

Early Learning Coalition of Florida's Gateway, Inc.
Board Meeting Minutes
Columbia County School Board, Room 130
Lake City, Florida
August 9, 2006

Members Present:

Chris Bond, John Burns, Charles Carroll, Tamela for Anita Franklin, Hugh Giebeig, Linda Johns, Regina Jordan, Raymond Logan, Sandy Looney, Carol Milton, David Mullis, John Pierce, 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), Jamie Witzman (Enrollment Manager), Jessie Tampoc IT Manager) and Marge Campany (DOE/OEL).

Members Absent:

Bill Howard, Marion McCray, Richard Mitchell, Jennifer Roberts and Nancy Roberts.

Welcome and Call to Order

John Wheeler called the meeting to order at 9:10 a.m. Raymond Logan led the Pledge of Allegiance.

John Wheeler announced the resignation of Governor Appointee John Hewett. This position will need to be filled by another Gubernatorial Appointee. Dr. Logan provided the Board with a copy of the Questionnaire that needs to be completed and submitted for anyone to be considered for this Appointment. A current private sector Board member could apply to be appointed by the Governor.

John Wheeler introduced Regina Jordan, who was ESE director and now also directs PreK, as our new Hamilton County School Board member. He also introduced David Mullis who will be representing the private sector from Gold Kist in Suwannee County. He holds the position of Division Manager/HR for that company. Both individuals were welcomed to the Board.

Board Meeting Minutes (6/14/2006)

John Wheeler 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.

Emergency Executive Committee Minutes (6-19-06)

John Wheeler instructed the members to review the minutes to insure there were no questions or comments with regard to this meeting.

Dr. Logan reminded the members how important attendance is to Coalition meetings. The reason there was a need for an Emergency meeting was due to the lack of a quorum at the June Board meeting and the need for a vote on several items.

Financial Report – June/July

- John Burns highlighted the points of interest on the income/payables statement for School Readiness.
 - July revenue was high due to the year end June expenditure reimbursements.
 - There were 3 pay periods in June.
 - Year end expenditures that were approved by Committees.
 - Purchase of computer hardware.
 - VPK and R&R advertising for the new school year.
 - August rent check was late.
 - Annual storage unit rental.
 - Donations for conference food and reimbursement of terminated employee health insurance.

- Mr. Burns then explained the VPK payables/income statement.
 - Many of the items are similar in nature to the School Readiness expenditures.

Executive Director Report

- Dr. Logan provided a personnel update. Andrea Bell has resigned as of July 12th and her replacement will begin on August 14th. Jessie Tampoc, our IT Manager, will be resigning as of August 18th. Dr. Logan thanked Jessie for all of his contributions to the organization.
- Dr. Logan provided that statistics for both School Readiness and VPK for the 2005-2006 years.
- Dr. Logan included the Rule changes from AWI-OEL with regard to VPK attendance and VPK classrooms for the members to review.
- There was a special meeting called by Lieutenant Governor Toni Jennings on July 27-28. Her focus is on creating a Quality Rating System (QRS) for all of Florida's early learning facilities. This process is still in the beginning stages. She expects to have a draft plan by the end of September and a proposal for the Legislative season in the spring.
- The Coalition Plan is supposed to govern our 3 years of performance once finally approved. Dr. Logan would like to present a PowerPoint presentation of the approved Plan at the September meeting.
- We are currently serving 15 children with the CCEP program through 2 of our early learning centers. Dr. Logan is still working with 2 other local businesses for their participation.

Staff Reports

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

New Business

- John Burns reported that the Employee Policy and Procedures Manual have been finalized. Sheryll was of the understanding that, after John Burns met with the staff to finalize some details, he would bring it to the Committee to approve. John Burns was of the understanding that the Committee had given its approval for adoption once the details had been determined. John Wheeler agreed to review the minutes from the last meeting to decide the outcome.

- John also wanted to commend Shannon for having *no* findings from the current year AWI fiscal monitoring.
- The Ad Hoc Budget/Program Quality Committee meets on August 14th at 2 pm. to discuss the discretionary quality budget.
- Sheryll provided an update on the “special” meeting place for a Board meeting. The date of September has been postponed until possibly February. She will supply details as they become available.

Hugh Giebeig made a motion to adjourn the meeting. John Burns seconded the motion.

Meeting adjourned at 10:20 a.m.