



EARLY LEARNING COALITION OF
BREVARD COUNTY, INC.
PO BOX 560692
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**Board of Directors Meeting
Tuesday, January 15, 2019 at 3:00 pm**

- I. Call to Order
- II. Pledge of Allegiance
- III. Coalition Roll Call by Self Introduction
- IV. Consent Items
 - a. Minutes: November 27, 2018
 - b. Director's Report
- V. Committee Reports
 - a. Executive/Finance Committee
- VI. Old Business
 - a. Executive Director Transition Updates
 - b. EFS Modernization (Portal) Updates
 - c. Finance Reports
- VII. Public Comment
- VIII. Adjourn

Next Meeting: February 19, 2019

PROUDLY SUPPORTED BY:



EARLY LEARNING COALITION OF BREVARD COUNTY, INC.



MINUTES: Board of Directors Meeting
DATE/TIME: Tuesday, November 27, 2018 at 3:00 p.m.
LOCATION: Early Learning Coalition of Brevard, Conference Room 1018 Florida Ave, Rockledge, FL
MEMBERS PRESENT: Terri Barlow, Alan Bergman, Mark Broms, Robin Buckmaster, Victoria Candelora, Linda Halpin, Jeffrey Harrison, Khaled Jarrah, Don Lusk, Henry Perez, Alicia Reyes-Perez, Althea Puzio, Gena Tiedeman, Heather Quidort
EXCUSED ABSENT MEMBERS: Lori Duester, Natalie Jackson, Beth Mills
UNEXCUSED ABSENT MEMBERS: Ian Golden
STAFF PRESENT: Sky Beard, Sandra Diaz, Sharlene Humphrey, Cathie Odom, Harriet Paredes, John Self, Tina Snyder
GUEST PRESENT:
CALLED TO ORDER: Alan Bergman called the meeting to order and quorum was established at 3:04 p.m. Pledge of allegiance took place and introductions were conducted.

AGENDA ITEM	SUMMARY/DISCUSSION	ACTION/FOLLOW-UP
Consent Items	a. Minutes: October 16, 2018 b. Directors Report	Althea Puzio motioned for the Consent Items to be approved. Victoria Candelora seconded the motion. The motion passed unanimously by all Board members.
Committee Reports	<p>Executive/Finance Committee: Alan Bergman reported to the Board that the Executive/Finance Committee met on Tuesday, November 13, 2018. The agenda items included:</p> <ul style="list-style-type: none"> • The Committee approved October 8, 2018 minutes as well as reviewed the end of year budget financial report. No concerns were noted. • Legislative updates to be discussed later in meeting. • Sky provided an update regarding the Review Hearing held October 22, 2018 pertaining to the Coalition's decision to terminate the School Readiness contract for Apollo Preschool Academy in Palm Bay as well as revocation of their eligibility to provide School Readiness services for 5 years. After much discussion, the committee decided to uphold the Coalition's decision to terminate the School Readiness contract. However, the decided to allow the provider to reapply for a School Readiness contract for July 1, 2019. • The Committee also discussed a contract issue involving a provider located in Indian River County. The provider also holds a contract with the ELC of Brevard County. It was recently reported by the provider that an injury occurred to a young child in July due to a teacher temporarily leaving the room. The ELC of Indian River, Martin and Okeechobee Counties has decided to move forward with terminating the contract. The Committee discussed the various circumstances surrounding this situation and Sky will be following up with the ELC attorney to obtain guidance. 	No Action/Follow-up

<p>Old Business</p>	<p>Finance Report and Waiting List/New Enrollment Update: Cathie presented the Board with the Earmarks and Restrictions (see attached). Cathie presented an overview on administrative and direct service costs. Cathie explained that all figures provided are based on estimated payments due to the Coalition's inability to pay providers from the EFS Modernization system. The Coalition has made every effort to calculate payments as close as possible. Payments are being calculated manually and it is known that some providers have been overpaid and/or underpaid. The Board and Coalition staff discussed the anticipated timeline for the release of attendance and payments from the statewide system as well as the proposed process for managing the required reconciliation of payments.</p>	<p>No Action/Follow-up</p>
<p>New Business</p>	<p>Legislative Update: Sky presented a PowerPoint presentation on 2019 legislative priorities (see attached).</p> <p>Related Party Disclosures: Cathie handed out the related party disclosures to the board that requires signature and then to be returned back to Jessica Beecham.</p> <p>December Meeting: The Board discussed and has elected to cancel the December Board meeting.</p> <p>Transition: Sky Beard has announced her resignation after 12 years of employment with the Early Learning Coalition. Sky has accepted a new position as the Florida Director of No Kid Hungry, a nonprofit that advocates for public school breakfast opportunities, after school and summer food options and other anti-hungry campaigns. Sky thanked everyone for their ongoing support and is appreciative of the guidance, partnerships and collaborations that she has experienced in her role as Executive Director. The Board congratulated Sky and thanked her for her service to the Coalition. Sky's official last day is January 4, 2019. The next scheduled Executive/Finance meeting on December 10, 2018 will be focused on discussing further the transition process to a new Executive Director.</p>	<p>Heather Quidort motioned to cancel the December meeting. Victoria Candelora seconded the motion. The motion passed unanimously by all Board members.</p>
<p>Public Comment/Board Announcements</p>	<p>N/A</p>	<p>No Action/Follow-up</p>
<p>Adjournment</p>	<p>The meeting was adjourned at 4:12 pm</p>	<p>Gena Tiedeman motioned for the adjournment of the Board meeting. Victoria Candelora seconded t' motion. The motion passed unanimously by all Board members.</p>

November 2018 ELC Staff Meeting Minutes Approved:

Respectfully Submitted,

Approved

Sandra Diaz 1/22/19

Kena Sims 1/22/19

Signature

Date

Signature

Date

Business Coordinator

Executive Director



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Director's Report January 2019

State and Office of Early Learning (OEL) Update:

- Gina Sousa will be attending a meeting of the Association of Early Learning Coalitions in Clearwater on January 17 – 18, 2019. In addition to legislative planning and other AELC business, the Coalitions will be participating in a joint meeting with ELC Board of Director Provider Representatives from around the state. The intent of that meeting is to identify the needs of Provider Representatives and how the AELC can support their interest in more formal organization. The meeting will be held with facilitative support from the Collaborative Lab and the outcome will be shared at future meetings.

Coalition Update:

- Sky Beard's last day as Executive Director was January 4, 2019. The Executive/Finance Committee has appointed Gina Sousa as Interim Executive Director effective January 7, 2019. Gina has the full confidence of staff as she accepts this new role.
- Gina will be attending the Brevard County legislative delegation meeting on January 15, 2019. The meeting will provide an opportunity to update Brevard's current delegation on the status of local early learning services as well as highlight legislative priorities for the upcoming session.
- The Coalition is once again partnering with Brevard Public Schools to collaboratively discuss Prekindergarten to Kindergarten transition opportunities. In addition to ongoing discussions about enhancing opportunities for partnership, ELC and BPS will be hosting a community meeting on February 21 where BPS staff/kindergarten teachers and private VPK providers can attend together and discuss transition opportunities.

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