

## **Approved at Executive Committee Meeting 5.31.17**

## Executive Committee Meeting Minutes April 26, 2017 – 5:00pm 6301 NW 5<sup>th</sup> Way, Suite 3400, Fort Lauderdale, FL 33309

Members in Attendance: Laurie Sallarulo, Chair; Michael Asseff; Cindy Arenberg Seltzer; Ellie Schrot; Nicholas Kaniaris via phone;

Renee Podolsky

Members Absent: Barrington Russell

Staff in Attendance: Renee Jaffe, CEO; Christine Klima; Debby Kay; Doreen Moskowitz; Gordia Ross, Hubert Cesar; Irene

Ramos; Judy Samuels; Maria Mendoza; Renier Potts; Sandra Paul

Others in Attendance: Jacob Jackson, General Counsel; Jody Miller, ELC Provider Representative; Cristy Kozla, BRHPC; Lori

Canning, School District; Idelma Quintana, Broward County Government; Julia Musella, Baby Boomers International; Michele Rosiere and Natasha Markman, BRHPC; Sharon Cohen, Children's Services Council;

Stacy Angier Abundant Life Christian School/Preschool.

Item	Discussion/Action	Follow-up
Welcome & Call to Order	Chair called the meeting to order at 5:10 p.m. A Roll Call was conducted and a quorum was established.	
Consent Agenda	Motion to Approve the Consent Agenda was made by Michael Asseff, seconded by Cindy Arenberg and approved unanimously.  January 25, 2017 Executive Committee Minutes BRHPC Amendment #4 Literacy Bus Book Sponsorship	

Legal Counsel Draft Contract	The Legal Counsel draft contract, a three year term with two optional one year renewals, was discussed. To be effective April 2017, the approved budget is not to exceed \$90,000, based on prior utilization and the proposed fee structure. Jacob Jackson's legal services and expertise in School Readiness, VPK, Office of Early Learning statutes, policies and practices and contract law have been an asset to the ELC for the past five years. The Committee recommended that services be provided on an as needed basis and whether Legal Counsel attendance was required at certain committee meetings.	
	<b>Motion to Approve</b> the Legal Counsel draft contract was made by Michael Asseff, <b>seconded by</b> Cindy Arenberg Seltzer and <b>approved unanimously</b> .	
Gulfstream Early Childhood Center	Renee Jaffe provided an overview of the re-purposed Gulfstream Middle School into a new Early Childhood Center for Excellence by the School District. She recommended that the ELC enter into a co-location agreement with the District as a partner of this model facility. The collaboration will align resources and professional development efforts for teachers, childcare providers, families and community stakeholders and provide shared training space and trainer resources across funders. Lori Canning, Broward County Public Schools, requested that the Agreement include an expanded description of the available office, training and meeting space. Renee clarified that access to Gulfstream does not replace the need for additional ELC conference, meeting and office space in the current Cypress Creek location and that no additional staff are planned.	
	<b>Motion to Authorize</b> the CEO to execute the ELC and School District Co-Location Agreement was made by Laurie Sallarulo, <b>seconded by</b> Cindy Arenberg Seltzer and <b>approved unanimously</b> .	
Interim Financial Statements March 31, 2017	CAO Christine Klima reported that \$235,000 can be re-allocated to enroll and additional 40 children in care, increasing the total number to be served to 705 total children to be enrolled. Aligning data efforts of the ELC, the Children's Services Council and the BRHPC are ongoing.	
	The weekly wait list report was presented by BHRPC.	
Matter(s) from the Chair	Goals for both the CEO and the organizational should be considered by the Executive Committee in June/July, including short and long term planning.	Schedule meeting to discuss goals for the coming year.

Matter(s) from the Committee	The Countdown to Kindergarten event last week was very successful with approximately 2,000 children in attendance and their families. The Children's Services Council, United Way, School District and Scholastic Books have donated books to the ELC, for distribution to 15,000 VPK families The Countdown to Kindergarten continues with the reading of the book "Look out Kindergarten Here I Come" and kicks off activities to promote summer reading, in collaboration with 150 child care providers.	
Public Comment	Stacy Angier, Abundant Life Christian School, shared her support for ELC strategic planning and goal setting. She thanked the BRHPC team for improved payment processing and provider communication. Stacy requested expanded Public Comment opportunities throughout the meeting agenda and closer review of professional development plans.  Julia Musella, Baby Boomers International, provided some history about shared provider and staff communication and her thoughts on how to strengthen those relationships. She also requested input into plans for professional development.	Provider input into plans for professional development are ongoing.
Next Meeting Date	May 31, 2017 @ 5pm	
Adjourn	Motion to Adjourn was made by Cindy Arenberg Seltzer and unanimously approved. The meeting adjourned at 6:47pm.	

These minutes contain the action items of the meeting of the Executive Committee of the Early Learning Coalition. They do not include all the Committee's discussions or comments on each matter or issue raised during the meeting. A tape recording of the meeting is held in the Coalition office. Corrections from the Committee will be taken prior to approval at the next meeting.