PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

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Meeting Date: November 20, 2012		[X]	Consent	Γ]	Regular			
		[]	Ordinance]]	Public Hearing			
Department									
Submitted By:	Community Services								
Submitted For:	Head Start/Early Head Start & Children's Services								
ہے جب بجر جب جب ضر خت کے کہ کہ کے کے ک	ر بری بند: خنبه خنبه نینه عنب هم خم هم هم هم هم م		ہے کہ عنہ میں دی جو میں عند اخذ جبر ہی دی دی						

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Memorandum of Agreement with the Children's Services Council of Palm Beach County, for the period October 1, 2012, through September 30, 2013, in an amount not to exceed \$55,000 to support Head Start professional development training through Palm Beach State College Institute of Excellence in Early Care and Education SEEK Scholarship program.

Summary: The Division of Head Start has received funds from the Department of Health and Human Services to provide professional development training. As a result, Head Start is contracting with the Children's Services Council of Palm Beach County (CSC) to provide services through Palm Beach State College for Head Start classroom staff and supervisors. This is the third year of this successful partnership. The agreement provides enhanced training and professional development opportunities for Head Start staff. Services will be funded with \$44,000 in Federal funds and \$11,000 in County funds. Sufficient funding is included in the current budget to meet County obligations. (Head Start) <u>Countywide</u> (TKF)

Background and Justification: Federal and State initiatives encourage the development of collaborative agreements. This agreement will extend services and training through the CSC and Palm Beach State College Institute of Excellence in Early Care and Education Seeking Excellence in Education and Knowledge (SEEK) Scholarship program to Head Start classroom staff and Supervisors. This will ensure common quality and training for all early childhood programs in Palm Beach County.

Attachments: SEEK Scholarship Memorandum of Agreement

Recommended By:

Department Director

Øate

Assistant/County Administrator

Date

Approved By:

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2013	2014	2015	2016	2017
Capital Expenditures		······································			
Operating Costs	55,000				
External Revenue	(44,000)	· · · · · · · · · · · · · · · · · · ·			
Program Income					
In-Kind Match (County)		*********************************			
NET FISCAL IMPACT	11,000				

ADDITIONAL FTE POSITIONS (Cumulative)

Is Item Included In Current Budget? Yes X No Budget Account No.: Fund 1002 Dept 147 Unit 1454/1458 Object 3421 Program Code/Period GY12

- **B.** Recommended Sources of Funds/Summary of Fiscal Impact: Funding sources are \$44,000 from the Department of Health and Human Services and \$11,000 from Palm Beach County. Sufficient funding is included in the current budget to meet County obligations.
- C. Departmental Fiscal Review: 780 Taruna Malhotra, Director of Financial & Support Svcs

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

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B. Legal Sufficiency:

Chief Assistant County Attorné

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.

MEMORANDUM OF AGREEMENT

SEEK Scholarship

October 1, 2012 – September 30, 2013

This agreement is made and entered into as of the ______by and between Children's Services Council of Palm Beach County ("CSC") and the Palm Beach County Board of County Commissioners ("COUNTY").

The COUNTY agrees to reimburse funding up to \$55,000 to support Head Start professional development training through Palm Beach State College Institute of Excellence in Early Care and Education ("IEECE") Seeking Excellence in Education and Knowledge (SEEK) Scholarship program for the period October 1, 2012 through September 30, 2013.

Purpose

The COUNTY agrees to extend services and training through the IEECE SEEK Scholarship program to Palm Beach County Division of Head Start classroom staff and supervisors. This will ensure the common quality and training for all early childhood programs in Palm Beach County.

Roles of the Participants

The COUNTY agrees to provide funding to CSC in accordance with the following schedule and terms:

- 1. The COUNTY will reimburse CSC up to \$55,000 upon presentation of a quarterly invoice. Funds will be used for professional development scholarships for Head Start practitioners from October 1, 2012 through September 30, 2013.
- 2. IEECE will provide a list of recommended applicants to the COUNTY to be considered for a SEEK Scholarship.
- 3. The COUNTY will review the list of applicants and return a list of approved applicants within 72 hours.
- 4. CSC will provide to the COUNTY quarterly reports and a final financial compilation report accounting for all funds expended hereunder no later than October 31, 2013.
- 5. CSC is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this

CSC_DOCS-#125182-v7-MOA_County_SEEK 9/11/2012 Agreement and in furtherance thereof may demand and obtain records and testimony from CSC and its subcontractors and lower tier subcontractors. CSC understands and agrees that in addition to all other remedies and consequences provided by law, the failure of CSC or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the COUNTY to be a material breach of this Agreement justifying its termination.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed by their undersigned duly authorized representatives.

ATTEST: SHARON R. BOCK CLERK & COMPTROLLER

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS:

By: ___

Deputy Clerk

BY: ___

Children's Services Council of Palm Beach County

By: Gaetana Q. Ebbole, Chief Executive Officer

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS AND CONDITIONS

By:

Chief Assistant County Attorney

By: d

Department Director

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