



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA
BOARD MEETING AGENDA
November 29, 2021
8:30-10:30 am

Board Members: **Marshall Bower**, Interim Board Chair; **Chair-Events Committee**, *President/CEO, The Foundation for Lee County Public Schools*; **Doug Szabo**, **Board Vice-Chair**, *Attorney, Henderson, Franklin, Starnes and Holt, P.A*; **Brooke Delmotte**, **Board Treasurer**, *Provider Liaison/Operations Manager, Early Steps, SWFL Health Planning Council*; **Selina Jefferson**, **Board Secretary**, *Director, Mount Hermon Ministries/Dew of Hermon Early Learning Center*; **Dr. Beth Barfield**, *Superintendent, Glades County Public Schools District*; **Rita Dellatore**, *Owner/Director, Kid City Early Learning Academy, LLC*; **Nate Halligan**, *Asst. Vice President/Small Business Portfolio Manager, Busey Bank*; **Jason Himschoot**, **Chair-Human Resources Committee**, *Attorney, Maughan, Himschoot and Adams Law Group*; **Michele King**, **Chair Program Committee**, *Director Child Advocacy Program, Golisano Children’s Hospital of SWFL*; **Dr. Beth McBride**, *Director, Early Learning, Designee-Collier County Public Schools*; **Roger Mercado**, *Director, Lee County Human and Veteran Services, Designee-Lee Board of County Commissioners*; **Jim Palmer**, *Child Care Regulations Supervisor, Department of Children and Families*; **Joe Paterno**, *Executive Director, CareerSource Southwest Florida*; **Kimberly Ross**, *Owner, Ross Dynasty Cares*; **Shay Smith**, *Executive Community Health Nursing Director, Designee-Florida Department of Health Lee County*; **Dr. Kelly Roy**, **Chair-Nominations & By-Laws Committee**, *Professor/Coordinator of Early Childhood Education, Florida Southwestern State College*

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

(*) *Materials included in Board Packet.*
 (**) *Materials available on SharePoint for Board Members.*

Document Number	Agenda Items	Facilitator/Presenter
	Welcome and Introductions	Marshall Bower, Interim Board Chair, Chair-Events Committee, <i>President/CEO, The Foundation for Lee County Public Schools</i> ;
	Public Comments	Marshall Bower

	<p>1. Executive Committee Report*</p> <p>A. Presentation: Compensation & Classification Study; Approval of Pay Framework.</p>	<p>Marshall Bower</p> <p>Katie Busch, <i>Human Resources Compensation Consultants (HRCC) (via Zoom)</i></p>
	<p>2. Consent Agenda (Vote required) *</p> <p>A. Approval of Board Meeting Minutes of September 29, 2021** <u>pgs.5-8</u></p> <p>Note: Any items on the Consent Agenda can be withdrawn by a Board Member for full Board consideration</p>	<p>Marshall Bower</p>
	<p>Committee Reports</p>	
	<p>3. Financial Committee*</p> <p>A. Review: SR Utilization Forecast <u>pg.9</u></p> <p>B. Approval of Utilization Reports and Statement of Revenues and Expenditures. <u>pgs.10-23</u></p> <p>C. Review: Budget Update September 30, 2021, <u>pgs.24-27</u></p> <p>D. Approval: Surplus Inventory <u>pgs.28-30</u></p> <p>E. Discussion: Lee BOCC Grant.</p>	<p>Brooke Delmotte, <i>Provider Liaison/Operations Manager, Early Steps, SWFL Health Planning Council;</i></p>
	<p>4. Events Committee</p> <p>A. Discussion: Business Breakfast 2022</p>	<p>Marshall Bower</p>
	<p>5. HR Committee*</p> <p>A. Employee Reference Guide: Review and Approval of Policy Section 706** <u>pgs.31-33</u></p> <p>B. Approval: CEO Job Description <u>pgs.34-36</u></p> <p>C. Discussion & Recommendation: CEO Annual Evaluation <u>pgs.37-38</u></p> <p>D. Discussion: Staff Engagement Survey Data <u>pgs.39-49</u></p>	<p>Jason Himschoot, <i>Attorney, Maughan, Himschoot and Adams Law Group</i></p>

	<p>6. Nominations & By-Laws Committee</p> <p>A. Review and Approve Draft Bylaws Amendments <u>pgs.50-63</u></p> <p>B. Review and Approve Draft Governance Policies <u>pgs.64-88</u></p> <p>Review and Approve recommendations for Board Membership</p> <p>C. Faith Based Provider (Hendry/Glades) <u>pgs.89-90</u></p> <p>D. For Profit Provider (Lee) <u>pgs.91-92</u></p> <p>E. Recruitment of Applicants for Governor’s Appointees</p> <p>F. Status: Mandated Seats, effective January 1, 2022</p> <p>G. Lee County School District Designee</p> <p>H. Collier County BOCC</p> <p>I. Discussion: Recruitment of Optional Board Member - Parent</p>	<p>Dr. Kelly Roy, <i>Professor/Coordinator of Early Childhood Education, Florida Southwestern State College</i></p>
	<p>7. Program Committee</p> <p>A. Update</p>	<p>Michele King, <i>Director Child Advocacy Program, Golisano Children’s Hospital of SWFL</i></p>
	<p>8. Report of the CEO*</p> <p>A. Executive Director’s Report**</p>	<p>Susan Block, <i>CEO, ELC of SWFL</i></p>
	<p>9. Adjournment</p>	<p>Marshall Bower</p>
	<p>Next Board Meeting:</p>	<p>January 26, 2022</p>

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

Join the Board Meeting via Zoom 1/26/22, 9:00 am

<https://us02web.zoom.us/j/86387805765?pwd=UkRqekFwcTB0aVcwaTJlOTAxczhjZz09>

Meeting ID: 863 8780 5765

Passcode: 472922

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