



Vision - Every Edgefield County child will be prepared for success in school.

Mission - First Steps empowers Edgefield County families and caregivers to prepare children for school success by delivering, enhancing, and expanding high-quality early childhood services.

Board Meeting Agenda
August 11, 2025
6:00 p.m.

- I. Welcome
- II. Approval of Minutes from April 14, 2025
- III. Executive Director's Report for July
- IV. Final Performance for FY 25
- V. Final Expenditure Report for FY 25
- VI. Dual Employment Request
- VII. FY ²⁴~~25~~ Carryover Allocation
- VIII. HIPPIY Innovation Grant Application
- IX. FY 26 Local Partnership Fiscal and Operational Guidelines Discussion
- X. Other Business: Recreation League Team sponsorship, NASCAR fundraiser money, Night to Celebrate money, FY 26 Board meeting schedule
- XI. Adjourn

Executive Director's Report for July 2025

Participated in monthly webinar/conference calls with state office

Entered all program data for 4th quarter of FY 25

Processed all final invoices for FY 25 (including all in kind invoices and documentation)

Participated in Edgefield County Interagency Council meeting

Held orientation sessions for potential ABC scholarship families

Screened families and sent to DSS for ABC voucher approvals

Sent final documentation to state office to complete our FY 26 funding formula application, which included Board composition report, Board meeting minutes, Board attendance, and final resource development plans

Completed some contracts for FY 26 – the remainder have some pending information

Participated in the Edgefield County School District “Back to School” event – gave out books, bags, and water bottles to families

Worked on reconciling finances for FY 25, balancing grant funds, and submitting year-end grant reports

Submitted grant application to SC Endeavors for child care training funds

Met with state office staff (along with Saluda and Greenwood First Steps staff) about applying for an Innovation grant to start the HIPPY program in Edgefield, Greenwood, and Saluda Counties

Met with state office staff regarding the FY 26 Needs and Resources Assessment process

Total hours worked for July - 139 hours (includes 17.25 hours of annual leave)

2024-2025 Final Program Performance Information

214	Nurse Family Partnership – 4 families projected to serve – served 3 – 75% of goal 2 families carried over from last year - 1 new enrolled this year – 2 terminated this year, 1 graduated Contract terminated effective February 28, 2025
211	Imagination Library – 280 children projected to serve – served 325 – 116% of goal 240 carried over – 85 new enrolled; 67 have graduated and 7 have been terminated for non-resident
222	Triple P – 32 projected to serve – 33 completed – 103% of goal 34 families enrolled – 33 completed 34 group meetings; 99 phone consultations
323	Enhanced Early Education (EEE) – 40 children projected to serve – 122% of goal 49 children have been enrolled in 5 classrooms at 3 elementary schools 635 tutoring sessions for 189.5 hours
330	Early Childhood Education – 13 children projected to serve – 130% of goal 17 families enrolled – 17 children enrolled
605	Child Care Training – 40 unduplicated staff members projected to serve – served 55 – 137% of goal 18 trainings – 34.0 credit hours 55 unduplicated staff members 16 unduplicated centers 551 unduplicated children

703 Child Care ABC Vouchers – 32 projected to serve – served 35 – 109% of goal
 35 children enrolled (32 from ABC and 3 in house)

my records as of 6-30-25

RFm has different amount

Edgefield County First Steps - Program Year July 1, 2023 - June 30, 2024

Program Code	Program	Fund 550 EIA Allocation	Fund 560 State Carryover	Fund 150 NtCC Private	Fund 120 READY Grant	Fund 121 READY Carryover	Fund 130 READY parenting	Fund 200 Cash Money	Total Allocated	Spent to Date	Money Remaining	% Spent
101	Admin	\$19,717	\$840	\$1,906	\$5,748			\$1,750	\$29,961	\$28,310.66	\$1,650.34	94%
180	Core	\$18,854	\$5,520		\$4,130	\$2,446		\$9,850	\$40,800	\$24,204.51	\$16,595.49	59%
212	DPIL	\$6,624	\$1,060		\$410			\$7,354	\$15,448	\$8,646.59	\$6,801.41	56%
214	NFP	\$10,595	\$60		\$410				\$11,065	\$11,042.10	\$22.90	100%
222	Triple P	\$26,570	\$4,520		\$3,313		\$5,000	\$4,000	\$43,403	\$34,277.68	\$9,125.32	79%
323	EEE	\$45,325	\$2,150		\$3,026			\$1,000	\$51,501	\$40,864.51	\$10,636.49	79%
330	ECE	\$46,695	\$2,150		\$1,026			\$3,630	\$53,501	\$53,250.72	\$250.28	100%
605	Training	\$34,406	\$520		\$3,313			\$7,080	\$45,319	\$38,559.94	\$6,759.06	85%
703	Scholarships	\$13,382	\$4,226		\$1,970			\$2,370	\$21,948	\$18,641.91	\$3,306.09	85%
	Total	\$222,168	\$21,046	\$1,906	\$23,346	\$2,446	\$5,000	\$37,034	\$312,946	\$257,798.62	\$55,147.38	82%

Candi Lalonde
654 Youngblood Road
Edgefield, SC 29824

July 16, 2025

Gail Jackson, Chair
Edgefield County First Steps Partnership Board
P.O. Box 295
Edgefield, SC 29824


Dear Mrs. Jackson:

There are times throughout the year that I am contacted by other county First Steps partnerships to conduct childcare training workshops in their counties. These workshops are typically done on either a weeknight or a Saturday and do not interfere with my regular hours for Edgefield County First Steps. They contract with me directly. There may also be occasions where I am contacted to assist with Triple P Parenting sessions in Saluda. In the event that any of these workshops or parenting sessions occur during regular work hours, I will take annual leave for any time I am doing this work.

In all, it could be approximately 20-40 hours of contracted work from September 2025 through May 2026.

At no time, do I perform any work related to these outside contract jobs during my time at Edgefield County First Steps and at no time is my performance for Edgefield County First Steps hindered in any way.

Sincerely,



Candi Lalonde
Executive Director
Edgefield County First Steps

Deborah Padgett
114 Cottontail Lane
Batesburg, SC 29006

July 16, 2025

Candi Lalonde
Edgefield County First Steps Partnership Board
P.O. Box 295
Edgefield, SC 29824

Dear Mrs. Lalonde:

I am requesting permission for dual employment for Edgefield and Saluda County First Steps partnerships. I will be working up to 20 - 30 hours quarterly for Edgefield County First Steps as the instructor for the Triple P parenting program.

For Saluda County First Steps, I will be working up to 20-30 hours quarterly as the instructor for the Triple P parenting program.

I am confident I will be able to meet the needs of both programs with no conflict-of-interest issues.

At no time, do I perform any work related to the other employment during my time at Edgefield County First Steps and at no time is my performance for Edgefield County First Steps hindered in any way.

Sincerely,



Deborah Padgett
Triple P Instructor
Edgefield County First Steps

Kim Chariker
116 Simmons Road
Saluda, SC 29138

July 16, 2025

Angela Erhardt and Board Members
Saluda County First Steps Partnership Board
103 South Rudolph Street
Saluda, SC 29138

Dear Ms. Erhardt and Board Members:

There are times throughout the year that I am contracted by other county First Steps partnerships to conduct Childcare Training workshops and Positive Parenting Program sessions in their counties. These workshops/sessions are always done either on a weeknight, a Saturday, or on my designated day off and do not interfere with my regular hours for Saluda County First Steps. They contract with me directly. There may also be times when I must fill in for Positive Parenting Program Facilitator duties at Edgefield County First Steps. If these classes are during my regular hours of service to Saluda County First Steps, I will take leave time to assist Edgefield County First Steps only when necessary.

In all, there are approximately 10-25 hours of contracted work throughout the current FY26 fiscal year.

At no time do I perform any work related to my other employment during my time at Saluda County First Steps, and at no time is my performance for Saluda County First Steps hindered in any way.

Sincerely,

A handwritten signature in cursive script that reads "Kim Chariker".

Kim Chariker
Executive Director
Saluda County First Steps

Final Requests for Extra Carryover for FY 26

Total of ?? in state money – still waiting on details about some journal entries

\$5,445 to be allocated for sure -

\$1,891 – salary increase and benefits that were not approved by state office

\$3,554 – money that was allocated to advertising and promotions that has been disallowed by the state office

\$1,000 – Library program

\$2,000 – Imagination Library

\$2,445 – Triple P program

Total of \$29,629 in private money (\$17,050 already budgeted when we did our application for this year's funding)

\$12,579 cash money left to budget

\$179 for Materials for Imagination Library fundraising

\$1,000 for Child Care Training food

\$1,000 for Triple P gift cards

\$3,000 for Child Care Scholarships

\$3,400 for Books for Community Outreach

\$ 4,000 for Advertising and Promotions for Community Outreach

Total of \$1,320 from State Fundraiser – all to be allocated to Books for Community Outreach

Total of \$2,788 from NASCAR fundraiser – all to be allocated to Advertising and Promotions for Community Outreach

What is HIPPY?

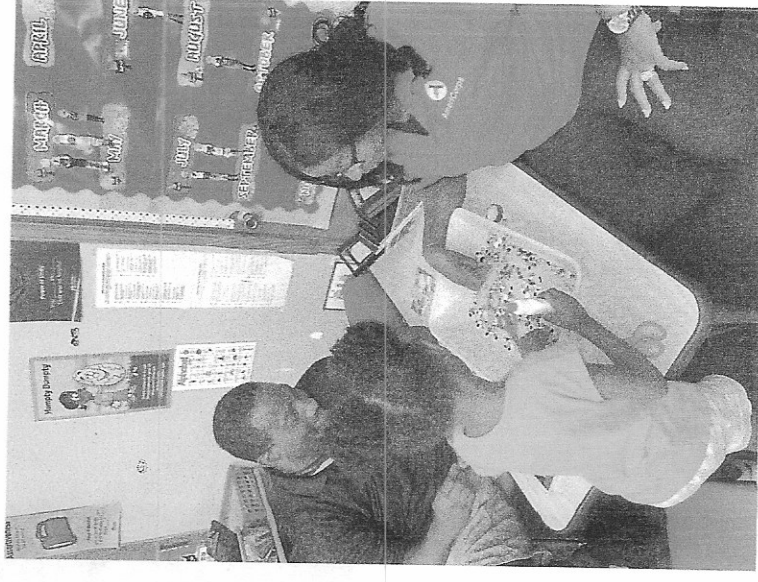
What does HIPPY stand for? Home Instruction for Parents of Preschool Youngsters

What is it? A home-visiting program that partners with parents to prepare their children for success in school.

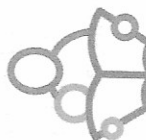
Who is it for? The HIPPY program is specially created for families with 3- and 4-year-olds in South Carolina. Priority is given to those enrolled in the SC First Steps 4K program, though partnerships with other public programs are also welcome. By joining HIPPY, families take an active role in building their child's foundation for success in school and beyond. Research shows the program boosts school readiness, supports positive classroom behavior, and helps children meet important academic milestones.

What are the goals? HIPPY seeks to:

- Improve parent-child relationships by promoting positive parent-child interaction
- Help vulnerable children gain access to long-term academic success
- Increase parental involvement in their child's educational experience
- Create pathways for parents to access resources and opportunities within their communities



How does HIPPY work?



AmeriCorps

HIPPY
SOUTH CAROLINA



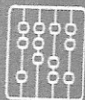
Peer Educator-Parent

For 30 weeks, 1 hour each week, the parent and home visitor connect and use role-play as a teaching and learning technique.



Parent-Child

In turn, the parent spends 15-20 minutes daily teaching their young learner the concepts.



Concepts Taught

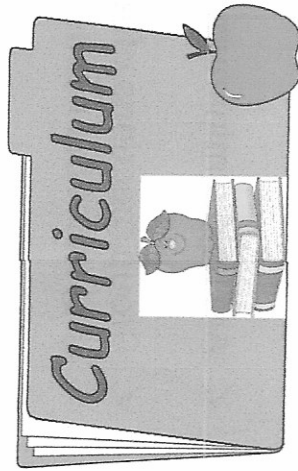
Literacy, math, science, motor, and language skills are taught using the HIPPY curriculum. They also help with development of executive functioning and social and emotional intelligence.



End Results

HIPPY helps to ensure preschoolers enter Kindergarten prepared

The HIPPY Curriculum



❖ The curriculum focuses on...

- Language development
- Problem-solving
- Logical thinking
- Perceptual skills

❖ The curriculum allows...

- Visits to be in home or in person
- Virtual accommodations when necessary

❖ The curriculum kit includes...

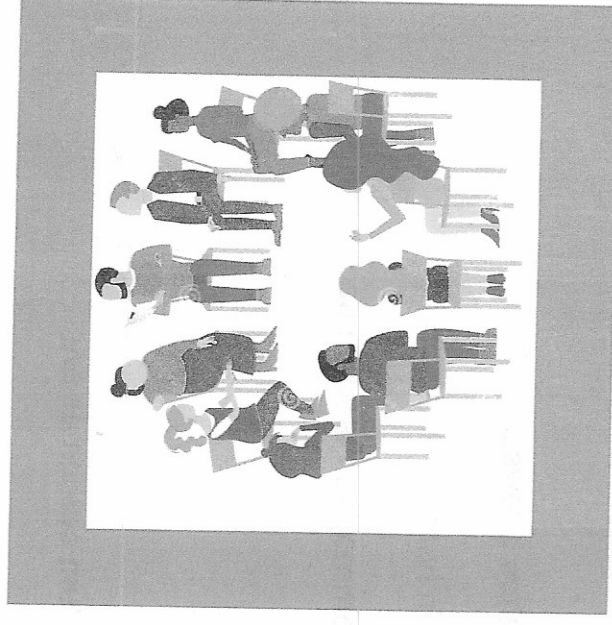
- 30 weekly activity packets
- Nine storybooks
- A set of 20 manipulative shapes

❖ The curriculum outcomes are...

- More engaged parents
- Higher achievement in school for children
- Improved children's school readiness

HIPPY Group Meetings

- ✓ Group meetings must begin within four to six weeks after home visits have started.
- ✓ Last approximately two hours.
- ✓ Are held in an accessible facility within the target neighborhood.
- ✓ Are held a minimum of six times during the HIPPY program year.
- ✓ Group meetings offer educational enrichment, information and activities that meet the needs of the parents.
- ✓ Enrichment activities are provided for children during group meetings.
- ✓ Can include a field experience (surrounding a developmental domain)



Edgefield County First Steps Partnership
Board Meetings for FY 26

August 11, 2025

November 10, 2025

January 12, 2026

April 13, 2026

August 11, 2025

	TITLE	FIRST NAME	LAST NAME	Present
	Ms.	Demeterius	Brown	Demeterius Brown
	Ms	Caitlin	Edwards	
	Mr.	Emanuel	Gilchrist	Emanuel Gilchrist
	Ms.	Gail	Jackson	Gail Jackson
	Ms.	Jill	Jolly	Jill Jolly
	Ms.	Phyllis	Lott	Phyllis Lott
	Ms.	Averie	Morris	Averie Morris
	Ms.	Jennifer	Satterwhite	
	Ms.	Lisa	Tillman	Lisa M. Tillman
	Ms.	Stephanie	Wallace	Stephanie Wallace (by phone)
	Ms.	Renee	Williams	Renee W. Williams



August 11, 2025

Members Present: Demeterius Brown, Emanuel Gilchrist, Gail Jackson, Jill Jolly, Phyllis Lott, Averie Morris, Lisa Tillman, Stephanie Wallace, and Renee Williams

Members Absent: Caitlin Edwards (excused) and Jennifer Satterwhite

A meeting of the Edgefield County First Steps Partnership Board was held on August 11, 2025, at the Edgefield County Chamber of Commerce. Gail Jackson, Board Chair, called the meeting to order at 6:07 p.m.

Candi had sent the minutes from the April 14, 2025, meeting to the members prior to the meeting. There was a motion from Emanuel, with a second from Renee, to approve the minutes. The motion was approved.

Gail asked Candi to go over the Executive Director's report for July (see attached). Candi expanded on a few of the items. Most of July was spent closing out FY 25 and getting FY 26 programs up and running.

Gail then called everyone's attention to the FY25 Performance Report (see attached). Candi highlighted a few areas and said that we did very well. The only program that did not meet 100% of the projected to serve was Nurse Family Partnership (75%), and we terminated that program effective February 2025. There were no additional questions or comments.

The next item on the agenda was the FY25 Final Budget Expenditure report. There are still unresolved issues in our finance system and Candi stated she does not have a good estimate of what our final carryover numbers will be. This should be available by the end of the month.

Gail called the Board's attention to the letters that had been submitted regarding dual employment for Candi (she does training for other county partnerships and might assist in Saluda with their Triple P Parenting program), Deb Padgett (she is the Triple P Parenting Instructor for both Edgefield and Saluda County First Steps), and Kim Chariker (the Executive Director of Saluda County First Steps) who will be assisting with child care training for our county. After consideration by the Board, it was decided that this outside work does not affect the efficiency of the work performed for Edgefield County First Steps for any of the employees. After a motion from Renee and a second from Emanuel, the requests for dual employment were approved.

The next item on the agenda was the allocation of extra carryover funds, which includes both state funds and private (cash) funds. The carryover still needs to be finalized by our Regional Finance Manager (RFM) and the State Office finance department. Candi gave the Board members a handout with requests for allocations of the carryover funds (see attached). While our official carryover for state funds is still not determined, Candi explained that she did know that there was \$5,445 in state funds to be allocated due the state board not allowing the total amount of the raise that was recommended by this Board for Candi (\$1,891) and the new policy disallowing state funds to be used for advertising and promotional materials (\$3,554). Candi stated there was \$29,629 in private funds for carryover (with \$17,050 already allocated). This leaves \$12,579 in private funds to be allocated. In addition to the state and cash amount, there were recommendations for allocations of \$2,788 from our NASCAR fundraiser to community outreach and \$1,320 (from the state office fundraiser) to books and advertising and promotions for our community outreach. There was a motion from Renee and a second from Gail to approve the allocation requests. The motion was approved.

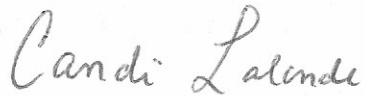
Next on the agenda was discussion about Edgefield First Steps joining with the Greenwood and Saluda First Steps offices to apply for a grant to pilot the Home Instruction for Parents of Preschool Youngsters (HIPPY) program (see handout). This would be a grant for 1 year and would serve a total of 50 new families. Greenwood would be the lead county and would employ 2 full time home visitors and 1 program supervisor – they would be responsible for serving 30 families. Edgefield and Saluda would employ 1 part time home visitor each who would serve 10 families in their respective counties. All costs associated with this program would be covered with this grant. After much discussion, there was a motion from Gail with a second from Averie to move forward with this application with Greenwood and Saluda.

At this time, Candi informed the Board about the new Local Partnership Fiscal and Operational Guidelines that we were given on July 24th. These guidelines were not given to us for any type of review before they were released and are very restrictive with regard to professional development opportunities, community outreach expenses, credit card usage, and purchasing. No training has been offered and emails with questions have gone mostly unanswered. In their attempt to refine policies that would strengthen accountability, they have become overreactive in response to the issues that occurred in another county. As these guidelines stand now, we will have to spend much more money for items such as office supplies, child care training materials, and food for child care trainings due to new purchasing policies. Candi is working with a group of Executive Directors to comprise a list of issues/problems with some of the items in these new guidelines, along with a list of proposed compromises/solutions. There was discussion among Board members with a request that Candi keep the Board informed about these guidelines.

In other business, Candi said she planned to continue with a team sponsorship for the Edgefield Recreation League. We had already discussed the NASCAR and Night to Celebrate funds. Lastly, Candi gave the Board the FY 26 meeting schedule (see attached).

There was no other business, so after a motion by Emanuel and a second from Renee, the meeting adjourned at 7:45 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Candi Lalonde". The ink is dark and the signature is fluid.

Candi Lalonde, Executive Director