

EARLY LEARNING COALITION OF SOUTHWEST FLORIDA



Board of Directors

Meeting Agenda

June 20, 2024

9:00 a.m. – 11:15 a.m.

Microsoft Teams meeting

[Click here to join the meeting](#)

Meeting ID: 262 083 794 943

Passcode: 5zcrHy

Our mission is to enhance the quality of children’s lives by providing families, early childhood educators, caregivers, and community partners in Collier, Glades, Hendry, and Lee Counties with opportunities to positively impact the future.

Board Members:

Laura R. Bright, Interim Board Chair, Chief Advancement Officer, Golisano Children’s Museum

Sharon Love, Esq., Vice Chair, Long, Murphy & Shemkus, P.A.

Dr. Beth McBride, Board Secretary, Director, Early Learning, Designee-Collier County Public Schools

Brooke Goldstein, Board 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 Childcare

Dr. Kelly Ross, Professor/Coordinator of Early Childhood Education, Florida Southwestern

Alex Breault, Partnership Manager, FutureMakers Coalition

Barbara Short, Quality Assurance Program Manager, CareerSource Southwest Florida

Chantal Porte, Regional Supervisor for Childcare Licensing, Department of Children and Families

Angela Nader, Director, Early Childhood Learning Services, Lee County Public Schools

Kimberly Ross, Owner, Ross Dynasty Cares

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

Shay Smith, Executive Community Health Nursing Director, Designee-Florida Department of Health Lee County

Aaron Stitt, Florida Department of Children and Families

Tanya Williams, Interim Public Services Director, Collier County, Designee-Collier Board of County Commissioners

Dr. Derek Burkholder, Property Manager, BD Property Management Group

Chelsey Gonzalez, Acklen Avenue, VP Human Resources

Rashondra Croskey, Ex Officio, Teacher, Glades County School Board

ELC Staff:

Dr. Melanie Stefanowicz, Chief Executive Officer

Richard Cocchieri, Chief Financial Officer

Leona Adkins, Chief Quality Officer

Gilda Duran, Chief Program Officer

Wynetta Upshaw, Chief Administrative Officer

Monica Gaddy, Administrative Coordinator

| Agenda Items | Facilitator | Discussion and Actions |
|----------------------------------------------------------------------------------------------------------|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| Welcome and Introductions Interim Chair’s Update Agenda Modifications | Laura Bright | Introductions Chair’s Update <ul style="list-style-type: none"> Board Retreat 2024-2025 Meeting Schedule |
| Public Comment | Laura Bright | |
| Executive Committee | Laura Bright | |

| Agenda Items | Facilitator | Discussion and Actions |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|------------------------|
| <p>1. Approval of Board of Directors Meeting Minutes from May 2, 2024</p> <p>2. Discussion and Approval of the</p> <ul style="list-style-type: none"> a. Continuity of Operations Plan (COOP) b. Anti-Fraud Plan (new item – full approval needed) c. Rebranding options (new item – full approval needed) | | |
| <p>Finance Committee</p> <p>1. Discussion and Approval of SR Utilization through April 2024</p> <p>2. Discussion and Approval of</p> <ul style="list-style-type: none"> a. Summary of FY 23-24 Budgets b. FY 23-24 Statement of Activities c. Statement of Financial Position as of 4/30/2024 d. FY 24-25 Proposed COLA and Merit Increases e. Increase in authority for ARPA supplemental pay for staff (new item – full approval needed) <p>3. Request Approval of FY25 Contracts and RFPs:</p> <ul style="list-style-type: none"> a. The Krizner Group b. Trace Enterprise dba Reach c. David Kerem, PA d. Children’s Forum e. RCMA f. Department of Health in Collier County g. HRCC h. Tricia Delles, CPA i. RFP - Employee Benefits Package j. RFP – Computers and Computer-related Equipment k. DEL Grant Agreement (new item – full approval needed) l. LeeTran (new item – full approval needed) | <p>Brooke Goldstein</p> | |
| <p>Human Resources Committee</p> <p>1. Discussion and Approval:</p> | <p>Dr. Beth McBride</p> | |

| Agenda Items | Facilitator | Discussion and Actions |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|------------------------|
| <ul style="list-style-type: none"> a. Paid Leave Time b. Education Benefits | | |
| <p>Nominations & Bylaws Committee</p> <p><u>Informational:</u></p> <ul style="list-style-type: none"> a. No update | <p>Rebecca McKellar</p> | |
| <p>Events Committee</p> <p><u>Informational:</u></p> <ul style="list-style-type: none"> a. Teacher Appreciation b. Business Breakfast | <p>Tara Sherrod</p> | |
| <p>Programs Committee</p> <p><u>Informational:</u></p> <ul style="list-style-type: none"> a. Quality and Program Services Updates | <p>Michelle King</p> | |
| <p>CEO Report</p> | <p>Melanie Stefanowicz</p> | |
| <p>Next Board Meeting: September 18, 2024 In-Person Retreat 9:00 a.m. to 1:00 p.m.</p> | <p>Laura Bright</p> | |
| <p>Adjournment</p> | <p>Laura Bright</p> | |

Microsoft Teams meeting

[Click here to join the meeting](#)

Meeting ID: 262 083 794 943

Passcode: 5zcrHy