

GATEWAY SCHOOL READINESS COALITION
Thursday, July 25, 2002
Minutes

Members Present: Chris Bond, John Burns, Randy Cox, Pam Norman, Jeannette Peters, Nancy Roberts, John Wheeler, Sandy Looney, and Francesca Whitener, Marilyn Rossborough,

Members Absent: Gil Roser, Hugh Giebeig, Brenda Graham, Jean Graham, Sheryll Walker, Carol Milton, Mike Deming.

Others Present: Anna Friar, Michael Reneke (Partnership Contract Manager), Roger Williams (GSRC Fiscal Admin./ Contract Manager), Prudence Pate (GSRC Executive Director), and Kelli Strawder (GSRC Admin Assist.).

Welcome: John Burns, Chair, welcomed the members, guests. Also, extended thanks and gratitude towards Nancy Roberts for her dedicated and committed work as Coalition Chair during the past FY.

A quorum was declared.

Approval of Minutes: The minutes from the regular meeting held June 6, 2002 were submitted for review and approval, as well as the two Finance and Contract Committee meetings held on June 18 and 19, 2002, and another Contract Committee meeting held on June 24, 2002 were submitted for review and approval. A motion was made by Francesca Whitener and seconded by John Wheeler to approve the minutes. **The motion passed unanimously.**

Financial Report: John Burns presented the financial reports for May 1, 2002 through May 31, 2002. A motion was made by Francesca Whitener, and seconded by Sheryll Walker to approve the report as presented. **The motion passed unanimously.**

Executive Director's Report: The monthly report was presented by Prudence Pate to include the following information:

- The Executive Director reported attendance at the Florida Partnership's monthly board meeting, held on May 21, 2002.
Minutes from the Partnership Board Meeting on April 2, 2002, March 18, 2002, and the Report of the Executive Director for the Partnership were attached.

- Notification to Coalition members that Lorenzo Mills officially resigned from the Gateway School Readiness Coalition, Inc. as of May 2, 2002.

- The Executive Director participated in the invoicing process at Suwannee Valley Community Coordinated Child Care, Inc. on May 7, 2002.

- The Coalition unanimously approved the members for the **Contract Negotiating Committee** in June 2001 to be the Executive Committee, Executive Director, and Contract Manager.
The negotiations are open to the public, but only negotiating team members and negotiating providers will be directly involved in the process.
- Revised Standing Committee list was distributed to members, with mention that the committees were adjusted due to recent vacancies on the board.
- Additional monthly activities included office set-up for new Contract Manager and Fiscal Administrator, preparation of sub-contracts FY 2002 – 2003, and GSRC accounting setup review.

Central Agency Spending Trend and Enrollment Report: Francesca Whitener provided copies to board members for review.

Quality Initiative Report: This report was postponed in order to acquire further information.

Contract Manager’s Report: The report was submitted by the State Contract Manager, Kim Scurti and included a general overview of the discussions in the Florida Partnership meeting.

- Issues relating to the Funding Amendment
- A Technical Assistance meeting was scheduled for June 11, 2002, for Coalition Fiscal Agents.

ACTION ITEMS:

1. **Proposal no. 2002-014 - Parent Fee Policy for 2002-2003:** After some discussion and clarification this proposal passed unanimously. John Burns made the motion to approve and it was seconded by Randy Cox.
2. **Proposal no. 2002-015 - By-Law Revisions:** Revisions to the Gateway School Readiness Coalition, Inc. By-Laws were approved unanimously, with an additional change in members’ attendance policy.
3. **Proposal no. 2002-016 – GSRC, Inc. Plan Revisions:** There was concern expressed by Board member Sandy Looney regarding the coalitions plan amendments No.

(A.12.a) and (A.12.b) referring to the reimbursement of certain providers who have achieved Gold Seal recognition. She asked the Board to consider that even though a provider may be considered eligible for Gold Seal reimbursement, they may not be in compliance with the Health and Safety requirements of Child Care Licensing division of the Department of Children and Families. The board acknowledged that the committee may need to look into some new language for those two amendments, and that we needed to hold off on anything permanent until this issue can be re-addressed. Motion to approve with exception of A.12.a and A.12.b, was made by John Burns, and seconded by Francesca Whitener.

4. **Proposal no. 2002 – 017-GSRC, Inc. Coalition Slate of Officers:** The Slate of Officers for the coming Fiscal Year was approved unanimously. Motion to approve made by Jeannette Peters, and seconded by Nancy Roberts.
5. **Proposal no. 2002 – 018 – Monitoring Tools:** Monitoring Tools were approved unanimously. Motion to approve was made by John Burns and seconded by Hugh Giebeig.
6. **Proposal no. 2002– 019- Updated Timeline:** Updated timelines were approved unanimously. Motion to approve was made by Jeannette Peters and seconded by Sheryll Walker.
7. **Proposal no. 2002- 020- Finalizing Funding Agreement and Contracts:** The board approved Option # 2 unanimously, allowing Finance and Contract Committees the final authority on Funding agreements and Contracts. Motion to approve was made by Carol Milton, and seconded by Randy Cox.

Program: Sandra Chance, Director of the Brechnar Center for Freedom of Information, and the College of Journalism, University of Florida, presented to the coalition a presentation of the Government in the Sunshine Law. She covered specifics such as: E-mails, telephone calls, legal ads vs. public notices, side-bar discussions during meetings, face to face conversations with other board members, and the Public Records Law.

The presentation proved to be very helpful, and provided some guidance to coalition members' concerns on various issues.

Comments: The meeting date for the month of July was changed to Thursday, July 25, 2002.

Adjourn: Meeting was adjourned at 11:55 a.m.

The next meeting will be held, Thursday July 25, 2002 at 9:00 a.m., at the Columbia County School Board Administrative Office, SOS Building (Student Outreach Service Center), Room 153, 528 West Duval Street, Lake City, Florida.

Approved _____
Date _____