



EXECUTIVE DIRECTOR REPORT

April 1, 2022 – May 1, 2022

SUMMARY
Highlight for the Month: <ol style="list-style-type: none"> 1. Held last Business Leadership Institute (BLI) Masterclass for Cohort 1 2. Released CTAC's first summer camp promotion video and parent guide booklet

MEETINGS AND EVENTS FOR PLANNING, COORDINATION, AND COMMUNITY ENGAGEMENT		
DATE	MEETING / EVENT	SUMMARY
Friday, April 1, 2022	Help Me Grow Alachua Biweekly Meeting	Planning, Technical Assistance, and Progress meeting with Help Me Grow Florida and CHS of Florida.
Friday, April 1, 2022	Biweekly Community Doula Services Project and Community Fellow	Brainstorming session on community doula and maternal health collaborative.
Tuesday, April 5, 2022	Early Childhood Professionals Conference Track Follow-up Meeting	Planning meeting for the BLI Graduation and Gainesville Chamber of Commerce All in Conference Track
Tuesday, April 5, 2022	Biweekly Pritzker Children's Initiative Fellowship Planning Meeting	Biweekly planning meeting for all Pritzker Children's Initiative Grantees Annual Fellowship Meeting.
Wednesday April 6, 2022	Community Head Start and Early Head Start Open House in Hawthorne	Site visit and celebration with Episcopal Children's Services.
Wednesday, April 6, 2022	Help Me Grow National Center Forum Planning Committee Meeting	Planning meeting for the Help Me Grow National Center Forum. Hosted by Florida.
Friday, April 8, 2022	Help Me Grow Alachua Biweekly Meeting	In person progress meeting with Help Me Grow Florida and CHS of Florida.

Tuesday, April 12, 2022	Start Early Check in Meeting	Prenatal to age 5 check in meeting with Start Early. Discuss current resource needs and challenges.
Wednesday, April 13, 2022	Accreditation Academy pilot with Business Leadership for Early Learning	Accreditation Academy pilot planning and review meeting.
Thursday, April 14, 2022	Dr. Iheoma Iruka Equity Research Action Coalition	Discussion and review of Prenatal to age 3 strategies and ideas using the 3P Framework.
Tuesday, April 19, 2022	Gainesville for All Blueprint 4 Change	Information sharing session for the transformative Gainesville Empowerment Zone Family Learning Center and Metcalfe Elementary School. Guest Speaker David Lawrence Jr.
Wednesday, April 20, 2022	Healthy Families (ACUB) Advisory Board Meeting	Data, success stories, and general concerns shared and discussed.
Thursday, April 21, 2022	Healthy Start of North Central Florida Home Visiting Advisory Committee	Data, success stories, and general concerns shared and discussed.
Thursday, April 21, 2022	Early Learning Coalition of Alachua County Board Meeting	ELC business sharing informational meeting.
Friday, April 22, 2022	Accreditation Academy pilot with Business Leadership for Early Learning	Accreditation Academy pilot planning and review meeting.
Friday, April 22, 2022	42nd Annual 5th Avenue Arts Kickoff Reception	Kickoff Reception for arts festival
Saturday, April 23, 2022	Fatherhood Summit: Call to Action	Community event of local leaders, stakeholders, youth, and fathers on the Fatherhood Initiative.
Tuesday, April 26, 2022	Campaign for Grade Level Reading Advisory Committee Meeting	Joint meeting with the Lectio team and Florida Campaign for Grade Level Reading to discuss the technical assistance grant.
Wednesday, April 27, 2022	Early Childhood Professionals Conference Track Follow-up Meeting	Planning meeting for the BLI Graduation and Gainesville Chamber of Commerce All in Conference Track
Wednesday, April 27, 2022	Pritzker Children's Initiative Communication Mini Grant	Planning and review meeting with Build Initiative for mini grant opportunity specific to Prenatal to age three.
Thursday, April 28, 2022	Meeting with Early Learning Coalition of Alachua County	Meeting with ELC to discuss area of need and future potential budget changes.
Thursday, April 28, 2022	Data Technical Advisory Committee (DTAC)	CTAC hosted its second DTAC to discuss our data strategy, what and how information is collected and used. All 9 committee members were present and actively involved.
Friday, April 29, 2022	Early Childhood Collaborative/Network	Brainstorming session with local stakeholders on next steps for the development and design of an Early Childhood Collaborative/Network.

Friday, April 29, 2022	Biweekly Community Doula Services Project and Community Fellow	Brainstorming session on next steps for community doula and maternal health collaborative development.
Saturday, April 30, 2022	Business Leadership Institute for Early Learning Master Class Session 4	Last session for the master class.

PROGRAMS

PROGRAMS CALENDAR (CALENDAR FOR THE PREVIOUS MONTH AND THE UPCOMING MONTH)	
April	
Friday, April 1, 2022	Contract Begins - Summer Camp and Enrichment
Saturday, April 2, 2022	Business Leadership Institute for Early Learning Master Class Session 3
Monday, April 11, 2022 BOARD MEETING	Funding Recommendations for YDCBC Capacity Building Funds for Enrichment Providers ITN
Tuesday, April 12, 2022	Contract Negotiations for YDCBC Capacity Building Funds for Enrichment Providers ITN
Wednesday, April 20, 2022	Summer Kickoff Trainings for Summer Camp sites
Thursday, April 21, 2022	Summer Kickoff Training for Enrichment Providers
Tuesday, April 26, 2022	Youth Development Capacity Building Collaborative Training - Fundraising for unrestricted funding and operations support
Wednesday, April 27, 2022	Summer 22 Level 2 Background screening Training
Saturday, April 30, 2022	Business Leadership Institute for Early Learning Master Class Session 4
May	
Monday, May 2, 2022	Afterschool Site Monitoring - Deeper Purpose
Tuesday, May 3, 2022	Child Advocacy Center Tour and Program Discussion
Thursday, May 5, 2022	Cade Community Forum Meeting
Monday, May 9, 2022 BOARD MEETING	CTAC Data Collection and Evaluation Presentation and Community Engagement & Promotion Presentation
Tuesday, May 10, 2022	Child Brain Development - Community Advisory Board Introduction
Wednesday, May 11, 2022	Regional Children's Movement Meeting
Wednesday, May 11, 2022	Afterschool Site Monitoring - Gainesville Circus Center
Thursday, May 12, 2022	Early Learning Coalition - Quality Meeting
Monday, May 16, 2022	Pritzker - Grant Partner's Meeting
Wednesday, May 18, 2022	Early Learning Coalition - Board Meeting
Wednesday, May 18, 2022	Monitoring Site Visit - Peaceful Path
Friday, May 20, 2022	Pritzker National Collaborative for Infants and Toddler Hub Meeting: Alachua County
Tuesday, May 24, 2022	Youth Development Capacity Building Collaborative Training - Establishing Training Plans and Staff Development
Wednesday, May 25, 2022	TeensWork Alachua Collaborative Meeting
Thursday, May 26, 2022	Data Technical Advisory Committee

INITIATIVES

YOUTH DEVELOPMENT CAPACITY-BUILDING COLLABORATIVE

The Youth Development Capacity-Building Collaborative continues on May 24th 2022. During this session, there will be a workshop to help OST providers develop and implement effective staff training plans for staff development. We'll share examples of these best practices and discuss ways for programs to implement them too.

See below for a recap meeting Recap from April 26th Meeting

A. Overview YDCBC:

The goal of the collaborative is to enhance OST providers' organizational capacity and strengthen the OST system across Alachua County. Participating organizations will:

- Receive access to free training to improve organizational capacity to deliver high-quality OST programming.
- Participate in monthly YDC meetings to share best practices, and advise on system needs to improve OST overall.
- Develop and implement capacity building plans

B. Question and Answer with Lesley Banis, CFRE; Director of Programs, Community Foundation of North Central Florida

- Focused on trends in giving including an emphasis on planned giving
- Shared upcoming conference on September 8th
- Shared resources available through the Center for Nonprofit Excellence

Resource: Reach out to the Community Foundation, they are happy to help!

LBanis@cfncf.org

Resource: <https://boardsource.org/>

Resource: AFP.org (fundraising professionals)

Resources: <https://www.pgcalc.com/> (planning giving)

C. Grant Research Tips by Anna Dileria

- Grant eligibility
- Guiding questions for grant research
- Preparation needed for grants

D. Peer Learning

E. Resources and slides here: <https://padlet.com/anna2772/YDCBC>

Upcoming meetings:

- Tuesday, May 24th ,9:30am to 10:30am

F. The session was attended by 7 people across 5 organizations.

Alachua County Board of County Commission
Gainesville Area Community Tennis Association Inc (DBA: Aces In Motion)
Girls Place, Inc.
Kids Count in Alachua County
Traveling Art Camp, LLC

G. Session satisfaction

Overall session satisfaction	# Surveys
1-Very Dissatisfied	0
2-Dissatisfied	0
3-Neutral	0
4-Satisfied	4
5-Very Satisfied	5

Major Takeaways:

- I plan on making a master grant schedule- I know this will be really helpful! Also plan to create a document with all of the general info that is included in many grants like Anna mentioned.
- lots of great grant writing advice!
- Make a grant calendar
- Many grants available
- Success in fundraising truly lies in having a plan and being prepared to carry out that plan.
- The updates from Leslie were very helpful
- There are way more grants out there calling us

PLANNING, RESEARCH, AND EVALUATION

Operationalizing Perinatal Equity, Quality, and Safety in Materno-toxic Zones - Every Person, Every Time virtual workshop with Jennie Joseph, LM, CPM.

Provider Evaluation Support:

- Reviewed monthly provider reports and data collection.

- Summer and Enrichment Kickoff Meetings (4/20/2022 and 4/21/2022).
- TeensWork Data Collection data collection support.
- Compiled and shared Midnight Basketball Performance Measures and Data Collection.
- Family Resource Center Providers meeting regarding data collection (4/26/2022).
- Wellness Coordinator Provider meeting regarding data collection (4/26/2022).
- Children's Forum monthly meeting, invoice approved.
- Encourage participation in DEL Workforce Study.
- Drafting Provider Reflection Survey.

Data System Exploration:

- Discussed next steps for acquiring a Data System(s).
- Attended CSC SAMIS user group meeting.
- Contacted WELS foundation rep to request information about features and cost.

Planning and External Collaboration:

- Reviewed Prime Time RFP applications for Expanded Learning Opportunities.
- Finalized April DTAC agenda and posted [online](#).
- Emailed April DTAC agenda packet to committee members, board, and staff.
- Facilitated April Data Technical Advisory Committee (DTAC) meeting and follow-up.
- Updated CTAC Goals and Indicators one-pager.
- Updated Pathway to Child Outcomes one-pager.
- Compiled and shared Board Meeting Survey Results.

FINANCE AND ADMINISTRATION

1. Checks and Expenditure report for April is on the board agenda.
2. The 2nd Quarter Budget Report is on the Board Agenda
3. Programs Funding FY2022

COMMUNICATIONS

Communications Report: April 1, 2022 – April 30, 2022

Highlight



<https://www.youtube.com/watch?v=3KDj-q8Q2IA>

Website Traffic – Key Points

•	Page Views	6,290
•	Sessions	2,199
•	New Users	1,147

Most Viewed Web Pages

•	Home Page	1,097
•	Program Directory	808
•	Meetings	320
•	Bids/RFPs	318
•	Calendar	253

Followers

•	Constant Contact	1,136
•	Facebook	904
•	Twitter	182
•	Instagram	168
•	LinkedIn	118

Children's Trust in the News

[Virginia Tech Carilion School of Medicine graduation speaker encourages students to focus on those they serve and do something extraordinary – April 29, 2022](#)

[Community-wide collaboration needed to make sure all children thrive – April 27, 2022](#)

[Alachua's Heritage Oaks Phase II Infrastructure Completed – April 20, 2022](#)

[Tina Certain named President Elect for Florida School Boards Association – April 19, 2022](#)

[Alachua County School Board eyes changes to Camp Crystal Lake, former superintendent calls for external investigation – April 13, 2022](#)

[Pinwheels for National Child Abuse Prevention Month – April 4, 2022](#)

BOARD MOTIONS

Motions included in this section are incomplete as of the previous meeting

DATE	MOTION	STATUS	COMMENTS
4/25/22	Public comments will only be made in person. Anyone not attending the meeting but would like to provide a comment to the Board can do so by submitting the comment to staff the week before.	Completed	Staff updated all public comment language on CTAC website and the Board agenda. An update was also provided in the Board meeting announcement to the public
4/25/22	Purchase OWL to improve Board meeting audio	Completed	Item purchased
4/25/22	Afterschool Motion to authorize the Executive Director to initiate contract extensions and renewals for currently funded afterschool providers; have each provide an overview to the board regarding their seven performance measures; for staff to communicate expectations to advance one category from first mid-year to second year with staff to offer consultation sessions to assist these providers; for staff to work with organizations to analyze attendance issues, realistic goals, and performance data .	In Progress	Update will be provided during evaluation planning presentation
4/25/22	Schedule meeting with Todd at the County to discuss service Cost analysis and upgrading software system	In progress	In progress
4/25/22	Include two additional finance positions in FY23 Budget	In progress	In progress
1/10/22	“have the Executive Director bring back recommendations to reword or remove Section 7.40.B.” of board policies.	In progress	In progress
1/10/22	“acquir(e) two appraisals for the property at 802 NW 5th Ave”	In progress	Requested report from Facilities Manager

2/14/22	“authorize the Executive Director to negotiate a contract with Goodwill Industries of North Florida and Minority Business Listings to be the TeensWork Alachua employers of record. If this negotiation is unsuccessful, the Trust authorizes the Executive Director to contract with Computer Aid Inc. (CAI) under State Term Contract 80111600-21-STC, Temporary Staffing Services.”	In Progress	Staff are drafting agreement for CAI to be the employer of record for the Minority Business Listing contract
---------	--	-------------	--

BOARD REQUESTS

DATE	REQUEST	STATUS	COMMENTS
4/25/22	Follow up with Enrichment Providers and create a mechanism for them to provide feedback regarding the capacity building funding and why they did not apply	In progress	Staff has created a survey that we be shared with providers that attended the listening session for the ITN and/or the Bidders’ Conference
1/10/22	Presentation by Sherry Kitchens (Hardt)	In progress	Meeting with Sherry Kitchen Scheduled for May 3, 2022
1/31/22	Cumbersome payment process (Certain, from ED Evaluation)	In progress	CTAC staff will schedule an appointment with the CTAC Auditor to discuss the requirements of our reimbursement process.

SUCCESS STORIES

Partnership for Strong Families- Family Resource Center

A child was newly enrolled into academic success and enrichment programming at one of our Gainesville sites. At the time, the child's mother reported significant stressors including being unemployed and having past due rent that she was unable to pay. Additionally, the mother was seeking additional support to meet the special needs of her child, who had been diagnosed with Autism, including behavior and speech therapy. The family's immediate financial need was addressed first through support from a United Way grant. Once this need was met, the FSF began to work with the mother to address the child's needs by helping her to advocate for services through the school and by assisting the mother with developing at-home strategies to support her child. The mother was eventually able to secure employment as a CNA. In addition, she had previously failed to pass the exam for phlebotomy certification, and the FRC staff helped her to develop strategies to improve her score, which resulted in passing the exam and gaining her certification! The child continues to be engaged in speech and behavior therapy and has made noticeable improvements in these areas, as observed during his time in after-school programming. Recently the mother partnered with the FRC to include other after-school students in her son's birthday celebration, as a way of giving back to other students and to those who helped her family during a difficult time.

New Technology Made Simple

On our March 16th visit we worked with students to design a virtual environment with animated characters. They have been studying environments in their regular lessons so Mrs. Flint and Mrs. Katie wanted to bridge their everyday learning with technology in a fun activity. The students were intrigued by the possibilities since all of them reported that they had never designed for Virtual reality or augmented reality. They did not know the difference or how to use the two in a meaningful way. Some of them have their own VR headsets and all have a mobile device at home to view AR. About half knew what the letters in STEAM stood for. None of them knew that a digital 3D designer could make a starting yearly salary of \$65,000. They guessed \$100 - \$5000 a year. They were able to increase the interactions between the digital characters by adding sequences and input values. One student reported that her parents are encouraging her to increase her knowledge of digital technology to perhaps become a developer one day. She had no experience prior to our visit.