

# Early Learning Coalition of Florida's Heartland, Inc.

[www.elcfh.org](http://www.elcfh.org)

## ELCFH Board Meeting Agenda

Wednesday, August 31, 2016 – 10 a.m.

**DeSoto County Health Dept Conf Room- 34 S. Baldwin St., Arcadia**

**Conference Calling: 866-628-8620; passcode 504163#**

The mission of the Early Learning Coalition of Florida's Heartland, Inc. is to support families and children in accessing high quality early care and education services via School Readiness and Voluntary Pre-kindergarten programs. The ELCFH also serves as a point of access to resources and referrals for health care and family support services.

### AGENDA

ITEM	SUBJECT	PRESENTER
1.	<b>Call to Order</b> Introductions: Additions or Changes to the Agenda	Nancy Ebrahimi, <i>ELCFH Board Treasurer</i>
2. <b>Action</b>	<b>Consent Agenda</b> ( <i>reference protocol in following page</i> )	Nancy Ebrahimi
a. pgs. 1-5	a. Approve minutes from the 6.29.16 ELCFH Board Meeting	
b. pgs. 6-13	b. Review ELCFH Committee reports	
c. pg. 14	c. Approve ELCFH Board seat appointment: <i>Christina McCray, Representative of Program under Federal Individuals with Disabilities Education Act (seat #13); (Administrative Committee, email review 7.6.16)</i>	
d. pg. 15	d. Approve FY 16-17 VPK-OAMI budget modification ( <i>Finance Committee, 8.31.16</i> )	
e. pg. 16	e. Approval of the modified School Readiness budget for FY 15-16 ( <i>Finance Committee, 8.31.16</i> )	
f. pg. 17	f. Approval of the modified Voluntary Prekindergarten budget for FY 15-16 ( <i>Finance Committee, 8.31.16</i> )	
g. pg. 18	g. Approve Surplus Inventory ( <i>Finance Committee, 8.31.16</i> )	
h. pg. 19	h. Approve updates to ELCFH committee member listing	
i. pg. 20	i. Annual update of Continuity of Operations (COOP)- designation of funds memo	
3. <b>Information</b> pgs. 21-22	<b>Chair Report:</b> <ul style="list-style-type: none"> <li>• Executive Committee meeting- 8.3.16.</li> <li>• Early Learning Advisory Committee webinar- 7.29.16</li> <li>• Board Chair and Gubernatorial Appointee update</li> </ul>	Nancy Ebrahimi

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4. Information pgs. 23-26	<b>Finance and Utilization Report</b> <b>School Readiness Program Wait List Update</b> Reports are included in the Board packets. Highlights and notable trends are presented via PowerPoint.	Anne Bouhebent, Anna Brookbank, Olga Olvera
5. Information pgs. 27	<b>End of year roll-up of FY 15-16 funding and expenditures</b> ( <i>Finance Committee, 8.31.16</i> )	Anna Brookbank
6. Action pgs. 28-30	<b>Contract with The Krizner Group for Employment/ Human Resources related law services:</b> scope of contract is provided. Focus is to assure ELCFH alignment with all rules and regulations regarding employment.	Anne Bouhebent
7. Action pgs. 31-32	<b>ELCFH Contracted Provider Policy updates:</b> <ul style="list-style-type: none"> <li>• CP17- Provider Commendation: updated to align with current SR contract monitor processes/ rule (<i>Quality Committee, 8.25.16</i>)</li> <li>• CP 23a: Revocation of VPK Provider Eligibility: updated to align with state level review and approval criteria (<i>Quality Committee, 8.25.16</i>)</li> </ul>	Anne Bouhebent
8. Action pgs. 33-35	<b>ELCFH Plan Amendment:</b> <i>ELCFH Policy SR6- Eligibility and Enrollment</i> This policy has been reviewed and afforded comment by OEL. Changes assure alignment with new CCDF regulations	Kelly Wertenbach
9. Information pgs. 36-38	<b>ELCFH Update/ Executive Director Report</b> <ul style="list-style-type: none"> <li>• The Giving Challenge (September 20 – 21, 2016)</li> <li>• FY 15-16 Data Roll-up</li> </ul>	Anne Bouhebent
10. Information pg. 39	<b>Board Member development:</b> How the ELCFH is looking at and supporting children's readiness for school- <i>Get Ready to Read (rev)</i> child screening tool.	Anne Bouhebent
11. Presentation	<b>Board Member Acknowledgement:</b> Thank you to past Board Chair, Ashley Coone	Nancy Ebrahimi
12. Information	<b>Open Forum</b>	Nancy Ebrahimi
13.	<b>Adjourn</b>	Nancy Ebrahimi

To obtain a copy of the Board meeting packet, contact Anne Bouhebent at [abouhebent@elcfh.org](mailto:abouhebent@elcfh.org) or call (941) 255-1650 ext 127.

**Consent Agenda:**

1. Items listed on the Consent Agenda are routine in nature and are approved by a single vote.
2. Any Board member may remove any item from the Consent Agenda for further discussion.
3. Those items removed from the Consent Agenda will be discussed immediately after approval of the remaining Consent Agenda items.
4. Prior to action by the Board, the public will be given the opportunity to comment on any Consent Agenda item.
5. Committee reports are informational. Board members may request additional information, clarification or correction on any committee report.
6. Executive Committee reports will be presented as a separate informational item.

**Public Comment/ Open Forum:**

The public will be invited to offer input prior to ELCFH Board action. In order to be acknowledged, members of the public are asked to adhere to the following protocol:

1. Individual items for Board action will be presented for Board consideration by a Committee representative and/or ELCFH staff.
2. The Presiding Board Officer will invite input and discussion from the Board members.
3. After Board discussion has concluded and prior to the question being called, the Presiding Board Officer will invite input from the public. Individuals will be called on by the Presiding Board Officer to provide input on the item for a maximum of two minutes.
4. The Presiding Board Officer will ask if there is any additional public comment, and upon hearing none, will bring the item back to the Board for any additional discussion and motion.

Open Forum: Individuals may be acknowledged by the Presiding Board Officer to speak for a maximum of two minutes during the Open Forum portion of the agenda.