



Early Learning Coalition of Broward County, Inc.

Board Meeting Agenda

Sep. 11, 2023, at 9:30 AM

Hybrid Meeting

Meeting ID: 846 4047 5397

Passcode: 295838

<https://us06web.zoom.us/j/84640475397?pwd=WVVIbTJ3LzhhL0tiRmsxazk3UkZOUT09>

Members are reminded of conflict-of-interest provisions. In declaring a conflict, please refrain from voting or discussion and declare the following information: 1) Your name and position on the Board, 2) The nature of the conflict, and 3) Who will gain or lose as a result of the conflict. Please also fill out form 8B prior to the meeting.

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| 1. | Call to Order | Laurie Sallarulo, Chair |
| 2. | Roll Call | Melody Martinez, Board Liaison |
| 3. | Chair Report | Laurie Sallarulo, Chair |
| 4. | CEO Report | 3 Renee Jaffe, CEO |
| 5. | Mission Moment – Back to School | Ancel Pratt III, Sr. Dir. Communications & Outreach |
| 6. | Consent Agenda | Laurie Sallarulo, Chair |
| | 1. Approve June 14, 2023, Meeting minutes | 6 |
| | 2. B241CA1 – Approve CSC Financially Assisted Child Care Agreement Renewal | 10 |
| | 3. B241CA2 – Approve CSC Vulnerable Populations Program Agreement Renewal | 13 |
| | 4. B241CA3 – Approve Broward County School Readiness & Special Needs Agreement Renewal | 16 |
| | 5. B241CA4 – Approve City of Pompano Beach Match Funding | 19 |
| | 6. B241CA5 – Approve Children’s Forum Sub Recipient Agreement Budget Amendment | 21 |
| | 7. B241CA6 – Approve Scholastic Agreement Renewal | 25 |
| | 8. B241CA7 – Authorize Teachstone Sole Source Award | 26 |
| | 9. B241CA8 – Authorize Contracted CLASS Observers RFQ | 28 |
| | 10. B241CA9 – Authorize Mental Health Kits RFQ | 30 |
| | 11. B241CA10 – Authorize Provider Professional Development Trainer RFP | 31 |
| | 12. B241CA11 – Approve Updated Fiscal Policies | 32 |
| | 13. B242CA12 – Approve Draft 2022 403B Retirement Plan Audit Report and Draft 2022 Form 5500 | 39 |
| 7. | Finance Committee | Cindy Arenberg Seltzer, Committee Chair |
| | 1. B241FIN1 – Preliminary FY 23 Financial Results | 45 |
| | 2. B241FIN2 – Approve July Interim Financial Statements | 54 |
| | 3. B241FIN3 – Approve Budget Amendment #1 | 62 |
| | 4. B241FIN4 – Approve Expenses over \$35K | 68 |
| 8. | Regular Business | Julie Klahr, General Counsel |
| | 1. B241RB1 - Ratify Bryant Miller Olive P.A and Klausner Group Contracts | 69 |
| | 2. B241RB2 - Authorize Procurement for Retirement Plan Services | 90 |
| | 3. B241RB3 - Approve CEO Performance Evaluation Results and CEO Performance Pay | 92 |
| | | Christine Klima, CAO |
| | | Judith Merritt COO |

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| 9. | Governance Committee Update from Committee Chair | | Dawn Liberta, Committee Chair |
| 10. | Audit Committee Update from Committee Chair | | Renee Podolsky, Committee Chair |
| 11. | Program Review Committee Update from Committee Chair | | Monica King, Committee Chair |
| 12. | Nominating Committee Update from Committee Chair | | Michael Asseff, Committee Chair |
| 13. | Ad Hoc Fundraising Update from Committee Chair <ul style="list-style-type: none"> • First Friend/Fundraising Event October 5 Flyer (FYI 6) • Board Sponsorship Form (FYI 7) | | Michael Asseff, Committee Co-Chair |
| 14. | Provider Representative Update Update from Provider Representatives | | Beverley Batson, Representative private <i>Faith-based Childcare Provider</i> Melody McDonald, Representative private <i>Future Kids Academy</i> |
| 15. | FYI Items <ul style="list-style-type: none"> ○ FYI 1 FY 24 ELC Contracts ○ FYI 2 June Disbursements ○ FYI 3 July Disbursements ○ FYI 4 Match Report ○ FYI 5 Board Engagement Opportunities ○ FYI 6 Friend/Fundraising Event Flyer ○ FYI 7 Board Sponsorship Form ○ FYI 8 Year One Strategic Plan Results ○ FYI 9 FY 23-24 Committee Membership ○ FYI 10 FY 23-24 Board Meeting Attendance ○ FYI 11 FY 23-24 Board Calendar ○ FYI 12 Glossary of Term | 121 122 123 124 125 127 128 129 134 135 136 137 | |
| 16. | Unfinished Business New Business Matters from the Chair Matters from the Board Matters from the CEO Matters from Committees Matters from our Provider Representatives Matters from our Partners Public Comment | | |
| 17. | Next ELC Board Meeting: October 16, 2023, @ 9:30am | | |
| 18. | Adjourn | | |

Please Note: Agenda is subject to revisions and additions at the discretion of the Chair of the Coalition. Notification will be sent of any such revisions or additions. **Members of the Public:** Please sign up at the entry desk for public comments to be made on any particular agenda items no later than five minutes after the Coalition meeting has been called to order.

“As per [§286.0105, Fla. Stat.](#) Any person who decides to appeal any decision of the Board with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose, may need to ensure that a verbatim record of the proceedings is made which record includes testimony and evidence upon which the appeal is to be based.”