



**Board of Directors**

Meeting Minutes

Date: August 18, 2020 (11:30 p.m. to 1:30 p.m.)

Location: Web-based video conference on Zoom

*Members in attendance: Mr. Zach Hochstadt (Chair), Mr. Michael Baker (Vice-Chair), Mr. Chris Daues (Secretary/Treasurer), Ms. Erin Brown, Councilwoman Stacie Gilmore, Ms. Anna Jo Haynes, Dr. Rebecca Kantor, Ms. Penny May, Ms. Amber Münck, Ms. Susan Steele and Ms. Chris Watney*

*Members not in attendance: Ms. Janice Sinden*

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

*Guests: Ms. Amber Giaouque Callender, Ms. Priscilla Hopkins, Ms. Andrea Ives, Mr. Rob McDaniel, Ms. Bridgitt Mitchell, Dr. Lydia Prado, Ms. Anne Rowe, Councilwoman Amanda Sandoval and Ms. Jane Walsh*

Agenda Topic	Discussion	Action/Follow-Up/Decision
<b>Call to Order</b>		
<b>Consent Agenda</b>		<p><i>(For Approval)</i></p> <ul style="list-style-type: none"> <li>▪ July 21, 2020 Board Minutes</li> <li>▪ June 2020, Financial Statements</li> <li>▪ July 2020, Statement of Financial Position</li> </ul> <p>Ms. Haynes motioned to approve the consent agenda; Ms. Watney seconded; All in favor, motion approved.</p>

<p><b>Executive Session - Contracts</b></p>	<p><b><u>Executive Session</u></b>  The Board entered Executive Session to discuss contracts.</p>	<p>Ms. Brown motioned enter into Executive Session; Ms. May seconded; All in favor, motion approved.</p>
<p><b>Revenue Scenario Summary</b></p>	<p><b><u>Revenue Scenario Summary</u></b>  Mr. McDaniel presented updates to DPP’s Revenue Scenario, highlighting the following:</p> <ul style="list-style-type: none"> <li>• Monthly Update <ul style="list-style-type: none"> <li>○ Infection rates are rising nationally</li> <li>○ Unemployment rate continues to decline</li> </ul> </li> <li>• Review of the sales and use tax codes indicate a continued decrease, May 2020 compared to the same time last year is a 15 percent decrease.</li> <li>• The monthly scorecard for DPP estimates revenue for 2020 between \$18.7 and \$19.1 million.</li> </ul>	
<p><b>Reserves Update</b></p>	<p><b><u>Reserves Update</u></b>  Ms. Braun presented an update on the DPP reserves, highlighting the following:</p> <ul style="list-style-type: none"> <li>• DPP staff understands the complexities of the reserves; the latest update is a new take on outlining current reserves.</li> <li>• Based on the assumptions presented, DPP will utilize \$4.073 million in reserves to cover the 2020 deficit. The current forecast assumes a continuation of the attendance waiver through 2020.</li> <li>• DPP’s current reserves policy designates \$13,500,000 to the administrative, programmatic and 2027 reserves designations.</li> </ul> <p>Ms. Braun also provided an overview of the meeting with the City Budget Management Office. The latest revenue numbers will be included in the July financial statements.</p>	

<p><b>DPP Reimagining Work</b></p>	<p><b><u>DPP Reimagining Work</u></b></p> <ul style="list-style-type: none"> <li>• Dr. Mendoza presented the Gap Scholarship Pilot program update, highlighting the following: The successes, goals and opportunities for growth of the Gap Scholarship Pilot were outlined.</li> </ul> <p>DPP staff requested approval from the Board of Directors to reauthorize the Gap Scholarship Pilot Program for a second year with the opportunity to explore the potential reimagining updates as in the Board packet.</p> <p>Ms. Steele posed the question whether this is something the organization can afford during the crisis and reduction of reserves. Ms. Prado pointed out that a fundamental value of the Denver Preschool Program is to support equity, and this program will do just that.</p> <p>Ms. Mendoza also reminded the Board that reauthorization of the pilot is for two years.</p>	<p>Ms. Haynes motioned to approve reauthorization of the Gap Scholarship Pilot with the opportunity to explore potential reimagining updates; Ms. Münck seconded; All in favor, motion approved.</p>
<p><b>Quality Improvement Framework</b> <i>(Review and Approval)</i></p>	<p><b><u>Quality Improvement Framework</u></b></p> <p>Mr. Miller presented the Quality Improvement Framework, highlighting the following:</p> <ul style="list-style-type: none"> <li>• The Denver Preschool Program (DPP) annually invests between 10 to 14 percent of its program budget into quality improvement (QI) for its contracted providers.</li> <li>• DPP’s QI framework, which has included: coaching, completion of CLASS® observations, quality improvement funding for classroom learning materials or early childhood education (ECE) coursework/conferences and other training opportunities, developmentally-appropriate curriculum and child assessment resources, achievement awards, scholarships and ongoing relationship management and supports for providers.</li> </ul> <p>The Denver Preschool Program staff presented the 2020-2021 Quality Improvement Contract not-to-exceed budget amounts, as outlined in the Board packet and recommended by the Finance and Governance Committee, for Board review and approval, along with contract approval terms for September 1, 2020 through August 31, 2021.</p>	<p>Councilwoman Gilmore motioned to approve the 2020-2021 Quality Improvement Contract not-to-exceed amount in addition to the expansion of the T.E.A.C.H.® Scholarships Board Designated Fund to the Educator Scholarship Board Designated Fund; Ms. May seconded; All in favor, motion approved.</p>

	Staff also requested Board approval to expand the Board Designated Fund for T.E.A.C.H. Scholarships® to include additional scholarship models. If approved, the fund would be renamed to the Educator Scholarship Board Designated Fund.	
<b>Equity Plan for DPP</b>	<b><u>Equity Plan for DPP</u></b> Ms. Holguín informed the Board that at our last meeting, there was a request to define equity. The organization will hire a consultant to assist DPP with equity work.	
<b>Community Updates</b>	<b><u>Community Updates</u></b> No community updates were presented.	
<b>Adjourn</b>		Councilwoman Gilmore motioned to adjourn; Ms. Watney seconded; All in favor, motion to adjourn approved.

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

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Daves, Chris, Secretary/Treasurer