

## IGA GOVERNING BOARD

### Collaboration for Early Childhood

Wednesday, February 19, 2020 @ 7:00 p.m.

Location: Village Hall, 123 Madison Street, Oak Park, IL 60302

### AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes: October 30, 2019 ([attachment](#))
4. Public Comment
5. Collaboration Financial Report ([attachment](#))
  5. 1. December 2019 Financial Statements
  5. 2. Review of Preliminary Budget 2020-2021
6. Administrative Update on the IGA: Finance ([attachment](#))
7. **DISCUSSION:** Equity and Early Childhood ([attachment](#))
8. Annual IGA Meeting: May 14, 2020 @ 6:30pm ([attachment](#))
  - Plan for progress*
  - Year in Review*
  - Board of Directors: Transitions and New members*
10. Comments
11. Adjournment

**IGA Governing Board – Draft Minutes**  
Concerning: Early Childhood Collaboration  
Wednesday, October 30, 2019  
Village of Oak Park, Room 101  
123 Madison Street, Oak Park, IL 60302

**Call to Order**

The meeting was called to order at 7:00 p.m.

Present: Jackie Moore, Joylynn Pruitt-Adams, Jung Kim, Katherine Murray-Liebl, Jim Taglia, Arti Walker-Peddakotla, Cara Pavlicek, and recording secretary Vicki Scaman.

Absent: Sara Spivy, and Dr. Carol Kelley.

Also present: John Borrero, Laura Crawford, Heather Duncan, Jennifer Little, Zach Rimkus, and David Weindling.

**Introduction of new representatives**

New members Jung Kim and Arti Walker-Peddakotla introduced themselves. Dr. Jackie Moore shared that Sara Spivy will be joining the IGA Governing Board but was unavailable for this meeting.

**Election of Board Officers**

Dr. Jackie Moore explained the agreement to rotate Chair, Vice-Chair, and Secretary annually.

Jim Taglia moved to nominate Arti Walker-Peddakotla as Chair, representing the Village. Dr. Jackie Moore seconded the motion. A voice vote resulted in motion carried.

Jung Kim moved to nominate Katherine Murray-Liebl as Vice-Chair of the IGA Governing Board, representing D97. Arti Walker-Peddakotla seconded the motion. A voice vote resulted in motion carried.

Dr. Joylynn Pruitt-Adams moved to nominate Sara Spivy as Secretary of the IGA Board, representing D200. Katherine Murray-Liebl seconded the motion. A voice vote resulted in motion carried.

**Public Comment**

None

**Approval of Minutes**

Dr. Joylynn Pruitt-Adams moved to approve the minutes of [February 27, 2019](#), as presented. Arti Walker-Peddakotla seconded the motion. A voice vote resulted in motion carried.

## **Report on Contract**

John Borrero introduced the [Report to the IGA Governing Board](#) to present data collected, what was learned from the data and results of activities during the 2018-2019 school year. The Collaboration is a model for the Nation on how to support children, ages 0-5, for learning.

Accomplishments with partner support:

- Provided hearing screening, vision screening, developmental screening and social emotional screening for over 1,900 children five and under in Oak Park and River Forest.
- Delivered robust family support, resources, and training to over 700 families.
- Provided support for all of Oak Park and River Forest preschool teachers and organized the Annual Symposium, which drew over 350 early education professionals.
- Piloted and began a new fatherhood support group.
- Partnered with the Oak Park Public Library to strengthen the early childhood resource collection.
- Expanded our equity training for teachers.
- Hosted a movie screening for *No Small Matters*.

Mr. Borrero summarized goals with the 11 indicators used to report outcomes as identified in the contract with D97, D200, and the Village. The 11 indicators are divided into three categories of implementation: child, service delivery, and systems.

Child outcomes (evaluating readiness for kindergarten):

- Number of children identified through screening as needing assessment or services that receive them.
- Percentage of children demonstrating age-appropriate proficiency in each domain of development according to the Illinois Early Learning Standards.
- Percentage of children entering kindergarten demonstrating age-appropriate proficiency in the Kindergarten Readiness Test (KRT).

Service outcomes focus on (service expectations for ages 0-5):

- Kindergarteners receiving free/reduced lunch have attended a PFA/HS/NAEYC accredited program, or program in ExceleRate GOLD Circle of Quality.
- Teen parents and families receiving up through All Kids Level 1 health insurance for kids under age 3 are referred to intensive parent education program.
- Percent of referred parents choosing to participate in the intensive parent education program.
- Percent of K & 1<sup>st</sup> grade students with Individual Educational Plans (IEPs) receiving services in early childhood (if in Oak Park / River Forest in early childhood)

System outcomes (availability of adequate community level systems):

- Number of families under 5 who are in the voluntary database.
- Percent of teacher and directors in Oak Park early childhood programs who exceed minimum state educational requirements for their role.

- Percent of teachers and child care providers reporting more than the state-mandated 20 hours of continuing professional education each year.
- Percent of preschools, child care centers, and homes engaged in the Illinois Quality Rating System (ExceleRate), and improve their scores each year.

During the 2018-2019 school year the Early Childhood Collaboration held seven community sessions to share what the Collaboration offers, hear what more is needed, and understand community expectations of the Collaboration. Results fell into four categories: early learning, family engagement, health and development, and community partnerships. Mr. Borrero demonstrated how the 11 original indicators fit into the categories identified from community outreach and explained how this additional insight can help guide their work.

Arti Walker-Peddakotla inquired on how food and housing insecurity factors into the work of the Collaboration. Mr. Borrero shared the relatability of food and housing insecurity as part of health and development, including nutritional information. He said it is the role of the Collaboration to help inform building capacity for the community and creating a network of partners to provide services to families. Members of the IGA Governing Board would like to confirm that communication between community partners and service agencies is as efficient as possible to assist families in need.

Mr. Borrero reported on the data that was collected from 2009-2017:

- There was a significant decrease in the number of children ages 0-5 (-20%) from 2009-2017.
- There was a significant decrease in the number of white children (-25%) from 2009 to 2017.
- There was a significant increase in the percent of children below the federal poverty level from 2009 to 2017. This is driven by significant increases in the percent below FPL for white children and children from two or more races.

Mr. Borrero shared the work of the collaboration in understanding culture with the understanding that their work is made easier when they are able to think about the needs of families and children using terms that accurately describe their perspectives and experiences. Other areas for understanding include impact of life experiences, brain science, adverse childhood experiences (ACES), the impact of adversity, executive function, early childhood mental health, and resilience. It was discussed whether Village crime data could help identify families that may benefit from ACES screening. D97 and D200 are working to implement trauma informed care training. Arti Walker-Peddakotla feels every child should be screened with the understanding that not every adverse childhood experience is detectable without screening. Cara Pavlicek suggested it should be a future agenda item to discuss whether the correct data is being collected by partner agencies to inform the work of the collaboration and each other. Further discussion identified potential opportunities for collecting and sharing data. Mr. Borrero and staff responded to the sometimes challenging task of building trust with families in sensitive situations and the reality that they have to be welcome to work with

families inside their homes. The home visiting model is to work with families that have been identified as needing resources.

Mr. Borrero highlighted data that identified areas for further inquiry around screening.

Highlights:

- In 2019, 1,969 Oak Park and River Forest children were screening for developmental concerns and social/emotional issues.
- This number represents a 10% increase from the 2018 number (1,781)
- 653 children scored as “monitor” or “refer” on the developmental screen.
- 169 children scored as “monitor” or “refer” on the social/emotional screen.
- 1,435 children were screened for vision issues.
- 1,375 children were screened for hearing issues.
- 52% of children who were referred for further assessment due to concerns identified through the vision screening received treatment.
- 61% of children who were referred for further assessment due to concerns identified through the hearing screening received treatment.

Areas for further inquiry:

What prevents families from seeking treatment for concerns raised in hearing and vision screenings?

What other forms of health screening are available to families in our community?

- In 2019, 94% of preschoolers who attended publicly funded schools took the Kindergarten Readiness Test upon entry to kindergarten.
- This number is greatly increased from 2014, when 77% of preschoolers who attended publicly funded preschoolers had taken the Kindergarten Readiness Test upon entry to kindergarten
- In 2019, 82% of preschoolers who attended publicly funded schools were scored as proficient in the areas tested by the KRT.
- This number is a great improvement over the last three years, where proficiency levels were 72%, 68% and 63%, respectively.

Areas for further inquiry:

What other measures can be compared to KRT results?

How do these statistics compare to the general population?

Arti Walker-Peddakotla initiated a discussion on how the Collaboration can communicate with D97 when they are working with a child that could potentially start Kindergarten early and resources available to parents. The Collaboration and D97 meet regularly providing the opportunity for appropriate communication. Joylynn Pruitt-Adams advised the importance that advancing a child should be a parental decision.

Other areas of further inquiry are provided in the report.

Mr. Borrero went on to highlight new areas of engagement. The Collaboration has connected with the Foster Grandparent Program in Chicago. Senior citizens are able to volunteer to assist teachers in the classroom. The program is federally funded to provide the seniors with a stipend. Other areas for new opportunity include seeking foundation support to share best practices with other communities, and taking a closer look at Social/Emotional program support as it relates to preventing expulsions in schools. This work may include racial equity training and other areas of support for teacher training. Another area that the Early Childhood Collaboration would like to improve on is how to access pregnant Moms. The Collaboration will continue work of engaging Fathers. Linda Francis, with Success of All Youth, is a great resource for identifying connections. Another opportunity the Collaboration will be investigating is a potential partnership with the Oak Park Education Foundation for a summer enrichment program. As the Collaboration grows and considers adding staff for community engagement, fundraising, communication with the community, and recruiting and managing volunteers they may need to look for new space to house growing staff.

Katherine Murray-Liebl encouraged Mr. Borrero to add engaging families of adopted children as they engage the community more.

Mr. Borrero thanked members of the IGA Board for the opportunity to do the work of the Early Childhood Collaboration and partnerships that help make them better. He urged members of the Board to call him with any questions.

### **Collaboration for Early Childhood Financial Reports**

#### a. [Fiscal year 2018-2019](#)

Early Childhood Collaboration Treasurer, David Weindling, provided a brief overview of the 2018-2019 fiscal year financial report. The Collaboration earned less than they had hoped through private donations but did better than expected in funds raised from grants. The Collaboration has spent approximately two-thirds of what they had budgeted. They currently invoice jurisdictions every two months so to only charge what they need. In past years they found that they had been returning money to the jurisdictions at the end of the fiscal year. Cara Pavlicek questioned this change in practice. She believes it to be important to follow the IGA. The Early Childhood Collaboration will be meeting with D97, as the fiscal agent, this week. It was suggested that a member of each jurisdiction be present to clear up what the practice is and refer back to the contract. Mr. Weindling reviewed the remainder of the fiscal report and shared the expectation for increased activities for 2019 to more accurately reflect the projected budget. Another area that had changed from what was projected was expending more for consultant fees to address gaps in staffing.

#### b. [YTD July 2019- October 2019](#)

Mr. Weindling shared that revenues are off to a good start for the Collaboration. They are still looking for a development person. It is expected that that budget item will balance out by the

end of the year. The audit is complete and will be finalized and approved by the Collaboration Board for the Annual IGA meeting.

### **Administrative Update on the IGA**

#### **a. Administrative District's finance report**

Members of the IGA Board referred to the memo provided by D97 as the fiscal agent. Cara Pavlicek stated the importance of honoring the IGA for billing requirements or suggests an amendment that can be approved by the various taxing body Boards. It was agreed that a representative of each taxing body will have participate in a meeting with D97 to resolve the issue.

#### **b. Return of unspent contract funds**

No further discussion.

#### **c. Protocol**

- **Process for maintaining records and setting and posting agendas**

Dr. Jackie Moore provided clarification that the current Chair is responsible for setting and approving agendas.

- **Chair rotation schedule and election schedule etc.**

Members of the IGA Board discussed confusion over when Chair rotation takes place. Originally, Chairs were elected in May at the annual Tri-Board meeting. At some point that practice moved to October; it was believed to be as a result of timing of elections interfering with continuity of membership. Members of the IGA Board agreed to add reviewing the IGA for identifying possible clarifying amendments to the February agenda. Jim Taglia left the meeting at 8:39 p.m.

### **Future Items**

#### **a. Process for review and input on future agendas:**

**The following schedule was confirmed:**

Tri-Board Annual Meeting: November 13, 7pm, OPRFHS, North Cafeteria

IGA Board: February 19, 7pm, Village Hall

Annual Meeting of the Early Childhood Collaboration Board (Members of IGA Board attend as guests): May 14, 2020

As the current Chair, Arti Walker-Peddakotla will work with John Borrero to prepare an agenda for the November meeting. Cara Pavlicek and Vicki Scaman will review and post the agenda.

Informational attachment: [Program Services Model](#)

### **Adjournment**

Joylynn Pruitt-Adams moved to adjourn at 8:43 p.m. Cara Pavlicek seconded the motion. A voice vote resulted in motion carried.

Submitted by,  
Vicki Scaman

<b>COLLABORATION FOR EARLY CHILDHOOD CARE AND EDUCATION</b>			
<b>Budget vs. Actuals: Collaboration 2019-20 Budget - FY20 P&amp;L</b>			
<b>July 2019 - December 2019</b>			
	<b>Total</b>		
	<b>Actual</b>	<b>Budget</b>	<b>% of Budget</b>
<b>Revenue</b>			
<b>4000 Public Support</b>			
4010 Individual Contributions	73,230.70	85,000.00	86.15%
4020 Grants & Foundations	21,000.00	21,000.00	100.00%
4030 Corporate Income	6,350.00	6,500.00	97.69%
4040 Organizational Donations	13,160.00	15,000.00	87.73%
4060 Program Activity Registrations 1.	1,419.74	12,800.00	11.09%
4080 Fundraising Event 2.	0	12,000.00	0.00%
4095 Donated Services	0	1,350.00	0.00%
<b>Total 4000 Public Support</b>	<b>\$115,160.44</b>	<b>\$153,650.00</b>	<b>74.95%</b>
<b>4200 Government Contracts</b>			
4210 Village of Oak Park 3.	118,406.00	355,216.00	33.33%
4230 District 97 3.	171,030.00	513,090.00	33.33%
4240 District 200 3.	149,104.00	447,310.00	33.33%
4250 Park District of Oak Park 4.	0	7,000.00	0.00%
4260 Oak Park Library 4.	0	1,500.00	0.00%
4280 Illinois Dept of Public Health 4.	0	13,475.00	0.00%
<b>Total 4200 Government Contracts</b>	<b>\$438,540.00</b>	<b>\$1,337,591.00</b>	<b>32.79%</b>
4800 Bank Interest	205.28	600	34.21%
4910 Misc Income 5.	6,561.02	250	2624.41%
<b>Total Revenue</b>	<b>\$560,466.74</b>	<b>\$1,492,091.00</b>	<b>37.56%</b>
<b>Gross Profit</b>	<b>\$560,466.74</b>	<b>\$1,492,091.00</b>	<b>37.56%</b>
<b>Expenditures</b>			
<b>5000 Wages</b>			
<b>Total 5000 Wages</b>	<b>\$221,904.98</b>	<b>\$527,838.00</b>	<b>42.04%</b>
<b>5100 Contracted Services</b>			
5110 Training Specialist	3,850.00	22,000.00	17.50%
5115 Home Visiting Program	148,337.13	364,757.00	40.67%
5116 Home Visiting Fidelity	825	850	97.06%
5130 Bookkeeper	4,600.00	12,000.00	38.33%
5170 Donor Development	30,950.00	57,500.00	53.83%
5175 Parent Support	22,049.40	65,000.00	33.92%
5180 Coordinated Intake Consultant	7,500.00	10,000.00	75.00%
5210 Program Facilitators & Mentors 6.	1,350.00	30,400.00	4.44%
5215 Database Development/Analyst 7.	14,285.12	124,950.00	11.43%
5220 Accounting/Audit	10,797.50	12,000.00	89.98%
5230 General Consulting	2,720.00	9,700.00	28.04%



5245 Technology Services 8.	3,075.00	16,704.00	18.41%
5250 Legal Fees	0	12,000.00	0.00%
5270 Vision & Hearing Screening Technician	8,619.25	17,200.00	50.11%
5285 Graphic Design	4,995.00	10,750.00	46.47%
5290 Communications	1,000.00	9,000.00	11.11%
<b>Total 5100 Contracted Services</b>	<b>\$264,953.40</b>	<b>\$774,811.00</b>	<b>34.20%</b>
5300 Insurance			
5305 General Liability	7,059.00	8,158.00	86.53%
5310 Directors and Officers	757.02	1,500.00	50.47%
5312 Workers Comp Insurance	766.85	2,000.00	38.34%
5313 Unemployment Insur Prg Fees	449.5	2,000.00	22.48%
5314 Volunteer Accident Insurance	210	450	46.67%
5315 Dishonesty Assurity	229.38	500	45.88%
<b>Total 5300 Insurance</b>	<b>\$9,471.75</b>	<b>\$14,608.00</b>	<b>64.84%</b>
5500 Operating Expenses			
5501 Service Charges	157.03	900	17.45%
5503 Activity Supplies	12,441.67	28,025.00	44.39%
5504 Activity Food 9.	5,249.10	18,000.00	29.16%
5505 Office Supplies	1,970.91	5,200.00	37.90%
5506 Site Rental	1,360.00	3,650.00	37.26%
5508 Office Equipment 10.	0	21,200.00	0.00%
5509 Payroll Processing	281.2	600	46.87%
5511 Childcare for Programs	2,062.50	3,500.00	58.93%
6100 Telephone/Telecommunications			
6101 Telephone	2,629.48	5,095.00	51.61%
6103 Webhosting	477	1,800.00	26.50%
6105 Internet	894.05	2,690.00	33.24%
<b>Total 6100 Telephone/Telecommunications</b>	<b>\$4,000.53</b>	<b>\$9,585.00</b>	<b>41.74%</b>
6201 Postage and Delivery	594.51	1,640.00	36.25%
6250 Printed/Online Materials			
6251 Printing & Materials	5,912.60	11,730.00	50.41%
6252 Subscriptions & Dues	2,176.91	6,500.00	33.49%
<b>Total 6250 Printed/Online Materials</b>	<b>\$8,089.51</b>	<b>\$18,230.00</b>	<b>44.37%</b>
6400 Licenses and Filing Fees	25	25	100.00%
6500 Agency Advertising	1,703.17	3,700.00	46.03%
<b>Total 5500 Operating Expenses</b>	<b>\$37,935.13</b>	<b>\$114,255.00</b>	<b>33.20%</b>
6290 Rent 11.	7,492.83	19,624.00	38.18%
6291 Computer Hardware & Software	3,558.31	6,800.00	52.33%
6300 Staff Volunteer Development			
6310 Staff/Volunteer Travel	1,077.58	3,800.00	28.36%
6320 Staff/volunteer Training 12.	1,732.81	15,000.00	11.55%
6340 Staff/Volunteer Recognition	674.98	2,600.00	25.96%
<b>Total 6300 Staff Volunteer Development</b>	<b>\$3,485.37</b>	<b>\$21,400.00</b>	<b>16.29%</b>

<b>6600 Special Event Costs 13.</b>		7,000.00	0.00%
<b>6900 Miscellaneous Expense 14.</b>	155	5,755.00	2.69%
<b>Total Expenditures</b>	<b>\$548,956.77</b>	<b>\$1,492,091.00</b>	<b>36.79%</b>
<b>Net Operating Revenue</b>	<b>\$11,509.97</b>	<b>\$0.00</b>	
<b>Net Revenue</b>	<b>\$11,509.97</b>	<b>\$0.00</b>	
Tuesday, Feb 04, 2020 02:43:59 PM GMT-8 - Accrual Basis			
1. Most Program Registrations occur in February.			
2. A Fundraising Event is being planned for Spring.			
3. Two of the six IGA payments were requested as of 12/31/19. The 3rd was made in January 2020.			
4. These payments are scheduled for Spring.			
5. Misc Income includes reimbursements for ASQ screening kits and TSG licenses.			
6. The majority of Facilitation occurs in February at the Symposium.			
7. Invoices for the first half of the year were received after this report.			
8. IT support is billed quarterly and website work will occur in the Spring.			
9. Higher food costs occur in the second half of the year.			
10. Equipment will be purchased for the expanded office space in the second half of the year.			
11. Rent at the expanded office space will be incurred in the second half of the year.			
12. Most training opportunities are in the second half of the year.			
13. A Fundraising Event is being planned for Spring.			
14. Misc. Expenses will be incurred as part of the expanded office space.			

**COLLABORATION FOR EARLY CHILDHOOD CARE AND EDUCATION**  
**Statement of Financial Position**  
**As of December 31, 2019**

		Total
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Bank Accounts</b>		
1100 Cash		
1125 Byline Bank Non-Prof Checkg		229,634.54
1151 Byline Bank Money Mkt		363,233.99
1152 PayPal		9,385.16
<b>Total 1100 Cash</b>	<b>\$</b>	<b>602,253.69</b>
<b>Total Bank Accounts</b>	<b>\$</b>	<b>602,253.69</b>
<b>Accounts Receivable</b>		
1500 Accounts Receivable		9,484.83
1600 Pledge Receivable		0.00
1610 Discounted Pledge Receivable		-622.20
<b>Total 1600 Pledge Receivable</b>	<b>-\$</b>	<b>622.20</b>
<b>Total Accounts Receivable</b>	<b>\$</b>	<b>8,862.63</b>
<b>Other Current Assets</b>		
1130 Charles Schwab Account		26,239.08
1190 Investments		29,241.62
<b>Total 1130 Charles Schwab Account</b>	<b>\$</b>	<b>55,480.70</b>
1310 Prepaid Insurance		1,418.99
1311 Workman's Comp		1,252.77
1312 D&O Insurance		199.41
1313 Gen Liability		189.01
<b>Total 1310 Prepaid Insurance</b>	<b>\$</b>	<b>3,060.18</b>
1499 Undeposited Funds		23,625.00
1510 Grants Receivable		0.00
<b>Total Other Current Assets</b>	<b>\$</b>	<b>82,165.88</b>
<b>Total Current Assets</b>	<b>\$</b>	<b>693,282.20</b>
<b>Fixed Assets</b>		
1400 Furniture & Fixtures		871.15
1401 Office & Computer Equipment		16,623.50
1402 Database Asset		125,117.09
1410 Less Accumulated Depreciation		-129,332.12
<b>Total Fixed Assets</b>	<b>\$</b>	<b>13,279.62</b>
<b>Other Assets</b>		
1153 First NonProfit		
1154 Unemployment Insurance Fund		6,400.00
1155 Unemployment Insurance Reserves		1,600.00
1156 First Nonprofit Investment Inc.		346.02
<b>Total 1153 First NonProfit</b>	<b>\$</b>	<b>8,346.02</b>
<b>Total Other Assets</b>	<b>\$</b>	<b>8,346.02</b>
<b>TOTAL ASSETS</b>	<b>\$</b>	<b>714,907.84</b>
<b>LIABILITIES AND EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payable		

**COLLABORATION FOR EARLY CHILDHOOD CARE AND EDUCATION**

**Statement of Financial Position**

**As of December 31, 2019**

	<u>Total</u>	
2000 Accounts Payable		29,332.50
<b>Total Accounts Payable</b>	<b>\$</b>	<b>29,332.50</b>
<b>Credit Cards</b>		
2160 Chase Credit Card		-5,026.63
2160-1 CC Schwartz		-23,301.72
2160-2 CC J. Borrero		12,568.70
2160-3 CC L. Crawford		16,500.23
<b>Total 2160 Chase Credit Card</b>	<b>\$</b>	<b>740.58</b>
<b>Total Credit Cards</b>	<b>\$</b>	<b>740.58</b>
<b>Other Current Liabilities</b>		
<b>2100 Payroll Liabilities</b>		
Charity Donation		0.00
Federal Taxes (941/944)		0.00
Healthcare Deduction		0.00
IL Income Tax		0.00
IL Unemployment Tax		0.00
<b>Total 2100 Payroll Liabilities</b>	<b>\$</b>	<b>0.00</b>
2110 Direct Deposit Liabilities		0.00
2120 Accrued Vacation		10,512.98
2150 Accrued Wages		0.00
2210 Return of Unspnt Contract Funds		0.00
Direct Deposit Payable		0.00
<b>Total Other Current Liabilities</b>	<b>\$</b>	<b>10,512.98</b>
<b>Total Current Liabilities</b>	<b>\$</b>	<b>40,586.06</b>
<b>Long-Term Liabilities</b>		
2125 Lexmark Copier/Printer Lease		2,954.15
<b>Total Long-Term Liabilities</b>	<b>\$</b>	<b>2,954.15</b>
<b>Total Liabilities</b>	<b>\$</b>	<b>43,540.21</b>
<b>Equity</b>		
1110 Unrestricted Net Assets (R/E)		530,686.73
1110-01 Unrestr Net Ass/Rel fr TempRest		0.00
1140 Designated Health Insurance		25,000.00
1150 Board Designated Legal Fund		29,000.00
1160 Designated Database Funds		0.00
1170 Home Visiting Fund		10,000.00
1502 Temporarily Restr Net Assets		65,333.81
3000 Opening Bal Equity		0.00
Net Revenue		11,347.09
<b>Total Equity</b>	<b>\$</b>	<b>671,367.63</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$</b>	<b>714,907.84</b>

**COLLABORATION FOR EARLY CHILDHOOD CARE AND EDUCATION**

**Statement of Activity**

July - December, 2019

	Total
<b>Revenue</b>	
<b>4000 Public Support</b>	
4010 Individual Contributions	73,230.70
4020 Grants & Foundations	21,000.00
4030 Corporate Income	6,350.00
4040 Organizational Donations	13,160.00
4060 Program Activity Registrations	1,419.74
<b>Total 4000 Public Support</b>	<b>\$ 115,160.44</b>
<b>4200 Government Contracts</b>	
4210 Village of Oak Park	118,406.00
4230 District 97	171,030.00
4240 District 200	149,104.00
<b>Total 4200 Government Contracts</b>	<b>\$ 438,540.00</b>
<b>4800 Bank Interest</b>	205.28
<b>4910 Misc Income</b>	6,561.02
<b>Total Revenue</b>	<b>\$ 560,466.74</b>
<b>Gross Profit</b>	<b>\$ 560,466.74</b>
<b>Expenditures</b>	
<b>5000 Wages</b>	
<b>Total 5000 Wages</b>	<b>\$ 221,904.98</b>
<b>5100 Contracted Services</b>	
5110 Training Specialist	3,850.00
5115 Home Visiting Program	148,337.13
5116 Home Visiting Fidelity	825.00
5130 Bookkeeper	4,600.00
5170 Donor Development	30,950.00
5175 Parent Support	22,049.40
5180 Coordinated Intake Consultant	7,500.00
5210 Program Facilitators & Mentors	1,350.00
5215 Database Development/Analyst	14,285.12
5220 Accounting/Audit	10,797.50
5230 General Consulting	2,720.00
5245 Technology Services	3,075.00
5270 Vision & Hearing Screening Technician	8,619.25
5285 Graphic Design	4,995.00
5290 Communications	1,000.00
<b>Total 5100 Contracted Services</b>	<b>\$ 264,953.40</b>
<b>5300 Insurance</b>	
5305 General Liability	7,059.00
5310 Directors and Officers	757.02
5312 Workers Comp Insurance	766.85
5313 Unemployment Insur Prg Fees	449.50
5314 Volunteer Accident Insurance	210.00
5315 Dishonesty Assurity	229.38
<b>Total 5300 Insurance</b>	<b>\$ 9,471.75</b>
<b>5500 Operating Expenses</b>	

**COLLABORATION FOR EARLY CHILDHOOD CARE AND EDUCATION**

**Statement of Activity**

**July - December, 2019**

5501 Service Charges		153.13
5503 Activity Supplies		12,441.67
5504 Activity Food		5,249.10
5505 Office Supplies		1,970.91
5506 Site Rental		1,360.00
5509 Payroll Processing		281.20
5511 Childcare for Programs		2,062.50
6100 Telephone/Telecommunications		
6101 Telephone		2,629.48
6103 Webhosting		477.00
6105 Internet		894.05
Total 6100 Telephone/Telecommunications	\$	<b>4,000.53</b>
6201 Postage and Delivery		594.51
6250 Printed/Online Materials		
6251 Printing & Materials		5,912.60
6252 Subscriptions & Dues		2,176.91
Total 6250 Printed/Online Materials	\$	<b>8,089.51</b>
6400 Licenses and Filing Fees		25.00
6500 Agency Advertising		1,703.17
Total 5500 Operating Expenses	\$	<b>37,931.23</b>
6290 Rent		7,492.83
6291 Computer Hardware & Software		3,558.31
6300 Staff Volunteer Development		
6310 Staff/Volunteer Travel		1,077.58
6320 Staff/volunteer Training		99.06
6340 Staff/Volunteer Recognition		2,308.73
Total 6300 Staff Volunteer Development	\$	<b>3,485.37</b>
6900 Miscellaneous Expense		155.00
PayPal Fees		166.78
Total Expenditures	\$	<b>549,119.65</b>
Net Operating Revenue	\$	<b>11,347.09</b>

COMPARISON OF REVISED BUDGET FOR CURRENT FISCAL YEAR TO PRELIMINARY BUDGET FOR NEXT FISCAL YEAR		REVISED FY19/20	PRELIMINARY FY20/21	DIFFERENCE
<i>Income</i>				
<b>Public Support</b>				
	Individual Contributions	85,000	90,000	5,000
	Grants, Foundations, Corporate & Organizational Donations	42,500	56,500	14,000
	Registrations & Events	24,800	28,200	3,400
<b>Total Public Support</b>		<b>152,300</b>	<b>174,700</b>	<b>22,400</b>
<b>Government Contracts</b>				
	Village of Oak Park	355,216	355,216	0
	District 97	513,090	513,090	0
	District 200	447,310	447,310	0
	Park District of Oak Park	7,000	7,000	0
	Oak Park Public Library	1,500	1,500	0
	Illinois Dept of Public Health	13,475	14,476	1,001
<b>Total Government Contracts</b>		<b>1,337,591</b>	<b>1,338,592</b>	<b>1,001</b>
<b>Other Income</b>				
	ASQ Fees	250	250	0
	Bank Interest	600	600	0
	In-Kind Services	1,350	1,350	0
<b>Total Other Income</b>		<b>2,200</b>	<b>2,200</b>	<b>0</b>
<b>TOTAL INCOME</b>		<b>1,492,091</b>	<b>1,515,492</b>	<b>23,401</b>

COMPARISON OF REVISED BUDGET FOR CURRENT FISCAL YEAR TO PRELIMINARY BUDGET FOR NEXT FISCAL YEAR		REVISED FY19/20	PRELIMINARY FY20/21	DIFFERENCE
<i>Expenses</i>				
<b>Wages</b>				
	Employee Wages	468,034	553,481	85,447
	Employee Taxes and Benefits	59,805	101,329	41,524
<b>Total Wages</b>		<b>527,838</b>	<b>654,810</b>	<b>126,972</b>
<b>Contracted Services</b>				
	Easterseals Home Visiting	364,757	370,241	5,484
	Chapin Hall Database Development/Analyst	124,950	124,950	0
	All Other Contracts	285,104	209,288	-75,816
<b>Total Contracted Services</b>		<b>774,811</b>	<b>704,479</b>	<b>-70,332</b>
<b>Total Insurance</b>		<b>14,608</b>	<b>14,608</b>	<b>0</b>
<b>Total Operating Expenses</b>		<b>140,679</b>	<b>110,443</b>	<b>-30,236</b>
<b>Total Staff/Volunteer/Board Travel, Training, Recognition</b>		<b>21,400</b>	<b>20,300</b>	<b>-1,100</b>
<b>Total Special Event Costs</b>		<b>7,000</b>	<b>7,000</b>	<b>0</b>
<b>Total Miscellaneous Expenses</b>		<b>5,755</b>	<b>3,852</b>	<b>-1,903</b>
<b>TOTAL EXPENSES</b>		<b>1,492,091</b>	<b>1,515,492</b>	<b>23,401</b>
<b>NET REVENUE</b>		<b>0</b>	<b>0</b>	<b>0</b>



## Preliminary Budget FY20/21 Notes

### Income

1. Individual Contributions, Grants, Foundations, Corporate & Organizational donations are all based on past years and current planning. We aim to increase our Public Support overall.
2. Registrations & Events are increased by 10% based on current planning.
3. Income from the Village of Oak Park, District 97 and District 200 are as indicated in the IGA Contract for Services.
4. Support from the Oak Park Township is now in-kind in the form of an MOU for a Foster Grandparent program.
5. The Illinois Department of Public Health has indicated they will increase their level of support for the Vision & Hearing Project.

### Expenses

1. Wages reflect two additional staff positions: a Communications Coordinator and an Events/Outreach staff person, both with benefits. These positions would begin after the start of the fiscal year. Details will be determined prior to the final FY20/21 budget presentation in May 2020.
2. The Collaboration has a 5-year contract for home visiting services with Easterseals at established rates.
3. The Collaboration has a 5-year contract for data services with Chapin Hall and rates are determined in April 2020. They are expected to be similar to FY19/20.
4. The decrease in Contracted Services reflects the increase in staff capacity (Early Learning, Communications, Events/Outreach, Administration).
5. Operating Expenses were higher in FY19/20 due to one-time purchases (primarily a curriculum lending library for early childhood providers and items related to the expanded office space).
6. Miscellaneous Expenses were higher in FY19/20 due to items related to the expanded office space.



# Oak Park Elementary School District 97

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To: IGA Governing Board,  
Early Childhood Educational Services

From: Oak Park School District 97  
Administrative Agent for Early Childhood Educational Services

Date: February 19, 2020

RE: Financial Report as of February 12, 2020

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## **Administrative Reserve Account**

The balance in the Collaboration for Early Childhood administrative reserve account is \$326,094.38 as of February 12, 2020. The interest paid from July 2019 - January 2020 is \$911.54.

## **Report and Payments**

The Collaboration requested funds from the individual accounts in the following amounts:

	<u>August 2019</u>	<u>November 2019</u>	<u>January 2020</u>
District 97	\$85,515	\$85,515	\$85,515
District 200	\$74,552	\$74,552	\$74,552
Village of Oak Park	\$59,203	\$59,203	\$59,203

## **Bank Balances (as of 2/12/2020)**

District 97	\$488,481.35
District 200	\$423,494.36
Village of Oak Park	\$349,692.49

## **Subsequent Events**

There are no unreported subsequent events.

It is anticipated that the next IGA billings will be in March 2020.



Collaboration for  
Early Childhood

## DISCUSSION: EQUITY AND EARLY CHILDHOOD in OAK PARK and RIVER FOREST

February 19, 2020



# SAVE THE DATE



## ANNUAL MEETING: COLLABORATION FOR EARLY CHILDHOOD

**May 14, 2020, 6:30pm - 8:00pm**  
**Village Hall, Room 101, 123 Madison Street**

Dinner Served • Plan for Progress • Year in Review  
Board of Director Reports

Please save the date on your calendars.  
Invitations will go out in April/ May.  
We look forward to seeing everyone there!



Collaboration for  
Early Childhood