

EARLY LEARNING COALITION OF SARASOTA COUNTY
BOARD OF DIRECTORS

School Board of Sarasota County, Brown Awning Building
The Landings, 1960 Landings Boulevard, Sarasota
6:00 PM – September 15, 2010

MINUTES

1. ATTENDANCE

a. Members Present:

Laura Bauman	Mike Breton	Tami Conetta
Jill Jacoby	Chris Kofler	Bill Little
Janice Mee	Nicole Parker	Connie Snyder
Pauline Tracy	Amy Tuck-Farrington	Cheryle Williams
Lisa Williams		

b. Members Absent

Judy Corso	Sonia Figaredo-Alberts	David Hicks
Hope Kinney	Steve Spangler	Kathryn Stuckey
John Stump		

c. Staff:

Janet Kahn	James Pawlak	Mary Wolf
Valerie Walton	Marjorie Fondacaro	

d. Visitors:

Randee Tolbert	Jennifer Ourednik	Barbara Schimmel
----------------	-------------------	------------------

2. CALL TO ORDER

The meeting was called to order at 6:00. Tami Conetta welcomed everyone. The Children's Movement video was shown. Janice Mee gave an update on the upcoming Milk Rally that will be in Sarasota on September 21st, 6:00 pm to 7:00 pm at Riverview High School. Janice reported that the purpose of the Children's Movement is to promote and raise awareness of children's issues. The second phase of the movement will be a gubernatorial debate on October 16th with topics from the rallies addressed.

3. CONSENT AGENDA

Tami asked for a motion to approve the agenda and minutes from the last meeting. Chris Kofler made a motion to approve. Mike Breton seconded. Motion approved.

4. CHAIR REPORT

Tami again welcomed everyone back after the summer break. She reported that she will be attending the Early Learning Association Committee meetings in Orlando this Thursday and Friday and will report back at the next board meeting. A strategic planning workgroup meeting was held a few weeks ago and there will be one more meeting of this workgroup.

The twentieth anniversary celebration of the Glasser / Shoenbaum Human Services Center is scheduled for October 22nd at the Hyatt. The Coalition will have 5 tickets, at \$150 each, which will be one half of a table and Tami stated that she will be attending and would like to see good representation from the Board. Those who are interested and able to attend should let Janet know. All proceeds will benefit the Center and those agencies that are located there.

Tami reiterated what Janice Mee had stated about the Children's Movement and the upcoming rally. She stressed that this is a non partisan effort that is intended to focus on the needs of children. It is good tie in to our local communications efforts, and the messages can be helpful with engaging business as well.

5. PRESENTATION

Provider presentations:

Tami and Janet stated that the idea to now have providers make presentations on their programs at board meetings was Laura Bauman's who also agreed to coordinate the scheduling. Laura was thanked for the suggestion. The first two presentations are from our two current provider representatives: Connie Synder, Director of Pines of Sarasota Child Care Center and Lisa Williams, Director of Suncoast Christian Academy. Each gave presentation that highlighted their center's achievements and programs.

6. ACTION ITEMS

a. Approval of revised Bylaws

Janet reported that changes are required to be within compliance with the new early learning bill. The number of board members changed to be at least 15 but not more than 30 members. Amy Farrington stated that on page 2, 3.2.3 needs to be corrected. Staff will make that change. Jennifer Ourednik asked if we had considered the optional member of a SR or VPK parent. Janet reported that while we haven't specifically addressed this before, it is certainly something that the board can consider. AWI wanted the ELC name to be prominent in the bylaws even though we continue to have our legal name as the School Readiness of Sarasota County with a DBA as Early Learning of Sarasota County.. Bill Little made a motion to approve the Bylaws. Chris Kofler seconded the motion. Laura Bauman clarified that we are approving as amended with Amy's change. Twelve members approved. No one opposed. Motion approved.

b. Approval of Plan Amendment for Part 3 Governance, elements 0.1.1 and 0.2.1 with the following components:

- Revised bylaws as above
- Updated article of incorporation for address change and allowable number of board members
- Updated board list to reflect new categories and voting

Bill Little made a motion to approved the Plan Amendments. Chris Kofler seconded the motion. No discussion ensued. Motion approved.

c. Approval of other required Plan Amendments for elements 1.3.6, 1.3.5, 1.9.3 and 1.9.4

Janet reported that four other areas needed to be amended. Information had been sent to the board members prior to the meeting to review.

- If the Coalition does not serve the minimum required number of children we must attest that we have demonstrated the ability to implement the VPK program efficiently and perform duties in accordance with law. Element 1.3.6 addresses this.
- Since we do not offer transportation, we have to report that this is not applicable. Element 1.3.5 addresses this.
- Provider contracts must be in compliance with all AWI requirements and we must submit our contract and state that it meets all the criteria. Element 1.9.3 addresses this.
- Monitoring tools: The element 1.9.4 specifically asks the question of could the way that the Coalition monitors potentially limit parental choice. We have a clearly delineated process of monitoring and approving providers to ensure that they are in compliance with all required elements. This therefore could limit the parental choice so we have to document our process within the amendment. Janet stated that we do grant exemptions on a case by case basis as per parent request and therefore make every attempt not to limit parental choice.

Bill Little made a motion to approve amendments for elements 1.3.6, 1.3.5, 1.9.3 and 1.9.4 of the plan. There was no further discussion. Connie Synder and Lisa Williams as provider representatives abstained from voting. Ten members approved the vote. Motion passed.

d. Approval of private sector board member

The Nominations Committee met recently to review a Board member candidate, Jeff Matthews, for a private sector business seat. Tami asked Mike Breton to provide a brief summary of candidate. Mike provided a brief summary of his background and experience overall. Jeff is an architect who has had involvement in the design of child care centers. He is a member of the Venice Chamber's Education Task Force, among other affiliations and that is how Mike Breton knows him, as Mike also serves on that committee. Jeff has a long standing commitment to early childhood education and children/youth issues overall. He has a particular understanding of the economic issues related to child care and has previously been involved in ensuring the business office parks included child care in their consideration when building new offices. Janet reminded the board that Jeff has been under consideration since last year, but his nomination was put on hold pending the early learning bill legislation as there were changes to the Board composition of early learning coalitions. He has remained interested in serving. The Nominating workgroup is recommending approval of membership at this time. No further discussion was held. Motion approved.

7. PUBLIC COMMENT

Randee Tolbert stated that she is no longer required to attend these meetings as she is now a state family child care home representative but continues to come since she enjoys them.

8. WORKGROUP REPORT

a. Legislative Committee: Amy Farrington reported that a decision was made to not conduct individual visits at this time since we visited with all representatives last year, but instead send letters thanking for support during this past session. Once the legislative session is underway, we will see what issues are of concern and visits can be scheduled at that time..

b. Strategic Committee: Tami Conetta reported that the committee met and reviewed prior goals and progress. Committee needs to meet again to finalize suggestions. There will be a working report for next board meeting.

c. Executive Director Evaluation Committee: Chris Kofler reminded Board that this committee was formed last year to do a comprehensive performance and salary review of the Executive Director and that the same committee members convened again for the annual review this year. The group met and determined that there was not a need for a complex review this year involving all Board members. Specific performance goals had been set last year with the committee, those were reviewed and it is clear that Janet is still meeting, and in many areas, exceeding the expectations of the position. Chris reported that since there are no funds in the budget for merit raises for staff this year, other than the nominal COLA that the board already approved for all staff, Janet has told the committee that she does not feel it would be appropriate to give a salary increase for only her. The committee agreed but it is with the very clear notation that this is not a reflection on her performance at all, which would justify an increase in different economic situation. Recommendation from the ED evaluation committee was approved.

9. EXECUTIVE DIRECTOR REPORT

A written report was sent to Board members prior to the meeting. But a couple of highlights were noted. Shelley Robertson, a local consultant who worked with the ELC and QCC on the development and initial implementation of the Look for the Stars initiative has agreed to come back to the project now for a comprehensive analysis and review of the data and results. She will also complete a full report of the first three years of the Look for the Stars to be presented to the QCC, ELC Board and all of the funders. The results are very promising and we are all looking forward to the official report. Other highlights are a new initiative to address childhood obesity and a partnership with PNC Bank on their Grow up Great initiative, which will include a grant to initiate the artists in residence program in partnership with the Arts Council and volunteer opportunities within selected child care sites.

10. OLD BUSINESS:

None at this meeting

11. FINANCE Report:

James Pawlak presented the finance report and informed the Board of his error in the reporting of the ARRA funds on an ongoing basis last year. He had under reported the SR ARRA utilization by \$150,000 all year in fiscal year 2010. He had not carried over an invoice into the FY 2010 SR ARRA workbook. This resulted in having less ARRA funds to carry over to the new fiscal year.

James reported that at year end for SR program there is a \$29,922 SR carry over from FY 2010 into 2011. We finished the fiscal year with no deficit in VPK. Pauline Tracy asked if the \$29,922 SR carry over is the same as last year. James responded that last year it was \$87,000, so it was less this year. Janet and James reminded the Board that this is allowable within AWI and that up to a 1.5% either under or over final allocation is still considered to be acceptable.

For the current year, James reviewed the Board indicator chart and Admin, Quality and Gold Seal are on target for spending this year. We will be utilizing the VPK ARRA funds first and should use them all by November. If monies are not taken away, we should have enough in our grant to cover the children currently enrolled, as we are on track to have our highest number of children enrolled in VPK this year.

There are currently 306 children on the waiting list, even though we have been pulling children in off the list. SR Children served in August was 1099. The number of VPK children served in August was 1707, but still growing. All ARRA funded slots have now been flipped over into different categories. We are currently still enrolling children but will have to stop in the near future. Janet reported that there are 72 appointments coming up, and 162 new children enrolled since July. In the recent mailing from the waiting list, 34% did not respond which is typical.

Janet reported that we have received a \$2500 grant from the Kiwanis Club with the help of Connie Synder that will go towards our local match of the Reading is Fundamental Program. This allows us to not have to use SR funds for the RIF match and therefore can use those SR funds for slots.

12. ANNOUNCEMENTS.

None

13. ADJOURNMENT.

Meeting adjourned at 7:30 p.m.

Next meeting is October 20, 2010