



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA

Board Meeting Agenda

March 22, 2017

4:00-6:00 pm

Board Members: **Gerry Poppe, Board Chair**, *Chief Financial Officer, Waterman Broadcasting*; **Trina Puddefoot, Board Vice-Chair, Chair-Human Resources (HR) Committee**, *Early Steps Program Director, Health Planning Council of SW Florida*; **Peter Seif, Board Treasurer**, *President, Synergy Networks*; **Joe Paterno, Board Secretary**, *Executive Director, Southwest Florida Workforce Development Board*; **Damaris Boone**, *Early Education Outcome Analyst, Redlands Christian Migrant Association (RCMA)*; **Marshall Bower**, *President/CEO, The Foundation for Lee County Public Schools*; **Stephanie Busin**, *Designee, Glades County Board of County Commissioners*; **Yara Duschene**, *Program Director, RCMA*; **District Katie Haas**, *Senior Director of Florida Business Operations, Boston Red Sox*; **Ashley Houk, Chair Program Committee**, *Preschool Director, First Presbyterian Preschool*; **Jennifer Lange**, *Owner/Director, Little People's School*; **Victor Mraz**, *Financial Representative, Northwestern Mutual*; **Sherrie Quevedo**, *Department of Children and Families, Child Care Licensing*; **Douglas Szabo, Esq.**, *Henderson, Franklin, Sterns and Holt*; **Dr. Maureen Ungarean**, *Director of Early Learning Programs, Collier County School District*; **Stephanie Vick**, *Health Department Administrator, Collier County*; **Andrew Wozniak, Esq.**, *Salvatori, Wood, Buckel, Carmichael & Lottes*; **Dr. Denis Wright, Chair-Nomination and Bylaws Committee**, *Charlotte Campus President and VP of Economic and Community Development, Florida Southwestern State College*

(*) *Materials included in Board Packet.*

(**) *Materials available on Sharepoint for Board Members.*

Document Number	Agenda Items	Facilitator/Presenter
	Welcome and Introductions	Gerry Poppe, <i>CFO, Waterman Broadcasting</i>
	1. Executive Committee Report* A. Training: Sunshine Law and the ELC Board, by Greg Urbanic, Coleman, Yovanovich & Koester, P.A. B. Presentation: Partnering for School Readiness Project, by Maggie Stevens, Principal, Early Childhood Programs, Lee County Public Schools	Gerry Poppe

1 2 3 4	2. Financial Committee* A. Review of Financial Reports** <u>pgs.</u> B. SR Utilization and Waitlist** <u>pg.</u> C. FY '17 Budget Modification <u>pg.</u> D. OEL Desk Audit Results, November 2016 <u>pgs.</u>	Peter Seif, Board Treasurer, <i>President, Synergy Networks</i>
5	3. Consent Agenda (Vote required)* Note: Any items on the Consent Agenda can be withdrawn by a Board Member for full Board consideration A. Approval of Meeting Minutes of January 25, 2017** <u>pgs.</u>	Gerry Poppe
	Committee Reports	
6 7 8 9	4. Human Resources (HR) Committee A. Succession Planning Update <u>pgs.</u> B. ERG 303: Incentive Pay Policy <u>pgs.</u> C. ERG 506: Cell Phone Policy <u>pg.</u> D. ERG Changes: Recommendations from Krizner & Associates <u>pgs.</u>	Trina Puddefoot, <i>Early Steps Program Director</i>
10	5. Program Committee A. Kindergarten Readiness Screening Tool <u>pgs.</u>	
11	6. Nominations and Bylaws Committee* A. Proposed By-Laws Amendment: Addition of 3.1.3.1. (Membership) <u>pg.</u> B. Update: Board Self-Assessment & “Board Development”	Dr. Denis Wright, <i>Charlotte Campus President and VP of Economic and Community Development, Florida Southwestern College</i>
12	7. Healthy, Safety, & Developmental Services Committee A. Update <u>pg.</u>	Stephanie Vick, Administrator, Department of Health, Collier County
	8. Appeal Hearing Committee A. Update	Dr. Denis Wright
13	9. Report of the CEO* A. Executive Director’s Report** <u>pgs.</u>	Susan Block, <i>CEO, ELC of SWFL</i>

	10. Public Comments	Gerry Poppe
	11. Adjournment	Gerry Poppe
	Next Board Meeting:	May 9, 2017, 9:00 am

All meetings will be held at the Early Learning Coalition of Southwest Florida, 2675 Winkler Ave., Ste. 300, Ft. Myers, FL 33901.