



Board of Directors

Meeting Minutes

August 20, 2019 (1:00 p.m. to 3:00 p.m.)

Location: DPP Offices – 305 Park Ave West, Suite B, Denver, CO 80205

Members in attendance: Mr. Zach Hochstadt (Chair), Ms. Susan Steele (Secretary/Treasurer), Ms. Erin Brown, Dr. Rebecca Kantor, Mr. Chris Daues and Ms. Janice Sinden

Members on Conference Call: Mr. Michael Baker (Vice-Chair) and Ms. Amber Münck

Members not in attendance: Councilwoman Stacie Gilmore, Ms. Anna Jo Haynes, Ms. Penny May and Ms. Chris Watney

Staff in attendance: Ms. Elsa Holguin, Ms. Ellen Braun, Dr. Marina M. Mendoza, Mr. Chris Miller, and Ms. Michelle Blubaugh

Guests: Ms. Priscilla Hopkins, Ms. Dionne Williams, Ms. Magen Elenz on behalf of Councilwoman Gilmore and Ms. Lisa Roy

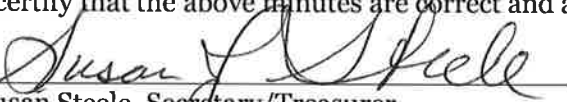
Agenda Topic	Discussion	Action/Follow-Up/Decision
Call to Order		
Consent Agenda		<p><i>(For Approval)</i></p> <ul style="list-style-type: none"> ▪ June 18, 2019, Board Minutes ▪ May 2019, Financial Statements ▪ June 2019, Financial Statements ▪ July 2019, Statement of Financial Position <p>Ms. Sinden motioned to approve the consent agenda; Ms. Brown seconded; All approved.</p>
Welcome	<p>The Board of Directors welcomed two new staff members, Ms. Elsa Holguin as DPP’s President and CEO and Ms. Michelle Blubaugh, Office Manager.</p>	

<p>Quality Improvement Contracts (For Approval)</p>	<p><u>Quality Improvement Contracts</u> Mr. Miller presented the 2019-2020 Quality Improvement Contracts:</p> <ul style="list-style-type: none"> • The Finance and Governance has reviewed and recommended the 2019-2020 Quality Improvement contract not-to-exceed budget amount of \$2,641,457, to the Board of Directors for approval. • Contracts with Clayton Early Learning and Denver’s Early Childhood Council are approved through August, 2020, however the Board approves the budget amounts annually. • Clayton Early Learning proposed to increase coaching and repurpose funds towards coaching for the existing contract year, the contract total is \$998,255. • Denver’s Early Childhood Council contract totals \$1,595,492. The proposed increase includes management of licensing, customized business management and support outreach to the Spanish-speaking community. • The existing contracts with Mile High Early Learning and ECCLA expire August 31, 2019, staff requests a new contract period for each organization through August 31, 2020. • Mile High Early Learning proposed increase is 3 percent, totaling \$47,710. • ECCLA proposed to extend their current contract for one year with no new additional dollars needed. <p>This is the final year for all contracts. A formal RFP process for Quality Improvement will launch in 2020.</p> <p>Ms. Steele applauded the existing quality improvement work, but stressed the importance to better support our early childhood workforce. The Board requested a task force to review workforce initiatives be launched.</p>	<p>Ms. Steele motioned to approve the not-to-exceed budget for Denver’s Early Childhood Council as outlined on page 33 of the Board packet; Mr. Daues seconded; All approved.</p> <p>Ms. Steele motioned to approve the not-to-exceed budget for Clayton Early Learning as outlined on page 33 of the Board packet; Ms. Sinden seconded; All approved.</p> <p>Ms. Steele motioned to approve the not-to-exceed budget for Mile High Early Learning as outlined on page 33 of the Board packet; Ms. Sinden seconded; All approved.</p> <p>Ms. Sinden motioned to approve the contract extension for ECCLA as outlined on page 33 of the Board packet; Ms. Brown seconded; All approved.</p> <p>Staff will convene an early childhood workforce taskforce in the coming months.</p>
<p>Evaluation Contracts (For Approval)</p>	<p><u>Evaluation Contracts</u> Ms. Mendoza presented the Evaluation contract executive summaries for review.</p> <p>The Butler Institute for Families: Butler oversees the operations evaluation for DPP. The proposed contract is an increase of 9.24 percent</p>	<p>Ms. Sinden motioned to approve the contract extension for Butler Institute for Families as outlined on page 41 of the Board packet; Ms. Brown seconded; All approved.</p>

	<p>from the previous year budget, totaling \$361,192 for September 1, 2019 – August 31, 2020.</p> <p>National Opinion Research Center (NORC): NORC oversees DPP’s longitudinal outcomes evaluation. The proposed contract is a 7.87 percent increase for cost of living and expanded work. The total proposed contract budget for 2019-2020 is \$192,016</p> <p>Clayton Early Learning: Clayton Early Learning oversees the child outcomes evaluation for DPP. The proposed contract is a 32.27 percent increase over the initial prior year budget. The current scope of work is missing work products. With limited evidence of increase work, staff proposes no increase to their budget for the 2019-2020 school year. The board had a detailed discussion regarding their concerns over Clayton’s low performance and was unprepared to approve a contract for Clayton Early Learning.</p>	<p>Ms. Sinden motioned to approve the contract extension for the National Opinion Research Center as outlined on page 43 of the Board packet; Ms. Steele seconded. Dr. Kantor recused herself from the Butler vote due to a Conflict of Interest. Approved.</p>
<p>2020-2021 Tuition Credit Scale Preparation</p>	<p><u>2020-2021 Tuition Credit Scale Preparation</u></p> <p>Mr. Braun presented the 2020-2021 tuition scale process. The process is the second year of the 3-year tuition credit planning cycle. Final approval of the scale will occur at the December 2019 Board meeting.</p> <p>DPP staff and advisors have identified several business disruptors, noting the following:</p> <ul style="list-style-type: none"> • Preschool Workforce and the need to create stability and professionalize the field. • State-funded kindergarten will launch September 2019, the impact to preschool funding streams is still unclear. • Donnell Kay Foundation is seeking a ballot initiative for after care support, and funding would be available in 2021. • Governor Polis’ campaign promise to launch state-funded preschool by the end of his first term. <p>Following a discussion on the business disruptors and the unknown impacts to DPP, staff presented two options to proceed with tuition credit scale planning based on the Finance and Governance Committee review.</p>	<p>Ms. Sinden motioned to approve the tuition credit planning option B, amending the last sentence to say “If new initiatives are not approved by September 1, 2020 the Board shall convene to discuss and evaluate next steps to expend the excess tuition credit dollars;” Dr. Kantor seconded; All approved.</p>

	The Board amended Option B to allow for a discretionary discussion to occur in the event new initiatives are not approved.	
City Audit Update	<p><u>City Audit Update</u></p> <p>Ms. Braun presented the audit fieldwork exit summary. The summary outlined initial findings from the City auditors. All Board members were provided a copy of the summary.</p> <p>The DPP team has launched work with Ground Floor Media to create a communications plan.</p> <p>We will have 15 days to respond once the mid-September audit draft is received. The September Board meeting will focus heavily on the audit.</p>	
How the Budget Works	<p><u>How the Budget Works</u></p> <p>Due to limited time, Mr. Hochstadt advised that the Board would push this discussion to another date.</p>	
Adjourn		Ms. Brown motioned to adjourn; Ms. Kantor seconded; All approved.

I certify that the above minutes are correct and approved by the Board of Directors.


 Susan Steele, Secretary/Treasurer