



## EARLY LEARNING COALITION OF SOUTHWEST FLORIDA EXECUTIVE COMMITTEE

**Meeting Agenda  
November 4, 2020  
10:00-11:15 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 :** **Marshall Bower, Interim Board Chair, Chair-Events Committee;** *President/CEO, The Foundation for Lee County Public Schools;* **Nate Halligan, Vice-Chair,** *Asst. Vice President/Small Business Portfolio Manager, Busey Bank;* **Douglas Szabo, Board Treasurer,** *Attorney, Henderson, Franklin, Sterns and Holt;* **Selina Jefferson, Board Secretary,** *Mount Hermon Ministries/Dew of Hermon Early Learning Center;* **Damaris Boone, Chair-Program Committee,** *Early Education Outcome Analyst, Redlands Christian Migrant Association (RCMA);* **Jason Himschoot, Chair-Human Resources Committee,** *Attorney, Maughan, Himschoot and Adams Law Group;* **Dr. Kelly Roy, Chair-Nominations & Bylaws Committee,** *Professor/Coordinator of Early Childhood Education, Florida Southwestern State College*

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

(\*\*) *Materials posted on Sharepoint for Committee Members.*

| Agenda Items                                                                                                | Facilitator/Presenter                                                              |
|-------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
| <b>Welcome and Introductions</b>                                                                            | Marshall Bower, <i>President/CEO, The Foundation for Lee County Public Schools</i> |
| <b>Public Comments</b>                                                                                      | Marshall Bower                                                                     |
| <b>1. Executive Committee*</b>                                                                              | Marshall Bower                                                                     |
| <b>A. Approval of Meeting Minutes of September 16, 2020 and October 29, 2020 Special Meeting** pgs. 1-6</b> |                                                                                    |
| <b>2. Vote to Move the Board Meeting Minutes of September 30, 2020** pgs. 7-13</b>                          | Marshall Bower                                                                     |
| <b>3. Finance Committee*</b>                                                                                | Doug Szabo, Esq., <i>Henderson, Franklin, Sterns and Holt</i>                      |
| <b>A. SR Utilization Forecast** pg. 14</b>                                                                  |                                                                                    |
| <b>B. Review of Utilization Reports and Statements of Revenues and Expenditures** pgs. 15-33</b>            |                                                                                    |
| <b>C. Update on NOA** pg. 34</b>                                                                            |                                                                                    |
| <b>D. Update on Audit and Monitoring</b>                                                                    |                                                                                    |
| <b>E. Status: 2018-2019 Provider Payments</b>                                                               |                                                                                    |
| <b>F. Summary of Expenditures: Broad Authority</b>                                                          |                                                                                    |

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|------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| <b>4. HR Committee</b><br><b>A. Approval: Updated Job Description, CEO** <u>pgs. 35-38</u></b><br><b>B. Revised ELC Organization Chart** <u>pg. 39</u></b> | <b>Jason Himschoot, Attorney, Maughan, Himschoot &amp; Adams Law Group</b>                                                    |
| <b>5. Nominations &amp; Bylaws Committee</b><br><b>A. Update</b>                                                                                           | <b>Dr. Kelly Roy, Professor/Early Childhood Education Coordinator, Florida Southwestern State College</b>                     |
| <b>6. Program Committee</b><br><b>A. Update</b>                                                                                                            | <b>Damaris Boone, Early Education Outcome Analyst, Redlands Christian Migrant Association (RCMA)</b>                          |
| <b>7. Appeals Committees</b><br><b>A. Bloom Appeal, 10/8/2020</b><br><b>B. Snowden Appeal, 10/8/2020</b>                                                   | <b>Nate Halligan Board Vice-Chair, Asst. Vice President/Small Business Portfolio Manager, Busey Bank</b><br><b>Doug Szabo</b> |
| <b>8. Review Agenda for the Board Meeting, November 18, 2020**</b><br><b><u>pgs. 40-42</u></b>                                                             | <b>Marshall Bower</b>                                                                                                         |
| <b>Adjournment</b>                                                                                                                                         | <b>Marshall Bower</b>                                                                                                         |
| <b>Next Meeting</b>                                                                                                                                        | <b>January 13, 2021</b>                                                                                                       |

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

Join Zoom Meeting November 4, 2020

<https://us02web.zoom.us/j/85416052523?pwd=eTVuMVhJc0l6a3ZqRWtiV3ozMGY0dz09>

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