



AGENDA
THE UNIVERSITY OF WEST FLORIDA
SPECIAL BOARD OF TRUSTEES MEETING

Via Zoom Webinar

May 18, 2023

9:00 a.m. CT

University of West Florida
11000 University Pkwy. Pensacola, FL
Bldg. 10, Room 224

*The public may join the 10/03/22 Special Board of Trustees Meeting via Zoom Webinar at
<https://uwf.zoom.us/j/89952476419?pwd=SitDVFZoMkQ5WTZidjZsUVpHcTFXZz09>; Passcode: 315532*

Call to Order/Roll Call Suzanne Lewis, Chair

Chair's Greeting Suzanne Lewis, Chair

Public Comment

Action Item:

1. Approval of the Educational Research Center for Child Development (ERCCD) Fee Increase

Other Business

Adjournment

**UWF Board of Trustees
Special Board Meeting
May 18, 2023**

Issue/Agenda Recommendation: Educational Research Center for Child Development (ERCCD) Fee Increase

Proposed Action: Approval to increase the Educational Research Center for Child Development Fees. This action requires nine (9) votes for approval.

Background Information: This fee increase request is for childcare fees and related services for students, faculty, and staff, alumni and non-affiliated users of the Educational Research Center for Child Development (ERCCD). This fee increase is being driven by multiple factors, most notably increased staffing cost linked to the minimum wage increases, operational cost, and the significant gap in market rate childcare cost.

The last fee increases for all users occurred in Fall 2014 and 2019 for non-student users. Due to increases in minimum wage cost and increasing operational cost due to inflation, the ERCCD is pulling from departmental reserves at the end of each fiscal year to maintain operation despite the \$133,000 awarded in grants to ERCCD for operational expenses. Despite the grants awarded the Center is still 18.7% - 38.7% below market and continues to run at a deficit. The 2021-2022 operating deficit is \$17,300.

The ERCCD completed a market rate analysis with 9 childcare centers in the local Pensacola area. The ERCCD currently offers the most affordable childcare, however, it is significantly below the market rate average.

Year 1 proposed student rates remain 19.1% lower for infant, toddler, two's families and 15.2% lower for preschool families. Year 2 proposed student rates range from 9.3% lower for infant, toddler, two's families and 6.4% lower for preschool families. Year 3 proposed student rates are at 2023 market rate average for infant, toddler, two's and 5.2% above for preschool families. It is important to note that this proposed rate increase is based on 2023 market rate average analysis and local market rates should be expected to increase in the coming years due to the minimum wage increase. Using a four percent increase for Bases upon a yearly 4% inflation, the projected childcare market rate for 2026 infant, toddler, two care is \$221/week, preschool is \$185/week and summer care is \$140/week.

Implementation Plan: If the proposed childcare rate increases are approved, new fees will be implemented Fall 2023.

Fiscal Implications: This increase is necessary to maintain the current program by:

1. Covering the increased costs of payroll, fringe, goods and services.
2. Adjust pricing closer to market rates.

Supporting documents: ERCCD Fee Increase PowerPoint Presentation
Exhibit A – Market Rate Comparison
Exhibit B – ERCCD Proposed Fee Increase
Exhibit C – ERCCD Financial Excel

Prepared by: **Dr. Gregory Tomso**, Vice President for Academic Engagement and Student Affairs
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Kaley DeVito, Associate Director, Educational Research Center for Child Development
850-474-2195; kdevito@uwf.edu

Presenter: **Kaley DeVito**, Associate Director, Educational Research Center for Child Development



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Educational Research Center for Child Development Fee Increase

February 16, 2023

Dr. Gregory Tomso

*Vice President, Division of Academic
Engagement and Student Affairs*

Kaley DeVito

*Associate Director of Educational
Research Center for Child Development*

About ERCCD



- The Educational Research Center for Child Development (ERCCD) is a State Educational Research Center for Child Development and a Cognia Accredited Early Learning School.
- The Center is a University auxiliary and a department within the Division of Academic Engagement & Student Affairs.
- Per BOT Regulation 5.010 UWF student receive priority followed by faculty, staff and alumni.
- The Center offers an opportunity for interested schools or departments of the University to conduct educational research programs and experiential learning opportunities for UWF students.

Program Challenges

- Last increase
 - 2014 – increase for all users ranged between \$2-\$5/week
 - 2019 – increase for non-student users \$5/week
 - Current rates are now significantly below market
- Salary and Wage Increases
 - OPS Student Employees
 - \$11/hour
 - \$15/hour
 - Workforce Employees
 - \$31,320 - \$15.05/hourly
- Operation Deficit for 2021-2022
 - -\$17,300
 - ERCCD has been using reserves and emergency grants to cover the additional operations expenses.

Local Rate Comparison



ERCCD Current	Infants. Toddlers, Twos	Preschool	Summer (School Age)
Student Users	\$125	\$108	\$100
Non-Student Users	\$158	\$139	\$100

January 2023 Market Rates	Infants	Toddlers	2's	3's	4's	Summer (School Age)
Miss Kathy's ELC	N/A	N/A	\$170	\$165	\$140	\$150
Kids Place Learning Center	\$250	\$195	\$185	\$175	\$165	\$120
Kiddie Academy	\$245	\$235	\$215	\$205	\$195	N/A
LaPetite Academy	\$288	\$271	\$242	\$233	\$210	\$110
Hillcrest Baptist Church Spanish Trail Day Care	\$160	\$160	\$155	\$155	\$155	N/A
Olive Ministry Village ELC	\$213	\$185	\$173	\$160	\$131	N/A
Cokesbury	\$215	\$194	\$180	\$168	\$164	N/A
Malena's	\$200	\$180	\$175	\$170	\$170	\$135
Wee Kare Academy	\$200	\$195	\$185	\$165	\$155	N/A
Average	\$224	\$202	\$187	\$177	\$165	\$129
Combined 2023 Avg.	\$204		\$171		\$129	
Projected 2026 Avg.	\$221		\$185		\$140	

ERCCD Weekly Rate Increase Proposal



	Current Rate	Current Market Rate Avg	Year 1 2023-2024	Year 2 2024-2025	Year 3 2025-2026	Projected Market Rate 2026**	Market Rate Avg
Infant/ Toddler/ Two's (Market Average \$204)							
Student	\$125	-38.7%	\$165	\$185	\$205	\$221	-7.2%
Non-Student	\$158	-22.5%	\$200	\$238	\$258	\$221	16.7%
Preschool* (Market Average \$171)							
Student*	\$108	-36.8%	\$145	\$160	\$180	\$185	-2.7%
Non-Student*	\$139	-18.7%	\$175	\$190	\$205	\$185	10.8%
Summer (School Age) (Market Average \$129)							
All Users	\$100	-22.5%	\$110	\$120	\$130	\$140	-7.1%

*Preschool rates do not reflect weekly \$25 discount

** Projections reflect 4% inflation

Tuition Subsidies



- Child Care Access Means Parents in School (CCAMPIS) Grant
 - Covers between 75-95% of the child's weekly fees.
- School Readiness Program
 - Covers up to 100% of the child's weekly fees.
- State of Florida Voluntary Prekindergarten Education Program
 - \$25/week discount
- For the past 8 years student received a 90 % discount on weekly fees.

ERCCD Projected Balance Sheet



	2022-2023	2023-2024	2024-2025	2025-2026
Gross Revenue	\$749,024	\$928,280	\$1,009,088	1,097,528
Payroll*	\$726,525	\$922,320	\$949,990	\$987,837
Expenses	\$56,066	\$58,307	\$60,639	\$63,065
Net Gain	-\$33,567	-\$52,347	-\$1,441	\$55,626

*3% annual payroll increase

- 2023-2024 reflects the minimum wage increase and 3% COLA
- ERCCD will request A&S fees to cover the deficits



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Questions and Discussion

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** Projections reflect 4% inflation

	<u>THIS YEAR</u>	<u>LAST YEAR</u>	Variance	Variance %
	<u>FY 22-23</u>	<u>FY 21-22</u>		
Main Index - 130051	thru 11/17/2022	thru 11/17/2021		
Beginning Balance	\$407,585.47	\$412,586.15		
C&G Rev- Other (PVK)	\$15,934.65	\$13,673.98	\$2,260.67	16.53%
Sales & Servs (Childcare Fees)	\$139,303.73	\$100,285.60	\$39,018.13	38.91%
Registration Fees	\$7,800.00	\$4,350.00	\$3,450.00	79.31%
Miscellaneous Receipt (Grants)	\$84,517.09	\$47,988.00	\$36,529.09	76.12%
Total Revenue	\$247,555.47	\$166,297.58	\$81,257.89	48.86%
A&S Budget Allocation- 120020	\$108,637.30	\$49,766.00	\$58,871.30	118.30%
HEERF		\$14,531.00		
<u>Payroll Expenses:</u>				
Gross Salary - Staff	\$129,150.07	\$100,124.69	\$29,025.38	28.99%
Salary Fringe - Staff	\$53,921.46	\$48,946.62	\$4,974.84	10.16%
OPS Staff/ Student Salary	\$70,233.54	\$49,381.65	\$20,851.89	42.23%
Other Expenses	(\$1.51)	\$130.56	(\$132.07)	-101.16%
Ending Balance	\$510,474.68	\$444,597.21	\$65,877.47	14.82%

CITF- Facilities-Maint. 130053	THIS YEAR	LAST YEAR	Variance	Variance %
	FY 22-23 thru 11/14/2022	FY 21-22 thru 11/14/2021		
Beginning Balance	\$52,750.82	\$130,482.29	(\$77,731.47)	-59.57%
CITF (Revenue)	\$68,136.08	\$68,480.33	(\$344.25)	-0.50%
EXPENSES:				
Postage	\$0.57	\$4.85	\$4.28	88.25%
Employment Ads		\$324.72		0.00%
Consulting Services (Backg)	\$675.30	\$565.57	\$109.73	19.40%
Custodial & Janitorial Services			\$0.00	0.00%
Janitorial & Household Supplies		\$860.19	(\$860.19)	-100.00%
Other or Educ Contractual Services			\$0.00	0.00%
State Suncom	\$79.00	\$70.90	\$8.10	11.42%
Dept Phone Equip/ Lines/ Install	\$462.00	\$462.00	\$0.00	0.00%
Central Copy Charges	\$485.79	\$688.07	(\$202.28)	-29.40%
Office Supplies	\$1,038.25	\$1,627.74	(\$589.49)	-36.22%
Computer Software			\$0.00	0.00%
Equipment Expense		\$1,312.58	(\$1,312.58)	-100.00%
General Operating Supplies	\$100.00		\$100.00	100.00%
Agricultural Chemicals & Supplies			\$0.00	0.00%
Educational Supplies	\$5,125.75	\$7,844.91	(\$2,719.16)	-34.66%
Food Supplies			\$0.00	0.00%
Animals- Food & Care			\$0.00	0.00%
Other Insurance	\$764.00	\$764.00	\$0.00	0.00%
Dues & Memberships/ Subscriptions	\$2,476.35	\$1,463.35	\$1,013.00	69.22%
License Fees	\$100.00	\$100.00	\$0.00	0.00%
Emp- Non Travel Training	\$810.00	\$1,884.00	(\$1,074.00)	-57.01%
Utilities- Electric	\$7,159.34	\$5,633.55	\$1,525.79	27.08%
Utilities- Sewage	\$412.29	\$431.18	(\$18.89)	-4.38%
Utilities- Garbage	\$310.40	\$310.40	\$0.00	0.00%
Utilities- Water	\$3.33	\$3.31	\$0.02	0.60%
Repairs & Maintenance		<u>\$7,439.99</u>	(\$7,439.99)	-100.00%
Total Expenses	\$20,002.37	\$31,791.31	(\$11,788.94)	-37.08%
Transfer Out/ In			\$0.00	0.00%
Ending Balance	\$100,884.53	\$167,171.31	(\$66,286.78)	-39.65%

	<u>THIS YEAR</u>	<u>LAST YEAR</u>	Comment: Used for Leave Payouts, Cost of Living, Bonus, Etc.
	FY 22-23	FY 21-22	
Reserve - General - 130052	thru 11/14/2022	thru 11/14/2021	
Beginning Balance	\$28,222.25	\$28,222.25	
Salaries - Staff			
Salaries - Fringes			
Salaries - OPS			
Expenses			
Transfer In			
Transfer Out			
Ending Balance	\$28,222.25	\$28,222.25	

Foundation Account Balance - 04192
<u>General Funds</u>
\$36,337.19
as of 11/14/2022