



# EARLY LEARNING COALITION OF PASCO AND HERNANDO COUNTIES, INC.

March 16, 2006  
Board Meeting Minutes  
15506 County Line Road, Suite 104  
Spring Hill, FL 34610

## Attendees:

- \* ELIZABETH CALLAGHAN
- \* JAMES COOK
- \* MARIA CROSBY
- \* JOHN DRUZBICK
- \* LINDA FOY
- \* DENISE GILL
- \* LISA HAMMOND
- \* IRVIN HOMER
- \* GEORGE MAGRILL
- \* DAVE MARSHALL
- \* DAVE MEGLAY
- \* JEAN RAGS
- \* BARBARA RENCZKOWSKI
- \* BEN SHIRLEY
- \* TONI WATKINS

## Excused:

- \* WILLIAM GREENE
- \* BLAKE HARDING
- \* LYDIA PINKOWSKI
- \* ELAINE WOOTEN

JO-ANN KAY FULLER COALITION  
INTERIM EXECUTIVE DIRECTOR  
MARYROSE WERSAN COALITION  
STAFF  
DEBBIE ANTIOCO COALITION  
STAFF  
LENORE ZULAUF COALITION  
STAFF  
CATHERINE O'BRIEN COALITION  
STAFF  
NOREEN ST. JEAN COALITION  
STAFF  
DONNA GRAMLING YEA  
CAROLYN ARNOLD YEA  
FRED BRUNEAU OEL  
IVORY GRAY HEADSTART  
VICKY GATES CDS  
SUSAN WARD CDS

## Opening/Approval of Minutes

Lisa Hammond called the meeting of the Early Learning Coalition of Pasco and Hernando Counties, Inc. Board to order at 9:00 a.m. on March 16, 2006. A quorum was present.

All members and guests introduced themselves. **Lisa Hammond requested a motion to accept the adoption of the agenda. Barbara Renczkowski moved to accept this motion. John Druzbeck seconded the motion, all were in favor with no abstentions and motion carried. (Action Item #0506-33)**

**Lisa Hammond requested a motion to approve the February 16, 2006 Board Meeting Minutes. Barbara Renczkowski moved to accept this motion. John Druzbeck seconded the motion, all were in favor with no abstentions and motion carried. (Action Item #0506-30)**

## State Advisory Council Update

Lisa Hammond announced that a Statewide Advisory Council was held on March 3<sup>rd</sup>. The Office of Early Learning had conducted a Parent Satisfaction Survey on the VPK program. It was discovered that 92% were satisfied with the program, 88% was satisfied with the educational progress, and 64% of individuals did not know there was a summer program available. Lisa discussed Match is still a statewide problem and that the Coalition will continue to procure Match.

Lisa announced the Coalition's Plan is due September 1<sup>st</sup>. Jean Rags questioned if there was a timeline in place to start that process. Jo-Ann Kay Fuller confirmed that a presentation of the timeline will be presented during the next Board Meeting. Lisa further discussed that both herself and Jo-Ann met with Senator Dockery to reintroduce the Coalition and stress their concern about Match funding and the protection of VPK existing funds.

## **Treasurer's Report**

Jean Rags gave a brief presentation of the Monthly Summary of Administrative Expenses. She explained the deficits that included a non-reoccurring expense for the installation of a computer server/network, a one-time consulting fee for the Request for Proposal process and monitoring at the Central Agencies, and a deficit resulting from the annual fee for the Coalition's independent audit. Overall, Jean Rags concluded the current spending and the future expense for the remaining months of the contract period is at a break-even budget. Ben Shirley requested that next month's Summary of Administrative Expenses show a percentage target to reflect what should've been spent. In addition, George Magrill would like to see match expenses versus revenue. **Lisa Hammond requested a motion to approve the Treasurer's Report. Dave Marshall accepted this motion. Toni Watkins seconded the motion, all were in favor with no abstentions and motion carried. (Action Item #0506-31)**

## **Interim Executive Director's Report**

Jo-Ann Fuller presented the Interim Executive Director's report. Jo-Ann discussed the adoption of the Coalition By-Laws. Lisa Hammond suggested that there should be more time allotted for the Board to review the By-Laws. Lisa suggested that the Board submit revisions/remarks to Coalition staff by March 24<sup>th</sup>. Jean Rags suggested that Coalition staff add these amendments to the By-Laws and then email the proposed changes to Board Members by April 3<sup>rd</sup> stating that the Board has 30 days to review and discuss during the next Board Meeting. Discussion followed regarding the Quality Committee Meetings that were held in the past for both counties. Maria Crosby stated that these Committees are not addressed in the By-Laws. She stated that these meetings allowed for tremendous involvement from private providers and other agencies in the community. Maria expressed that these ongoing Committees provided a source of suggestion and support to all providers in both Pasco and Hernando Counties. George Magrill stated that he agreed with Maria Crosby. He felt that by eliminating these Quality Committees, there would be no mechanism in place to allow private providers and those that work directly with them voice their input. Maria Crosby affirmed that the Coalition needs to revisit the previous role of the Quality Committee that existed in Hernando and Pasco Counties and address their role in the Coalition By-Laws.

Jo-Ann touched base on the administrative cost concerns regarding the Voluntary Pre-Kindergarten Program. She presented a billing spreadsheet showing that Pasco/Hernando utilized 4.93%. She explained that staff has been diligently working within the allowable

budget for VPK outreach. Toni Watkins raised some concern regarding the recruitment of children. She mentioned several areas that still haven't had any outreach within the area, especially the Dade City/Trinity area. Maria Crosby touched base with Board Members on her efforts on how she has been trying to reach families; however, funding isn't available for it. Linda Foy donated and volunteered to print VPK materials for further outreach. The Coalition's VPK Coordinator, Catherine O'Brien, expounded on the Coalition's efforts for outreach. She presented to the Board several posters, fliers, and postcards in which the staff has been utilizing to send to local businesses and families. It was suggested that an electronic copy of these outreach materials be located and given to Board Members for printing when needed. Further discussion followed. Linda Foy gave a brief utilization report for CDS. Their waitlist has been depleted. Vicky Gates touched base on the closing of a center in Hernando County. Further discussion followed regarding Health and Safety Inspections within provider homes and the utilization of a monitoring tool. Donna Gramling gave a brief utilization report for YFA.

### **Public Comment/Other**

There were no public comments or further discussion.

The meeting adjourned at approximately 10:25 a.m.

Respectfully Submitted by:

Maryrose Wersan  
Administrative Assistant

**The next scheduled meeting of the Early Learning Coalition of Pasco and Hernando Counties, Inc. is April 20, 2006 at 9:00 a.m. at the Coalition's office located at 15506 County Line Road, Suite 104, Spring Hill, FL 34606.**