

Draft Board of Directors Minutes for 12/14/06

Early Learning Coalition of Miami-Dade/Monroe
 Board of Directors Meeting – Minutes of December 14, 2006

BOARD ATTENDANCE: **O. Verdeja (Chair)**, A. Eckstein, C. Chapell, C. Jones, D. Lawrence, M. Hill, S. Herald, S. La Villa, Y. Johnson, Y. Perkins

STAFF ATTENDANCE: **J. Pruitt III (Interim CEO)**, A. Soto, M. Fuentes, J. Armbrister, M. Williams, N. Porter, O. Mendez, P. Ditlow, Y. Valeron, A. Ojeda

GENERAL ATTENDANCE: A. Renha, C. Abbott, C. Hereford, C. Iglesias, C. Montoya, D. Manning, D. Park, E. Bezos, E. Perdomo, E. Rivera, E. Torres, J. Leinfelder, J. Maymi, L. Carmona-Sanchez, L. Dinehart, L. Perkel, L. Sanchez, M. Abety, M. Delgado, M. Lesser, M. Veres, R. Moreno, R. Signori, R. Williams, R. Yglesias, T. Akins, T. Rutherford, W. Croft, W. Harvey (Board Attorney)

AGENDA ITEMS	DISCUSSION/CONCLUSION	RECOMMENDATION/ACTION
WELCOME & INTRODUCTION	<ul style="list-style-type: none"> ▪ O. Verdeja called the meeting to order. ▪ Board reporter called roll and counted seven voting members present. ▪ Quorum was not established. 	
FINANCIALS	<ul style="list-style-type: none"> ▪ J. Perkins presented the October 2006 financials. 	
EVELIO TORRES INTRODUCTION	<ul style="list-style-type: none"> ▪ Evelio Torres the new Early Learning Coalition CEO introduced himself to the board and to all present at the meeting. 	
CEO HIGHLIGHTS	<ul style="list-style-type: none"> ▪ Pre-assessment period for children: completed LAPD-Screen and DECA. ▪ Town Hall meetings are listening posts for ELC by school district region. ▪ Region II-North Dade Regional Library ▪ Region IV-MDC Inter American Campus ▪ Region VI-South Dade Regional Library ▪ Sessions remaining are I- Hialeah, III- Miami Springs, V- South Miami ▪ Revised Funding Formula for School Readiness based on an equity allocation and a performance allocation. OEL recommendation Jan 1. ▪ The Plan revisions on schedule. Most action steps and timelines done. ▪ Community Affairs and Outreach new structure: Director, and coordinators: Parental Outreach, Programs and Public Policy, Communications ▪ Board audit committee meeting scheduled for Dec 21. ▪ RFP evaluations for School Readiness and VPK completed. ▪ Florida Kindergarten Readiness Screener (FLKRS) results received. ▪ School Readiness open application period launched Nov 27, 2006 and there were 3,175 applications received from families. 	
NEW BUSINESS	<ul style="list-style-type: none"> ▪ A Board of Directors Self-Evaluation Survey packet was distributed to the board. ▪ J. Perkins instructed the board to complete the self-evaluation and return to O. Mendez within 30 days. ▪ D. Lawrence suggested that staff distribute the Board Self- Evaluation Survey 	

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	<p>packet with instructions and deadline to the board via e-mail.</p> <ul style="list-style-type: none"> ▪ O. Verdeja presented a plaque to J. Pruitt in recognition for his outstanding work with the coalition. 	
RFP EVALUATION PROCESS	<ul style="list-style-type: none"> ▪ Y. Valeron explained the RFP evaluation process as follows; <ul style="list-style-type: none"> ○ The finance committee is forwarding the evaluation scores to the board without recommendation. ○ Evaluation scores are basis for decision. ○ Points requiring clarification need to be addressed prior to acceptance of recommendation. ○ Board makes final determination. ○ Board can subdivide award or combine awards ○ Board can request presentations as reviewers for clarification only. (standard format) ○ Board can reject evaluations and start over and request new proposals. ○ Evaluation results are basis for decision. ▪ Key requirements needing further clarification <ul style="list-style-type: none"> ○ School Readiness match requirements are met only by CDS. ○ Budget variances among the three proposals are significant in school readiness proposal. Current budget is estimated to be approximately \$13M. ○ Past performance of proposers. ○ Qualification of proposers. ▪ O. Verdeja requested that staff send a summary sheet with the dollar amounts per component and match to the board members... 	
RESOLUTIONS AND MOTION	<ul style="list-style-type: none"> ▪ Resolutions and motions were not presented as there was no quorum established. ▪ O. Verdeja, board chair made a decision to convene an Executive Committee meeting immediately after adjourning the Board meeting to vote on all contracts that are were time sensitive. 	
MEETING ADJOURNED	<ul style="list-style-type: none"> ▪ Meeting was adjourned at 9:35AM 	

Signed and approved by:

S. Herald, Board Secretary

Date