Dell Hayes, provided a summary from input sessions with local partnership board members, directors, SC First Steps trustees, and state office staff regarding local partnership executive director compensation, hiring, and performance evaluation. (Included in board packet.)
- Draft policies will be brought to the full Board for approval during the June meeting.
- Supplemental templates and resources are being created as part of this project.

Local Partnership Core Personnel Policies

- Input sessions with local partnership executive directors and board chairs will take place in April and May.
- Bettis Law Group is assisting First Steps in the creation of core personnel policies for the local partnerships. Policies will be brought to the Board for approval at the June meeting.

PEBA Update

- First Steps held 14 focus groups related to reauthorization between June and November 2023, 6 with local partnership board members and 1 with executive directors. The proposed changes regarding local partnership board structure and the opportunity to join the PEBA retirement system was discussed at each session.
- As of April 1, 2024, all local partnerships have transitioned payroll processing to Manley Garvin from the local school districts.
- Local Partnerships have new Retirement and Health Insurance accounts if they chose to continue to participate.
- A contract has been completed with Manley Garvin to provide Benefits Administration to the local partnerships. The local partnership executive directors and board chairs will be provided with training and additional information to spell out the specifics, provide all the tools they will need, and provide flow charts and guidance.



III. Local Partnerships

- Berkeley County First Steps
 - o Ivory Mitchell is serving as Interim Executive Director
- Kershaw County First Steps
 - o Stephen James is serving as Interim Executive Director

IV. First Steps 4K

2023-2024 School Year Day 135 Comparisons (2023-2024 school year, March 21, 2024, to 2022-2023 school year, March 17, 2023)

Enrollment

- 4,053 students enrolled for at least one day (12% increase in the total number of students served for at least one day)
- 3,484 students enrolled point-in-time (10% increase in the total number of students enrolled)
- First Steps 4K students have been enrolled for a combined 452,578 days on Day 135 of the 2023-2024 school year (15% increase in the combined length of enrollment on Day 135 of the 2022-2023 school year; 395,111 days)
 - The average length of enrollment for a First Steps 4K student is 111 days on Day 135 of the 2023-2024 school year
 - (2% increase in the average length of enrollment for a First Steps 4K student on Day 135 of the 2022-2023 school year; 109 days)
- Of the 3,593 students enrolled on Day 45, 3,177 students (88%) were still enrolled on Day 135

2023 – 2024 Student Applications

- 5,961 student applications received (14% increase in the number of student applications received through Day 135)

2023 – 2024 Providers

- 278 total providers approved to date (12% increase; 249 providers) with 329 classrooms approved (17% increase; 282 classrooms)
 - o Of the 329 approved classrooms, First Steps 4K has 329 active classrooms on Day 135 (17% increase; 282 classrooms)
 - **FY24 AAR Goal = 257 classrooms**
 - o 234 providers (84% of approved providers) participate in ABC Quality and are eligible to accept 4K + Siblings vouchers
 - o 157 providers (56% of approved centers) offer extended day & summer school

2024-2025 School Year

- 2,408 student applications received (+51% increase in number of student applications received compared to April 6, 2023)



V. Grants Awarded

4K Expansion Grant

- Especially Children CDC, Greenville County - \$30,000
- St. James AME Child Care, Berkeley County - \$30,000
- Learning on Main, Aiken County - \$17,398.21

2024 Countdown to Kindergarten Community Partners Grants

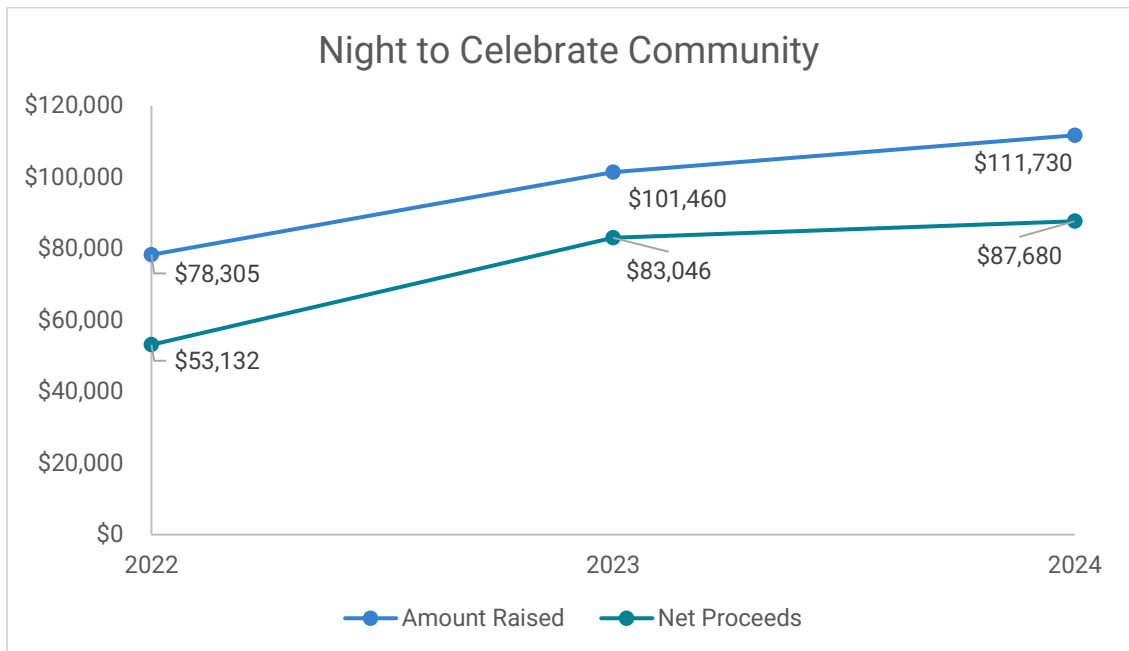
- \$161,958.70 awarded to 18 schools and community organizations for innovative school transition events for rising 4K and 5K students and their families this summer
- Information will be posted at www.countdownsc.org
- The Countdown to Kindergarten Summit, a free virtual summit for families and educators of rising kindergartners, was held Friday, April 12 with nearly 200 attendees

VI. Night to Celebrate Community

- March 21, 2024; 223 attendees (sponsor tickets + single tickets), including 74 single ticket sales (goal = 75)

Success of Night to Celebrate Community Event

- 2022: Goal = \$75,000; revenue = \$78,305; net = \$53,131.89. Awarded \$1,362 to 39 local partnerships (2 ineligible; 5 declined)
- 2023: Goal = \$100,000; revenue = \$101,460; net = \$83,046. Awarded \$1,805.34 to 45 local partnerships (1 ineligible)
- 2024: Goal = \$120,000; revenue = \$111,730; net = \$87,680.24. Award to be determined on number of eligible local partnerships





VII. 2024 Agency Rocks

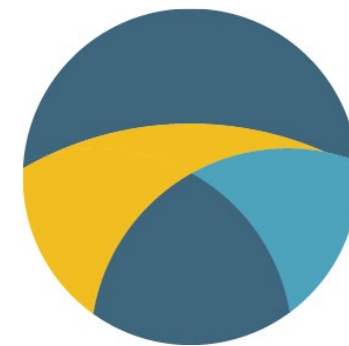
- Agency leadership met on February 20, 2024 and developed 6 organizational goals for the calendar year.
 - Advance Birth Through Five Plan 2024 priorities
 - Increase the number of children in high-intensity programs
 - Build external systems
 - Build internal systems
 - Develop First Steps 2025-2030 strategic plan
 - Enhance the team member experience

VIII. HR Updates

- SC First Steps welcomes the following new staff members:
 - Amy Coleman, Procurement Coordinator
 - Alissa Durham, First Five SC Technical Support Specialist
 - Chelsea Adamson, 4K Coach (York)
- Currently, the organization has the following vacancies:
 - Chief Financial Officer or Director of Finance
 - Grants Coordinator
 - First Five SC Coordinator
 - Harvard Strategic Data Fellow (2 year, FT)
 - Health Program Assistant (PT)
 - Research Assistants (2 PT)
 - Accounting Intern (PT)
 - Countdown to Kindergarten Intern (PT)



Listening Session Summary Report



StopGap
Solutions

Process

- 5 listening sessions for local partnership board of directors
- 2 listening sessions for state board of directors
- Individual conversations as requested by phone and email
- Consistent base set of questions with flexibility based on response

Session Overview

- Overview of legislative requirements
- Discussion to define compensation, identify outliers, and open concerns
- Discussion to overview performance evaluation, what would make it effective and efficient, needed templates
- Discussion of hiring process, what makes for a successful hiring process, needed tools
- Closing: What will make you feel confident in this process?

Feedback: State Board of Directors

- Do not want to supersede the authority of local boards
- Communication process is a priority
- Some want recommendations vetted by Georgia and staff
- Ensure the “right” way to do things is clear to local partners for each task
- “If it makes it to us, we will rubber stamp it because we have to trust the team and the local experience.”

Feedback: Local Partnership Boards

- Many (up to 40% of total participants) were unaware of the legislation
- Want templates for interviewing questions and scoring, ED annual evaluations, salary adjustments
- Some want templates for sample employee handbooks and personnel documentation for entire local partnership
- Want comparative data, but don't know exactly what to ask for

Opportunity: Leadership

- Session with program officers
- Need a communication plan for each next step
- Set the revision process with the rollout so everyone knows this is not permanent and will be updated
- Timeframes and templates will keep things standard enough to identify outliers but flexible enough to meet the unique needs of programs

Summary: Salary Increase

- Implement a timeframe for an annual submission. Any submission outside of the annual process should be for a unique demonstrated need.
- Include a rubric that indicates the reason for the request (COLA, Merit, Increased Responsibility, Other)
- Consider a more simple process for a raise of 4% or less and a more in depth process for a raise of greater than 4%
- Need consistent salary data for boards to review with training on what the salary data means: comps to regional partners, comps to size similar partners, comps to local nonprofits)
- Should close the backdoor of ways to increase compensation without approval. One way could be to include total compensation: PTO, reduced schedule, cost of any benefits (health, life, dental, vision, STD/LTD, etc.) and also any other perks (pet at work, baby at work, access to board member's beach house)



Summary: Performance Evaluation

- Templates to use based on organization size and guides on how to use the template
- Establish a single time frame for submission (ex: June). ED should have 6 complete months of service before the evaluation is required (Start date prior to Dec 1).
- Core set of competencies for all partner EDs that demonstrates how to measure accomplishment to establish a consistent baseline (financial management, subject matter expertise, community leadership, administrative management). Not a measure of perfection, but that things are timely, correct, and moving in the right direction
- Help boards tie performance evaluation to goal setting



Summary: Hiring

- Packet for boards “How to Hire an ED”
- How and where to post a job, sample interview questions, sample rubrics for hiring, sample timeframe from posting a job opportunity to start date
- Include standard 30/60/90 day base expectations to help boards know what to expect
- Standard base job description
- Help from SC First Steps on posting and spreading jobs to a larger network
- Share clear time frame of how the approval process will work
- Approval turnaround needs to happen within 5 business days (exec com > full board) or boards need to be able to make an offer contingent on approval

Summary

- Communication and training are critical steps for the final product rollout
- Ongoing communication and training after initial rollout are critical for trust-building
- Unique opportunity to provide tools that help organizations with capacity building and if they are rolled into this process, they are more likely to be used
- Project date for evaluation and revision of the process now (2-3 years)
- Need a clear pathway for when the board will not approve a recommendation and what the next steps are

First Steps 4K is providing high-quality early education to more children



First Steps 4K offers free, full-day four-year-old kindergarten to eligible children in South Carolina. South Carolina First Steps partners with over 270 licensed child care centers and private schools across the state making it easy for families to find a high-quality program that meets their needs.

First Steps 4K celebrated Day 135 of the 2023-2024 school year on March 21, 2024.

First Steps 4K supports family choice.

278

First Steps 4K providers are approved throughout the state.

84%

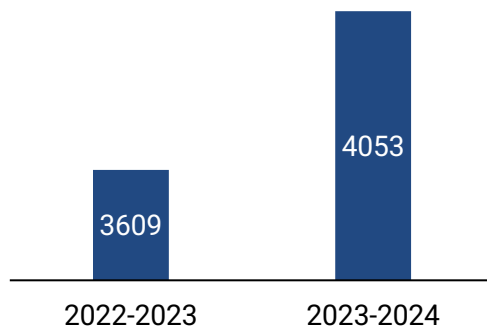
of First Steps 4K providers are eligible to accept 4K + vouchers.

56%

of First Steps 4K providers offer extended day and summer school.

First Steps 4K served 4,053 students for at least one day on Day 135 of the 2023-2024 school year.

+12%
in number of students served through Day 135



First Steps 4K retains students in high-quality classrooms.

88%

of students enrolled on Day 45 were still enrolled on Day 135 of the 2023-2024 school year

First Steps 4K is reaching more children and providers across the state.

+10%

in number of students enrolled [n= 3,484] on Day 135 of the 2023-2024 school year (compared to Day 135 of the 2022-2023 school year).

+17%

in number of classrooms approved [n=329] through Day 135 of the 2023-2024 school year (compared to Day 135 of the 2022-2023 school year).

First Steps 4K + provides families with child care and education for the whole family.

First Steps 4K students qualify for free, extended care scholarships

Siblings (0-12) of enrolled First Steps 4K students qualify for child care and after-school scholarships

First Steps 4K + scholarships are made possible through partnerships with DSS

For 25 years, First Steps local partnerships have implemented parent education programs.

First Steps local partnerships provide parent education programs that are responsive to local needs.



Programs that support parents as their child's first and best teacher



Programs with a primary focus of promoting language and literacy development



Programs that are backed by research to make lasting impacts on children and families

First Steps supports implementation of parent education programs with critical infrastructure.



Serves as the state office of Parents as Teachers



Introduced to the state and supports Home Instruction for Parents of Preschool Youngsters



Leverages state dollars to draw down federal and philanthropic funding for parenting programs

There are eleven evidence-based parent education programs currently being implemented by First Steps local partnerships.

Programs that support parents as their child's first and best teacher, ranked in order of intensity.

- PARENTS AS TEACHERS*
- HOME INSTRUCTION FOR PARENTS OF PRESCHOOL YOUNGSTERS (HIPPY)*
- EARLY STEPS TO SCHOOL SUCCESS*
- NURTURING PARENTING*
- INCREDIBLE YEARS
- STRENGTHENING FAMILIES
- POSITIVE PARENTING PROGRAM (TRIPLE P)*

Programs with a primary focus of promoting language and literacy development, ranked in order of intensity.

- PARENTCHILD+*
- LANGUAGE ENVIRONMENT ANALYSIS (LENA) HOME*
- MOTHEREAD/FATHERREAD
- RAISING A READER- ENHANCED

*Includes home visiting component

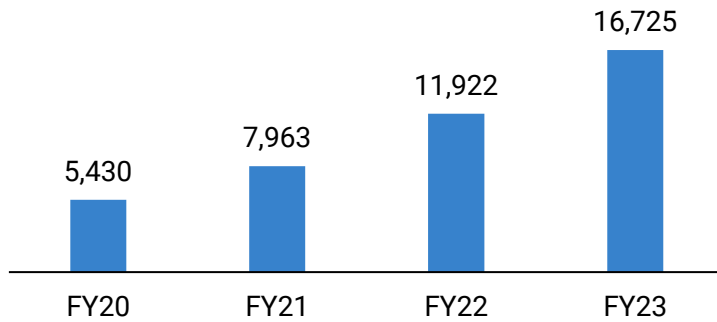


For more, visit scfirststeps.org

For 25 years, First Steps local partnerships have implemented parent education programs.

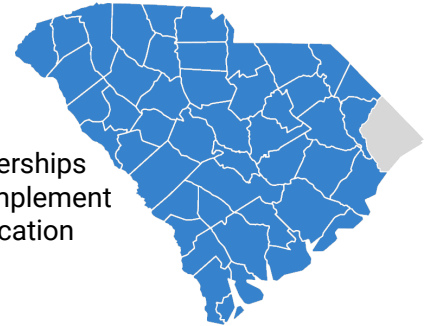


First Steps is reaching more families annually through parent education programs.



45

First Steps local partnerships currently implement parent education programs



Through parent education programs last year, First Steps local partnerships conducted...



37,907

total home visits



2,548

hours of group parenting support

Studies of parent education programs implemented by First Steps show positive impacts on children and families.

Lowers rates of absenteeism in kindergarten

Children enrolled in Parents as Teachers through First Steps local partnerships had significantly lower rates of absenteeism in kindergarten (5.5% of school days missed on average), than their like peers who were not enrolled (6.5%)¹.

Increases well-child visit compliance for infants

Infants (<1 year old) enrolled in home visiting programs through First Steps local partnerships were 22% more likely to be compliant in meeting well-child visit recommendations than their like peers who were not enrolled².

Increases well-child visit compliance for toddlers

Toddlers (1 year old) enrolled in home visiting programs through First Steps local partnerships were 20% more likely to be compliant in meeting well-child visit recommendations than their like peers who were not enrolled².

1. "South Carolina First Steps to School Readiness Parents as Teachers External Evaluation FY16-17 to FY18-19" (January 2022). Institute for Families in Society at the University of South Carolina and Pacific Research and Evaluation. [Available from: <https://www.scfirststeps.org/https://www.scfirststeps.org/about-us/reports/>].

2. Boswell EK, Richard C, Crouch E, Jones A, Dugger R, Cordan K. Home Visiting Program Participation and Healthcare Utilization amongst Children Enrolled in South Carolina Medicaid. J Health Visit. 2023 Nov;11(10):422-433.

2024 Agency Rocks

1: ADVANCE BIRTH THROUGH FIVE PLAN 2024 PRIORITIES.

2024 marks the second year of the state's inaugural [Birth through Five strategic plan](#). It is critical that we build on the momentum of the first year, so that we can achieve our early childhood system's collective vision of all children reaching their highest potential.

- Leads: Karen Oliver (Early Childhood Advisory Council Program Manager) and Betty Gardiner (Director of Grantmaking and Development)
- 2024 Priorities (as submitted to the Board on February 25, 2024)
 - Increase participation in publicly funded preschool programs. To reduce achievement gaps, and to ensure that more eligible children are enrolled in high quality programs, increasing participation in programs must remain a priority in 2024. High quality programs include Head Start, a federally funded program, state supported programs like First Steps 4K, and state, federal and locally supported programs like public school PreK.
 - Collect, integrate, and share data to better understand who is served, where service gaps exist, and where to target resources and services. The importance of integrated data is exemplified by the complexity of pre-K enrollment. To understand where to “fill slots or build slots,” partners must collect and report data that includes all pre-K enrollments, not just those required by CERDEP legislation. A fully functioning shared and integrated data system will allow questions like these and others to be answered. Through 2024 ECAC will review and approve policies that build and support a robust integrated data system.
 - Expand support to help families access the services and supports they need. A range of initiatives are underway to understand the environment and maximize opportunities for families to obtain the program and services they need. Projects include completing a language access landscape analysis, increasing access to parenting and home visiting programs, promoting enrollment in programs like WIC and Healthy Steps, and submitting collaborative applications to finance this work.
 - Expand access to screening, identification of disabilities and referrals for treatment and services. Early identification of delays or disabilities is essential to assuring that young children receive the treatment they need to thrive. A statewide screening registry is the first step. Assessment, referrals, and intervention then can follow.
 - Promote and support personal and social-skill building. Nurturing and responsive relationships are the foundation for resilience and good mental health. The following activities will support strong foundations: professional development that includes reflective supervision, as well as training about trauma-informed care and pyramid models; access to consultation to address challenging behaviors; and updating suspension and expulsion policies in early childhood settings.
- FY24 Agency Accountability Report Measures
 - 1.3.3: 6,300 leads will be generated from First5SC.
 - 1.3.4: Receive 1,800 applications through FirstFiveSC common application portal.
- Linked to the 2020-2025 First Steps Strategic Plan
 - 2.3.3: Provide families with easy-to-find, accessible information about available early childhood program options in their community.
 - 3.1.1: Increase public support for investments in early childhood by raising awareness about the need and promoting the value, long- term benefits, and return on investment of optimal early development and school readiness.
 - 3.1.3: Develop and implement targeted strategies to educate and inform legislators and policymakers about the need for early childhood investment, the efficacy of First Steps programs, and the opportunity for measurable impact with the allocation of additional state funds.

- 4.1.1: Develop, fund, and fully-utilize the Early Childhood Advisory Council, a statutorily mandated initiative of South Carolina First Steps, as a shared, cross-agency governance mechanism for state-level leadership and decision-making related to early childhood policies, systems, and practices.
- 4.1.2: By strengthening the Early Childhood Advisory Council and better communicating its role, position it to be a trusted source of advice for policymakers
- 4.2.3: Develop, maintain and promote First Five SC as an early childhood system outreach tool and single portal into publicly- funded early childhood programs and services for South Carolina's children prenatal through age five and their families across the domains of child care and early education, health and safety, special needs and early intervention, food and nutrition, and parenting and family support, including the Governor and legislators.

2: INCREASE ENROLLMENT IN FIRST STEPS HIGH INTENSITY PROGRAMS.

Building off last year's momentum, this rock team will continue to collaborate across the local partnership and 4K teams, finding new and innovative ways to increase enrollment in our programs that are proven to make the difference for children and families.

- Leads: Martha Strickland (4K State Director) and Derek Cromwell (Chief Partnership Officer)
- FY24 Agency Accountability Report
 - Primary measure – 1.2.2: 18,541 children will be directly served by First Steps high intensity programs.
 - Secondary measures
 - 1.2.1: 28,381 children in need will be directly served by First Steps.
 - 4K
 - 2.1.1: On Day 45 of the school year, 60% of licensed, approved 4K slots will be filled.
 - 2.1.2: Increase student enrollment within the First Steps 4K program to 4,015 for 2023-24 school year.
 - 2.1.3: 257 classrooms will offer First Steps 4K.
 - 2.1.4: 90% of families would "highly recommend" First Steps 4K to a friend or family member.
 - 2.1.5: 85% of students enrolled on day 45 will still be enrolled on day 135.
 - Local partnerships
 - 1.1.1: Across high-intensity parenting programs, 50% of families will show improvement in parent-child interaction.
 - 3.1.1: Of those entities that received discretionary grant funding from SC First Steps to expand service reach in underserved communities, 80% will reach their service targets annually.
- 4K Targets for 2024-25 School Year
 - 3,736 students served on day 45
 - 4,151 students served through day 180
 - 366 total classrooms
- Linked to the 2020-2025 First Steps Strategic Plan
 - 1.1.1: Provide parents with access to support and resources that strengthen their families; build their confidence, knowledge and skills; and promote the optimal development of their children.
 - 1.1.2: Ensure access to parenting programs, offered at no charge, in every county in South Carolina.
 - 1.1.3: Increase the number of families participating in evidence-based and evidence-informed parenting programs.
 - 1.2.1: Expand statewide the geographic reach and enrollment in state- funded, full-day 4-year-old Kindergarten available at no charge for eligible children in public schools, private schools and private child care centers.
 - 1.2.3: Increase the availability of early care and education programs that align with families' geographic and transportation needs and enable parents to work including: preserving the availability of state-funded 4K schedule options: traditional school day & school year, extended school day, extended school day & school year, and summer; supporting child care providers offering evening, weekend, and non-traditional schedule options; and intentionally including Family Child Care Home providers, Family, Friend and Neighbor, and non-licensed caregivers in child care training, quality enhancement and professional development opportunities.

- 1.3.1: Support and expand the reach of programs that have a measurable impact on the health and safety of children, including programs that support healthy, safe and attached families.
- 1.4.8: Evaluate the impact of the Countdown to Kindergarten program using both quantitative and qualitative methods.

3: BUILD EXTERNAL SYSTEMS.

First Steps is a complex organization that not only consists of a state office, but also 46 distinct, affiliate nonprofits each with their own governing boards and 280+ private entities implementing First Steps programs. In 2024, First Steps will focus on building and enhancing fundamental external facing infrastructure, like our websites, our local partnership board training, and 4K resources for leaders.

- Leads: Beth Moore (Director of Communications), Kaitlyn Richard (Government Affairs Liaison), Chelsea Richard (Director of Research and Strategy), and Derek Cromwell (Chief Partnership Officer)
- Proposed Initial Activities
 - Websites enhancement and development (4 existing (First Steps, ECAC, Countdown, Palmetto Pre-K) and 1 new (PAT SC))
 - ECAC Data hub
 - Codifying “your voice matters” products and processes via microsite
 - 4K build out online resource pages for leaders and families
 - Continued development and promotion of First Five SC
 - Early childhood integrated data system data governance
 - Knowledge base(s)
 - Intentional thought leadership (papers, presentations, blogs, products)
 - Content plan, calendar, and process
 - Marketing RFP?
 - Learning management system
 - Local partnership board engagement and development plan and pilot implementation
 - Act 81 breakout – local board processes/engagement/development
 - Get Involved
- FY24 Agency Accountability Report Measures
 - 1.3.1: SC First Steps, Palmetto Pre-K, and ECAC will have 10,946 social media followers.
 - 1.3.2: 7,620 leads will be generated from Palmetto Pre-K.
 - 4.1.1: 11,449 contacts will be on SCFS and ECAC contact lists.
 - 4.1.2: 464,629 unique visitors will visit scfirststeps.org, countdownsc.org, free4ksc.org, firstfivesc.org, palmettoprek.org, and earlychildhoodsc.org.
- Linked to the 2020-2025 First Steps Strategic Plan
 - 1.1.4: Promote and support evidence-based parenting and home visiting programs by ensuring high-quality program implementation and model fidelity, attracting funding and support for programs, and serving as the state’s hub of training and capacity-building for evidence-based parenting and home visiting programs.
 - 1.2.7: Increase public awareness about the importance of access, availability, affordability, and quality in early care and education, as well as implications for workforce participation.
 - 1.4.3: Increase public awareness about the significance of early childhood transitions, the availability of transition programs and support, and the choices available to parents for their child’s early learning and development.
 - 2.3.3: Provide families with easy-to-find, accessible information about available early childhood program options in their community.
 - 4.1.2: By strengthening the Early Childhood Advisory Council and better communicating its role, position it to be a trusted source of advice for policymakers including the Governor and legislators.
 - 4.2.2: Develop, maintain and promote Palmetto PreK as a single portal into publicly-funded prekindergarten programs for 3 and 4 year old children in South Carolina.
 - 4.2.3: Develop, maintain and promote First Five SC as an early childhood system outreach tool and single portal into publicly- funded early childhood programs and services for South Carolina’s children prenatal through age five and their families across the domains of child care and early education, health and safety, special needs and early intervention, food and nutrition, and parenting and family support.

4: BUILD INTERNAL SYSTEMS.

The success of First Steps operationalizing its value of results is dependent on critical technological infrastructure that is already in the works, like a case and program management system for both the local partnerships and 4K, and needs to be brought on board, like a grants management software.

- Leads: Mark Barnes (Director of Administration) and Chelsea Richard (Director of Research and Strategy)
- Proposed Initial Activities
 - Financial management for local partnerships (Blackbaud)
 - Document management
 - Relationship management software (Raiser's Edge)
 - Contact management/newsletter (Mailchimp)
 - Fully integrate e-news/HTML communication with websites and Raiser's Edge
 - Grants/fiscal processes local partnerships/state
 - Program and case management software (KITS)
 - First Steps data governance infrastructure
 - Identify and implement new and better timekeeping system
- Linked to the 2020-2025 First Steps Strategic Plan
 - 1.4.6: Enhance data sharing and integration across early childhood programs and within First Steps programs to address data gaps, ensure better measurement of early childhood outcomes, and transfer data during child transitions such as from pre-k to kindergarten.
 - 3.4.2: Ensure the fiscal health of First Steps through strong fiscal oversight, accurate budgeting, inclusive planning and accountability to funders including the General Assembly and taxpayers.

5: ENHANCE THE TEAM MEMBER EXPERIENCE.

This rock team will work together to increase job satisfaction and improve performance through employee engagement, professional development, and cross team collaboration.

- Lead: Avian Jones (Human Resources Manager)
- Proposed Initial Activities
 - Review, clean up, and strengthen employee policies and procedures manual, making it more inclusive of state HR regulations and policies
 - Create standing all-team meeting agenda
 - Create library of professional development opportunities
 - Succession planning for identified positions
 - Calendar of activities for staff regarding HR, wellness, fun activities, and external opportunities
- Linked to the 2020-2025 First Steps Strategic Plan
 - 1.1.7: Cultivate a community of champions and advocates for children and their families.
 - 2.2.4: Promote inclusivity, equity, cultural and linguistic competence, and accessibility as valued attributes in hiring, contracting, program guidelines, policies and procedures.
 - 2.4.2: Establish a workplace that is family-friendly, inclusive, and supportive of continuous learning, growth, and development at all levels including through the development of relevant policies and practices.
 - 2.4.3: Encourage information-sharing and interactions among state office staff, local partnerships, 4K providers, board members, and others in the early childhood field to ensure the greatest opportunity for innovation and creativity.
 - 4.6.3: Support staff in pursuing fellowships, publishing their work, and highlighting accomplishments.

6: DEVELOP FIRST STEPS 2025-2030 STRATEGIC PLAN.

It is time to begin reflecting on the successes and opportunities of Every Child Ready to start laying the groundwork for the agency's next strategic plan that will go from July 1, 2025 through June 30, 2030.

- Leads: Georgia Mjartan (Executive Director) and Chelsea Richard (Director of Research and Strategy)
- Proposed Initial Activities
 - Board retreat
 - Staff retreat
- 2020-2025 First Steps Strategic Plan and 2022-2027 B-5 Plan will serve as starting points

2024 Projects

1. 25th Anniversary (Beth)
2. Next PDG opportunity, planning/transitioning post-PDG/post-COVID relief funding (Betty)
3. Separation from SC Department of Education (Mark)
4. First Five for All – National Technical Assistance (Karen)
5. Act 81 Implementation (Kaitlyn)
6. Five-Year Contract for Legislatively Mandated Local Partnership Evaluations (Chelsea)
7. Aim4Excellence National Directors' Credential (Martha)
8. Storage facilities for office (Mark)
9. Budget set up and reporting (Mark)
10. Review of all local partnership programs' evidence designation (Chelsea/Derek)
11. 2024 Early Childhood Summit (Karen)