EARLY LEARNING COALITION OF SOUTHWEST FLORIDA



Board Meeting Agenda May 25, 2016 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; John Ahern, Commissioner, Glades County Board of County Commissioners; Damaris Boone, Early Education Outcome Analyst, Redlands Christian Migrant Association (RCMA); Marshall Bower, President/CEO, The Foundation for Lee County Public Schools; 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; Curt Neary, Group Controller, Enterprise Holdings: Dr. Joseph Pepe, Chair-Health, Safety, and Developmental Service Committee, Health Department Administrator, Hendry & Glades Counties; Sherrie Quevedo, Department of Children and Families, Child Care Licensing; Maggie Stevens, Principal, Early Childhood Learning Services, Lee County School District; Douglas Szabo, Esq. Henderson, Franklin, Sterns and Holt, Dr. Maureen Ungarean, Director of Early Learning Programs, Collier County School District; 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	Suggested Time
			Frames
	Welcome and Introduction	Gerry Poppe, <i>CFO, Waterman</i>	
		Broadcasting	
	1. Executive Committee Report*	Gerry Poppe	
1	A. Update: Policy 220.4 Complaint and		
	Disputes Resolution** pgs. 1 & 2		
2	B. Anti-Fraud Plan: Update** pgs. 3-17		
3	C. FY16/17 Meeting Dates** pg. 18		
	2. Financial Committee*	Peter Seif, Board Treasurer, President,	
4	A. Review of Financial Reports** pgs. 19-33	Synergy Networks	
5	B. SR Utilization and Waitlist** pgs. 34-38		
6	C. Sliding Fee Scale** pgs. 39 & 40		

7 D. FY16/17 Proposed Budget** pgs. 41-54 E. CCEP De-obligation of Funds F. CCEP Renewal** pgs. 55 & 56 G. Final Fiscal Monitoring Report** pgs. 57-69 H. Related Party Contract** pg. 70 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 February 24, 2016** pgs. 71-74 4. Committee Reports 4A. Program Committee* 1. Draft: Teaching Strategies Gold Letter** pgs. 75 & 76 4B. Health, Safety and Development Services Committee* 1. Child Care Program Emergency Plan** pgs. 77-131 4C. Human Resource (HR) Committee* 1. Draft: Holidays, ERG #306** pg. 132 2. Draft: Educational Benefits, ERG #309** pg. 133 16 3. Revised CEO Job Description *** pgs. 134-137 4D. Nominations and Bylaws Committee* 1. Joint Board Meeting with ELC of Sarasota** pg. 138 5. Report of the CEO* A. Executive Director's Report** pgs. 6. Public Comments Gerry Poppe			
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6. Public Comments Gerry Poppe	40		Susan Block, CEO, ELC of SWFL
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7. Adjournment Gerry Poppe			, II
Next Board Meeting June 22, 2016, 4:00 pm			

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