



## PROGRAM COMMITTEE MEETING MINUTES

(Via Teleconference)

May 4, 2017

ELC Main Office  
10 SE Central Parkway, Suite 200, Stuart

<b>Present:</b>	Brooke Flood (via teleconference) Steve Newman (via teleconference)	Deborah Schooley (via teleconference) Joy Yates (via teleconference)
<b>Excused:</b>	Jennifer Corkern Sabina Guthrie	Donna Rivett
<b>Staff:</b>	Migdalia Rosado Zack Hackley	Pat Houston Loretta Toth

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### I. CALL TO ORDER

In the absence of the Program Committee Chair, the meeting was chaired by Mr. Newman who called the meeting to order at 8:20 a.m. Roll call was taken. A quorum was not present. The meeting continued for information purposes until a quorum could be established.

### II. ANNOUNCEMENTS AND ADDITIONS/DELETIONS TO AGENDA – None

### III. ADOPTION OF THE AGENDA *(Action was taken after the quorum was met).*

**Motion** to adopt the agenda, was made by Joy Yates, seconded by Deborah Schooley and passed unanimously.

### IV. CONSENT AGENDA

#### A. Program Minutes – March 2, 2017 *(Action was taken after the quorum was met).*

**Motion** to approve the consent agenda was made by Brooke Flood, seconded by Deborah Schooley, and passed unanimously.

### V. OLD BUSINESS – None

*Brooke Flood joined the call at 8:22 a.m.*

### VI. NEW BUSINESS

**A. Quality Initiative – School Readiness Provider Stipend Program** – Pat Houston reviewed the program as outlined in the packet. Staff recommended a change to the 2<sup>nd</sup> bullet under “Stipend Criteria and Requirements” to read, “The stipend will be based on October 2016 attendance of contracted SR children ages birth to five-years old”. The change will simplify the calculations and allow the process to be concluded in a timely fashion. Ms. Houston addressed all questions. The committee agreed via consensus to move forward with the program. *(Action was taken after the quorum was met).*

**Motion** was made by Deborah Schooley to approve the School Readiness Provider Stipend Program as presented with the recommended change. Motion was seconded by Joy Yates and passed unanimously.

**B. Program Updates** – Ms. Houston provided the following updates:

- ELCIRMO has received a summer slide grant through the Martin County Board of County Commissioners which begins this summer for VPK graduates. In addition, ELCIRMO is working with Martin County School District on a similar program for next summer.
- The Transition to Kindergarten Committee (OEL forum) is trying to get school districts and coalitions to develop initiatives for the process. In her absence, Jennifer Corkern sent in comments which were read by Ms. Houston. Brooke Flood also commented that the meeting was fantastic.

*Joy Yates joined the call at 8:48 a.m. A quorum was present and the action items were addressed.*

- Committee members were invited to attend the May provider meetings.
- The Performance Funding Pilot is wrapping up for the year. The application for 2017-18 has not yet been released.
- Staff and providers will be invited to attend a school district training in Martin County on building readers.

**VII. FUTURE AGENDA ITEMS** – The following items were discussed:

- Ms. Houston expressed concern with the STAR Assessment that will be instituted in kindergarten which requires children to test on a computer using a mouse.

**VIII. BOARD MEMBER COMMENTS** – Mr. Newman shared an analysis he did in Indian River County to determine the number of children not being served. He questioned the outreach efforts and how they could be improved to reach more families and recommended it be an agenda item at a future meeting. He suggested staff also perform an analysis to determine how many families are not being served.

*Brooke Flood left the call at 9:33 a.m.*

**IX. PUBLIC COMMENTS** – None.

**X. ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:34 a.m.

Respectfully submitted,

***Approved 8/3/17***

Steve Newman, Acting Chair  
SN/lt