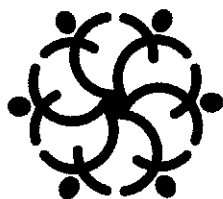


**IGA Governing Board
Contract for
Early Childhood Educational Services
Regular Meeting
Wednesday, February 5, 2014
7:00 p.m. – 9:00 p.m.
D97 School District
970 W. Madison St.
Oak Park, Illinois**

Agenda

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
4. Public Comment
5. Presentation of 2014-2015 Fiscal Year Budget – C. Newberry Schwartz
6. Progress Report – Collaboration for Early Childhood
7. Discussion regarding the expansion of the Parties to the IGA
 - a. IGA Interest in expanding
 - b. Logical additions to the IGA
 - c. Member model (traditional member such as D97, 200 and Village) or a different type of involvement (D90, Parks, Library)
8. Reporting structure to boards after meetings (possible form to use)
9. Adjourn

Next Meeting May 7, 2014



Collaboration for
Early Childhood
Strong Start, Bright Future

Report to the Governing Board for the Intergovernmental Agreement
Pertaining to Early Childhood Services
February 5, 2014

This report focuses on the activities of the Collaboration for Early Childhood to implement the programs described in the Scope of Services under the Contract for Early Childhood Services.

Developmental Screening and Referral System

Nine hundred and eleven children have received hearing screenings and of those children, 753 children have received vision screenings. One center elected not to engage the Collaboration for vision screenings because it had made arrangements with another provider. Twenty-five children were referred for additional assessments. The program coordinator is following up on the referrals to ensure the children receive the assessments and any needed treatment.

Shannon Ellison was hired effective January 6, 2014, as the Developmental Screening Coordinator. Her resume is included with this report. This position is designed to coordinate developmental screening efforts across the community at primary health care provider sites and offices, child care and preschool sites, and the home visiting program. The Ages and Stages Questionnaire III (ASQ-3) and Ages and Stages Questionnaire-Social Emotional (ASQ-SE) have been identified as the preferred screening tools by the Developmental Screening Committee comprised of physicians, Early Intervention providers, parents and early childhood educators. The following activities were prioritized and are under way:

- Outreach to individual medical practices, family child care providers and center-based providers and preschools to determine the extent to which they are screening children and consistently use the Standardized Illinois Early Intervention Referral Forms ; identify barriers to screening during well-child visits, and at child care sites and preschools; identify communication successes and breakdowns between medical providers, centers and Early Intervention and Early Childhood Special Education. Based on the information gathered, develop, promote and support effective protocols to address lack of or inconsistent screening and referrals and follow-up.
- Determine feasibility and efficacy of establishing a community hub through the purchase of an ASQ-Enterprise license that allows for secure multi-site use and online questionnaire completion by parents in a secure website to facilitate implementation of developmental screening by child care and preschool providers, health care providers and home visitors.

This would also ease record-keeping burdens and help with data collection about the number of children receiving screening in Oak Park and River Forest.

- Work with Early Intervention and Early Childhood Special Education to ascertain ways to support the successful transition of children between the programs, to maximize screening efforts through the Child Find process and to identify ways to obtain de-identified information about the disposition of every referral to their programs. This information will be utilized to better understand the referral, assessment and program placement process and ensure children are not slipping through the cracks.

Parent Information and Support

- Parenthesis Family Center hired the program supervisor and two parent educators effective January 6, 2014. They are scheduled to complete the Parents as Teachers training in early February. Services are scheduled to begin in February 2014.
- Parenthesis has begun the process of establishing Memoranda of Understanding to implement reciprocal referral processes and support work with agencies such as the Children's Clinic, Oak Leyden Developmental Services, Thrive, the Village of Oak Park's Family Case Management program and Hephzibah Children's Association.
- A kickoff event for families to inform them about the new services available as a result of the contract for parent support services is scheduled for February 6.
- Parenthesis will be initiating a breastfeeding support group to respond to requests for this type of support.
- Fourteen thousand copies of the 2014 edition of the Early Childhood Resource Directory have been printed and distribution has begun. The revision of the online version of the Directory will take place during late winter and early spring.

Professional Development and Public Preschool Coordination

- Nine Early Childhood centers and 10 Family Child Care Providers (FCCPs), including two Preschool for All programs, are engaged in a series of six training sessions focused on children's social emotional development and the use of Creative Curriculum to support their development. Creative Curriculum is the curriculum identified by Illinois State Board of Education and Head Start for use in preschool programs. Three sessions have been held to date and 70 early childhood staff from the 19 sites participated. One of the three sessions focused on the Illinois Social Emotional Early Learning and Development Standards adopted by Illinois State Board of Education in June 2013. These standards prescribe the curriculum content in the social emotional developmental domain for all state funded programs. While all but two of the centers are not required to implement the standards because they do not receive Preschool for All funding, the Collaboration is encouraging them to meet this higher level of performance.
- Nineteen staff members have completed the 2-hour ASQ-SE training and begun development of their ASQ-SE systems or assessment of their existing systems. Of these, seven are family child care providers and 12 are new employees from centers who are in the second-year of implementation of the ASQ-SE.

- Centers and FCCPs who were first year participants have completed the new school year ASQ-SE assessments on children where appropriate according to their age.
- Quality Rating Scale (newly named ExceleRate Illinois) mentoring and coaching continues as programs engage in the accreditation process and are informed of program requirement changes in the state systems.
- All staff at the nine targeted centers and 10 family programs are receiving professional development advising in order to enable them to meet new requirements for in-service hours and educational attainment that the state is promulgating as part of the Race to the Top – Early Learning Challenge Grant. This support is also provided to staff at other] centers/preschools and family child care home providers upon request.
- The Professional Development Coordinator continues to provide coaching in the implementation of Creative Curriculum and use of Developmentally Appropriate Practice at the Preschool for All sites.
- The Preschool for All programs are developing a protocol for monitoring absences and tardiness and following up with families when absences and tardiness are chronic (defined as 10% or higher). This work is being initiated in response to research by the University of Chicago consortium on Chicago School Research that has shown a high correlation between chronic absenteeism and tardiness in the preschool years with the chronic absenteeism in the early elementary school years and the attendant learning loss.

Unified Early Childhood Database

Work in December and January focused on the Collaboration’s CiviCRM database that houses information about the attributes of children enrolled in the Preschool for All programs and on “operationalizing” the 11 benchmarks in the Contract for Early Childhood Educational Services.

- The data was extracted from the Emphanos host server by means of a secure SSH tunnel and deposited in a secure location at Chapin Hall. About 20 data tables were combined into report-friendly formats. A copy of the resulting data set was made with identifying information removed. This de-identified copy will be suitable for reporting.
- The Collaboration is working with Emphanos, the host of the CiviCRM database and Chapin Hall to ascertain whether the CiviCRM database can be expanded to provide a viable data collection platform for the Collaboration’s additional primary data collection needs, or if a different data collection tool would better meet those needs.
- The Collaboration’s Measurement and Evaluation Committee has met twice with Chapin Hall and worked as a group to define the benchmarks, begin to talk about the equations and best measurement for each benchmark, identify sources of data and development of proxies in cases where the data may not be available. Contacts are currently being made through Chapin Hall and the Collaboration to state agencies that hold data needed to establish the benchmarks and monitor progress in order to determine what they are able to provide the Collaboration at a population level and what information will require data-sharing agreements.

Shannon T. Ellison

Profile Enthusiastic Early Childhood professional, dedicated to providing quality services to families and children (individually and as a member of a team) within the Early Intervention, Head Start, Early Head Start and Pre-school programs.

Experience 2005-Present Indiana Early Intervention - First Steps IN

Developmental Therapy Parent Advisor 2008-Present

- Provide parent education and support to families, and caregivers, of children diagnosed as deaf or hard-of-hearing.

Developmental Therapy Specialist 2005-Present

- Member of a multidisciplinary team to provide developmental therapy services to children, families and caregivers and assist with IFSP development.
- Verbal and written communication using English or Spanish as appropriate. Documentation of services.
- Parent / caregiver education and support around child development and working toward the goals set forth in the IFSP.

2002-2006 Illinois Early Intervention System IL

Developmental Therapist / Evaluator

- In addition to the provision of Developmental Therapy services provided evaluative services, to determine eligibility for Early Intervention services.
- Document visits. Complete evaluation reports, present findings and make service recommendations as appropriate.

2001-2005 The Salvation Army, Children In Shelters Initiative Chicago, IL

Child Development Specialist

- Comprehensive, home-based, Head Start services to families residing in homeless shelters, through their transition to permanent housing.
- Document all services provided.

1995-2001 The YMCA of Metropolitan Chicago Chicago, IL

Child Care Site Director 2000-2001

- Managed a childcare facility serving preschool children and families.
- Supervised and provided training to all staff members.
- Communicated with parents, staff and the general public about the program.

Head Infant Educator 1997-2000

- Supervised classrooms. Planned and implemented developmentally appropriate educational experiences for children 6 weeks to 5 years of age, in Head Start, center-based facilities and the Family Childcare Provider Network.
- Provided administrative support and assistance as needed.

Family Service Worker 1995-1997

- Monitored and maintained maximum eligibility and enrollment for a child care facility serving preschool- and school-age children and their families.
- Provided social support services to all enrolled families.

Education

National-Louis University

Chicago, IL

M. Ed., Early Childhood Education

University of Illinois

Champaign, IL

B.S., Human Development and Family Studies, Child and Adolescent Development

**Volunteer
Experience**

Americorps volunteer with the Illinois Child Care Resource and Referral Service.

**Language
Skills**

Spanish language – Conversational competency, speaking, reading and writing, non-fluent

American Sign Language – Alphabet and some basic signs, non-conversational, non-fluent

Collaboration for Early Childhood Balance Sheet

As of December 31, 2013

Dec 31, 13

ASSETS

Current Assets

Checking/Savings

1100 · Cash

1120 · Community Bank Checking Acct 152,422.80

1151 · Community Bank Money Mkt 324,312.42

1152 · PayPal 588.10

Total 1100 · Cash 477,323.32

1153 · First NonProfit

1154 · Claims 1,600.00

1155 · Reserves 400.00

Total 1153 · First NonProfit 2,000.00

Total Checking/Savings 479,323.32

Accounts Receivable

1500 · Accounts Receivable 280,392.00

Total Accounts Receivable 280,392.00

Other Current Assets

1130 · Charles Schwab Account 3,865.00

1499 · Undeposited Funds 2,350.00

1510 · Grants Receivable 10,000.00

Total Other Current Assets 16,215.00

Total Current Assets 775,930.32

Fixed Assets

1400 · Furniture & Fixtures 871.15

1401 · Office & Computer Equipment 8,697.68

1410 · Less Accumulated Depreciation -3,274.00

Total Fixed Assets 6,294.83

Other Assets

1300 · Prepaid Expenses

1340 · Prepaid Maintenance Expense 317.91

1310 · Prepaid Insurance

1311 · Workman's Comp 2,477.97

1312 · D&O Insurance 134.00

1313 · Gen Liability 1,497.37

Total 1310 · Prepaid Insurance 4,109.34

Total 1300 · Prepaid Expenses 4,427.25

Collaboration for Early Childhood
Budget vs. Actual
July through December 2013

	December 2013	Jul - Dec 13	Budget	Revised Budget	% of Original Budget
Ordinary Income/Expense					
Income					
4000 · Public Support					
4010 · Individual Contributions	45,190.00	75,005.08	55,510.00	75,000.00	135.12%
4020 · Foundations	10,000.00	15,000.00	90,000.00	15,000.00	16.67%
4030 · Corporate Income	1,000.00	1,608.00	3,500.00	1,500.00	45.94%
4040 · Organizational Donations	0.00	2,000.00	5,000.00	3,500.00	40.0%
4060 · Fees	0.00	0.00	8,800.00	8,800.00	0.0%
4080 · Fundraising Event	0.00	0.00	3,000.00	3,000.00	0.0%
Total 4000 · Public Support	56,190.00	93,613.08	165,810.00	106,800.00	56.46%
4200 · Government Contracts					
4210 · Village of Oak Park	0.00	161,554.00	161,544.00	161,544.00	100.01%
4220 · Oak Park Township	5,100.00	5,100.00	10,200.00	10,200.00	50.0%
4230 · District 97	0.00	233,354.00	233,354.00	233,354.00	100.0%
4240 · District 200	0.00	203,438.00	203,438.00	203,438.00	100.0%
4250 · Park District of Oak Park	0.00	5,000.00	5,000.00	5,000.00	100.0%
4260 · Oak Park Library	0.00	0.00	1,500.00	1,100.00	0.0%
4280 · Illinois Dept of Public Health	0.00	0.00	3,600.00	4,600.00	0.0%
Total 4200 · Government Contracts	5,100.00	608,446.00	618,636.00	619,236.00	98.35%
4800 · Bank Interest	27.74	160.27	150.00	270.00	106.85%
4900 · Sale of Equipment	0.00	0.00	0.00	0.00	0.0%
4910 · Misc Income	0.00	0.00	6,300.00	0.00	0.0%
4990 · Temporarily Restricted Net Asst					
4991 · Released From Temporarily Restr	0.00	15,170.39	5,200.00	81,920.00	291.74%
4990 · Temporarily Restricted Net Asst - Other	0.00	0.00	0.00	0.00	0.0%
Total 4990 · Temporarily Restricted Net Asst	0.00	15,170.39	5,200.00	81,920.00	291.74%
Total Income	61,317.74	717,389.74	796,096.00	808,226.00	90.11%
Gross Profit	61,317.74	717,389.74	796,096.00	808,226.00	90.11%
Expense					
5000 · Wages					
5001 · Executive Director	6,044.86	37,780.38	76,682.00	78,582.00	49.27%
5002 · Administrative Assistant	1,614.10	10,148.40	19,905.00	21,000.00	50.98%
5003 · Prof. Development Coordinator	4,381.00	27,381.25	56,984.00	56,984.00	48.05%
5004 · Clerical Support	426.42	2,789.16	7,839.00	7,839.00	35.58%
5007 · Developmental Screening Coordin	0.00	0.00	35,000.00	25,000.00	0.0%
5005 · Payroll Expenses-Taxes	953.69	5,970.64	15,025.00	15,025.00	39.74%
5006 · Employee Benefits	375.33	1,501.32	31,426.00	23,500.00	4.78%
Total 5000 · Wages	13,795.40	85,571.15	242,861.00	227,930.00	35.24%

**Collaboration for Early Childhood
Budget vs. Actual
July through December 2013**

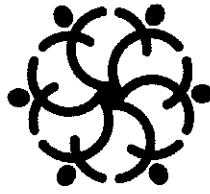
	December 2013	Jul - Dec 13	Budget	Revised Budget	% of Original Budget
5100 · Contracted Services					
5115 · Home Visiting Program	0.00	50,000.00	218,300.00	205,000.00	22.9%
5110 · Training Specialist	2,447.50	5,428.50	19,600.00	19,600.00	27.7%
5120 · Grantwriter	0.00	0.00	24,480.00	20,000.00	0.0%
5130 · Bookkeeper	562.50	4,173.75	14,000.00	13,000.00	29.81%
5140 · Outreach Worker	0.00	98.00	5,000.00	5,000.00	1.96%
5210 · Program Facilitators	1,139.00	2,352.00	10,000.00	10,000.00	23.52%
5215 · Database Development/Analyst	737.50	737.50	83,830.00	80,000.00	0.88%
5220 · Accounting/Audit	500.00	5,509.42	11,000.00	9,500.00	50.09%
5230 · General Consulting	0.00	0.00	6,000.00	6,000.00	0.0%
5245 · Compu Consultant/Tech Support	0.00	6,895.26	18,400.00	15,000.00	37.47%
5250 · Legal Fees	0.00	0.00	7,000.00	7,000.00	0.0%
5260 · In Kind Consulting	0.00	0.00	0.00	0.00	0.0%
5270 · Audiology Technician	1,936.00	7,056.50	18,500.00	18,000.00	38.14%
5280 · Web Development	0.00	0.00	5,500.00	5,500.00	0.0%
5285 · Graphic Design	215.00	365.00	3,500.00	3,500.00	10.43%
5290 · Communications	0.00	0.00	4,500.00	3,500.00	0.0%
Total 5100 · Contracted Services	7,537.50	82,615.93	449,610.00	420,600.00	18.38%
5300 · Insurance					
5314 · Volunteer Accident Insurance	35.00	210.00		420.00	
5305 · General Liability	464.67	4,731.04	8,000.00	7,519.06	59.14%
5310 · Directors and Officers	122.75	810.25	4,805.00	1,500.00	16.86%
5312 · Workers Comp Insurance	249.51	862.15	5,000.00	2,000.00	17.24%
5313 · Unemployment Insur Prg Fees	0.00	215.50	4,000.00	2,500.00	5.39%
Total 5300 · Insurance	871.93	6,828.94	21,805.00	13,939.06	31.32%
5500 · Operating Expenses					
5501 · Service Charges	105.50	119.00		50.00	
5503 · Program or Workshop Supplies	281.98	1,770.74	10,500.00	10,500.00	16.86%
5504 · Program Food	367.32	1,831.27	12,250.00	12,250.00	14.95%
5505 · Office Supplies	206.36	2,349.91	2,300.00	3,300.00	102.17%
5506 · Site Rental	0.00	30.00	1,600.00	1,600.00	1.88%
5508 · Office Equipment	0.00	0.00	2,000.00	2,000.00	0.0%
Total 5500 · Operating Expenses	961.16	6,100.92	28,650.00	29,700.00	21.3%
6100 · Telephone/Telecommunications					
6101 · Telephone	176.47	1,060.14	3,500.00	3,300.00	30.29%
6103 · Webhosting	0.00	900.00	3,200.00	2,800.00	28.13%
6105 · Internet	79.90	644.40	1,300.00	1,050.00	49.57%
Total 6100 · Telephone/Telecommunications	256.37	2,604.54	8,000.00	7,150.00	32.56%
6201 · Postage and Delivery	287.03	946.23	2,705.00	2,705.00	34.98%

**Collaboration for Early Childhood
Budget vs. Actual
July through December 2013**

	December 2013	Jul - Dec 13	Budget	Revised Budget	% of Original Budget
6250 · Printed Materials					
6251 · Printing/Film Development	81.19	833.59	14,000.00	15,000.00	5.95%
6252 · Subscriptions & Dues	149.00	198.95	400.00	400.00	49.74%
Total 6250 · Printed Materials	230.19	1,032.54	14,400.00	15,400.00	7.17%
6290 · Rent	250.00	1,500.00	5,000.00	5,000.00	30.0%
6291 · Computer Hardware & Software	0.00	190.98	0.00	300.00	100.0%
6300 · Staff Volunteer Development					
6310 · Staff/Volunteer Travel	0.00	127.54	3,000.00	3,000.00	4.25%
6320 · Staff/volunteer Training	50.00	50.00	1,500.00	1,500.00	3.33%
Total 6300 · Staff Volunteer Development	50.00	177.54	4,500.00	4,500.00	3.95%
6400 · Licenses and Filing Fees	0.00	190.00	200.00	200.00	95.0%
6500 · Agency Advertising	0.00	120.00	1,000.00	1,000.00	12.0%
6900 · Miscellaneous Expense	37.26	37.26	8,500.00	8,500.00	0.44%
Total Expense	24,276.84	187,916.03	787,231.00	736,924.06	23.87%
Net Ordinary Income	37,040.90	529,473.71	8,865.00	71,301.94	5,972.63%
Other Income/Expense					
Other Expense					
7200 · Capital Expense	1,039.40	2,999.30	8,865.00	8,865.00	33.83%
Total Other Expense	1,039.40	2,999.30	8,865.00	8,865.00	33.83%
Net Other Income	-1,039.40	-2,999.30	-8,865.00	-8,865.00	33.83%
Net Income	36,001.50	526,474.41	0.00	62,436.94	100.0%

Notes to the Revised budget 2013-2014

1. The income in the foundations line items was originally budgeted to include \$80,000 that had been committed by foundations in the previous fiscal year. Per the accountant's guidance, those amounts were placed in restricted reserves and shown as income in the line item titled "carryover from restricted reserves".
2. The Board established a policy of designating unspent employee benefit funds into a restricted account for use in the future. In the event that these costs increase at a faster rate than the Board can support, these funds will be drawn on to help support the increased costs. It is estimated that \$16,000 will be directed to that fund after fiscal year 2013-2014. Two employees eligible for the health benefit stipend of up to \$8,000 did not make use of that benefit.
3. Some savings in wages occurred due to a later hire date (2 months) for the Developmental Screening Coordinator than the one originally anticipated.
4. Insurance costs have been lowered in the revised budget due to significantly lower premium costs for D& O insurance and Workers Comp. insurance from those quoted by the Collaboration's insurance broker in the spring of 2013.



Collaboration for
Early Childhood

2014-2015 Budget Narrative

The underlying framework for the 2014-2015 budget was prepared in summer 2012, during the full-funding discussions, and revised last spring during the 2013-2014 budget process. The budget falls within the parameters defined at that time. Staff positions and major contracts in the projected budget are either in place or were contemplated in the “ramp up” budgets. The major considerations in the budget are described in this memo.

Income

- Individual Contributions are budgeted at a somewhat lower level than projected in the revised budget for 2014. There may be some downsizing of gifts and possible discontinuation of gifts from major donors due their giving cycles and practices. The decrease may reach up to \$20,000 for these donors. Additionally, other donors at the \$500 – \$3,000 level are on a year-to-year basis.
- Foundation Gifts: This is an area of significant challenge for fiscal year 2014-2015. The Collaboration does not have any foundation commitments for FY 2015 unlike FY 2014 when there were commitments totaling \$80,000 as a result of three multi-year grant commitments. The Collaboration has made preliminary inquiries to a number of foundations and has received an invitation to meet to discuss possible future funding. The process for hiring a grant writer has begun and the additional time on this function should help to identify some sources before the close of the current fiscal year. Commitments will not be in hand by June 30, 2014. Foundation grants have supported most of the professional development training over the past several years.
- \$15,000 is currently targeted for carry over funding from the Grand Victoria and Communityworks grants. The Grand Victoria grant supports general operating revenue and the Communityworks grant supports professional development training.

Expenses

Salaries

- Positions include
 - ✓ 1 FTE 40 hour per week Executive Director
 - ✓ 1 FTE 40 hour per week Developmental Screening Coordinator
 - ✓ 1 FTE Administrative Assistant
 - ✓ 1 30 hour per week professional Development Coordinator
 - ✓ 1 10-15 hour per week data entry clerk
- Salaries include a 2% increase and an additional \$5,000 to be budgeted by position based on need to maintain competitive salaries. A review of compensation in the nonprofit sector in Oak Park area by the Collaboration Board found that the executive director salary may be low and the committee is recommending a \$2,000 increase in that salary line item. The Executive Director is determining the need for increases for the professional development position, increased hours to support data entry needs in the clerical position and possible need to increase the compensation for the professional development contractors. Right now, the sum appears as a lump sum of \$5,000 in the salary portion of the budget.
- The administrative assistant position has been built in at 40 hours per week. The original plan was to have this position rise to 30 hours in 2015 and 40 hours for 2016. The additional 10 hours per week are serving as a place holder for badly needed administrative support that will be determined in the March-April timeframe.
- Health benefits are budgeted for four full-time employees with a 10% increase over the current year stipend of \$5,000 for individual and \$8,000 for family.
- Life, and long and short term disability are budgeted for 4 employees versus the roughly 2.5 for fiscal year 2014-2105.

Contracts

- Contractual positions reflect current contracts for the database and the home visiting program.
- Training Specialist contract is at the same level as the current year but may need to be decreased if grant funds are not forthcoming.
- The program facilitator budget is increased slightly to allow for additional workshops, for parent information and support and developmental screening, and increased professional development activity/ cost for presenters.
- Outreach is budgeted for an increase, due to the increase in programming and the need to coordinate the identification of families with children under kindergarten age and their engagement in programs that address their needs.
- Bookkeeper and accounting and audit contracts grow to accommodate a COLA and increased costs for increased time associated with growth in the budget.
- Computer consultant Tech support is decreased, based on experience of current year and the revisions in office technology that occurred this year.

- Graphic Design and communications are increased, to address marketing needs of the organization.

Insurance

Insurance costs are budgeted to reflect at least a 7% increase projected in the insurance premiums anticipated in the industry and to accommodate growth in budget, activity and staff -- all of which bring increased insurance costs with them.

Printing

Printing is reduced, due to the Early Childhood Resource Directory not being printed in the 2015 fiscal year, but still reflects an increase in printing costs to support marketing needs.

Rent

Rent increases to cover the cost of additional office space the Collaboration will occupy and for storage space for Collaboration records and materials.

Capital Expenses

These expenses are lower than FY 2014 because the Collaboration replaced equipment that was aging and purchased equipment for new staff. Office furniture and some refreshment of computer equipment will be needed in FY 2015.

Income to support the capital expenses comes from the operating year revenues. Adjustments are made at the time of the audit and are reflected in the balance sheet.

Collaboration for Early Childhood
Budget
2014-2015

Description	PROPOSED 2015	REVISED 2014	TOTAL 2014	TOTAL 2013
Income				
Public Support				
Individual Contributions	70,000	75,000	55,510	44,609
Foundations (1)	45,000	15,000	90,000	78,000
Corporate Income	2,000	1,500	3,500	3,000
Organizational Donations	2,000	3,500	5,000	2,500
Fees	8,800	8,800	8,800	13,600
Fundraising event	5,000	3,000	3,000	3,000
Total Public Support	132,800	106,800	165,810	144,709
Government Contracts				
Village of Oak Park	262,577	161,544	161,544	30,000
Oak Park Township	10,400	10,200	10,200	10,200
District 97	379,277	233,354	233,354	50,000
District 200	330,652	203,438	203,438	30,600
Park District of Oak Park	6,000	5,000	6,000	5,000
Oak Park Library	1,200	1,100	1,500	1,100
Illinois Dept of Public Health	4,600	4,600	3,600	0
Total Government Contracts	994,706	619,236	619,636	126,900
Bank Interest	275	270	150	150
Misc/From Reserves	0	0	6,300	0
Uncateg Inc-Restricted Reserves (1)	15,000	81,920	4,200	20,826
Total Income	1,142,781	808,226	796,096	292,585
Expense				
5000 - Wages				
Executive Director	80,154	78,582	76,682	66,761
Administrative Assistant	40,000	21,000	19,905	19,322
Professional Dev. Coord.	58,124	56,984	56,984	55,294
Developmental Screening Coordinat	51,000	25,000	35,000	0
Clerical Support	10,000	7,839	7,839	7,455
Payroll Expenses - Taxes	18,000	15,025	15,025	11,382
Benefits (2)	36,000	23,500	31,426	0
Salary and contract adjustment	5,000	0	0	
Total 5000 - Wages	298,278	227,930	242,861	160,214
Contracted Services				
Training Specialist	19,600	19,600	19,600	9,500
Home Visiting Program	447,000	205,000	218,300	0
Grantwriter	45,000	20,000	24,480	7,000
Bookkeeper	16,000	13,000	14,000	5,475
Outreach Worker	10,000	5,000	5,000	2,000
Program Facilitators	12,000	10,000	10,000	14,120
Database Development/ Anaysis/Ad	90,000	80,000	83,830	0
Accounting/Audit	13,000	9,500	11,000	3,500

Collaboration for Early Childhood
Budget
2014-2015

Description	PROPOSED 2015	REVISED 2014	TOTAL 2014	TOTAL 2013
General Consulting	7,000	6,000	6,000	4,500
Computer Consultant/Tech support	10,000	15,000	18,400	5,000
Legal Fees	7,000	7,000	7,000	4,000
Web Dev and Maintenance	8,000	5,500	5,500	4,345
Audiology Technician	18,500	18,000	18,500	12,000
Graphic Design	5,500	3,500	3,500	3,500
Communications	6,000	3,500	4,500	4,500
TOTAL Contracted Services	714,600	420,600	449,610	79,440
5300 - Insurance				
Volunteer Accident	475	420	0	0
5305 - Liability Insurance	9,000	7519.06	8,000	1,931
5310 - Directors and Officers	2,000	1,500	4,805	945
5311 - Workers Comp	3,000	2,000	5,000	1,500
5313 - Unemployment Prog, Fees	5,000	2,500	4,000	1,600
Total 5300 - Insurance (4)	19475	13,939.06	21,805	5,976
Operating Expenses				
Service Charge	100	50	0	0
Program or Workshop Supplies	12,000	10,500	10,500	9,300
Program Food	13,750	12,250	12,250	10,250
Office Supplies	4,500	3,300	2,300	1,390
Site Rental	2000	1,600	1,600	1,200
Office Equipment	2000	2,000	2,000	2,050
Total 5500 Operating Expenses	34350	29,700	28,650	24,190
Telecommunications				
Telephone	4,000	3,300	3,500	1,050
Webhosting	2800	2,800	3,200	3,200
Internet	1200	1,050	1,300	660
Total Telephone/Telecommunications	8,000	7,150	8,000	4,910
Postage and Delivery	3,220	2,705	2,705	2,105
Printed Materials				
Printing/Film Development	12,000	15,000	14,000	7,000
Subscriptions & Dues	750	400	400	400
Total Printed Materials	12,750	15,400	14,400	7,400
Rent	20,000	5,000	5,000	3300
Computer Hardware and Software	2500	300	0	
Staff Volunteer Development				
Staff/Volunteer Travel	6,100	3,000	3,000	2,750
Staff/volunteer Training	2,500	1,500	1,500	1,500
Total Staff Volunteer Development	8,600	4,500	4,500	4,250

Collaboration for Early Childhood
Budget
2014-2015

Description	PROPOSED 2015	REVISED 2014	TOTAL 2014	TOTAL 2013
Licenses and Permits	250	200	200	100
Agency Advertising	1,000	1,000	1,000	500
Miscellaneous Expense	10,000	8,500	8,500	200
TOTAL EXPENSE				
Other Income/Expense				
Capital Expense	5000	8,865	8,865	0
Total Other Expense	5000	8,865	8,865	0
Net Other Income	0	0	0	0
Net Income	0	0	0	0
				0
Total Expenses	1,138,023	745,789	796,096	292,585
Net Revenue	4,752	62,437	0	

Notes to the Revised budget 2013-2014

1. The income in the foundations line items was originally budgeted to include \$80,000 that had been committed by foundations in the previous fiscal year. Per the accountant's guidance, those amounts were placed in restricted reserves and shown as income in the line item titled "carryover from restricted reserves".
2. The Board established a policy of designating unspent employee benefit funds into a restricted account for use in the future. In the event that these costs increase at a faster rate than the Board can support, these funds will be drawn on to help support the increased costs. It is estimated that \$16,000 will be directed to that fund after fiscal year 2013-2014. Two employees eligible for the health benefit stipend of up to \$8,000 did not make use of that benefit.
3. Some savings in wages occurred due to a later hire date (2 months) for the Developmental Screening Coordinator than the one originally anticipated.
4. Insurance costs have been lowered in the revised budget due to significantly lower premium costs for D& O insurance and Workers Comp. insurance from those quoted by the Collaboration's insurance broker in the spring of 2013.