



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA
EXECUTIVE COMMITTEE
Meeting Agenda
January 12, 2021
10:00 AM

Purpose: The Executive Committee is composed of board officers and the chairpersons of Board committees. The Executive Committee is responsible for direction and oversight regarding the overall program and financial management and operations.

Committee Members : **Marshall Bower, Interim Board Chair, Chair-Events Committee;** *President/CEO, The Foundation for Lee County Public Schools;* **Douglas Szabo, Vice-Chair, Attorney, Henderson, Franklin, Sterns and Holt;** **Brooke Delmotte, Treasurer, Provider Liaison/Operations Manager, Early Steps, SWFL Health Planning Council;** **Michele King, Chair-Program Committee, Director Child Advocacy Program, Golisano Children’s Hospital of SW Florida;**; **Jason Himschoot, Chair-Human Resources Committee, Attorney, Maughan, Himschoot and Adams Law Group;** **Dr. Kelly Roy, Chair-Nominations & Bylaws Committee, Professor/Coordinator of Early Childhood Education, Florida Southwestern State College**

ELC Staff: **Susan Block, Chief Executive Officer;** **Leona Adkins, Interim, Chief Quality & Programs Officer;** **Lugeenya Blackstock, Chief Financial Officer;** **Janet Quintero, Administrative Coordinator**

(*) *Materials included in Executive Committee Packet.*
(**) *Materials posted on SharePoint for Committee Members.*

Agenda Items	Facilitator/Presenter
Welcome and Introductions	Marshall Bower, <i>President/CEO, The Foundation for Lee County Public Schools</i>
Public Comments	Marshall Bower
1. Executive Committee* A. Approval of Meeting Minutes of Special Executive Committee Meeting, December 15, 2021** <u>pgs.</u> B. Approval of Executive Committee Meeting Change: March 2, 1:00 pm (Previously, March 2, 2022, 10:00 am)	Marshall Bower
2. Vote to Move the Board Meeting Minutes of November 29, 2021** <u>pgs.</u>	Marshall Bower

<p>3. Finance Committee</p> <ul style="list-style-type: none"> A. Review: SR Utilization Forecast <u>pg.</u> B. Approval of Utilization Reports and Statement of Revenues and Expenditures <u>pgs.</u> C. Review of Updated NOA; Effect on 2021-2022 Budget <u>pg.</u> D. Review of DEL Desk Audit, January – June 2021 <u>pgs.</u> E. Discussion: Lee BOCC ARP Grant 	
<p>4. HR Committee*</p> <ul style="list-style-type: none"> A. Report & Recommendation: CEO Annual Evaluation B. Items pending board approval, January 26, 2022: <ul style="list-style-type: none"> 1. Employee Reference Guide: Review and Approval of Policy Section 706** <u>pgs.</u> 2. Proposed Salary Scale/Job Framework <u>pgs.</u> 	<p>Jason Himschoot, <i>Attorney, Maughan, Himschoot & Adams Law Group</i></p>
<p>5. Nominations & Bylaws Committee</p> <ul style="list-style-type: none"> A. Items pending board approval, January 26, 2022 <ul style="list-style-type: none"> 1. Review and Approve Draft Bylaws Amendments <u>pgs.</u> 2. Review and Approve Draft Governance Policies <u>pgs.</u> 3. Approval: For Profit Provider Updated (Lee) <u>pgs.</u> B. Status: Mandated Seats, effective January 1, 2022 <ul style="list-style-type: none"> 1. Lee County School District Designee: Mary Grace Romo 2. Collier County BOCC: Tanya Williams, Collier Library C. Announcement of Approved recommendations for Board Membership (Exec Committee Approval 12/15/21) <ul style="list-style-type: none"> 1. Faith Based Provider (Hendry/Glades), Tara Sherrod D. Slate of Officers: 2022 <u>pg.</u> E. New Member: Orientation and Welcome, January 26, 2022 	<p>Dr. Kelly Roy, <i>Professor/Coordinator of Early Childhood Education, Florida Southwestern State College</i></p>
<p>6. ELC Appeals Hearing Committee</p> <ul style="list-style-type: none"> A. Report of Findings and Approval of Minutes, Rhythm of Learning, November 30, 2021, <u>pgs.</u> 	<p>Douglas Szabo, <i>Vice-Chair, Appeals Committee Chair, Attorney, Henderson, Franklin, Sterns and Holt;</i></p>
<p>7. Review Agenda for the Board Meeting, January 26, 2021** <u>pgs.</u></p>	<p>Marshall Bower</p>
<p>Adjournment</p>	<p>Marshall Bower</p>
<p>Next Meeting</p>	<p>Wednesday, February 15, 2022</p>

Until further notice: All meetings will be held via Zoom.

Join Executive Committee Meeting via Zoom, January 12, 2022:

<https://us02web.zoom.us/j/83521120776?pwd=a2cxcGllajE1dWl2Y0VDbVg1WFJjZz09>

Meeting ID: 835 2112 0776

Passcode: 989027

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