



Meeting of the Board of Trustees
April 20, 2023 2:00PM
SC First Steps
636 Rosewood Drive Columbia, SC 29201

AGENDA

- I. **Roll Call** (Avian Jones)
- II. **Public Comment Period**
The public is invited to provide comments relevant to the SC Early Childhood Advisory Council and/or South Carolina First Steps during this period. Members of the public wishing to speak must sign up before the meeting. Comments should be limited to no more than three minutes per speaker.
- III. **Call to Order and Approve Agenda** (Dave Morley)
Motion: To adopt the agenda as submitted
Motion: To adopt the February 16, 2023 minutes as submitted
Attachments: SC First Steps Board of Trustees February 16, 2023 Minutes
- IV. Executive Committee (David Morley)
Attachments: Executive Committee Report, Executive Committee Meeting Minutes
- V. **Consent Agenda:** Motions Recommended by Committees (Dave Morley)
 - a. **Motion:** To approve the Evidenced Based Program Go NAPP SACC to be added to the SC First Steps Evidenced Based Program list for Program Year 24 beginning July 1, 2023. (Local Partnerships Programs and Grants Committee recommends)
 - b. **Motion:** To approve the program guidelines for the Evidenced Based Program Go NAP SACC to be added to the SC First Steps Evidenced Based Program guidelines for Program Year 24 beginning July 1, 2023. (Local Partnerships Program and Grants Committee recommends)
 - c. **Motion:** To approve the award of Resources for Early Acceleration and Development in Youth (READY) Child Care Technical Assistance Expansion or Establishment Grants to five (5) Local Partnerships (see the award chart Attached) as selected by the SCFS State Office External Review Committee: Berkeley, Dillon, Dorchester, Spartanburg, and York County Local Partnerships. (Local Partnerships Programs and Grants Committee recommends)
 - d. **Motion:** To approve the award of Resources for Early Acceleration and Development in Youth (READY) Infrastructure and Capacity Building round 2 Grants to Lee County First Steps per the partnership's grant application (see the award chart attached) for its non-capital request as recommended by the SCFS State Office Review Committee. (Local Partnerships Programs and Grants Committee recommends)
 - e. **Motion:** To approve the 2021 Form 990. (Finance and Administration Committee recommends)
 - f. **Motion:** To approve the capital improvement request for Lee County First Steps. (Finance and Administration Committee recommends)



- VI. **First Steps Is Here: Nurturing Parenting** (Derek Cromwell)
Rashawn Aaron & Cory Wilson, Parent Educators, Dillon County First Steps; **Justin Myers**, Parent Participant
- VII. **Strategic Planning and Evaluation Committee** (Dr. Amy Williams)
Attachments: Strategic Planning and Evaluation Committee Report, Strategic Planning and Evaluation Committee Meeting Minutes
- VIII. **Local Partnership Program and Grants Committee** (John Hayes)
Attachments: Local Partnership Program and Grants Committee Report, Local Partnership Program and Grants Committee Meeting Minutes, Go NAPSACC Program Guidelines, READY Child Care Technical Assistance Grants FY23, READY Infrastructure and Capacity Grants FY23 Round 2
- IX. **Finance and Administration Committee** (Tim Holt)
Attachments: Finance and Administration Committee Report, Lee County First Steps Capital Improvement Request, Finance and Administration Committee Meeting Minutes, FY2023 Financial Status Report as of March 31, 2023, FY2023 Donations Report as of March 31, 2023, 2021 Form 990
- X. **Legislative Committee** (Sen. Gerald Malloy)
Attachments: Legislative Committee Report
- XI. **Executive Director's Report** (Georgia Mjartan)
Attachments: Executive Director's Report, Your Voice Matters 4K Fall 2022 Teacher and Director Engagement Survey Report, Your Voice Matters 4K Spring 2023 Family Engagement Survey Report, READY Grant Awards
- XII. **Motion:** To adjourn the meeting of the SC First Steps Board of Trustees



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

Trustees Present (17):

Dr. Shelley Canright, Vice Chair
Jacque Curtin
Mary Lynne Diggs
Rep. Shannon Erickson
John Hayes
Tim Holt
Robert Kerr
Mike Leach
Jessica Mackey

Sen. Gerald Malloy
Jennifer McConnell
Dave Morley, Chairman
Janie Neeley
Roger Pryor
Dr. Edward Simmer
Supt. Ellen Weaver
Dr. Amy Williams

Trustees Absent (4)

Sen. Greg Hembree
Constance Holloway
Alexia Newman
Sue Williams

Attendees (47)

Georgia Mjartan
Avian Jones
Laura Baker
Amber Gillum
Bennie Hazel
Berry Kelly
Betty Carson
Betty Washington
Brandie Maness
Candace George
Chelsea Richard
Cindy Riley
Denise Pee
Elizabeth Dudek
Georgia Mjartan
Hannah Hayes
Jackson Wilkens
Jane Farrell
Javonna Lewis
JoAnn Willis
Joy Mazur
Kenna Hoover
Kerry Cordan
Kim Jennings
Lakeisha Price

LaMyra Sanders
Laquanda Gatewood
Laura Baker
Leigh D'Amico
Lexi Jones
Lyle Jacks
Mary Kay Bailey
Mary Williams
Myrelo King
Nur Tanyel
Paige Wall
Quinn Baker
Rachal Hatton-Moore
Robert Price
Ryan Shinn
Sarah Conrad
Sarah Eargle
Saundra Meadows
Susan Martin
Tamatha Kohler
Tanasia Green
Valencia Johnson
Virgina Newman
Mark Barnes
Kaitlyn Richards

Derek Cromwell
Martha Strickland
Karen Oliver
Beth Moore
Betty Gardiner
Jon Artz
Lis Guimaraes
Gina Beebe
Samantha Ingram



Mr. Morley called the meeting to order at 2:05 p.m. Mr. Morley requested a motion to adopt the agenda. Ms. McConnell provided the motion. Dr. Simmer provided a second and the motion was unanimously approved.

Mr. Morley asked for a motion to approve the December 2, 2022 minutes. Mr. Holt provided the motion. Dr. Williams provided a second and the motion was unanimously approved.

Sen. Malloy provided a legislative update.

Mr. Morley provided a report on the Executive Committee. He shared that Executive Committee took action on behalf of the full board during a special called meeting, regarding two motions brought forth by the Programs and Grants committee and two motions brought forth by the Finance and Administration Committee. Mr. Morley provided updates on board transitions. Dr. David Mathis, Rep. Paula Calhoun, Dr. Michelle Fry, and Nicole Wynkoop transitioned off of the board. Rep. Shannon Erickson and Superintendent of Education Ellen Weaver transitioned on to the board. Jesica Mackey will serve on the Local Partnerships Programs and Grants Committee. Rep. Erickson will serve on the Legislative Committee.

Ms. Guimaraes shared information on Connected Families and introduced Tanasia Green, Connected Families Parent Educator, Adonis Joyner, child participant, Robert and Lakesha Price, and Laquanda Gatewood and Orinthial Joyner parent participants of Connected Families.

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

Consent Agenda: **Motions Recommended by Committees** (David Morley)

- a. **Motion:** To approve the award of Resources for Early Acceleration and Development in Youth (READY) Child Care Technical Assistance Expansion or Establishment Grants to two (2) Local Partnerships (see the award chart below) as selected by the SCFS State Office External Review Committee: Colleton and Richland County Local Partnerships. (Programs and Grants Committee recommends)
- b. **Motion:** To approve the award of Resources for Early Acceleration and Development in Youth (READY) Infrastructure and Capacity Building round 2 Grants per each partnership's grant application (see the award chart below) to nine (9) Local Partnerships as selected by the SCFS State Office Review Committee: Anderson, Bamberg, Barnwell, Berkeley, Calhoun, Greenville, Greenwood, Richland, and Spartanburg County Local Partnerships. (Programs and Grants Committee recommends)

Ms. Richards provided an update on SC First Steps reauthorization. She shared that a reauthorization bill (S.123) was filed in the Senate. Ms. Richards provided a summary of the results from the facilitated discussions around reauthorization facilitated by consultant Anne Sinclair.

Dr. Williams reported on the Strategic Planning and Evaluation Committee.

Ms. McConnell reported on the Local Partnerships Programs and Grants Committee and shared that Greenwood County First Steps is now in compliance and is eligible to apply for targeted grants.



Mr. Holt reported on the Finance and Administration Committee. He provided an update on the work on the funding allocation model where he made a motion to approve conceptual procedures and guidance related to Local Partnership non-compliance penalties for the staff and board which are: Level 1 will include: a direct conversation with the full local partnership board by either the chief partnership officer or the chair of the Local Partnership Programs and Grants Committee. Levels 2 and 3 will include: the impact on service to children will be minimized by identifying and funding alternative sources to the best of the board's ability. Ms. Curtin seconded, and the motion was unanimously approved. Mr. Holt motioned to approve the revised Formula Allocation Model for FY2023-2024. Dr. Williams provided the second and the motion was unanimously approved. Mr. Holt also reported that First Steps accounts payable received a perfect audit.

Ms. Mjartan provided the Executive Director's report where she shared the progress on the 5 year First Steps Strategic plan measures of success. She provided information for board events on April 20th. Ms. Mjartan provided an update on the agency's non-state funding, the budget request for recurring funding for the Early Childhood Advisory Council, results of the annual staff survey, and results of the engagement survey for First Steps 4K families and teachers.

Mr. Morley asked for a motion to adjourn the meeting. Mr. Holt provided the motion. Dr. Simmer seconded, and the motion was unanimously approved.

The meeting was adjourned at 3:32 pm by Mr. Morley.



To: SC First Steps Board of Trustees
From: David Morley, Chairman, Executive Committee
Date: April 20, 2023
RE: Executive Committee Report

Acknowledgment of guest speakers at today's meeting:

- Rashawn Aaron, Parent Educator, Dillon County First Steps
- Cory Wilson, Parent Educator, Dillon County First Steps
- Justin Myers, Nurturing Parenting Participant

The Executive Committee of the Board of South Carolina First Steps met on March 17, 2023. Minutes from the meeting are attached. Executive Director Georgia Mjartan provided a FY2024 budget request update and legislative updates on two bills that would reauthorize South Carolina First Steps permanently: [S. 123](#) & [H. 4023](#). The committee discussed the status of the Board of Trustees vacancies and the members that are in expired terms, where they made recommendations.

Early Childhood Advisory Council

The committee discussed matters relating to the Early Childhood Advisory Council and the Early Childhood Integrated Data System. The following motion was made by Dr. Canright, seconded by Mr. Holt, and unanimously approved for the Early Childhood Advisory Council consent agenda:

Motion: To update the SC Early Childhood Integrated Data System (ECIDS) onboarding process: ECAC staff in collaboration with workgroup partners will develop and implement steps to engage new partners. The process will ensure data are integrated, used in compliance with partners' rules and regulations, and assure privacy and confidentiality.

The committee also discussed the development of a status report on "For Our Future: Birth through Five Plan." Director Mjartan suggested a revision to Objective 2.4. which led to discussion about the role of the early childhood system and ECAC agency members in fulfilling this objective and implementing this strategy. There was no action taken by the committee and it will be presented to the full board.

SC First Steps Board of Trustees – Appointments & Transitions

Jennifer McConnell has fulfilled her service to board after having served two terms. Ms. McConnell was initially appointed in 2014 by former Senate President Pro Tempore Hugh Leatherman in the role of child care and development provider. During her time on the board she chaired the Local Partnerships Program and Grants Committee and served on the agency's first Night to Celebrate Community Planning Committee.

Wes Wooten was appointed by Senate President Thomas Alexander to a board position reserved for medical or child care and development providers. He is the President of The Sunshine House, one of the country's largest early education and childcare companies, and brings almost 30 years of



experience in early childhood education to the board. He will serve on the First Steps Board of Trustees Local Partnerships Programs and Grants Committee.

Rep. Terry Alexander was appointed by Governor Henry McMaster to represent the House of Representatives on the board. Rep. Alexander has served as an elected official for over 26 years. He is a member of the SC Education Oversight Committee and the longest-serving member of the House Education and Public Works Committee. He will serve on the First Steps Board of Trustees Legislative Committee.

Matthew Ferguson was designated to the board by State Superintendent of Education Ellen Weaver. Mr. Ferguson is Deputy Superintendent of Education and Chief Academic Officer for the state. He has worked in education for 15 years and previously served as the Executive Director of the South Carolina Education Oversight Committee. He will serve on the Early Childhood Advisory Council's Interagency Collaboration Committee.



Executive Committee Meeting Minutes

March 17, 2023 by Zoom

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

The Executive Committee meeting of South Carolina First Steps was called to order by Chairman David Morley on March 17, 2023 at 11 am. A quorum was present for the meeting, which took place by Zoom. David Morley, Shelley Canright, Tim Holt, and Georgia Mjartan were present, and Dr. Amy Williams and Senator Gerald Malloy were absent.

Mjartan provided legislative updates on two bills that would reauthorize South Carolina First Steps permanently: [S. 123](#) & [H. 4023](#). She also gave the status of the agency's FY2024 budget request.

There was a discussion about current state Board of Trustees vacancies, members in expired terms and requests made to the Governor, Speaker of the House, and Senate President for appointments. Members made recommendations about potential board members who could be suggested to the appointing officials. Consideration was also given to board committees. The current committee make-up is as follows: **Executive Committee**, Chair: David Morley, Members: Shelley Canright, Amy Williams, Tim Holt, Sen. Gerald Malloy; **Local Partnership Programs and Grants**: Shelley Canright, John Hayes, Jessica Mackey, Roger Pryor; **Finance**, Tim Holt, Chair, Members: Jacquie Curtin, David Morley; **Strategic Planning and Evaluation**, Amy Williams, Chair, Members: Janie Neeley, Alexia Newman, David Morley; **Legislative Committee**: Sen. Gerald Malloy, Chair, Members: Sen. Greg Hembree, Rep. Shannon Erickson, Rep. Terry Alexander.

The Executive Committee discussed two matters relating to the Early Childhood Advisory Council. One resulted in a motion, which was made by Shelley Canright and seconded by Tim Holt. There was discussion regarding the scope of the motion, who the workgroup partners are, and what level of controls were in place regarding privacy and confidentiality. After this discussion, the motion was voted on and carried unanimously. It will now go to the full board on the consent agenda.

Motion: To update the SC Early Childhood Integrated Data System (ECIDS) onboarding process: ECAC staff in collaboration with workgroup partners will develop and implement steps to engage new partners. The process will ensure data are integrated, used in compliance with partners' rules and regulations, and assure privacy and confidentiality.

The second part of the discussion was about the development of a status report on "For Our Future: Birth through Five Plan." Mjartan reported that the Interagency Collaboration Committee and agency staff from ICC member agencies have been working extensively on this. Mjartan relayed that as we integrate the B-5 Plan with the PDG plan, the ECAC may consider a revision to Objective 2.4. "South Carolina's communities provide children with healthy environments, enriching opportunities, **sufficient transportation**, and community resources like libraries, schools, outdoor learning environments, community centers and museums." And the associated addition of **Strategy 2.4.5, "Expand transportation services for families so they can access services and enriching**

experiences.” She asked for input on this idea from the Executive Committee. There was discussion about the role of the early childhood system and ECAC agency members in fulfilling this objective and implementing this strategy. It was concluded that the member agencies do have enough of a role to play in this to warrant taking this to the full board. No vote was taken.

The meeting concluded with reminders about upcoming important dates and the activities of April 20, 2023, as well as new hires and vacancies. The meeting adjourned at 12:15 pm.



Strategic Planning and Evaluation Committee Report

CHAIRWOMAN'S REPORT

The committee meeting took place on Monday, March 27, 2023 via Zoom and was called to order at 2:03PM. At this meeting, the committee was introduced to Lexi Jones, Evaluation Coordinator at First Steps. Lexi will lead this committee temporarily when Chelsea is on maternity leave (mid-June to early September 2023).

Details of the updates provided by staff can be found in the meeting minutes. Most of the meeting was spent discussing the approach for the agency to procure a five-year contract with an external evaluation vendor to meet the needs of the legislatively mandated evaluations for fiscal years 2024 through 2028. The current approach is separate procurements for each evaluation, which is time consuming throughout the entire evaluation process. The committee agreed that entering into a five-year contract with a consistent evaluation team is wise. This will allow the team to become familiar with the complexity of the organization and its data once and then serve as a true partner in actively using findings from evaluations for continuous quality improvement.

Finally, the meeting closed with rescheduling the May meeting as it was initially slated to fall on Memorial Day, a state holiday. It has been rescheduled for May 22 from 9:30-10:30AM via Zoom. The committee meeting was adjourned at 2:35 PM.



Strategic Planning and Evaluation Committee Meeting Minutes

Monday, March 27, 2023 2-3 PM via Zoom

Committee Members Present: Dr. Amy Williams, Dave Morley, Janie Neeley

Staff Present: Dr. Chelsea Richard, Lexi Jones

MINUTES

The meeting was called to order at 2:03PM and opened with an introduction to Lexi Jones, Evaluation Coordinator at First Steps. Lexi will lead this committee temporarily when Chelsea is on maternity leave (mid-June to early September 2023).

Chelsea provided updates on the Preschool Development Grant (PDG) Planning Year work that is underway with the University of South Carolina's Research, Evaluation, and Measurement (REM) Center. Led by Dr. Leigh D'Amico, the REM Center will continue their needs assessments via quantitative and qualitative data from parents and child care providers, will synthesize the needs assessments of all 46 First Steps local partnerships, and will conduct a study to understand the gap between those eligible but not enrolled in publicly funded 4K programs. The PDG Planning Year will also include other activities led by and relevant to First Steps and the ECAC, including a contract with the Education Oversight Committee regarding alignment of Early Learning Standards and K-12 Standards. Then, the following updates were provided regarding integrated data initiatives: (1) the Palmetto Drive to 5 Dashboard will be launched at the April 2023 ECAC meeting; (2) the core team (Department of Education, Office of Revenue and Fiscal Affairs, and ECAC) had a positive site visit from the US Department of Education in mid-March for the Early Learning Extension of the K-12 Statewide Longitudinal Data System.

Chelsea then relayed that the new First Steps' Case and Program Management Data System (KITS) is still in development and in current contract negotiations with state procurement and the vendor to extend the development timeline. Further, agency leadership is working on six big goals for the calendar year 2023 called 'rocks'. Updates for the first quarter of 2023 will be reviewed by agency leadership at their meeting on April 3. The remainder of the time in the meeting was spent discussing the approach for the agency to enter into a five-year contract with an external evaluator to meet the needs of the legislatively mandated evaluations from FY24-28. The current approach is to do separate procurements for each evaluation. This is time consuming not only the front end of the procurement, but also on the back end of getting a new evaluation team up to speed with the complexity of the organization and its data. The committee agreed that entering into a five-year contract with a consistent evaluation team is wise, so they can become familiar with the organization and its data once and then serve as a true partner in actively using findings from evaluations for continuous quality improvement.

Finally, the meeting closed with rescheduling the May meeting as it was initially slated to fall on Memorial Day, a state holiday. It has been rescheduled for May 22 from 9:30-10:30AM via Zoom. The committee meeting was adjourned at 2:35 PM.



To: SC First Steps Board of Trustees
From: John Hayes
Date: April 20, 2023
RE: **Local Partnerships Program and Grants Committee**

The Local Partnerships Program and Grants Committee met on March 16, 2023 to receive updates and address action items. Detailed minutes of that meeting are attached.

Chief Partnership Officer Update: Derek Cromwell

Derek updated the committee on the status of committee membership. Derek explained that former Committee Chair McConnell had transitioned off Board and this committee. He shared that John Hayes would serve as Chair for this meeting only and Mr. Hayes will provide the committee report at the April 20th board meeting.

Action Items

1. New Evidenced Based Program- Go NAP SACC

Derek explained the process in which we consider new opportunities to add to our library of programs and that we are seeking to increase the available opportunities under the Health Focus area. Kerry then provided a description of the GO NAP SACC program to committee. The committee had no questions following the explanation. The following motion was made by Dr. Shelley Canright, seconded by Roger Pryor and unanimously approved for the consent agenda:

Motion: The Local Partnership Program and Grants Committee approves the Evidenced Based Program Go NAPP SACC to be added to the SC First Steps Evidenced Based Program list for Program Year 24 beginning July 1, 2023.

2. New Evidenced Based Program Guidelines- Go NAP SACC

Derek explained the purpose of bringing the Program Guidelines to vote. The process of adding new program requires the program and guidelines be presented together to the committee/Board for approval before the program becomes available to the library. Kerry then gave an overview of the guidelines. The committee had no questions following the explanation. The following motion was made by Dr. Shelley Canright, seconded by Roger Pryor, and unanimously approved for the consent agenda:

Motion: The Local Partnership Program and Grants Committee approves the program guidelines for the Evidenced Based Program Go NAP SACC to be added to the SC First Steps Evidenced Based Program guidelines for Program Year 24 beginning July 1, 2023.

3. READY Grant- Child Care Technical Assistance Establishment and Expansion Grants

Betty gave an overview of the READY Grant process. She explained to the committee that these five Partnerships needed to provide additional information since last meeting before seeking committee approval. Also explained that four of the five had requested the maximum allowed or near the maximum allowed grant amount. Those four partnerships all



agreed to take a \$15,000 grant reduction to enable First Steps to fund all five requests. The following motion was made by Dr. Shelley Canright, seconded by Roger Pryor, and unanimously approved for the consent agenda:

Motion: The Local Partnerships Program and Grants Committee approves the award of Resources for Early Acceleration and Development in Youth (READY) Child Care Technical Assistance Expansion or Establishment Grants to five (5) Local Partnerships (see the award chart Attached) as selected by the SCFS State Office External Review Committee: Berkeley, Dillon, Dorchester, Spartanburg, and York County Local Partnerships.

4. Action Item: Ready Grant-Infrastructure and Capacity Building round 2

Betty explained that this committee approved nine applications for funding at its February 2023 meeting, which were subsequently approved by the state board at its February 2023 meeting. Lee County First Steps' application was deferred to a future meeting due to containing requests for renovation funding, which is currently being considered by the Finance and Administration committee. Further she explained that it had been brought back to this committee to approve the non-capital request in its application to be used for staff fringe benefits. The following motion was made by Dr. Shelley Canright, seconded by Roger Pryor, and unanimously approved for the consent agenda:

Motion: The Local Partnerships Program and Grants Committee approves the award of Resources for Early Acceleration and Development in Youth (READY) Infrastructure and Capacity Building round 2 Grants to Lee County First Steps per the partnership's grant application (see the award chart attached) for its non-capital request as recommended by the SCFS State Office Review Committee.



Local Partnership Program and Grants Committee Meeting

Thursday, March 16, 2022

Zoom

Minutes

Members Present: John Hayes, Shelley Canright, Roger Pryor.

Members Absent: Jesica Mackey

SCFS Staff Present: Derek Cromwell, Betty Gardiner, Kathy Fitzgerald, Kerry Cordan.

Welcome

Meeting was called to order at 11:14 am on March 16, 2023, by John Hayes (acting Chair).

Chief Partnership Officer Update

Derek Cromwell announced that Jennifer McConnell has transitioned off the State Board and will no longer chair the Program and Grants Committee. For today's meeting only, Jon Hayes has agreed to chair the meeting and report out at full State Board meeting on April 20th.

Action Items

1. Action Item : New Evidenced Based Program- Go NAP SACC (HEALTH & Early Care and Education)- Kerry Cordan

- GO NAP SACC is a strategy to help child care programs attain best practices regarding nutrition, active play, and screen time. NAP SACC shows evidence for reducing childhood obesity risk in children under age 5. Go NAP SACC is the online delivery on NAP SACC.

Motion: The Local Partnership Program and Grants Committee approves the Evidenced Based Program Go NAPP SACC to be added to the SC First Steps Evidenced Based Program list for Program Year 24 beginning July 1, 2023.

Motion: Shelley Canright

2nd by: Roger Pryor

Vote: All yes

2. Action Item: New Evidenced Based Program Guidelines- Go NAP SACC

- Go NAPP SACC Program guidelines (see attachments)- Kerry Cordan

Motion: The Local Partnership Program and Grants Committee approves the program guidelines for the Evidenced Based Program Go NAP SACC to be added to the SC First Steps Evidenced Based Program guidelines for Program Year 24 beginning July 1, 2023.

Motion: Shelley Canright

2nd by: Roger Pryor

Vote: All yes

3. Action Item: READY Grants- Betty Gardiner



- **Child Care Technical Assistance Establishment and Expansion Grants**
 - a. There were five applications that were recommended to be funded with revisions that staff was to work on and bring to this committee in a future action. These revisions that were requested including the following: 1. clarifying the projected number of providers and classrooms to be served; providing additional details on how the partnership would target areas of the county that met one or more READY priorities for rural or low KRA scores; and 3. description of how the program would utilize the services of the Child Care Quality Coordinator at SC First Steps.
 - b. The Counties needing revisions were; Berkeley, Dillon, Dorchester, Spartanburg, and York.

Motion: The Local Partnerships Program and Grants Committee approves the award of Resources for Early Acceleration and Development in Youth (READY) Child Care Technical Assistance Expansion or Establishment Grants to five (5) Local Partnerships (see the award chart Attached) as selected by the SCFS State Office External Review Committee: Berkeley, Dillon, Dorchester, Spartanburg, and York County Local Partnerships.

Motion: Shelley Canright

2nd by: Roger Pryor

Vote: All yes

- **Infrastructure and Capacity Building round 2**
 - a. This committee approved nine applications for funding at its February 2023 meeting, which were subsequently approved by the state board at its February 2023 meeting. Lee County First Steps' application was deferred to a future meeting due to containing requests for renovation funding, which is currently being considered by the Finance and Administration committee. Staff recommends that the Program and Grants Committee approve the non-capital requests contained in Lee's application, as follows:
 - \$30,000 requested over three years (\$6,000 first year, \$12,000 year 2&3).
 - To be utilized to enhance Staff Benefits.

Motion: The Local Partnerships Program and Grants Committee approves the award of Resources for Early Acceleration and Development in Youth (READY) Infrastructure and Capacity Building round 2 Grants to Lee County First Steps per the partnership's grant application (see the award chart attached) for its non-capital request as recommended by the SCFS State Office Review Committee.

Motion: Shelley Canright

2nd by: Roger Pryor

Vote: All yes

Adjourn

Meeting was called to adjourn by John Hayes at 11:34am .
Next meeting will be held on May 18th, 2023.

Nutrition and Physical Activity Self-Assessment for Child Care (Go NAPSACC)

Evidence-Based Strategy

First Steps' Child Care Quality Enhancement (QE) strategies are intended to produce measurable improvements in the quality of care provided young children, as measured by a program's advancement within South Carolina's existing quality infrastructure (the ABC Quality Rating and Improvement System) and/or its improvement on an approved program quality measure. GO NAPSACC is an add-on assessment and training program that can be completed as part of ongoing Quality Enhancement or Quality Counts programs.

Go NAPSACC centers on seven focus areas, all aimed at improving the health of young children. The seven focus areas are: child nutrition, breastfeeding and infant feeding, farm to ECE, oral health, infant and child physical activity, outdoor play and learning, and screen time. Go NAPSACC is a 5-step process through which providers assess current practices, create an action plan for change, put the plans into action, take part in training, and reassess to celebrate progress...all with the guidance and support of technical assistance providers and certified trainings.

Unit of Service = Provider

Targeting

Only providers that are currently being served through QE or QC can participate in the GO NAPSACC program.

Service Delivery

The Go NAPSACC model is completely online allowing TAPs to onboard providers and track their progress throughout implementation. Child care providers will have access to the online portal to complete assessments, set goals, document progress towards goals, and complete trainings. All trainings are also included as certified offerings through SC Endeavors.

All focus areas and goals within the focus areas are designed to align with ABC Quality standards.

The model suggests that providers complete assessments at the start of the school year, set goals, and work towards those goals over the course of the year. Post-assessment and setting of new goals should occur at the end of the school year.

The Go NAPSACC implementation requirements for TAPs are as follows:

1. TAPs complete the Go NAPSACC implementation training provided by Go NAPSACC.
2. TAPS will onboard providers and connect them with the online portal.
3. TAPs will assist providers in completion of their self-assessment tool and identifying goals for improvement.
4. TAPs will provide support and guide providers to trainings that are specific to the goals they have set and through the materials and resources provided by Go NAPSACC
5. TAPs will monitor provider progress through the online portal and in-person visits (as prescribed by QE/QC guidelines)

Assessment and Data Submission

All reporting will be included in the Go NAPSACC portal. TAPs will indicate on the provider information page in FSDC that the program is participating in GO NAPSACC.

Annual reports of child care programs that have participated in Go NAPSACC, their goals and progress towards goals, and their self-assessments will be downloaded from the portal and submitted to the state office.

READY Child Care Technical Assistance Establishment and Expansion Grants (FY23)
 Recommendations to Program and Grants Committee, Part 2

SUMMARY

In FY2022-23, South Carolina First Steps intends to award up to \$500,000 in Resources for Early Acceleration and Development in Youth (READY) targeted grants to local First Steps partnerships, renewable for two additional years, to expand or establish child care technical assistance programs. Applications were due on January 20, 2023, and eight were received. Each application was reviewed by a unique team of three reviewers, who were external to the local partnership. Reviewers and other staff came together to blindly discuss each application and make recommendations for funding.

Seven were recommended for funding with two recommended to be funded as is – those partnerships, Colleton and Richland, were recommended for funding by the Program and Grants Committee at its February 2023 meeting and were subsequently approved by the state board for funding at its February 2023 meeting.

There were five applications that were recommended to be funded with revisions that staff was to work on and bring to this committee in a future action. These revisions that were requested including the following: 1. clarifying the projected number of providers and classrooms to be served; providing additional details on how the partnership would target areas of the county that met one or more READY priorities for rural or low KRA scores; and 3. description of how the program would utilize the services of the Child Care Quality Coordinator at SC First Steps.

These revisions were provided by all applicants to the satisfaction of staff, and these applications are now being recommended to this committee for funding. In an effort to fund all worthy applications – including those from partnerships whose current, PDG-funded child care quality expansions would end without new funding from SC First Steps – applicants that requested maximum budgets of \$100,000 per year were asked to reduce their annual award by 15%.

Recommended awardees are as follows:

RECOMMEND FULL FUNDING	Establishment or Expansion?	Program	Total funded over three years	Total providers	Total classrooms	
1 COUNTY						
County						
Dillon	Expansion	Quality Enhancement	\$183,866.64	4	8	
RECOMMEND REDUCED FUNDING						
4 COUNTIES						
County	Establishment or Expansion?	Program	Total requested over three years	Total funded over three years	Total providers	Total classrooms
Berkeley	Expansion	Quality Enhancement	\$297,716	\$252,716	7	10
Dorchester	Expansion	Quality Enhancement	\$300,000	\$255,000	9	55
Spartanburg	Expansion	Quality Counts	\$300,000	\$255,000	10	25
York	Expansion	Quality Enhancement	\$300,000	\$255,000	6	18

READY Infrastructure and Capacity Grants (FY23 Round 2)
 Recommendations to Program and Grants Committee, Part 2

SUMMARY

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

Awards will be made in two rounds in FY2022-23. Round 1 grants were awarded to twenty partnerships at the October 2022 Board Meeting. Round 2 applications were due on January 20, 2023, and eleven were received. Each application was blind reviewed by a unique team of three reviewers. Reviewers and other staff came together to blindly discuss each application and make recommendations for funding.

This committee approved nine applications for funding – Anderson, Bamberg, Barnwell, Berkeley, Calhoun, Greenville, Greenwood, Richland, and Spartanburg – at its February 2023 meeting, which were subsequently approved by the state board at its February 2023 meeting. Lee First Steps’ application was deferred to a future meeting due to containing requests for renovation funding, which is currently being considered by the Finance and Administration committee. Staff recommends that the Program and Grants Committee approve the non-capital requests contained in Lee’s application, as follows:

County	Lee
Total requested over 3 years	\$90,000.00
Total approved by P&G	\$30,000.00
Requesting funds for...	
Staff salaries	No
Staff benefits	Yes \$30,000
Physical space	Yes pending
Technology	Yes pending
Transportation	No
Other	No
Client-level outcome	Increase percent of projected to serve met in Early Steps from 4 providers to 5
by	6/2/2023
Staff-level outcome	Increase average staff tenure (i.e., increase retention, decrease turnover) from 7 staff to 7
by	6/30/2023



To: SC First Steps Board of Trustees

From: Tim Holt, Chairman, Finance and Administration Committee

Date: March 22, 2023

RE: Finance and Administration Report

The Finance and Administration Committee met via Zoom conference call on March 22, 2023, to receive updates from staff and to take up action items. Detailed meeting minutes are attached. The committee brings forward two action items, and the following updates.

ACTION: Review and Approval: 2021 990 Form

The Committee received a presentation from Josh Garvin, CPA, Principal, Manley Garvin, LLC., on his preparation of the agency's 990 form for 2021. He reviewed the document with the Committee and they had general discussion. After the presentation there were two items that were to be modified. The first was the way the Board of Trustees was presented and the second was to update the address, as the agency moved from one address to another during that year.

The Committee motioned and voted to submit the following Motion:

Motion: To approve the 990 Form with the changes mentioned.

ACTION: Review and Approve Capital Improvement Request for Lee County First Steps

The Committee reviewed and discussed the request from Lee County First Steps to use READY Grant funds to do capital improvements to the building they own in Bishopville. These capital improvements are needed to provide repairs, upgrade systems, improve accessibility and usability, and improve safety.

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

The Committee makes the following Motion:

Motion: To approve the capital improvement request for Lee County First Steps.

First Steps State Office

Financial Report

2022-23: The YTD financial report was reviewed by Mr. Barnes. The organization continues to be in good financial condition. Expenditures to date are in line with projections.

Other updates can be found in the meeting minutes.



722 W Church Street • Mailing: P.O. Box 344 • Bishopville, SC 29010 • Phone: 803-484-5110 •
 Fax: 803-483-0142 • Alexis.pipkins@aol.com or lee1ststeps@gmail.com (e-mail)

March 17, 2023

To: Mr. Mark Barnes
 RE: READY Grant for Infrastructure and Capacity Building (Round 2 FY23) PROPOSAL:

Dear Mr. Barnes,

Thank you for your site visit on Friday, March 17, 2023 RE: READY Grant for Infrastructure and Capacity Building (Round 2 FY23), and your recognition of the need for the capital needs requested in our original READY Grant for Infrastructure and Capacity Building (Round 2 FY23) Application.

In our plan we proposed 5 specific capital expenditures which will total over \$60,000, and personnel cost which total \$30,000.00 for a total of \$90,000.00

Following your assessment and recommendations to the approved plan of the Lee County First Steps Partnership Board, I am submitting this proposal for review and final decision.

Proposal for Physical Space:	Priority Order	Amount
Install door at back of building	1	\$6,000.00
Repairs to building roof/wall	2	\$4,000.00
Install elevator or lift chair	3	\$30,000.00
TOTAL		\$40,000.00

Proposal Specific Technology:	Priority Order	Amount
Install phone system	1	\$15,000.00
Upgrade office computer system	2	\$5,000.00
TOTAL		\$20,000.00

I have prioritized the capital needs based on our immediate needs and in consideration of how the funds will be released over three years. If you need additional information, please let me know.

Respectfully,

Elder Alexis D. Pipkins, Sr., Ed.S., Executive Director
 Lee County First Steps

PARTNERING WITH





Minutes from Finance and Administration Committee Meeting

March 22, 2023

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

Members not present: None

Nonmembers present: Mark Barnes, Director of Administration; Lavinia Tejada, CPA, Director of Finance and Audits, Josh Garvin, CPA, Principal, Manley Garvin, LLC.

With all public notices being provided, the Zoom meeting was called to order by Tim Holt at 10:00 am. After introductions, the Committee moved to the first item on the agenda.

Required Action Item: Review and Approval, 2021 990 Form

Josh Garvin presented the draft 2021 990 form for approval. He went through the form in detail discussing items. There was discussion regarding the Board Members listed and their dates. We will revise the form to show all Board Members who served during the year, with the dates listed in the form. The discussion included areas of who can appoint members, current address (address changed during this period), vehicles owned by the agency, low administrative costs (current admin costs are approximately 4%), cash balances at the end of the year (in 4K due to federal funds being spent over the last two years), single audit requirement, number of employees in the agency, and grant expenditures. With updates to the address, and modifications to the way the Board Members were listed, Tim introduced a motion to approve the 990 form, which was seconded by Jacque. The vote was taken and the form was unanimously approved.

Required Action Item: Lee County First Steps request for Capital Improvements

Mr. Barnes explained the request from Lee County First Steps to approve capital expenditures to make improvements to the building they own in Bishopville. The request is a part of the READY Grant proposal they submitted. The Program and Grants Committee has tentatively approved the funds, but the Finance and Administration Committee needs to review the request for the Capital Expenses. The expenses are for several items that would improve the condition of the building. They include the need to: 1. Install a door at the back of the building to access the expanded patio, 2. Repair the wall and roof in the back of the building to stop leaks, 3. Install a lift chair or elevator to make the second floor accessible, 4. Install a phone system, and 5. Upgrade the office computer system. Mr. Barnes mentioned that he visited the site and reviewed the changes requested from the Local Partnership. He also mentioned that staff supports this request. There was general discussion about the Board's responsibility in this matter, and Mr. Barnes explained the process, procurement guidelines, and Board responsibility. Mr. Morley suggested we allow for up to 10% variance before having to come back to the Board for modification of the request or further approval. With that established, Mr. Holt moved to

approve the request, with a second from Mr. Morley. The Committee then voted unanimously to approve the request.

First Steps State Office

Financial Report

The YTD financial report for 2022-23 was reviewed by Mr. Barnes. SC First Steps is in good financial shape. He shared that the projected budget for FY 2022-23 is greater than \$66 Million. We are in good financial shape and are expending our funds within our budgets and projections. At this point in the year, we have expended 60% against a projected 66%. Mr. Holt asked about the 4K expenditures and Ms. Tejada discussed an issue with charges against some of the federal funds and that additional clean-up was needed in those categories. This was impacting the report related to those expenditures.

Mr. Barnes also mentioned the donations report.

State Budget Update

SC First Steps received three budget items out of the House proposal for the upcoming year. The three items included \$455,392 in recurring funds for cost increases, \$700,000 for the ECAC, and \$4.2 million for the 4K Program. Their budget also included all of our requested changes in provisos, including the proviso that would allow First Steps to study coming out from under the Department of Education. Staff presented the agency's request to the Senate Finance Committee as well.

Legislative Update

There are two reauthorization bills in the General Assembly. Senate bill S.123 and House bill H.4023. S.123 was passed by the Senate and is now in the House in Committee. The House bill has been amended by the House Education and Public Works Subcommittee and will go to the full Committee next week. It was amended with several things. They included a new legislative oversight Committee for SC First Steps, changes requiring approval of Local Partnership procurement policies by the State Office of Procurement. There are concerns about each of these. There was general discussion about this by the Committee.

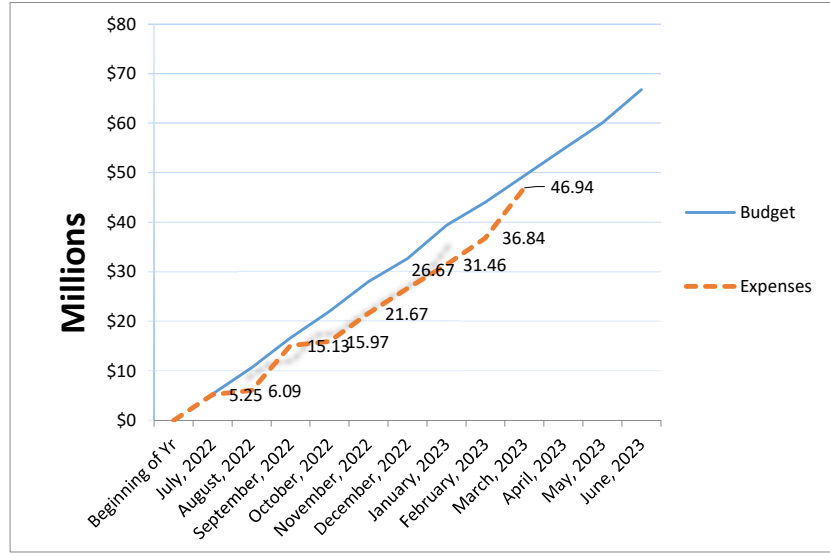
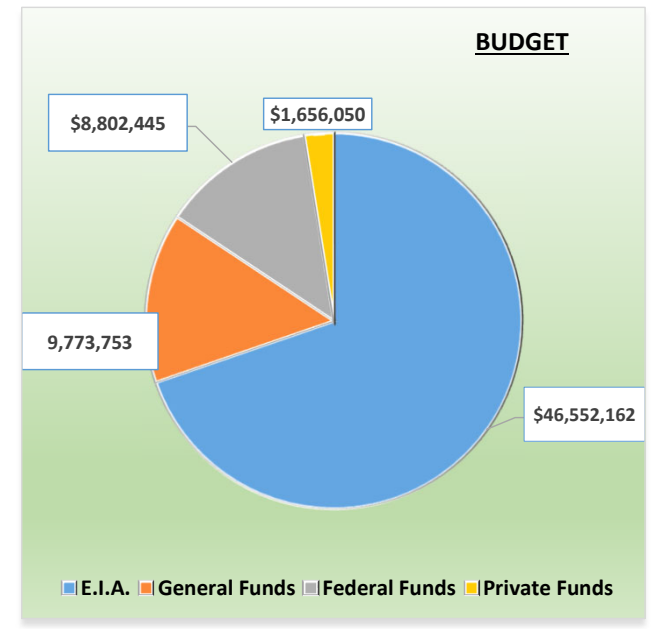
Local Partnerships

Local Partnership Update

Mr. Barnes provided an update on the Local Partnerships. He mentioned the great progress that Greenwood County First Steps is making. He also mentioned that Abbeville County First Steps has hired a new Executive Director even though the State Office has documented to them concerns about her level of qualifications. In addition, we have had some fraudulent activities on Local Partnership credit cards. We are following these up and will be taking appropriate actions. He is also working with the bank for the Local Partnerships to put fraud protection in place. There was general discussion about the Local Partnerships. Mr. Barnes will keep the Committee up to date on any changes or new information.

Other

With no further business to discuss, the meeting was adjourned at 11:36 am.



**As of
March 31, 2023**

Spending Rates	
Projected	75%
Actual	70%

PROGRAMS / OPERATIONS	STATE APPROPRIATIONS			FEDERAL GRANTS			PRIVATE FUNDS			GRAND TOTAL		
	Description	Budget	Expended	Balance	Budget	Expended	Balance	Budget	Expended	Balance	Budget	Expended
LOCAL PARTNERSHIPS	14,435,228	14,693,792	(258,564)	2,612,457	-	\$ 2,612,457			-	17,047,685	14,693,792	\$ 2,353,893
LOCAL PARTNERSHIPS SUPPORT & TECH ASST.	5,151,504	2,381,232	2,770,272			\$ -	1,495,624	50,000	1,445,624	6,647,128	2,431,232	\$ 4,215,896
PRIVATE 4-K	32,496,679	24,884,501	7,612,178	1,873,457		1,873,457	142,058		142,058	34,512,194	24,884,501	\$ 9,627,693
EARLY CHILDHOOD ADVISORY COUNCIL	176,000	8,996	167,004	3,729,725	2,358,261	1,371,464			-	3,905,725	2,367,257	\$ 1,538,468
AMERICORPS				326,703	243,611	83,092			-	326,703	243,611	\$ 83,092
POLICY & ACCOUNTABILITY	2,684,872	1,665,722	1,019,150	260,103		260,103	1,400,000	653,801	746,199	4,344,975	2,319,523	\$ 2,025,452
GRAND TOTAL:	54,944,283	43,634,244	11,310,039	8,802,445	2,601,872	6,200,573	3,037,682	703,801	2,333,881	66,784,410	46,939,917	\$ 19,844,493

Notes:

1) Local Partnerships:

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

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

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

3) LP Support & Technical Assistance

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

Federal Funds:

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

3) LP Support & Technical Assistance (cont.)

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

4) State Appropriations Include EIA Funds and General Funds.

Donations

FY 2023

As of March 31, 2023



DATE RECEIVED	GENERAL	DONOR/PAYOR	FUNDS	PURPOSE / COMMENTS
Jul 12, 2022	\$ 120	Jennifer Humphries-NFG	Restricted	Cherokee County First Steps
Jul 12, 2022	\$ 10,000	DSS	Restricted	Summit Sponsorship-SC First Steps
Jul 14, 2022	\$ 10,000	Childrens Trust	Restricted	Summit Sponsorship-SC First Steps
Aug 2, 2022	\$ 500	Sisters of Charity	Restricted	Summit Sponsorship-SC First Steps
Aug 2, 2022	\$ 1,000	Head Start Collaboration-SCDSS	Restricted	Summit Sponsorship-SC First Steps
Aug 11, 2022	\$ 2,000	Enterprise Holdings Foundation	Restricted	SC First Steps
Aug 18, 2022	\$ 2,000	Enterprise Holdings Foundation	Restricted	SC First Steps
Sep 8, 2022	\$ 2,500	Institute for Child Success	Restricted	Summit Sponsorship-SC First Steps
Sep 8, 2022	\$ 2,500	Kaplan Early Learning Co.	Restricted	Summit Sponsorship-SC First Steps
Oct 24, 2022	\$ 15,500	Enterprise holdings	Restricted	SC First Steps
Nov 3, 2022	\$ 1,500	SCDDSN	Restricted	Summit Sponsorship-SC First Steps
Nov 9, 2022	\$ 200	SCIMHA	Restricted	Summit Sponsorship-SC First Steps
Nov 14, 2022	\$ 200	SC Legal Services	Restricted	Summit Sponsorship-SC First Steps
Nov 15, 2022	\$ 158.44	Spartanburg Comm. College	Restricted	Summit Sponsorship-SC First Steps
Nov 15, 2022	\$ 600	Children's Trust	Restricted	Summit Sponsorship-SC First Steps
Nov 22, 2022	\$ 1,485	NFG - Replacement Check 1/22 Donations	Unrestricted	SC First Steps
Nov 22, 2022	\$ 1,275	USC-Columbia	Restricted	Summit Sponsorship-SC First Steps
Nov 22, 2022	\$ 200	Palmetto Shared Alliance	Restricted	Summit Sponsorship-SC First Steps
Nov 22, 2022	\$ 250	NFG-Rosemary Paterson	Restricted	Laurens County FS
Nov 22, 2022	\$ 50	NFG-Erin Hall	Unrestricted	SC First Steps
Nov 22, 2022	\$ 100	NFG-Mary Dell Hayes	Unrestricted	SC First Steps
Nov 22, 2022	\$ 25	NFG-Elizabeth Dudek	Unrestricted	SC First Steps
Nov 22, 2022	\$ 100	NFG-Dana Ritchie	Unrestricted	SC First Steps
Nov 22, 2022	\$ 25	NFG-Joseph Knapp	Unrestricted	SC First Steps
Nov 30, 2022	\$ 500	USC-Columbia	Restricted	Summit Sponsorship-SC First Steps
Nov 30, 2022	\$ 25	NFG-Joe Nation	Unrestricted	SC First Steps
Nov 30, 2022	\$ 25	NFG-Elizabeth Dudek	Unrestricted	SC First Steps
Nov 30, 2022	\$ 25	Mary Lee Arthur	Restricted	Lee County FS
Nov 30, 2022	\$ 10,000	Dave & Cheryl Morley	Unrestricted	SC First Steps
Dec 5, 2022	\$ 200	Newberry Family Literacy	Restricted	Summit Sponsorship-SC First Steps
Dec 6, 2022	\$ 100	Mary Lynne Diggs	Unrestricted	SC First Steps
Dec 13, 2022	\$ 50	Jacob Baker	Unrestricted	SC First Steps
Dec 13, 2022	\$ 250	American Endowment Foundation	Unrestricted	SC First Steps
Dec 14, 2022	\$ 2,500	Lakeshore Learning	Restricted	Summit Sponsorship-SC First Steps
Dec 14, 2022	\$ 14,480	Expo Pass- Summit Sponsorship	Restricted	Summit Sponsorship-SC First Steps
Dec 15, 2022	\$ 71	Expo Pass- Summit Sponsorship	Restricted	Summit Sponsorship-SC First Steps
Dec 19, 2022	\$ 125	Columbia Int.University	Restricted	Summit Sponsorship-SC First Steps
Dec 19, 2022	\$ 500	KRJ Consulting	Unrestricted	SC First Steps
Dec 19, 2022	\$ 2,000	Comm.Foundation of Greenville	Unrestricted	SC First Steps
Dec 19, 2022	\$ 50	Mary Ann & Alan Mathews	Unrestricted	SC First Steps
Dec 19, 2022	\$ 570	Expo Pass- Summit Sponsorship	Restricted	Summit Sponsorship-SC First Steps
Dec 20, 2022	\$ 200	NFG-Melissa Sanders	Restricted	Pickens County FS
Dec 20, 2022	\$ 1,000	NFG-Kimberly Clark-Cort Beach Island	Restricted	Aiken County FS
Dec 20, 2022	\$ 50	NFG-Barbara Scott	Restricted	Richland County FS
Dec 20, 2022	\$ 50	NFG-Betty Gardiner	Unrestricted	SC First Steps
Dec 20, 2022	\$ 25	NFG-Sara Eargle	Unrestricted	SC First Steps
Dec 20, 2022	\$ 25	NFG-Shirley Hackett	Restricted	Richland County FS
Dec 20, 2022	\$ 50	NFG-Beatrice Brown	Unrestricted	SC First Steps
Dec 20, 2022	\$ 20	NFG-Candace Bush	Unrestricted	SC First Steps
Dec 20, 2022	\$ 100	NFG-Nancy Priester	Restricted	Beaufort County FS
Dec 20, 2022	\$ 20	NFG-Beth Shelton-Brooks	Unrestricted	SC First Steps
Dec 20, 2022	\$ 25	NFG-Valerie James	Unrestricted	SC First Steps
Dec 20, 2022	\$ 30	Network for Good	Unrestricted	SC First Steps
Dec 20, 2022	\$ 100	Peter & Karen Miller	Unrestricted	SC First Steps
Dec 20, 2022	\$ 689	Expo Pass- Summit Sponsorship	Restricted	Summit Sponsorship-SC First Steps
Dec 21, 2022	\$ 356	Expo Pass- Summit Sponsorship	Restricted	Summit Sponsorship-SC First Steps

Dec 30,2022	\$ 1,000	Hal Kaplan	Unrestricted	SC First Steps
Dec 30,2022	\$ 25	Elizabeth Dudek	Restricted	Anderson County First Steps
Jan 5, 2023	\$ 50	Pamela Lynn Bradley	Unrestricted	SC First Steps
Jan 5, 2023	\$ 1,000	TS Holt Co.	Unrestricted	SC First Steps
Jan 5, 2023	\$ 1,000	Central Carolina Comm. Found.	Unrestricted	SC First Steps
Jan 5, 2023	\$ 1,350	Schwab Charitable	Unrestricted	SC First Steps
Jan 6, 2023	\$ 25	Avian Jones	Unrestricted	SC First Steps
Jan 19, 2023	\$ 25	NFG-Vanessa Jefferies	Restricted	Cherokee County FS
Jan 19, 2023	\$ 50	NFG-Janice Moore	Unrestricted	SCFS
Jan 19, 2023	\$ 485	NFG-Janice Kilburn	Unrestricted	SCFS
Jan 19, 2023	\$ 100	NFG-Janice Kilburn	Restricted	Anderson County FS
Jan 19, 2023	\$ 100	NFG-Janice Kilburn	Restricted	Greenville County FS
Jan 19, 2023	\$ 100	NFG-Janice Kilburn	Restricted	Laurens County FS
Jan 19, 2023	\$ 100	NFG-Janice Kilburn	Restricted	Oconee County FS
Jan 19, 2023	\$ 100	NFG-Janice Kilburn	Restricted	Pickens County FS
Jan 19, 2023	\$ 100	NFG-Janice Kilburn	Restricted	Spartanburg County FS
Jan 19, 2023	\$ 100	NFG-Janice Kilburn	Restricted	Union County FS
Jan 19, 2023	\$ 50	NFG-Erin Hall	Unrestricted	SCFS
Jan 19, 2023	\$ 25	NFG-Susan Jones	Restricted	Horry County FS
Jan 19, 2023	\$ 100	NFG-Alston & Susan DeVenny	Unrestricted	SCFS
Jan 19, 2023	\$ 25	NFG-Joe Nation	Restricted	Lexington County FS
Jan 19, 2023	\$ 100	NFG-Elizabeth Dudek	Unrestricted	SCFS
Jan 19, 2023	\$ 500	NFG-Rogers Pender	Unrestricted	SCFS
Jan 19, 2023	\$ 25	NFG-Delores Rock	Unrestricted	SCFS
Jan 19, 2023	\$ 75	NFG-Ben & Mallory Gibson	Unrestricted	SCFS
Jan 19, 2023	\$ 100	NFG-Amy Williams	Unrestricted	SCFS
Jan 19, 2023	\$ 250	NFG-Scott Smoak	Unrestricted	SCFS
Jan 19, 2023	\$ 2,500	NFG-Snider Fleet Solutions	Restricted	Spartanburg County FS
Jan 19, 2023	\$ 2,500	NFG-Snider Fleet Solutions	Unrestricted	SCFS
Jan 19, 2023	\$ 350	NFG-Ross Turner	Restricted	Greenville County FS
Jan 19, 2023	\$ 250	NFG-Jesica Mackey	Unrestricted	SCFS
Jan 19, 2023	\$ 100	NFG-Brianne Tillirson	Unrestricted	SCFS
Jan 19, 2023	\$ 500	NFG-Shirley Von Beck	Restricted	Aiken County FS
Jan 19, 2023	\$ 175	NFG-Margaret Deans Grantz	Restricted	Richland County FS
Jan 19, 2023	\$ 75	NFG-Margaret Deans Grantz	Unrestricted	SCFS
Jan 19, 2023	\$ 350	NFG-Simmons Purdy	Unrestricted	SCFS
Jan 19, 2023	\$ 500	NFG-Scott Smoak	Unrestricted	SCFS
Jan 19, 2023	\$ 50	NFG-Laquitta Bowers	Restricted	Hampton County FS
Jan 19, 2023	\$ 200	NFG-Karen Oliver	Unrestricted	SCFS
Jan 19, 2023	\$ 25	NFG-Tracy Darby	Unrestricted	SCFS
Jan 19, 2023	\$ 250	NFG-Rosemary Patterson	Unrestricted	SCFS
Jan 19, 2023	\$ 100	NFG-Kent Fiedor	Unrestricted	SCFS
Jan 19, 2023	\$ 100	NFG-Barbara Rackes	Unrestricted	SCFS
Jan 19, 2023	\$ 175	NFG-Posey & Posey	Unrestricted	SCFS
Jan 19, 2023	\$ 50	NFG-Jim Riddle	Unrestricted	SCFS
Jan 19, 2023	\$ 100	NFG-Lavinia Tejada	Unrestricted	SCFS
Jan 19, 2023	\$ 50	NFG-Kenneth Vaughn	Restricted	Spartanburg County FS
Jan 19, 2023	\$ 1,000	NFG-Georgia Mjartan	Unrestricted	SCFS
Jan 19, 2023	\$ 5,000	Manley Garvin	Restricted	A Night to Celebrate
Feb 5, 2023	\$ 2,500	Enterprise holdings	Unrestricted	SCFS
Feb 9, 2023	\$ 75	USC-Columbia	Restricted	Summit Sponsorship-SC First Steps
Feb 9, 2023	\$ 225	USC-Columbia	Restricted	Summit Sponsorship-SC First Steps
Feb 10, 2023	\$ 1,000	Lourie Life & Health	Restricted	A Night to Celebrate
Feb 11, 2023	\$ 1,000	Scott & Co.	Restricted	A Night to Celebrate
Feb 12, 2023	\$ 1,000	Midas Auto Serv. - Palmetto Garage Works	Restricted	A Night to Celebrate
	\$ 2,500	Dominion Energy	Restricted	A Night to Celebrate
Feb 21, 2023	\$ 2,500	Truist Corp.	Restricted	Summit Sponsorship-SC First Steps
Feb 23, 2023	\$ 25	Joe Nation	Restricted	Lexington County FS
Feb 28, 2023	\$ 1,000	American Endowment Foundation:Mark Robertson	Restricted	A Night to Celebrate
Feb 28, 2023	\$ 1,125	York County First Steps	Restricted	Summit Sponsorship-SC First Steps
Feb 28, 2023	\$ 1,000	Nelson,Mullins, Riley, & Scarborough	Restricted	A Night to Celebrate
Mar 9, 2023	1000	Synovus	Restricted	A Night to Celebrate
Mar 9, 2023	\$ 2,500	Parker Poe Adams & Bernstein LLP	Restricted	A Night to Celebrate
Mar 9, 2023	\$ 1,000	Kaplan Early Learning Co.	Restricted	A Night to Celebrate
Mar 13, 2023	\$ 100	Karen Oliver	Restricted	A Night to Celebrate

Mar 13, 2023	\$ 250	Ronald and Marilyn Artz	Unrestricted	SCFS
Mar 16, 2023	\$ 2,500	Shelley Canright-Schwab Charitable	Unrestricted	SCFS
Mar 16, 2023	\$ 1,000	Robinson Gray Stepp & Liffitte	Restricted	A Night to Celebrate
Mar 20, 2023	\$ 2,500	Founders Fed.Cr.Union	Restricted	A Night to Celebrate
Mar 20, 2023	\$ 1,000	Spinks Family Foundation	Unrestricted	SCFS
Mar 21, 2023	\$ 1,250	Riley, Pope and Laney, LLC	Restricted	A Night to Celebrate
Mar 21, 2023	\$ 1,000	AmeriHealth Caritas Svcs, LLC	Restricted	A Night to Celebrate
Mar 29, 2023	\$ 1,000	Molina Health Care	Restricted	A Night to Celebrate
Mar 29, 2023	\$ 5,000	Palmetto Citizens FCU	Restricted	A Night to Celebrate
Mar 29, 2023	\$ 200	J. Gregory Hembree	Restricted	A Night to Celebrate
Mar 31, 2023	\$ 25	NFG-Joe Nation	Restricted	Lexington County FS
Mar 31, 2023	\$ 110	NFG-Lauren Cunliffe	Unrestricted	SCFS
Mar 31, 2023	\$ 50	NFG-Barbara Scott	Restricted	Richland County FS

\$ 142,296



To: SC First Steps Board of Trustees

From: Senator Gerald Malloy

Date: April 20, 2023

RE: Legislative Committee Report

FY 2023-24 Budget – Updates

The House of Representatives passed their version of the budget on March 15, 2023. The following items related to First Steps and the ECAC were included:

- Unfunded Personnel Cost Increases (EIA) \$455,392 recurring
- Early Childhood Advisory Council \$700,000 recurring
- READY Grants FTE 0
- Full Day 4K (CERDEP) \$4,248,927 recurring

Proviso: 4K Updates

Proviso: READY Report Deadline

Proviso: SDE-First Steps Transfer Plan

The full Senate is scheduled to deliberate the budget throughout the week of April 17, 2023. The Senate Finance Committee adopted their budget recommendations on April 5, 2023 and the following items related to First Steps and the ECAC were included within:

- Unfunded Personnel Cost Increases (EIA) \$455,392 recurring
- Early Childhood Advisory Council \$851,017 recurring
- READY Grants FTE 0
- Full Day 4K (CERDEP) \$5,219,976 recurring

Proviso: 4K Updates

Proviso: READY Report Deadline

Proviso: SDE-First Steps Transfer Plan

Legislative Session – Updates

S. 123: Permanent Reauthorization of First Steps

- This joint resolution strikes the sunset provision within First Steps’ legislation and permanently authorizes the entity in its existing form.
- Status: Passed the Senate on March 1, 2023 and now sits in the House Education and Public Works Committee

H. 4023: First Steps and ECAC

- This bill would permanently authorize First Steps, modify the local partnership board structure, outline a path for local partnerships to regionalize if they choose, create additional accountability from the local partnership boards to the State Board of Trustees, and strengthen the work of the ECAC.
- Three amendments were added while in Committee:
 - Technical change to strike the word “private” in Section 59-152-70
 - Local Partnership Procurement Policies: Before providing procurement policies and procedures to the local partnerships, the Office of First Steps must obtain approval from the Office of State Procurement.
 - Gubernatorial Appointment: Future executive directors of the Office of First Steps must be appointed by the Governor, with advice and consent of the Senate and shall serve at the pleasure of the Board of Trustees
- Status: Unanimously passed the House, as amended, on March 31, 2023 and now sits in the Senate Education Committee



To: SC First Steps Board of Trustees

From: Georgia Mjartan

Date: April 20, 2023

RE: **Executive Director's Report**

I. Much to Celebrate on April 20th

- Check Presentations to Local Partnerships for READY Grant Awards
- Read-In at the Statehouse (morning)
- Night to Celebrate Community (evening)

II. First Steps 4K

2022-23 School Year (as of April 6, 2023, compared to April 7, 2022)

- Enrollment
 - 3,622 students enrolled for at least one day (9% increase in the total number of students served for at least one day compared to April 7, 2022)
 - 3,133 students enrolled point-in-time on April 6, 2023
- 5264 student applications received
 - 5,261 applications processed
- Providers
 - 248 total providers approved to date with 299 classrooms approved
 - Of the 299 approved classrooms, First Steps 4K has 283 active classrooms
 - 4K Room capacity = 4,776
 - 197 providers (79% of approved providers) completed Weekly Update #30. Deadline to submit this form was Wednesday, March 29, 2023, at 6 pm. Of the 197 providers who completed the form, 100 providers (51%) indicated they were full.
 - 100 providers (40% of approved providers) have a FULL capacity for the 2022-2023 school year.
 - 211 providers (85% of approved centers) participate in ABC Quality and are eligible to accept 4K + Siblings vouchers
 - 152 centers (61% of approved centers) were rated B or above
 - 137 providers (55% of approved centers) offer extended day & summer school

2023-24 School Year (as of April 6, 2023)

- 1,596 student applications received

III. Your Voice Matters: First Steps 4K Spring Family Survey



IV. **Countdown to Kindergarten Community Grants**

- \$223,000 awarded to 25 schools and community organizations for innovative school transition activities and events for rising kindergartners and their families this summer
- Awards made in two categories: events (17) for increasing public awareness and engaging families, and programming (8) for innovative school transition practices
- Information will be posted at countdownsc.org
- The Countdown to Kindergarten Summit, a free virtual learning opportunity for families and educators of rising kindergartners, will be held on Thursday, April 27 at 10:30 AM

V. **Comprehensive Grant Application for Local Partnerships Online, Due May 3, 2023**

- Formula Funding
- READY Grant Funding for Sustaining and Expanding Effective Programs Serving Children and Families
- Targeted Grant Funding (ESSER III, AmeriCorps and READY)
 - o AmeriCorps
 - o Enhanced Core Functions: Innovation and Family Cafes
 - o Parents as Teachers Affiliate Support
 - o Parents as Teachers Supporting Care Providers through Visits

VI. **HR Updates**

- SC First Steps has the following new staff members:
 - o Towanda Prior, Grants Accountant
 - o Bessie Jacobs, 4K Administrative Assistant
 - o Emily Bannister, 4K Administrative Assistant
 - o Shante Burton, Local Partnership Fiscal Manager
 - o Parth Patel, Evaluation Intern
 - o Chaya Terry, Volunteer & Partnership Engagement VISTA
 - o Amira Hulwe, Local Partnership Communications VISTA
- Currently, the organization has the following vacancies:
 - o 4K Administrative Assistant
 - o AmeriCorps Coordinator
 - o Grants Coordinator
 - o Local Partnership Compliance Officer
 - o Local Partnership and ECAC Evaluation Coordinator
 - o 4 AmeriCorps VISTA Members
- South Carolina First Steps continues to champion **Infants in the Workplace**, a policy that enables approved parents or primary caregivers to bring their infants to work until they are 6 months old. Infants in the Workplace policies positively impact employees through increased infant / caregiver bonding, parental wellbeing, healthy infant development, breastfeeding, and reduced emotional and physical stressors. These policies have been proven to improve parent productivity and help address childcare scarcity challenges.

First Steps 4K Teacher and Director Engagement Survey | Fall 2022

First Steps 4K supports high-quality early childhood education.

Thanks to First Steps 4K, 2 in 3 First Steps 4K providers

4K

better understand what high-quality 4K looks like



have seen improvements in the quality of teaching



have seen improvements in the classroom environment



First Steps 4K was very good for us initially with set-up in funding, materials, and room arrangement with purpose. First Steps 4K has been good for mentoring our curriculum use and classroom instruction.

First Steps 4K providers believe their work is meaningful and serves a greater purpose.



This program helps parents that are in need to get quality childcare they may otherwise not be able to afford.

Child care Director,
Richland County



3 in 4

First Steps 4K providers would *highly recommend First Steps 4K* to other child care providers in their county.



85%

of First Steps 4K providers would *highly recommend First Steps 4K to families* with eligible 4-year-olds in their county.



First Steps ensures that all children in the community start school ready to meet their highest potential with engaged support from their parents and caregivers.

First Steps 4K Family Engagement Survey | Spring 2023

First Steps 4K teaches children academic and social skills.

Over 8 in 10 parents/caregivers say their First Steps 4K student



has improved social interaction with other children



is able to recognize the alphabet



is beginning to write their first name



is excited about books



My child know[s] how to write [their] first and last name, can count by 5's to 100, and 10's to 100. 1-100.

Parent,
Spartanburg County

Most families (88%) would highly recommend First Steps 4K to a friend or family member.



Every day she is excited to go to school. Her teachers make every day a memorable one.

Parent,
Pickens County



76%

of families said their First Steps 4K student is ready for kindergarten.

First Steps 4K supports parents and children.



3 in 4

parents/caregivers whose children are in an extended day or extended year program can work a full-time job or go to school full-time because their 4-year-old is enrolled in First Steps 4K.



I'm just so thankful for this program. I'm a single mother of six I don't really have family and I was really struggling with childcare so much I wasn't able to work or I was working just to pay childcare...this program is such a help and a blessing I'm so thankful for.

Parent,
Charleston County

**Resources for Early Acceleration and Development in Youth (READY)
Grant Award Presentations**

April 20, 2023

READY Child Care Technical Assistance Program Creation or Expansion Grants	
County	Grant Year 1 Amount
Berkeley	\$ 82,782.00
Colleton	\$ 50,000.00
Dillon	\$ 60,921.90
Dorchester	\$ 85,000.00
Richland	\$ 100,000.00
Spartanburg	\$ 85,000.00
York	\$ 85,000.00
TOTAL	\$548,703.90

READY Infrastructure and Capacity Grants, Round 2	
County	Grant Year 1 Amount
Anderson	\$ 30,000.00
Bamberg	\$ 30,000.00
Barnwell	\$ 30,000.00
Berkeley	\$ 29,995.33
Calhoun	\$ 30,000.00
Greenville	\$ 30,000.00
Greenwood	\$ 30,000.00
Lee	\$ 30,000.00
Richland	\$ 30,000.00
Spartanburg	\$ 30,000.00
TOTAL	\$299,995.33