



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA
EXECUTIVE COMMITTEE
Meeting Agenda
June 7, 2023
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:

Dr. Kelly Roy, *Interim Board Chair, Professor/Coordinator of Early Childhood Education, Florida Southwestern State College*

Douglas Szabo, *Vice-Chair, Attorney, Henderson, Franklin, Sterns and Holt*

Dr. Beth McBride, *Secretary, Chair-Human Resources Committee Director, Early Learning, Designee-Collier County Public Schools*

Brooke Goldstein, *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 SWFL*

Rebecca McKellar, *Chair-Nominations & Bylaws, Committee, Creative World Schools, Private for-Profit Child Care*

Tara Sherrod, *Chair-Events Committee First Baptist Preschool, Representative of Faith-Based Childcare Providers.*

ELC Staff: **Dr. Melanie Stefanowicz**, *Incoming ELC CEO*; **Leona Adkins**, *Chief Quality Office*; **Gilda Duran**, *Chief Programs Officer*; **Lugeenya Blackstock**, *Chief Financial Officer*, **Wynetta Upshaw**, *Chief Administrative Officer*

ELC Guest: **Katie Busch**, *Human Resources Compensation Consultants (HRCC)*

(*) *Materials included in Executive Committee Packet.*

(**) *Materials posted on SharePoint for Committee Members.*

Agenda Items	Page #s	Facilitator/Presenter
Welcome and Introductions Chair’s Update		Doug Szabo , <i>Professor/Coordinator of Early Childhood Education, Florida Southwestern State College</i>
Public Comments		Doug Szabo

<p>1) Executive Committee*</p> <p>A. Presentation of strategic plan accomplishments and overview of Lee County Board of County Commissioners Capacity Building Grant</p> <p>B. <u>Approval</u> of Executive Committee Minutes from April 19, 2023</p>		<p>Melanie Stefanowicz</p> <p>Doug Szabo</p>
<p>2) Finance Committee</p> <p>a) Discussion: SR Utilization Management Forecast</p> <p>b) Review and <u>Approval</u> of Utilization Reports and Statements of Revenues and Expenditures</p> <p>c) <u>Approval</u>: Approval: FY23 Budget Update</p> <p>d) <u>Discussion</u>: DEL Expenditure Validation-2</p> <p>e) <u>Approval</u>: FY24 Krizner Contract</p> <p>f) <u>Approval</u>: FY23 Amendment Teachstone Virtual</p> <p>g) <u>Approval</u>: FY24 Children’s Forum Contract-Assessments</p> <p>h) <u>Approval</u>: FY24 Teachstone Contract-Assessments</p>		<p>Brooke Goldstein, Treasurer, Provider Liaison/Operations Manager, Early Steps, SWFL Health Planning Council</p>
<p>3) HR Committee</p> <p>a) <u>Informational</u>: CEO Evaluation and Timeline</p> <p>b) <u>Informational</u>: Incentive Pay Plan</p>		<p>Dr. Beth McBride, Director, Early Learning, Designee-Collier County Public Schools</p>
<p>4) Nominations & Bylaws Committee</p> <p>a) <u>Discussion</u>: 2023 Legislation Session’s Impact on ELC</p> <p>b) <u>Discussion</u>: 2023-2024 Board Development Schedule</p>		<p>Rebecca McKellar, Creative World Schools, Private For-Profit Child Care</p>

<p>c) <u>Discussion:</u> Review of Board Vacancies and Recruitment Efforts</p> <p>i) Governor’s Appointees</p>		
<p>5) Events Committee</p> <p>a) <u>Discussion:</u> 2024 Business Breakfast</p> <p>b) Discussion: ELC Staff New Year’s Celebration (July)</p>		<p>Tara Sherrod, Director, First Baptist Preschool, Representative of Faith-Based Childcare Providers</p>
<p>6) Program Committee</p> <p>a) <u>Discussion:</u> Program updates</p> <p>b) <u>Discussion:</u> Literacy Buddies</p> <p>i) 2022-2023 Program Year Update</p> <p>ii) 2023-2024 Call to Action</p>		<p>Michele King, Director Child Advocacy Program, Golisano Children’s Hospital of SWFL</p>
<p>7) Next Board Meeting, September 13, 2023, 10:00 a.m.</p>		<p>Doug Szabo</p>
<p>Adjournment</p>		<p>Doug Szabo</p>

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