

Early Learning Coalition of Florida's Gateway, Inc.
Board Meeting Minutes
Columbia County School Board, Room 130
Lake City, Florida
January 10, 2007

Members Present:

Charles Carroll, Jennifer Tice for Anita Franklin, Hugh Giebeig, Carol Milton, David Mullis, John Pierce, Sheryl Rehberg, Jennifer Roberts, Nancy Roberts, David Rountree, Kathleen Townsend, Sheryll Walker, Michele Ward and John Wheeler.

Others in Attendance:

Dr. Thomas Logan (Executive Director), LaShone T. Surrency (Deputy Director), Shannon Bryant (Finance Director), Carrie Skinner (Program Manager), Van Brown (Enrollment Manager), Chip Garner (IT Manager), Heidi Moore (Executive Assistant), Dottie Stone (Inclusion Specialist), Melissa Brady (Senior Program Specialist), Naomi Jones (Program Specialist), Wendy McKinley (Program Specialist), Deirdre Raggins (AWE/OEL) and Marion Powell (Powell & Jones).

Members Absent:

Chris Bond, John Burns, Cathy Jo Foster, Linda Johns, Regina Jordan, Raymond Logan, Sandy Looney and Marion McCray.

Welcome and Call to Order

John Wheeler called the meeting to order at 9:05 a.m. However, since Mr. Wheeler was not feeling well, Hugh Giebeig presided.

- Carrie Skinner introduced her two new Program Specialists Wendy McKinley and Naomi Jones.
- AWI has instructed the Coalitions to submit their Gubernatorial Appointee Applications. David Rountree has completed his application.

Board Meeting Minutes (11/8/2006)

Hugh Giebeig instructed the members to review the minutes. David Rountree made a motion to accept the minutes. Kathleen Townsend seconded the motion. The minutes were approved without objection.

Quality Committee Minutes (11/27/2006)

Dr. Logan explained that the Coalition had been meeting with Marce O'Brien, Director of the AWI Training and Technical Assistance contractor (Western Kentucky University) and informed the Committee of their discussions. The Committee also discussed hiring a consultant to complete environmental rating scales (ECERS/ITERS/FDCRS) on classrooms in several early learning facilities.

Executive/Finance Committee Minutes (1/3/2007)

The Board reviewed these minutes but reserved comment since most of the issues will be discussed in length later in this meeting.

Annual Single Audit 2005-2006

Marion Powell of Powell & Jones presented the Audit to the Board. The final determination was that there were no reportable findings. She commended the leadership of the Coalition and its continued progress. Dr. Logan thanked the staff, especially Shannon Bryant (Finance Director) for another great fiscal year.

Financial Report – October

- Shannon Bryant highlighted the points of interest on the income/payables statement for School Readiness.
 - Salaries and Payroll taxes were higher this month due to 3 pay periods in December
 - Worker's Comp insurance was paid.
 - Program Enhancements included a payment from Alachua County Coalition for the sharing of costs for the Fall Conference

- Shannon then explained the VPK payables/income statement.
 - The Provider Payments increased substantially due to summer VPK "rounding" for school boards.
 - Salaries and Payroll taxes were also higher this month due to 3 pay periods in December.

- Shannon included the VISA bill for the Board to review.

Board Action

2007-001 – Board Composition Resolution – Dr. Logan explained that the Coalition has always had representation from all of the school boards of all of the five counties. These representatives are non-voting members. After the new board structure was issued after the creation of the VPK program, the legislation was ambiguous about the school board representation as it applied to multiple county Coalitions. AWI issued a Program Instruction (PI) regarding this issue and implied that multiple county Coalition Boards should have only one school board representative. The person at AWI who reviewed our Coalition Plan found that our Coalition Board contained too many school board representatives. After many lengthy discussions, AWI decided that they would allow this composition if the Coalition could provide documentation that every Board Member agreed to this structure.

Hugh Giebeig called for a vote of the entire Board due to the nature of this Action. The entire Board passed the Action without objection. John Wheeler suggested the resolution be signed by all Board members in attendance.

Executive Director Report

1. AWI-OEL Update
 - Upon the election of the new Governor, Monesia T. Brown was appointed as Director of the Agency for Workforce Innovation.
 - The Governor also appointed Bob Butterworth as Director of the Department of Children and Families.
 - Dr. Logan attended an Executive Director meeting in Orlando on December 7th.

- They discussed the VPK Readiness Rate.
- AWI also proposed a new funding formula for the distribution of School Readiness funds to the Coalitions. If this formula is passed by the governor and legislature, ELC-FG stands to lose 5.20% in 2007-2008 and up to 7.74% subsequently. Dr. Logan emphasized his inability to lobby; however, he encouraged the Board members to contact Tallahassee regarding this issue since they do have the ability.
- Dr. Logan attended the ELAC meeting in Orlando on December 8th.
 - They presented a Board Orientation which Dr. Logan included in this Board packet.
 - The FLKRS (Kindergarten screening) results were released at that meeting and are provided within this Board packet.
- AELC (Association of Early Learning Coalitions) – We are a member of this association but will not pay dues because Chip Garner (IT Manager) will be developing their web page in lieu of paying dues.
- The ELIS fact finding visit is scheduled for January 16-18th.
- The SR Health and Safety Standards are still being developed.

Staff Reports

The staff reports are included in the packet for the review of the Board. Dr. Logan reminded the Board that if they have questions, they should feel free to contact the staff.

COMMENTS

New Business

- The Coalition will be closed on Monday, January 15th in observance of the Martin Luther King, Jr. Birthday Holiday.
- The CCSB office is not available for the may 9th meeting. Sheryll Walker graciously offered Happy House as an alternate meeting place. The Board agreed.

Upcoming Committee Meetings

- Finance Committee Meeting February 13, 2007 at 3:00 pm

Public Comment

- Charles Carroll informed the members that St. Leo University is establishing a new BS in Early Childhood. It will be business oriented.

Hugh Giebeig made a motion to adjourn the meeting. Kathleen Townsend seconded the motion.

Meeting adjourned at 10:20 a.m.