



**PALM BEACH STATE COLLEGE  
Afterschool Business Partnership Council  
Meeting Minutes  
November 7, 2013  
9:30 am – 11:30 am  
Palm Beach State College - CBP 302**

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**ITEM 1. Welcome – Michele Thompson, *Chairperson*, Leisure Services Department Director, City of Greenacres**

Michele Thompson, *Chairperson*, welcomed attendees to the meeting and proceeded with introductions. Michele supervises the licensed, inclusive aftercare and camp programs for elementary, middle, and high school students. She is also an adjunct at Palm Beach State where she teaches the 12 hours Advancement Youth Development curriculum, as well as the 10 hours School Age Appropriate Practices.

Michele Thompson introduced Jonathan Wheatley, Assistant Youth Programs Supervisor from the City of Greenacres.

**Data/data source:** Not applicable

**Action:** Not applicable

**ITEM 2. Teacher Certification Program Institute of Teacher Education – Jennifer Germano**

**Discussion:** Jennifer gave each attendee a brochure with information on the Teacher Certification Program and on professional development. Jennifer explained what the Teacher Certification Program exactly is; it is an alternative certification program for people who are career changers, meaning that they receive a Bachelor's degree in 1 scholarly area and then decide to change careers teach in the k-12 setting. She said that the Teacher Certification Program is a great program due to the fact that students bring past experience into the classroom. Once the program is completed candidates have met the requirements listed by the FLDOE to earn their Professional Teaching Certificate. Jennifer stated that the Professional Teaching Certificate earned through the Teacher Certification Program is the same certificate granted to someone who went through a 4 year traditional educational program. Additional information in the given brochure includes requirements to enter the Teacher Certification Program. Information sessions for the program are offered the 2<sup>nd</sup> Tuesday of every month. During the information sessions Jennifer explains the requirements needed in order to acquire a Status of Statement of Eligibility, which is needed in order to be eligible to enter the program; as well as information for the program, specifically in how the program meets state coursework requirements. Jennifer explained that the TCP is a hybrid program, meaning that it is half online and half face-to-face. She explained that the hybrid program has an added benefit of giving students experience in both online and face to face learning. Jennifer also spoke of the Teachers Certification Exams with the state of Florida, in which there are 3: General knowledge, Subject area (proving proficiency in a certain area) and the Professional Educators Exam. She stated that the Professional Educators Exam is designed based on the FEAPS which are the standards that are taught throughout the courses. Jennifer also said that pass rate for the Professional Educators Exam is 93% and that 77% of students going through the program are acquiring jobs in the Palm Beach County School District.

**Data/data source:** Teacher Certification Brochure and Institute of Teacher Education Flyer

**Action:** Not applicable

**ITEM 3. Prime Time Palm Beach County, Inc. – Katherine Gopie**

**Discussion:** Katherine was unable to attend.

**Data/data source:** Not Applicable

**Action:** Kim is going to invite her to the next Business Partnership Council Meeting

**ITEM 4. Program Director – Kimberly Allen**

**Discussion:** Kim commenced her discussion by speaking of the flowchart, which she considers to be the best way to show information in regard to all the classes offered in both Early Care and Afterschool programs. Kim then proceeded to speak of the Information Sessions for the SAPC (there will only be 1 more) and the flyer given in regards to the 40 hours class for spring term. She also spoke of adding a second section for this and next semester in order to accommodate the staff at the Boys and Girls Club. Courses are open to anyone and everyone; we are running two sections of the Part I School-Age Certification, and three Part II: Advancing Youth Development (AYD) Principles. Previously, staff have stated that they like Saturday classes rather than Monday. Kim said that if there is a facility with a lot of staff that would like to learn and/or need training, PBSC can go to them or can add classes. Additionally, Kim stated that she and Sheila wanted to use the business partnership in order to get more feedback on how the partnership can impact after school programs in Palm Beach County. She spoke of wanting group discussions (attendees were then separated into 2 groups).

**Data/data source:** Handout “PSAV – Credit Pathway” flowchart and School Age - SAPC Flyers

**Action:** Not applicable

**ITEM 5. Group Discussions & Debriefing**

**Discussion:** The BP Council was divided into two groups to identify perceived challenges in regards to Professional Development in Afterschool for both Afterschool Professionals and Afterschool Administrators.

Group 1 was asked to identify challenges for Afterschool Professionals (front-line staff). Below are the results of that discussion:

1. **Challenges:**
  - a. Increase marketing of career pathways and need for more qualified counselors/afterschool professionals;
2. **How could PBSC assist with addressing these issues:**
  - a. Flexible training programs; promote buy in at the afterschool administrative level.
3. **What 3 areas do you feel the Business Partnership Council could address in the coming year that would have the most impact on Afterschool in PB County?**
  - a. Internship programs (paid/unpaid);
  - b. Explore the option of more day classes versus evening classes only;
  - c. Explore workforce opportunities;
  - d. Employment options on main website

Group 2 was asked to identify challenges for Afterschool Administrators (Directors):

1. **Challenges:**
  - a. Salaries;
  - b. Requiring training beyond licensing requirements (if applicable);
  - c. Quality control
2. **How could PBSC assist with addressing these issues:**
  - a. Marketing and communication;
  - b. Evaluate Information Sessions;

- c. Address registration issues
3. What 3 areas do you feel the Business Partnership Council could address in the coming year that would have the most impact on Afterschool in PB County?
  - a. Target qualified candidates for hiring;
  - b. Marketing available resources;
  - c. Coordinated PR initiative to help parents

**Data/data source:** Handout of discussion question questions

**Action:** Follow up at next meeting

#### **ITEM 6. Child Care Licensing – Murl Casey**

**Discussion:** Murl stated that they are in the middle of relicensing centers. Inclusive, he also said that they are working on revisions for family childcare homes as well as minor revisions being made to the childcare center rules. Again, he stated that there are no major changes currently occurring. Murl also said that they want to improve licensing process in way that they are working with DCF, they are making changes in the inspection process and databases, and they are working on a system to tie training, screening, and licensing together. He also said that they currently have 67 candidates with 62 regulating, and that they are anticipating seeing more regulation in summer camps; DCF is tasked with regulating the program. In conclusion, Murl stated that they are working on the unfunded legislative mandates that are killing programs. Murl is since set to retire and will officially be retired on December 19, 2013.

**Data/data source:** Not Applicable

**Action:** Not applicable

#### **ITEM 8. Open Discussion**

**Discussion:** Cynthia George opened discussion with the introduction of a program, the 21<sup>st</sup> Century Community Learning Centers Grant, which addresses the needs of children (the most at risk) in our county, kids that haven't been in an aftercare or summer program due to the fact that parents can't afford it. They are aiming target vulnerable zip codes, in regards to selecting the students eligible for these programs. According to this program, teachers will select 60 students per school (25 schools total) for children attending free after school and summer programs. Unfortunately, funding has been reduced and we have to get 10 more schools up and running with the program; only 12 grants were given out in the state and we received 2 of the 12 grants. All programming includes: academic enrichment is focused on, personal enrichment, test scores, art, P.E., anti-bullying, making good choices, etc. Principals are told prior to the commencement of the program that they cannot use the words tutorial, sac, or aftercare. In general terms, it is afterschool that addresses academic and personal enrichment, such as artistic programming, health and wellness, and character education. In addition principals must choose energetic teachers, people that will be fun and will motivate the selected students. It was also mentioned that family literacy/involvement is also incredibly important. Parental support is increasingly important, due to the fact that parents are a child's 1<sup>st</sup> teacher; the program seemingly has similar requirements to family central. In addition, parent must commit to 6 family literacy events over the school year and the summer (it is a 5 year program). The open discussion concluded with the statement that the recent application process has caused this year to be increasingly more competitive.

**Data/data source:** Not Applicable

**Action:** Not applicable

#### **ITEM 9. Next Meeting**

**Discussion:** Kimberly Allen suggested the month of April 2014, for the next Business Partnership Council Meeting. Kim asked the Council Members to advise any date(s) that may have conflicts during the month of April. Kim said that we will consider a different location for the next meeting. According to Debra, it would be good to hold the next meeting at the Institute of Excellence (Historical building), West Palm Beach.

**Data/data source:** (Not applicable)

**Action:** A date for the next meeting in April will be determined and a save-the-date will be emailed to the BP members at a later date.

**Attendance:**

Kimberly Allen	Murl Casey	Elaine Cittadino	Cynthia George	Indina Paz (scribe)
Ilene Salomon Silber	Sheila Scott-Lubin	Debra Strange	Michele Thompson	

**Guest(s):**

Tammy Anton
Dennis Carpenter
Rene Connors (attending for Leah Rockwell)
Jennifer Germano
Jonathan Wheatley

Submitted by: Kimberly Allen

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Kimberly Allen,  
Sheila Scott-Lubin  
Indina Paz, *Scribe*