

**Early Learning Coalition of Broward County, Inc.
Nominating Committee Meeting Agenda
October 11, 2023, at 12:00 PM
Zoom Meeting**

Meeting ID: 897 3315 4269 Passcode: 865109

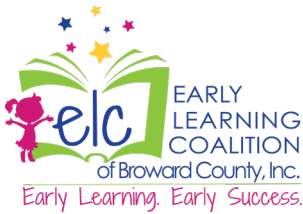
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Members are reminded of conflict-of-interest provisions. In declaring a conflict, please refrain from voting or discussing and declare the following information: 1) Your name and position on the Board, 2) The nature of the conflict, and 3) Who will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

		PAGE
1.	Call to Order	Michael Asseff, Nominating Committee Chair
2.	Roll Call	Melody Martinez, Board Liaison
3.	Consent Agenda 1. Approve January 24, 2023, Committee meeting minutes	2 Michael Asseff, Nominating Committee Chair
4.	Regular Business 1. NOM241RB1 – Private Business Sector Applicant Interview and Recommendation to Board • Dawn Liberta 2. NOM241RB2 – Faith-Based Provider Representative Applicant Interviews and Recommendation to the Board • Sydney Berlin • Krystie Castillo • Lisa Dodge • Kimberly Watson	4 Michael Asseff, Nominating Committee Chair Judith Merritt, COO 21
5.	Unfinished Business New Business Matters from the Committee Matters from our Partners Public Comment	
6.	Next ELC Nominating Committee: TBD	
7.	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.”



Early Learning Coalition of Broward County, Inc.
Nominating Committee Meeting Minutes
January 24, 2023, at 11:30 PM
[Virtual Meeting](#)

Members in Attendance	Chair Michael Asseff; Sharonda Bailey; Amoy Reid; Twan Russell; Julie Winburn
Members Absent	Laurie Sallarulo; Kristina West
Staff in Attendance	Renee Jaffe, CEO; Howard Bakalar, CPO; Judith Merritt, COO; Christine Klima, CAO; Melody Martinez, Board Liaison
Others in Attendance	

Item	Action/Discussion
Welcome & Call to Order	Chair Michael Asseff called the meeting to order at 11:34 AM. The roll was called, and a quorum was established.
Consent Agenda	
1. Approve October 25, 2022, meeting minutes	A Motion was made by Twan Russell to approve the October 25, 2022, meeting minutes. Seconded by Amoy Reid. Unanimously approved. Motion Passes.
Regular Committee	
1. NOM232RB1 – Assess Board Composition and Needs	<p>The COO summarized the Board Composition and Needs.</p> <p>Committee Chair Michael Asseff discussed and introduced the Honorary Board Members concept with three groups, Sports, Media (performing arts), and Education. Committee members had a discussion on the Honorary Board members.</p> <p>CEO shared that we currently have 19 members on board with a capacity of 30. We would need to see what parameters this committee wants as it pertains to Honorary Board members, then make recommendations to Governance Committee so Bylaws can be updated.</p> <p>Twan Russell expressed that the Honorary Board member is a great idea. The best thing you can do is start a connection with them, but ensure you find the right person, who we could feed off their celebrity and they would feed off of ours. We need to present it so that they can see our commitment and the lesser commitments they would have in the Honorary Board capacity. Twan expressed he could help in the Sports field.</p> <p>Committee Members agreed with Twan Russell.</p> <p>Sharonda Bailey added that she would reach out to her contacts and see if they have an interest.</p> <p>COO added that we have two items on the table:</p> <ol style="list-style-type: none"> 1. Do we want to proceed with the honorary board members concept, if so, we can make amendments to our bylaws and see how we want their roles to be. 2. Do we want to add anything to our Board Matrix.

	<p>Committee Chair said he would like these Honorary members to be able to join as Board members. We should have a goal of 10 Honorary board seats.</p> <p>Twan Russell is concerned that if they don't count as a quorum and we need to break a tie, then their vote won't count. It would get very complex when it comes to voting. If you have an Honorary Board member that is limited to when they can vote, there will come a time when it causes confusion. They should either vote or not vote.</p> <p>The Committee Chair suggested having 10 Honorary Board members now and having the option of applying to be ELC Board members at a later stage if they wished to do so.</p> <p>A Motion was made by Twan Russell to have 10 Honorary board members with contingents from a legal evaluation on how they work in the organization. Seconded by Amoy Reid. Unanimously approved. Motion Passes.</p> <p>CEO suggested having a Governance Committee meeting and inviting Nominating members and be at the same meeting and have Legal on the meeting. Committee agreed.</p>
Unfinished Business	None
New Business	None
Matters from the Chair	None
Public Comments	There was no discussion.
Next Meeting	TBD
Adjourn	Meeting adjourned at 12:18 PM

These minutes contain the action items of the Board meeting of the Early Learning Coalition of Broward. They do not include all of the Committee's discussions or comments on each matter or issue raised during the meeting. A tape recording of the meeting is held in the Coalition office. Corrections from the Committee will be taken before approval at the next meeting.



ITEM #/MEETING:	NOM241RB1 / NOMINATING COMMITTEE
MEETING DATE:	October 11, 2023
SUBJECT:	Private sector Board Applications
FOR ACTION:	YES
RECOMMENDED ACTION:	<ol style="list-style-type: none"> 1. Review of Private Business Sector Board Candidate Application and Resume 2. Select candidate(s) for nomination to Board
FINANCIAL IMPACT:	None
AS RECOMMENDED BY:	NA
ELC STAFF LEAD	J. Merritt

Background

Florida Statutes 1002.83 states that “Each early learning coalition shall be composed of at least 15 members but not more than 30 members”.

Private Business Sector member Kristina West resigned from the ELC Board as of September 8, 2023. ELC staff immediately began recruitment efforts (utilizing the Private Sector Recruitment process) to find eligible candidates to fill the vacancy.

Current Status

ELC staff, as per the Private Business Sector board application process, posted the Board vacancy on ELC website, uploaded the Board Application and Board Roles and Responsibilities, posted on social media, and asked Board members to follow up with any potential candidates they would recommend.

ELC received one application from Dawn Liberta, who served on the ELC Board until September 29, 2023, as the DCF ELC Board Representative. With her resignation from DCF, she also had to resign her position on the ELC Board. Dawn has expressed interest in continuing to serve on the ELC Board as a Private Business Sector Board Member now that she has a new position as the Executive Director for Healthy Mothers, Healthy Babies. Dawn Liberta is a strong candidate and meets all the required criteria. As a result, she has been invited to the Nominating Committee in the event committee members have questions for her.

Recommendation

Staff recommend the Nominating committee select a new Private Business Sector candidate to recommend to the Board at the upcoming Board Meeting scheduled for October 16, 2023

Supporting Documents

- Dawn Liberta Application, Resume and References
- Private Sector Recruitment Process
- Board Role and Responsibilities



Early Learning Coalition
Board of Directors Application

PLEASE SUBMIT APPLICATION & RESUME TO:

Melody Martinez, Board Liaison/Executive Assistant

Mmartinez@elcbroward.org

1475 W. Cypress Creek Road, Suite 301

Fort Lauderdale, FL 33309

954-789-1041 office

954-377-2192 fax

APPLICATION

Applicant Name: Dawn Liberta

Email Address: dliberta@aol.com

Cell phone: 5616280994

Address: 878 Lake Wellington Dr, Wellington, FL

Current Employer: Healthy Mothers Healthy Babies

Current Occupation: Executive Director

Business Address: 3810 Inverrary Blvd, Lauderhill, FL 33319

Specify Preferred Mailing Address: Business Residential

EDUCATION

List postsecondary educational institutions (or highest) attended or professional certifications:

<u>NAME & LOCATION</u>	<u>DEGREE/CERTIFICATES RECEIVED</u>	<u>DATES ATTENDED</u>
Florida Atlantic University, Boca Raton	Bachelor in Social Work	Graduated 1998
Kaplan University	Master of Science in Management	Graduated 2011

COMMUNITY INVOLVEMENT

Please list community, civic, professional, business & other organizations with which you are/have been involved (including professional/civic fraternal organizations):

<u>ORGANIZATION</u>	<u>POSITION(S) HELD</u>	<u>DATES INVOLVED</u>
ChildNet	Supervisor, Assistant Director, Director and Assistant Vice President	2003 to 2018
Department of Children and Families	Community Development Administrator	2018 to 2023
Healthy Mothers Healthy Babies	Executive Director	2023 to Present

Have you ever been elected/appointed to public office in the State of Florida? Yes No
 If yes, please provide details:

<u>POSITION/OFFICE TITLE</u>	<u>DATES SERVED</u>	<u>LEVEL OF GOVERNMENT</u>

Have you received any awards/recognition? Yes No
 If yes, please list:

Do you have any other skills/recognition you would like to share with us? Yes No

If yes, please list:

PERSONAL STATEMENT

Please answer all questions:

Why do you want to serve on the ELC's Board? What do you hope to achieve as a Board member? What is your vision for Early Childhood Education in Broward County?

It has been a pleasure serving on the ELC Board as an employee with DCF and would like to continue in my next position. I believe early childhood education is one of the most important factor education and social success in our community. I can continue to offer the board my service through my connection from my past position and from my current position.

Personal History

1. Have you ever been removed from a board(s), committee(s), council(s), etc.? Yes No
2. Has probable cause ever been found that you violated Part III, Chapter 112, F.S., code of Ethics for Public Officers and Employees? Yes No
3. Are you now, or have you in the last 3 years, been a member of any club/organization that restricts (restricted) membership based on race, religion, national origin, or gender? Yes No
4. Have you ever been convicted/withheld adjudication for violating any federal, state, or municipal law/regulation/ordinance? Yes No
5. Have you, your immediate family (spouse, child, parent(s), sibling(s), or businesses of which your immediate family has been owners, officers, or employees, held any contractual/direct dealings with any state/local governmental agency in Florida during the last four years (including the office/agency to which you've been appointed of are seeking appointment)? Yes No

If you said yes to any of the above questions, please explain, if you said no to all the questions, then write N/A in the box below.

N/A

Please note: If law or administrative rule requires, you must file financial disclosure statement(s).

References

Please attach three reference letters from professional contacts (please do not include personal references from family/friends).

List Name of references

1. monica King 954-234-4498
2. Cindy Arenberg Seltzer- 954-649-8420
3. Dennis miles- 561-215-0037

QUESTIONS FOR CHILDCARE PROVIDERS ONLY

Are you employed by, or do you own a private childcare facility that receives funding services from the ELC of Broward County? Yes No

If yes, are you:

- For profit
- Not for profit
- Faith based
- Other:

****please note that the designated childcare provider representative (non-faith-based) serving on early learning coalition’s board must be a for-profit childcare provider.**

Approximately what percentage of the children/families attending your childcare center/home receive childcare subsidies? N/A

Approximately what percentage of the children/families attending your childcare center/home receive VPK? N/A

Is your center/home accredited by a recognized agency? If yes, provide details/expiration:

N/A

Do you agree to attend PLAN (Providers Learning and Networking) meetings on a consistent basis?

- Yes No

Do you agree to attend ELC Board and/or Board subcommittee meetings on a consistent basis, and to inform the board about issues effecting the private childcare provider community?

- Yes No

How will you communicate with the provider community? What methods will you employ to ensure childcare providers' diverse points of view are heard by you, and by the board?

I will continue with my current methods when serving the ELC board along with attending all board meetings, events and committee meetings.

A PROVIDER MAY NOT BE ELIGIBLE FOR BOARD MEMBERSHIP, IF DURING THE LAST 24 MONTHS:

It submitted a monthly attendance roster containing fraudulent reporting or other intentional misreporting of a student's attendance.

It failed to comply with the terms of the ELC's school readiness provider agreement.

Its license status, as recorded in CCIS, is "Revocation Action Pending," "Suspension Action Pending/Suspended," or "Closed."

Its accreditation status has been rescinded (for Providers not Licensed by Broward Co. Child Care Licensing)-S.1002055(3)B. F.S.

It has been identified on the FSDA or Florida disqualification list.

It has received multiple Class 1 and/or Class 2 violations from Broward Country Childcare Licensing and Enforcement within the last two years.

COMMITMENT AND OPERATIONAL STATEMENTS

Time Commitment: Serving as an ELC Board Member will require a commitment of time, including attendance at regular Board meeting and committee involvement, visiting community program sites, ELC events, and becoming educated about many aspects of early childhood development and school readiness. Board meetings are generally held once every other month.

Conflict of Interest: a conflict of interest may occur when an item is presented for a vote that will directly affect you, your employer, your immediate family, or another organization with which you are affiliated. Conflict of interest rules generally requires you to disclose the conflict and abstain from discussion/vote on the matter.

Membership Requirements: School Readiness legislation & the Division of Early Learning Policies (OEL-PG-0002-10 “*Early Learning Coalition Board Membership*”) govern the requirements for Board membership. Please see applicable policies.

Sunshine Law: The ELC of Broward County is a legislatively mandated group and operates under the general Florida guidelines of The “Sunshine Law.”

Private Provider, Faith-Based Provider & Special Needs Representative: Serving in such capacity requires a commitment to communicate Board business to constituents.

I understand the requirements of Board Membership for the Early Learning Coalition of Broward County, Inc. I agree that I have carefully and personally prepared/read the answers to the foregoing questions. The information in this application is complete and true.

Dawn Liberta

Full Name

Dawn Liberta Digitally signed by Dawn Liberta
Date: 2023.09.13 13:28:08 -04'00'

Signature

09/13/23

Date

PRIVATE-SECTOR MEMBER

I, Dawn Liberta, have read and reviewed OEL-PG-0002-10 “Early Coalition Board Membership” and that I meet the eligibility requirements for Early Learning Coalition Private-Sector membership in Broward County, as reflected therein, and that I do not have a substantial financial interest in early leaning programs as defined by said policies. I agree to immediately notify the Board of Early Learning Coalition of Broward County, Inc. in writing, should that change during my term.

Dawn Liberta Digitally signed by Dawn Liberta
Date: 2023.09.13 13:28:40
-04'00'

Signature

09/13/23

Date

SELF-IDENTIFICATION

Completion of the following section is optional:

RACE:

- African American
- Asian American
- Caucasian
- Hispanic
- Native American
- White, non-Hispanic

Gender:

- Female
- Male

Physically Disabled:

- Yes
- No

Dawn Liberta
878 Lake Wellington Dr.
Wellington, FL 33414
DLiberta@aol.com
(561) 628-0994

Experience: I have been working as an advocate for children, adolescents, and families for more than twenty years in a variety of state and not-for-profit arenas.

Education

Masters in Science Management, Kaplan University 2011

Concentration on Business Change Management

Bachelor of Social Work, Florida Atlantic University 1998

Course work in Social, Behavioral, and Physiological

Employment

Community Development Administrator

Department of Children and Families, May 2018 to present

I work with all aspects of Broward County, from Child Welfare to Adult Services. I oversee community contracts and sit on many community boards. I serve as the Department of Children and Families lead within Circuit 17 to develop and maintain relationships with key stakeholders, organizations, funders, volunteers, municipalities and county government.

Program Officer for Intake and Placement and Support Services/ Assistant Vice President of Case Management (title change)

ChildNet, July 2012 to May 2018

I work with the executive management team to ensure all of Intake and Placement, Prevention Services, and Support Services are in compliance with federal, state and County laws. This includes preparing data reports, modification of policies and procedure, and make recommendations as needed to improve our system of care. I participate in state wide committees such as the Child Welfare Practice work group and Child Placement work group to make recommendation on a state wide level. I successfully lead the initiative that ended in the licensing of our in house shelter. I received an award from the State of Florida for work I completed on the new Child Welfare Practice that was rolled out in the state of Florida. Helped transition Palm Beach County from one agency to ChildNet.

Director of Reunification

ChildNet, October 2011 to July 2012

I supervised the Case Management teams. I developed, directed and trained staff to promote safety, wellbeing and permanency in accordance with and state laws. I participated on state wide committees to improve the quality of care for children and families and acted as the liaison with community stakeholders.

Director of Support Services/ Director of Intake and Placement (title change)

ChildNet, July 2008 to July 2012

I supervised staff and developed policies and procedures for our Intake and Placement center, transportation unit and medical unit. I was able to strengthen our relationships with our community stakeholders and providers to bring the best care to the families we serve. Acted as a liaison with DCF, Broward Sheriff's Office, Family Court Systems, Board of Education, Guardian Ad Litem, Child Protection Team, and the community to analyze client's needs, identify problems and evaluate overall performance. Worked with our executive team to develop our Strategic Plan.

Site Director

ChildNet, October 2004 to July 2008

I was responsible to supervise Case Manager Supervisors, Case Managers, and Support Staff. I coordinated department activities with other departments and agencies. I formulated recommendations for action by senior staff and Developed, directed, planed, and trained staff to the designated department to promote safety, well-being and permanency in accordance with Federal and State laws and policy and procedure.

Assistant Site Director

ChildNet, August 2004 to October 2004

I was responsible for staffing cases with Case Management and to recommend the most appropriate goal for the child and to ensure permanency is met for that child according to state laws. Reviewed case files for appropriate court orders, to ensure statutory compliance, participate in QA/QI, Chapin Hall, and Paul Vincent reviews.

Child Advocate Supervisor

ChildNet, November 2003 to October 2004

I was responsible for supervising Case Managers and assisted my staff in dealing with challenges and barriers using their knowledge of ChildNet's System of care, Policies and Procedures and state and federal mandates. I was also responsible for monitoring the case manager's progress and ensuring improvement plans were implanted when necessary

Family Service Counselor Supervisor

Department of Children and Families, May 2001 to November 2003

I was responsible for supervising Case Managers and assisted my staff in dealing with challenges and barriers using their knowledge of ChildNet's System of care, Policies and Procedures and state and federal mandates. I was also responsible for monitoring the case manager's progress and ensuring improvement plans were implanted when necessary.

Family Service Counselor

Department of Children and Families, December 1998 to May 2001

I was responsible to work with children placed in foster care, their foster families, and their natural parents to reach permanency. I worked with children 0 to 17 and assisted the teenagers to transition into adulthood. This included writing court reports and plans, presenting them in court, and making recommendations to the court.

Certificate: Lean Six Sigma Yellow and Green Belt



**CHILDREN'S SERVICES COUNCIL
OF BROWARD COUNTY
MEMBERS:**

*Dr. David H. Kenton, Chair
Governor Appointee*

*Jeffrey S. Wood, Vice Chair
Governor Appointee*

*Beam Furr, Secretary
Broward County Commission*

*Honorable Michael Davis
Judicial Member*

*Cathy Donnelly
Governor Appointee*

*Dr. Peter B. Licata
Superintendent
Broward County Public Schools*

*Dennis Miles
Community Director, Southeast &
Southern Regions
Department of Children & Families*

*Dr. Paula Thaqi
Director
Broward County Health Dept.*

*Dr. Allen Zeman
Board Member
Broward County Public Schools*

*Vacant
Governor Appointee*

*Vacant
Governor Appointee*

STAFF

*Cindy J. Arenberg Seltzer
President/CEO*

LEGAL COUNSEL

John Milledge

Garry Johnson

October 4, 2023

Dear ELC Nominating Committee:

I write in support of the candidacy of Dawn Liberta as a private sector member of the Early Learning Coalition. As we all know, Ms. Liberta has been an outstanding member of the Early Learning Coalition for several years. In her position on the ELC and during her years as a Children's Services Council Member, Ms. Liberta has always kept the best interests of children in the forefront of her decision-making.

In her new position as the Executive Director of Healthy Mothers Healthy Babies, she will have the opportunity to connect with families who would likely benefit from ELC services. These connections should prove beneficial for ELC outreach.

Of course, I am available if you have any questions.

Sincerely,

Cindy Arenberg Seltzer

Cindy Arenberg Seltzer, M.P.A., J.D.
President/CEO

Our mission is to promote the health and well-being of women, infants and families to achieve a successful pregnancy and a healthy start in life.

BOARD OFFICERS

DR. SHARETTA REMIKIE
Acting President
Children's Services Council
of Broward County, Inc.

NEIKO SHEA, LCSW
Treasurer
National Youth Advocate Program, Inc.

MARSHA CHRISTIE, LCSW
Secretary
Community Advocate

BOARD MEMBERS

DEDE AKITI FRANCOIS, ESQ.
Jackson Health System

DR. LORI CANNING, ED.D.
Early Learning Language Acquisition
School Board of Broward County

TIMOTHY CURTIN, MBA, MSW, CAP
Memorial Healthcare System, Inc.

DONNA EPRIFANIA
ChildNet, Inc.

DR. HARLEEN HUTCHINSON, PSY. D.
The Journey Institute, Inc.

RALPH KENOL, ESQ.
Ralph Kenol, PA

DAWN LIBERTA
Healthy Mothers Healthy Babies

ROSE MCKELVIE, MBA, MSN, BSN, RN
Broward Health Medical Center/
Salah Foundation Children's Hospital

ALLISON METSCH, M.S.ED
Early Learning Coalition of Broward County, Inc.

AMY PONT, MHA, RN, BSN
Community Care Plan

ELIDA SEGRERA, L.M.F.T.
Broward Behavioral Health Coalition, Inc.

KAREN SWARTZBAUGH GHEZZI, MA
Community Advocate.

EXECUTIVE STAFF

MONICA FIGUEROA KING, MA
Chief Executive Officer

REGINE KANZKI, MPH
Vice President of Operations

Our vision is to lead the Broward County maternal and child health system of care to improve birth and developmental outcomes.

October 2, 2023

Early Learning Coalition
Board Nomination Committee

Re: Board Member Recommendation

To Whom It May Concern:

I am writing to offer my Letter of Support and Recommendation for Dawn Liberta's nomination to continue ELC Board membership. Dawn has worked in the Human Services arena in Broward County for more than 25 years. She is a highly regarded professional that brings a wealth of understanding and experience.

Dawn's understanding of the priority populations as well as the needs of children and families provide a needed perspective. In her role as CEO of Healthy Mother's Healthy Babies, representing a small business, she will bring an even broader perspective to the Board.

I strongly recommend that the ELC Nominations Committee affirm Dawn as an ELC Board member.

Sincerely,



Monica Figueroa King
CEO Broward Healthy Start Coalition

4620 North State Road 7, Suite 102 • Lauderdale Lakes, FL 33319
Phone (954) 563-7583 • (877) 507-6305 • Fax (954) 561-9350

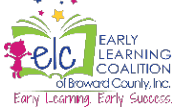
www.browardhsc.org



Board Recruitment and Applicant Process for Private Sector Vacancies

To recruit and select private business members for the Early Learning Coalition Board of Directors, the following process will be followed:

- 1) For private sector openings, ELC will create an announcement/flyer to include:
 - a. a general description of the opening and board member criteria
 - b. copy of the ELC Board member role and responsibilities*
 - c. access to the ELC Board member application
- 2) The announcement shall be:
 - a. Posted on the ELC website for a minimum of 15 days.
 - b. Posted on all ELC social media platforms
 - c. Shared with all ELC Board members via email and social media (where appropriate). The expectation is that all board members will share the opportunity with their respective networks.
 - d. Emailed to ELC community partners.
- 3) The CEO and board members should identify and seek out potential candidates.
- 4) Interested individuals will complete the required application form and submit (along with a copy of a short biography) to Melody Martinez (mmartinez@elcbroward.org)
- 5) After receiving the nominations, staff will review and ensure candidates meet minimum criteria and are eligible to serve.
- 6) The Nominating Committee will review potential candidates and determine next steps for viable candidates which may include interviews and gathering additional information about a candidate. The review and any additional steps shall be at the discretion of the Nominating Committee.
- 7) The Nominating Committee forwards vetted candidates to the Board for approval.
- 8) The board of directors will vote on the nominated applicant(s).



Early Learning Coalition of Broward County - Board Member Roles and Responsibilities

VISION:

All children will have high-quality early learning experiences leading to success in school and life.

MISSION:

Lead and support the early learning community to promote and deliver high-quality early learning experiences to young children, accessible to all eligible families in Broward County.

BOARD MEMBER ROLE:

- To serve as a volunteer voting member of the Board of Directors for the Early Learning Coalition of Broward County
- Develop and maintain focus on the ELC mission and vision
- Establish and oversee implementation of the ELC's strategic direction
- Uphold Fiduciary responsibilities as a steward of public funding in accordance with laws, regulations, contracts, governing by-laws, Board-approved policies and standard non-profit best practices.

TERM (for private sector member):

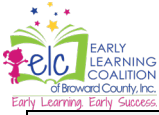
In accordance with the ELC bylaws, the term of membership shall be four (4) years. Once a Member's term of service is completed, a Member shall have the option of serving for an additional four (4) year term by providing written notice to the Chair prior to the expiration of their initial four (4) year term.

TIME EXPECTATIONS:

- Attend a 60-minute orientation session to learn about organization, programs, etc.
- Attend all scheduled Board meetings
 - In person at, ELC Broward, 1475 W. Cypress Creek Rd., Suite 301 or join virtually
- Join at least 1 board committee. Attend committee meetings
- Attend, support, and participate in ELC events and program activities

RESPONSIBILITIES:

- Organization Success
 - Attend and participate in board and committee meetings
 - Understand and support the vision and mission of ELC of Broward
 - Promote the work of the Coalition
 - Participate in hiring and evaluating the CEO
 - Participate in developing strategic goals
 - Monitor the agency's progress and evaluate outcomes
 - Be engaged. Ask questions
 - Exercise fiduciary oversight
- Community
 - Inform others about ELC
 - Advocate for early learning
- Individual Responsibility
 - Bring personal/professional expertise to support the mission
 - Read meeting materials (board and committee packets) prior to the meeting
 - Appreciate and respect differing viewpoints.
 - Abide by conflict of interest policy, Sunshine law and bylaws
 - Avoid conflict of interest, real or perceived
 - Financially support and/or help secure financial contributions to the ELC of Broward



ITEM #/MEETING:	NOM241RB2 / NOMINATING COMMITTEE
MEETING DATE:	October 11, 2023
SUBJECT:	Interview and select a Faith-Based Child Care Provider to fill the vacant Board position.
FOR ACTION:	Yes
FINANCIAL IMPACT:	None
AS RECOMMENDED BY:	N/A
ELC STAFF LEAD	J. Merritt

Background

Per ELC’s enacting statute, there are two board seats designated specifically for childcare providers. One seat is designated for “a representative of Private for-profit Child Care Providers including Private for-profit family day care homes.” The second seat is designated for a “Faith-Based” Child Care Provider Representative.

We received a resignation letter from Beverly Batson on August 17, 2023, indicating her last day as the Faith-Based Child Care Provider Representative on the ELC Board would be October 13, 2023, leaving a vacancy for this seat. Melody McDonald remains as the Private for-profit Child Care Provider Representative.

ELC staff followed the policy for filing a Provider Representative Board vacancy approved by the full Board on February 14th, 2022, as detailed in the supporting documentation, including social media and email blasts to Providers and the placement on our website of the Application and Board Roles and Responsibilities documents.

Current Status

ELC received a total of five applications for the open Provider Representative board position. One applicant did not meet the eligibility criteria and will not be proceeding in the process, leaving four applicants for consideration. Each of the remaining applicants submitted the required Resume, Application, and three references and were found to meet the required criteria/eligibility for the position. In addition to these required documents providers were provided the opportunity to send the ELC any feedback/comments they had on any of the applicants. Of the four applicants, two received additional provider feedback. This feedback can be viewed after the individuals Application, Resume and References document within the packet.

The four applicants were informed about the upcoming Nominating Committee Meeting and advised they would each have 10 minutes in which to provide information about themselves and answer any questions from the Committee members. The schedule has been provided below and copies of each applicant’s resume, application, and references have been included in this packet for review.

- Applicant 1 – Sydney Berlin from Congregation Koi Tikvah, Licensed capacity 192, VPK Only, no SR Contract with ELC.
- Applicant 2 – Krystie Castillo from Viva Christian Academy, Licensed capacity 125, New License issued July 2023, ELC Contract August 2023.
- Applicant 3 – Lisa Dodge from St. Ambrose Catholic School, Licensed capacity 40, VPK Only, no SR Contract with ELC.
- Applicant 4 – Kimberly Watson from Apple of My Eye Childcare and Learning Center, Licensed capacity 53, Contracted for VPK and SR with ELC.

Recommendation

Staff recommend the Nominating committee select a new Provider Representative candidate to recommend to the Board at the upcoming Board Meeting scheduled for October 16, 2023.

Supporting Documents

- Applicant 1 Sydney Berlin from Congregation Koi Tikvah, Application, Resume and References
- Applicant 2 Krystie Castillo from Viva Christian Academy, Application, Resume and References
- Applicant 3 Lisa Dodge from St. Ambrose Catholic School, Application, Resume and References
- Applicant 4 Kimberly Watson from Apple of My Eye Childcare and Learning Center, Application, Resume and References
- Approved ELC Child Care Provider Nominating Process - February 14, 2022
- Board Roles and Responsibilities



Early Learning Coalition
Board of Directors Application

PLEASE SUBMIT YOUR APPLICATION & RESUME TO:

Melody Martinez, Board Liaison/Executive Assistant

Mmartinez@elcbroward.org

1475 W. Cypress Creek Road, Suite 301

Fort Lauderdale, FL 33309

954-789-1041 office

954-377-2192 fax

APPLICATION

Applicant Name: Sydney Berlin

Email Address: sydney@koltikvah.net

Cell phone: 561-573-1751

Address: 8075 NW 111th Terr Parkland, FL 33076

Current Employer: Congregation Kol Tikvah/ Phylis J. Green Early Childhoo

Current Occupation: Director

Business Address: 6750 N. University Dr. Parkland, FL 33067

Specify Preferred Mailing Address: Business Residential

EDUCATION

List postsecondary educational institutions (or highest) attended or professional certifications:

<u>NAME & LOCATION</u>	<u>DEGREE/CERTIFICATES RECEIVED</u>	<u>DATES ATTENDED</u>
University of Central Florida	Concentration in Elementary Education	1997-1999
Florida Atlantic Univeristy	BA Psychology	2005

COMMUNITY INVOLVEMENT

Please list community, civic, professional, business & other organizations with which you are/have been involved (including professional/civic fraternal organizations):

<u>ORGANIZATION</u>	<u>POSITION(S) HELD</u>	<u>DATES INVOLVED</u>
Jewish Early Childhood Professionals of Broward (JECBP)	Board Treasurer	2010-present
Early Childhood Educators of Reform Judaism (ECE-RJ)		2016-present
URJ Camp Coleman	Faculty	2022

Have you ever been elected/appointed to public office in the State of Florida? Yes No
 If yes, please provide details:

<u>POSITION/OFFICE TITLE</u>	<u>DATES SERVED</u>	<u>LEVEL OF GOVERNMENT</u>

Have you received any awards/recognition? Yes No
 If yes, please list:

Do you have any other skills/recognition you would like to share with us? Yes No

If yes, please list:

PERSONAL STATEMENT

Please answer all questions:

Why do you want to serve on the ELC’s Board? What do you hope to achieve as a Board member? What is your vision for Early Childhood Education in Broward County?

I would like to serve on the ELC Board for many reasons. The first is my passion for the Mission. The ELC's mission is to provide the resources, advocacy, leadership, coordination, and oversight for early care and education from birth to school-age and to support access to school-age care to ensure children's success in school. I would like to contribute to this mission and to make a positive impact. Second, volunteering on the Board is my way to give back to the community that has supported me in my career. I started working as a Director in Broward County in 2010. Over 13 years later, the ELC has always been an integral part of my position. Thirdly, serving on the Board can offer opportunities for both personal and professional development, including new learning and leadership experiences and networking with new individuals in my field. Lastly, serving on the Board will be personally fulfilling, knowing that I am contributing to a cause I believe in.

As a Board member, I hope to achieve many things but to name a few- I hope to contribute to the development and execution of the ELC goals and vision. I hope to make impactful decisions that will steer the ELC toward success. I hope to advocate for the ELC mission and values, I hope to achieve a positive and lasting impact on the ELC, Broward County and the Early Childhood Education system.

My vision for Early Childhood Education in Broward County would be that every child and family in Broward has access to high-quality early childhood education regardless of income. I would strive for excellence in our early childhood programs, including well-trained teachers, developmentally appropriate curriculum and a safe and nurturing environment throughout all centers. I would promote equity in education to address the disparities in access and outcomes among different communities with the county. I would encourage strong partnerships between parents, caregivers and educators to support children's learning and development. I would embrace innovative approaches to technology to enhance early childhood education and help foster community collaboration to support children and families.

Personal History

1. Have you ever been removed from a board(s), committee(s), council(s), etc.? Yes No
2. Has probable cause ever been found that you violated Part III, Chapter 112, F.S., code of Ethics for Public Officers and Employees? Yes No
3. Are you now, or have you in the last 3 years, been a member of any club/organization that restricts (restricted) membership based on race, religion, national origin, or gender? Yes No
4. Have you ever been convicted/withheld adjudication for violating any federal, state, or municipal law/regulation/ordinance? Yes No
5. Have you, your immediate family (spouse, child, parent(s), sibling(s), or businesses of which your immediate family has been owners, officers, or employees, held any contractual/direct dealings with any state/local governmental agency in Florida during the last four years (including the office/agency to which you've been appointed of are seeking appointment)? Yes No

If you said yes to any of the above questions, please explain, if you said no to all the questions, then write N/A in the box below.

N/A

Please note: If law or administrative rule requires, you must file financial disclosure statement(s).

References

Please attach three reference letters from professional contacts (please do not include personal references from family/friends).

List Name of references

1. Deborah Rutter
2. Yael Hurwitz-Lange
3. Justin Pollack

QUESTIONS FOR CHILDCARE PROVIDERS ONLY

Are you employed by, or do you own a private childcare facility that receives funding services from the ELC of Broward County? Yes No

If yes, are you:

- For profit
- Not for profit
- Faith based
- Other:

****please note that the designated childcare provider representative (non-faith-based) serving on early learning coalition’s board must be a for-profit childcare provider.**

Approximately what percentage of the children/families attending your childcare center/home receive childcare subsidies? 8-10% receive subsidies however not from the ELC;

Approximately what percentage of the children/families attending your childcare center/home receive VPK? 35%

Is your center/home accredited by a recognized agency? If yes, provide details/expiration:

No

Do you agree to attend PLAN (Providers Learning and Networking) meetings on a consistent basis?

Yes No

Do you agree to attend ELC Board and/or Board subcommittee meetings on a consistent basis, and to inform the board about issues effecting the private childcare provider community?

Yes No

How will you communicate with the provider community? What methods will you employ to ensure childcare providers' diverse points of view are heard by you, and by the board?

Communicating with provider community involves engaging with fellow directors and having effective communication for collaboration. It also involves listening to key issues.

Ensuring childcare providers points of view are heard + valued is essential to creating an inclusive environment. Having regular meetings, feedback, diverse representation & listening sessions are very important to me. Being able to communicate these community needs to the Board is very important so all voices feel heard.

A PROVIDER MAY NOT BE ELIGIBLE FOR BOARD MEMBERSHIP, IF DURING THE LAST 24 MONTHS:

It submitted a monthly attendance roster containing fraudulent reporting or other intentional misreporting of a student's attendance.

It failed to comply with the terms of the ELC's school readiness provider agreement.

Its license status, as recorded in CCIS, is "Revocation Action Pending," "Suspension Action Pending/Suspended," or "Closed."

Its accreditation status has been rescinded (for Providers not Licensed by Broward Co. Child Care Licensing)-S.1002055(3)B. F.S.

It has been identified on the FSDA or Florida disqualification list.

It has received multiple Class 1 and/or Class 2 violations from Broward Country Childcare Licensing and Enforcement within the last two years.

COMMITMENT AND OPERATIONAL STATEMENTS

Time Commitment: Serving as an ELC Board Member will require a commitment of time, including attendance at regular Board meeting and committee involvement, visiting community program sites, ELC events, and becoming educated about many aspects of early childhood development and school readiness. Board meetings are generally held once every other month.

Conflict of Interest: a conflict of interest may occur when an item is presented for a vote that will directly affect you, your employer, your immediate family, or another organization with which you are affiliated. Conflict of interest rules generally requires you to disclose the conflict and abstain from discussion/vote on the matter.

Membership Requirements: School Readiness legislation & the Division of Early Learning Policies (OEL-PG-0002-10 “*Early Learning Coalition Board Membership*”) govern the requirements for Board membership. Please see applicable policies.

Sunshine Law: The ELC of Broward County is a legislatively mandated group and operates under the general Florida guidelines of The “Sunshine Law.”

Private Provider, Faith-Based Provider & Special Needs Representative: Serving in such capacity requires a commitment to communicate Board business to constituents.

I understand the requirements of Board Membership for the Early Learning Coalition of Broward County, Inc. I agree that I have carefully and personally prepared/read the answers to the foregoing questions. The information in this application is complete and true.

Sydney Berlin

Full Name

Sydney Berlin

Signature

09/18/23

Date

PRIVATE-SECTOR MEMBER

I, Sydney Berlin, have read and reviewed OEL-PG-0002-10 “Early Coalition Board Membership” and that I meet the eligibility requirements for Early Learning Coalition Private-Sector membership in Broward County, as reflected therein, and that I do not have a substantial financial interest in early learning programs as defined by said policies. I agree to immediately notify the Board of Early Learning Coalition of Broward County, Inc. in writing, should that change during my term.

Sydney Berlin

Signature

09/18/23

Date

SELF-IDENTIFICATION

Completion of the following section is optional:

RACE:

- African American
- Asian American
- Caucasian
- Hispanic
- Native American
- White, non-Hispanic

Gender:

- Female
- Male

Physically Disabled:

- Yes
- No

SYDNEY P. BERLIN

8075 NW 111th Terrace Parkland, FL 33076
Phone: (561) 573-1751 Email: SydneyPBerlin@gmail.com

Qualifications Summary

Early Childhood Director with a **Florida Advanced Director's Credential**, experienced in high quality Jewish ECC programming in both the synagogue school and JCC setting. Trustworthy, ethical, and discreet, committed to superior customer service. Confident and poised in interactions with individuals at all levels. Detail-orientated and resourceful in completing projects; able to multi-task effectively. Capabilities include:

- Dynamic Customer Service
 - Excellent communication/Interpersonal skills
 - Personal/Professional knowledge of Judaism and Jewish values
 - Experienced team leader
 - Excellent Computer Knowledge
 - First Aid, CPR/AED Certified
-

Professional Experience

Congregation Kol Tikvah

Phylis J. Green Early Childhood Director

December 2016-Present

Parkland, FL

- Manage Early Childhood program consisting of 160 children, ages 1 year through PreK/VPK.
- Oversee Summer Camp program, ages 1 year through 2nd grade, including Travel Camp/CIT's.
- Provide active leadership, supervision and professional development to teaching staff and administrative staff.
- Develop and maintain budgets.
- Manage recruitment and registration process of the school.
- Develop and maintain excellent relationships with school families by providing ongoing communication and addressing individual needs.
- Facilitate young family engagement and synergy with the larger CKT community.
- Ensure curriculum supports the educational and religious philosophy of the school and synagogue as well as state bench marking guidelines and best practices.
- Work hand-in-hand with senior staff/clergy, Board Members, Parent Teacher Organization and lay leaders.

Temple Beth Torah Sha'aray Tzedek

Early Childhood Director

April 2010-November 2016

Tamarac, FL

- Provide quality early childhood programs for children age 3 months through PreK/VPK.
- Oversee daily day-to-day operations of ECC and Summer Camp, including Before and After Care Program and holiday mini-camps.
- Ensure curriculum supports the educational and religious philosophy of the school and synagogue including state benchmarks, APPLE accreditation and licensing guidelines.
- Develop and maintain budgets for both ECC and Summer Camp programs.
- Hire, train and supervise employees for both ECC and Camp.
- Work with teaching staff at developing age appropriate classroom curriculum.
- Work hand-in-hand with Senior Staff/Clergy, Board Members and PTO.
- Creating and writing policies and procedures for Employee & Parent Handbooks.
- Organizing and conducting parent orientations/meetings, staff meetings.
- Planned temple wide family youth events both on-site and in community.
- Experienced in community outreach, family retention and engagement.
- Responsible for all social media, marketing and advertising.
- Responsible for initial start-up operations of ECC after move into new building; including obtaining DCF licensing approval and APPLE accreditation.

- Responsible for the development, implementation, and evaluation of all Jewish based Children & Family programs, services, events and activities for children age 2-12 years.
- Develop and direct summer camp program serving over 350 children ages 2-14.
- Work with liaison from Jewish Family Services on implementation of an all-inclusive Special Needs Summer Camp Program.
- Hire, train and manage staff of 50 plus employees.
- Increased Kids Connection Before & After School Program by 35% to serve over 85 elementary age children.
- Create and implement quality family programs to include: Family Events, Kids Night Out, Family Dinners and Holidays events for 300 plus people.
- Develop, implement and staff Children's Classes for ages 2-10.
- Oversee child care rooms exclusive to JCC members offering free child care while in the building for children 6 weeks & older.
- Establish and maintain a budget of program expenditures and profits.
- Maintain and adhere to all state regulated childcare guidelines and paperwork.
- Facilitate training of all staff in First Aid, CPR/AED and MAT certifications.
- Develop new and enhance existing relationships with synagogues, Federation, Jewish organizations and agencies, schools, community organizations, business and government bodies related to the work of the agency.
- Develop and implement a system of administration and record keeping. With the assistance of the Center support staff, maintain and coordinate complete program files, including program records, evaluations and statistics.

IC Business Centers
Director of Operations

October 2002 – December 2008
Boynton Beach, Florida

Granite Financial Services, Boca Raton, Florida
Exec Assistant to Owner/Office Manager

January 2001 - October 2002
(Disassociated with Krieger Financial)

Krieger Financial Services, Delray Beach, Florida
Executive Assistant to Director of Options

May 1999 – December 2000

Education

- 2000 – 2004 BA Psychology-Honors: Cum Laude
Florida Atlantic University
Boca Raton, Florida
- 1997 – 1999 University of Central Florida
Orlando, Florida
- Summer, 1995 Alexander Muss High School in Israel
Hod Ha' Sharon, Israel

Organizations

- Board Member of Jewish Early Childhood Professionals of Broward (JECB) through Jewish Federation
- Member of ECE-RJ, Early Childhood Educators of Reform Judaism through URJ
- URJ Camp Coleman Faculty since 2022

References furnished upon request



Phylis J. Green ECC
at Congregation Kol Tikvah
Caring*Sharing*Loving*Learning

September 19, 2023

To Whom It May Concern,

I am writing to recommend Sydney Berlin for the faith-based position on the ELC Board of Directors. I have worked with Sydney for the past seven years. When Sydney stepped into the Director's position at the Phylis J. Green ECC, it was clear that she had a wealth of knowledge about the Early Learning Coalition and its mission. Her understanding of policies and guidelines is exemplary.

As the Treasurer for the Jewish Early Childhood Professionals (JECP), Sydney has established strong relationships with the directors of synagogue preschools in Broward County. As an ELC board member, she will be able to further its mission with these schools.

Sydney has all the qualities that a board member should have. She is organized, thoughtful, respectful, and hard working. I know that Sydney will be a strong asset to the ELC Board.

Sincerely,

Deborah Rutter

Assistant Director



September 22, 2023

To Whom It May Concern:

It is my pleasure to recommend Sydney Berlin to join the Early Learning Coalition of Broward County Board of Directors.

Sydney has served as the Director of the Phylis J. Green Early Childhood Center at Congregation Kol Tikvah in Parkland for over 7 years now, and in that time has enriched both our school and our congregation.

In her role, Sydney has enhanced our ECC program to be the preeminent early childhood center in Northwest Broward County, enabling us to be a facility of choice for families with young children.

In addition to her role in enhancing and elevating our school and program, Sydney's greatest strength's lay within the safety and security of our school and facility at large. She has become my partner in ensuring the safety and well-being of our ECC students and congregants, facilitating numerous state and federal grant applications and processes.

Furthermore, Sydney's work in establishing a strong partnership with our ECC parents is a testament to her commitment to ensuring the health and wellbeing of our students and families.

I highly recommend Sydney for consideration to join the Broward Early Learning Coalition.

I am available at 954-346-7878 for any further questions.

Thank you for your consideration,

Justin Pollack
Executive Director

September 18, 2023

To whom it may concern,

I am honored to be able to write a letter of recommendation for Sydney Berlin to become a Board Member for the Early Learning Coalition of Broward County.

I have had the distinct honor to work alongside Sydney for several years and have witnessed the exceptional leadership she displays as the head of the Phyllis J Green ECC. Sydney is a strategic and innovative leader and educator, and she is thoughtful and compassionate in the way she runs her school. Sydney values the importance of a strong early childhood education, and she is committed to creating a meaningful educational environment for preschool children.

Sydney has the important skill of remaining calm under pressure. Sydney is a creative problem solver who is able to multi-task and also manage crises as and when they arise. This skill is invaluable both as a leader of a preschool, but I also believe would be an excellent asset to any board.

I highly recommend Sydney and I believe she will be a vital part of any board on which she sits.

If I can answer any questions, please do not hesitate to reach out.

Sincerely,



Yael Hurwitz-Lange

Director of Education and Youth Engagement for Congregation Kol Tikvah

Melody Martinez

From: Melody Martinez
Sent: Monday, October 9, 2023 2:43 PM
To: Melody Martinez
Subject: RE: [EXTERNAL]Re: ELC Broward Faith-Based Board Member Selection Committee Notice

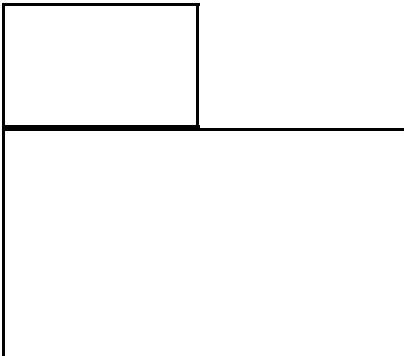
From: Nina Naparstek <nina@shalompreschool.org>
Sent: Monday, October 9, 2023 10:44 AM
To: Judith Merritt <Jmerritt@elcbroward.org>
Subject: [EXTERNAL]Re: ELC Broward Faith-Based Board Member Selection Committee Notice

You don't often get email from nina@shalompreschool.org. [Learn why this is important](#)

This message has originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

To Whom it may concern,
I know Sydney Berlin, and I am sure she would be a great fit!

Nina Naparstek
Shalom Preschool
Educational Director





Early Learning Coalition
Board of Directors Application

PLEASE SUBMIT APPLICATION & RESUME TO:

Melody Martinez, Board Liaison/Executive Assistant

Mmartinez@elcbroward.org

1475 W. Cypress Creek Road, Suite 301
Fort Lauderdale, FL 33309
954-789-1041 office
954-377-2192 fax

APPLICATION

Applicant Name: Krystie Castillo

Email Address: kcastillo@vivachristianacademy.com

Cell phone: 954-529-1628

Address: 6620 holatee trail SW Ranches, FL 33330

Current Employer: Viva Christian Academy

Current Occupation: Self-Employed

Business Address: 4961 SW 148 Avenue Davie, FL 33330

Specify Preferred Mailing Address: Business Residential

EDUCATION

List postsecondary educational institutions (or highest) attended or professional certifications:

<u>NAME & LOCATION</u>	<u>DEGREE/CERTIFICATES RECEIVED</u>	<u>DATES ATTENDED</u>
Broward College	Bachelor in Science in Elementary Education with TESOL certification	2019-2021
DCF	Director's Credential Advanced Level	04/30/2015
DCF	National CDA	02/04/2020
DCF	Staff Credential Verification	01/21/2020

COMMUNITY INVOLVEMENT

Please list community, civic, professional, business & other organizations with which you are/have been involved (including professional/civic fraternal organizations):

<u>ORGANIZATION</u>	<u>POSITION(S) HELD</u>	<u>DATES INVOLVED</u>
Hooves of Love Farm, Inc.	Secretary	2015-2023
Camino de Fe	Children's Ministry Director	2020-2023
Viva Christian Academy	Owner and Director	2023

Have you ever been elected/appointed to public office in the State of Florida? Yes No
 If yes, please provide details:

<u>POSITION/OFFICE TITLE</u>	<u>DATES SERVED</u>	<u>LEVEL OF GOVERNMENT</u>

Have you received any awards/recognition? Yes No
 If yes, please list:

I have been recognized by management for consistently achieving the highest level of quality and accuracy. I have been acknowledged for my ability to foster collaboration and teamwork among colleagues.

Do you have any other skills/recognition you would like to share with us? Yes No

If yes, please list:

I excel at paying meticulous attention to even the smallest details, ensuring accuracy and quality in all tasks and projects. I have strong verbal and written communication skills, allowing me to clearly convey information and ideas to team members. I am adept at actively listening to others, which helps me understand their needs and concerns, leading to better problem-solving and relationship-building. I possess excellent organizational skills, enabling me to manage multiple tasks, priorities, and deadlines efficiently. I am skilled in resolving conflicts and diffusing tense situations, creating a harmonious work environment.

PERSONAL STATEMENT

Please answer all questions:

Why do you want to serve on the ELC's Board? What do you hope to achieve as a Board member? What is your vision for Early Childhood Education in Broward County?

I am deeply passionate about early childhood education and its profound impact on the future of our community. Serving on the ELC's Board would provide me with an opportunity to contribute my skills, expertise, and commitment to improving the lives of children in Broward County. I believe in the ELC's mission to ensure that every child has access to high-quality early childhood education, and I want to be part of the effort to make this a reality.

As a Board member, my primary goal is to be an advocate for early childhood education and the children it serves. I hope to leverage my experience in education policy, community engagement, and strategic planning to support the ELC's initiatives and enhance its impact.

My vision for early childhood education in Broward County is one where every child, regardless of their background or socioeconomic status, has equitable access to a high-quality education from the earliest stages of their development.

Personal History

1. Have you ever been removed from a board(s), committee(s), council(s), etc.? Yes No
2. Has probable cause ever been found that you violated Part III, Chapter 112, F.S., code of Ethics for Public Officers and Employees? Yes No
3. Are you now, or have you in the last 3 years, been a member of any club/organization that restricts (restricted) membership based on race, religion, national origin, or gender? Yes No
4. Have you ever been convicted/withheld adjudication for violating any federal, state, or municipal law/regulation/ordinance? Yes No
5. Have you, your immediate family (spouse, child, parent(s), sibling(s), or businesses of which your immediate family has been owners, officers, or employees, held any contractual/direct dealings with any state/local governmental agency in Florida during the last four years (including the office/agency to which you've been appointed of are seeking appointment)? Yes No

If you said yes to any of the above questions, please explain, if you said no to all the questions, then write N/A in the box below.

Please note: If law or administrative rule requires, you must file financial disclosure statement(s).

References

Please attach three reference letters from professional contacts (please do not include personal references from family/friends).

List Name of references

1. Nirvana Cruz 786-382-4603
2. Barbarita Padron 786-547-3487
3. Rev. Jill Human 336-259-4757

QUESTIONS FOR CHILDCARE PROVIDERS ONLY

Are you employed by, or do you own a private childcare facility that receives funding services from the ELC of Broward County? Yes No

If yes, are you:

- For profit
- Not for profit
- Faith based
- Other:

****please note that the designated childcare provider representative (non-faith-based) serving on early learning coalition’s board must be a for-profit childcare provider.**

Approximately what percentage of the children/families attending your childcare center/home receive childcare subsidies? 30%

Approximately what percentage of the children/families attending your childcare center/home receive VPK? 20%

Is your center/home accredited by a recognized agency? If yes, provide details/expiration:

I am running a new center which is preparing for APPLE Accreditation.

Do you agree to attend PLAN (Providers Learning and Networking) meetings on a consistent basis?

- Yes No

Do you agree to attend ELC Board and/or Board subcommittee meetings on a consistent basis, and to inform the board about issues effecting the private childcare provider community?

- Yes No

How will you communicate with the provider community? What methods will you employ to ensure childcare providers' diverse points of view are heard by you, and by the board?

Communicating effectively with the provider community and ensuring that childcare providers' diverse points of view are heard by both me and the board is essential for making well-informed decisions and fostering a collaborative and inclusive environment.

I would organize regular meetings specifically designed for childcare providers. These meetings can provide a platform for providers to share their concerns, ideas, and feedback directly with me and other board members. Implementing online surveys or feedback forms can allow providers to share their thoughts anonymously if they wish. I would make an effort to engage in one-on-one conversations with childcare providers, either in person or virtually. This allows for more personal and in-depth discussions and can help build trust. It's essential for me to ensure that communication channels, such as email and phone lines are easily accessible and user-friendly for childcare providers. This accessibility makes it easier for them to reach out with questions or concerns. Being bilingual and of multiple ethnic backgrounds, I'd advocate for diverse representation on the board itself, including providers from different backgrounds and types of childcare facilities. This can help ensure that diverse perspectives are embedded in the decision-making process. Above all, approaching communications with active listening and empathy. This will demonstrate a genuine willingness to understand providers' concerns and needs, and respond with compassion and respect.

By employing these methods and strategies, I would work to foster an inclusive and open dialogue with the provider community, ensuring that their diverse points of view are not only heard but also actively considered in the decision-making process of the board.

A PROVIDER MAY NOT BE ELIGIBLE FOR BOARD MEMBERSHIP, IF DURING THE LAST 24 MONTHS:

It submitted a monthly attendance roster containing fraudulent reporting or other intentional misreporting of a student's attendance.

It failed to comply with the terms of the ELC's school readiness provider agreement.

Its license status, as recorded in CCIS, is "Revocation Action Pending," "Suspension Action Pending/Suspended," or "Closed."

Its accreditation status has been rescinded (for Providers not Licensed by Broward Co. Child Care Licensing)-S.1002055(3)B. F.S.

It has been identified on the FSDA or Florida disqualification list.

It has received multiple Class 1 and/or Class 2 violations from Broward Country Childcare Licensing and Enforcement within the last two years.

COMMITMENT AND OPERATIONAL STATEMENTS

Time Commitment: Serving as an ELC Board Member will require a commitment of time, including attendance at regular Board meeting and committee involvement, visiting community program sites, ELC events, and becoming educated about many aspects of early childhood development and school readiness. Board meetings are generally held once every other month.

Conflict of Interest: a conflict of interest may occur when an item is presented for a vote that will directly affect you, your employer, your immediate family, or another organization with which you are affiliated. Conflict of interest rules generally requires you to disclose the conflict and abstain from discussion/vote on the matter.

Membership Requirements: School Readiness legislation & the Division of Early Learning Policies (OEL-PG-0002-10 "Early Learning Coalition Board Membership") govern the requirements for Board membership. Please see applicable policies.

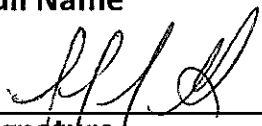
Sunshine Law: The ELC of Broward County is a legislatively mandated group and operates under the general Florida guidelines of The "Sunshine Law."

Private Provider, Faith-Based Provider & Special Needs Representative: Serving in such capacity requires a commitment to communicate Board business to constituents.

I understand the requirements of Board Membership for the Early Learning Coalition of Broward County, Inc. I agree that I have carefully and personally prepared/read the answers to the foregoing questions. The information in this application is complete and true.

Krystie Castillo

Full Name




Signature

09/14/20

Date

PRIVATE-SECTOR MEMBER

I, Krystie Castillo, have read and reviewed OEL-PG-0002-10 "Early Coalition Board Membership" and that I meet the eligibility requirements for Early Learning Coalition Private-Sector membership in Broward County, as reflected therein, and that I do not have a substantial financial interest in early leaning programs as defined by said policies. I agree to immediately notify the Board of Early Learning Coalition of Broward County, Inc. in writing, should that change during my term.



Signature

09/14/20
Date

SELF-IDENTIFICATION

Completion of the following section is optional:

RACE:

- African American
- Asian American
- Caucasian
- Hispanic
- Native American
- White, non-Hispanic

Gender:

- Female
- Male

Physically Disabled:

- Yes
- No



KRYSTIE CASTILLO

CENTER OWNER & DIRECTOR

Faith-Based Provider Representative
Early Learning Coalition
September 29, 2023

TO WHOM IT MAY CONCERN,

I am writing to express my interest in the Faith-Based Provider Representative position on the Early Coalition Board. My background in early childhood education administration and my strong commitment to faith-based organizations make me an ideal candidate for this role.

The following enclosed resume provides an overview of my work experience and training. I am bilingual and fluent in both English and Spanish and also have experience working in large facilities where I have had to prove my leadership, organization, and customer service skills for over 10 years leading and guiding staff groups of over 25 employees, while ensuring large centers run smoothly and are advertised accordingly across all social media platforms.

I hope you will consider me as a Board Member for the Faith-Based Provider Representative position. You can easily contact me via phone at (954) 529-1628 or email at kcastillo@vivachristianacademy.com.

Thank you for considering my application. I look forward to the possibility of joining you and contributing to your mission.

I look forward to hearing from you.

Yours Sincerely,

Krystie Castillo

KRYSTIE CASTILLO

CENTER OWNER & DIRECTOR

CONTACT

☎ 954.529.1628
✉ kcastillo@vivachristianacademy.com
📍 6620 Holatee Trail
SW Ranches, FL 33330

OBJECTIVE

My objective is to be the Faith-Based Provider Representative Board Member at the Early Learning Coalition.

EDUCATION

BACHELORS DEGREE
Elementary Education
Broward College
2015-2018

DCF
Advanced Director Credential
National CDA
Staff Credential

SKILLS

I Professional

Attention to Detail
Controlling Expenses
Enhancing Quality
Preschool Management
School Curriculum Specialist
Training Staff
Social Media
Verbal Communication
Bilingual
Team Player

WORK EXPERIENCE

CENTER OWNER & DIRECTOR
Viva Christian Academy | 2022 - 2023

- License center
- Lead and train staff
- Implement curriculum for all ages
- Remodel center
- Tours and enrollment
- Handbooks and policies

HEAD DIRECTOR
The Learning World Academy | 2019 - 2023

- Lead and train staff of over 20 employees
- Maintain building and program to code according to state regulations
- Increase school enrollment to its maximum capacity
- Establish a social media presence
- Team building
- Revise and optimize curriculum
- Implementation of extracurricular activities
- Successful transition from online to in-person learning

CHILDREN'S MINISTRY
First United Methodist Church | 2017 - 2022

- Coordinating all student & family events
 - Trunk or Treat
 - Holiday Festival
 - Christmas Shows
 - VBS
 - Spring Fling
- Community Outreach
- Handling all social media platforms and websites
- Scheduling volunteers
- Coordinating lesson plans
 - Ensuring teachers are teaching age appropriate activities
 - Review weekly lesson plans
 - Food programs
 - Fundraising

KRYSTIE CASTILLO

CENTER OWNER & DIRECTOR

SKILLS

I Technical

Microsoft Word
Microsoft Excel
Microsoft PowerPoint
Adobe Acrobat
Adobe Photoshop
Procure

REFERENCES

Nirvana Cruz

The Learning World Academy
Assistant Director
T: 786.382.4603

Jany Morales

The Learning World Academy
Curriculum Specialist
T: 786.461.5193

Rosemary

Childcare Licensing & Enforcement
Inspector
T: 954.541.7373

WORK EXPERIENCE CONTINUED

DIRECTOR/TRAINER

Mission of God Academy | 2014 - 2017

- Parent Conferences
 - Paperwork and records up-to-date
 - Web Design
 - Classroom and supply inventory
 - Handbook and policies
 - Social Media
 - Monetary Responsibilities
 - Local Advertising
 - Hire and train staff
 - Hire and train directors
 - Food program
 - Curriculum Specialist
-

To whom it may concern,

I am writing to provide my endorsement for Krystie Castillo in her pursuit of a position on the Board of Directors for the Early Learning Coalition. Having had the privilege of knowing Ms. Krystie as a devoted member of our congregation at Camino de Fe for several years, I can confidently attest to her unwavering commitment to faith, community, and ethical leadership.

Ms. Krystie is a dedicated and faithful member of our church community. Her consistent attendance at worship services, involvement in various ministry programs, and active participation in our outreach initiatives have demonstrated her deep-rooted faith and commitment to the principles of Christian service. As a pastor, I have had the privilege of witnessing Ms. Krystie exemplify the values and teachings of our faith in her everyday life.

Moreover, Ms. Krystie possesses a remarkable sense of integrity and ethical responsibility. She consistently exhibits fairness, honesty, and compassion in her interactions with others. These qualities are not only admirable, but also essential for a board member tasked with guiding the future of a faith-based organization.

I am confident that Ms. Krystie would bring her exceptional leadership skills, unwavering faith, and ethical values to the ELC Board of Directors. She has a deep understanding of the needs and aspirations of our community and possesses the vision to make a meaningful impact.

I wholeheartedly recommend Ms. Krystie for this important role, and I believe her dedication and passion will be invaluable to the ELC Faith-Based Board of Directors. Please feel free to contact me at 786-547-3487 or barbarita4851@yahoo.com if you have any questions or require further information.

Warm regards,



Ps. Barbarita Padron

Dear Members of the Board of Directors Selection Committee,

I am writing to enthusiastically recommend Krystie Castillo as a candidate for the Board of Directors position at ELC Faith-Based Centers. I have had the privilege of knowing Krystie for four years and have had the opportunity to witness her dedication, passion, and exceptional leadership qualities.

I first met Krystie through our shared involvement in The Learning World Academy, where she consistently demonstrated her unwavering commitment to the betterment of our community. Her tireless efforts and genuine concern for the well-being of others have always been evident in her actions.

Krystie's professional background in early childhood education and her expertise in management and conflict resolution make her an ideal candidate for the Board of Directors position. Her ability to be detail oriented and plan strategically has proven invaluable in the projects we have undertaken together.

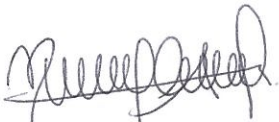
Beyond her professional qualifications, Krystie possesses a deep-rooted faith and a strong moral compass that align perfectly with the values and mission of ELC Faith-Based Centers. Her commitment to "Viva Christian Academy" and "Camino de Fe" as a leader demonstrates her dedication to creating a positive impact in the lives of those she serves.

In my experience working alongside Krystie, I have been consistently impressed by her ability to lead while being empathetic and putting her faith first. She has a talent for bringing people together, fostering collaboration, and driving initiatives to successful outcomes.

I wholeheartedly endorse Krystie Castillo's candidacy for the ELC Faith-Based Centers Board of Directors. Her exceptional skills, unwavering dedication, and strong moral character make her an ideal fit for this position. I am confident that she will contribute significantly to the organization's mission and success.

Should you require any additional information or have any questions, please do not hesitate to contact me at (786)382-4603 or ncruz@vivachristianacademy.com. I am more than willing to provide further insights into Krystie's qualifications and character.

Thank you for considering Krystie Castillo for this important role on your Board of Directors. I believe she will be a valuable asset to your organization.



Sincerely,

Nirvana Cruz

Viva Christian Academy Assistant Director



Dear Representative of ELC Board of Directors,

I am writing to recommend Krystie Castillo for the board member position within your organization. I have had the privilege of working with Krystie Castillo for a few years as a Children's Ministry Director of our congregation here at First United Methodist Church. During this time, I have had the opportunity to witness their unwavering commitment to service, leadership, and community involvement.

In her capacity as a member of our church, she has actively participated in numerous leadership roles, demonstrating their ability to work effectively with others, communicate her ideas clearly, and make well-informed decisions.

Furthermore, Krystie Castillo's commitment to philanthropy and community service extends far beyond our congregation. She has been involved in homeless feeding, praying over the community and showcasing their dedication to making a positive difference in the lives of others.

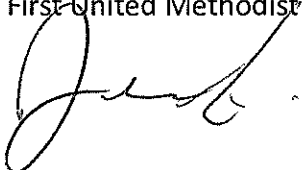
As a person of strong moral character, integrity, and compassion, Krystie Castillo is not only an exceptional leader but also a role model within our community. Her ability to listen, empathize, and collaborate with diverse groups of individuals is truly commendable. These qualities, combined with her excellent communication skills and a commitment to ethical decision-making, make her an excellent choice for a board of director position.

If you have any further questions or require additional information, please do not hesitate to contact me at 336-259-4757. I am more than willing to provide any additional insights into Krystie Castillo's qualifications and character.

Thank you for considering Krystie Castillo as a potential board member for your organization. I have the utmost confidence that they will excel in this role and continue to make a positive impact on any endeavor they undertake.

Sincerely,

Rev. Jill Auman
First United Methodist Church



Melody Martinez

From: Melody Martinez
Sent: Monday, October 9, 2023 3:00 PM
To: Melody Martinez
Subject: RE: [EXTERNAL]Faith Based Provider Rep

From: Open Valley Academy <openvalleyacademy@gmail.com>
Sent: Thursday, October 5, 2023 3:18 PM
To: Judith Merritt <Jmerritt@elcbroward.org>
Subject: [EXTERNAL]Faith Based Provider Rep

You don't often get email from openvalleyacademy@gmail.com. [Learn why this is important](#)

This message has originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

Hi Ms. Merritt,

I believe that Krystie Castillo from Viva Christian Academy is the best choice for the faith based program representative. She is kind, honest, helpful, and responsible.

Christina Cuellar
Director

Office: (954) 431-7077
Open Valley Academy

Melody Martinez

From: Melody Martinez
Sent: Thursday, October 5, 2023 8:25 AM
To: Melody Martinez
Subject: RE: [EXTERNAL]Krystie Castillo's nomination in the Faith Based position

You don't often get email from anandi92@yahoo.com. [Learn why this is important](#)

This message has originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

Good evening Ms. Merritt:

I am the owner of 8 preschools in South Florida and one in Bonita Springs. Krystie mentioned to me that she had been nominated for the faith based program and based on my ten year affiliation with her, I would like to strongly recommend this amazing preschool director/owner. Krystie recently worked on a rather complex preschool acquisition with me from a hospital bed to which she was confined as she was being monitored closely prior to her delivery. The baby girl was delivered and we resumed our discussions soon thereafter without Krystie missing a beat. Need I say more about Krystie's dedication to the task at hand?

Let me take this opportunity to thank ELC for being such a huge support system for preschool owners such as myself.

Sarat Dayal, 954-817-6438

PRESCHOOL DEVELOPERS, ABC GROUP & TRICOUNTY PRESCHOOLS

Developers /owners /managers of preschools / daycares

Site selection-Leasing-City/County approvals

Design & Construction-Preschool licensing

Owner & staff training-Marketing

Ongoing preschool management & consulting

<http://www.TheBestPreschoolsNearMe.com>



Early Learning Coalition
Board of Directors Application

PLEASE SUBMIT APPLICATION & RESUME TO:

Melody Martinez, Board Liaison/Executive Assistant

Mmartinez@elcbroward.org

1475 W. Cypress Creek Road, Suite 301
Fort Lauderdale, FL 33309
954-789-1041 office
954-377-2192 fax

APPLICATION

Applicant Name: Lisa Dodge

Email Address: principal.stambrose@gmail.com

Cell phone: 9543190013

Address: 10950 SW 48 Street, Cooper City, FL 33441

Current Employer: St Ambrose Catholic School

Current Occupation: Principal/Director

Business Address: 363 SE 12th Avenue, Deerfield Beach, FL 33441

Specify Preferred Mailing Address: Business Residential

EDUCATION

List postsecondary educational institutions (or highest) attended or professional certifications:

<u>NAME & LOCATION</u>	<u>DEGREE/CERTIFICATES RECEIVED</u>	<u>DATES ATTENDED</u>
Barry University, Miami Shores, FL	Specialist Degree in Education and Educational Leadership	December 2011
ELC	Staff Credential	August 2013

COMMUNITY INVOLVEMENT

Please list community, civic, professional, business & other organizations with which you are/have been involved (including professional/civic fraternal organizations):

<u>ORGANIZATION</u>	<u>POSITION(S) HELD</u>	<u>DATES INVOLVED</u>
Cardinal Gibblons High School	Chairman	Current
City of Cooper City Planning and Zoning board	Board Member	2016 - 2020

Have you ever been elected/appointed to public office in the State of Florida? Yes No
 If yes, please provide details:

I was appointed and served for 4 years on the Planning and Zoning board for Cooper City. I was on the board from 2016-2020. I am no longer on the board.

<u>POSITION/OFFICE TITLE</u>	<u>DATES SERVED</u>	<u>LEVEL OF GOVERNMENT</u>
Planning and Zoning Board for Cooper City	2016 - 2020	

Have you received any awards/recognition? Yes No
 If yes, please list:

Do you have any other skills/recognition you would like to share with us? Yes No

If yes, please list:

PERSONAL STATEMENT

Please answer all questions:

Why do you want to serve on the ELC’s Board? What do you hope to achieve as a Board member? What is your vision for Early Childhood Education in Broward County?

This is my second time requesting to serve on the board and some of my reasons is to support and advocate for early childhood education: I believe this is important to support our little ones as they begin their educational journey .I would really like to make a positive impact in the lives of young children and thier families in Broward County

I hope to achieve as a board member by promoting accessibility and achiever goals related to improving access to quality early childhood education programs for all children in the county, regardless of their background or socioeconomic status. Enhance program quality:as, I am committed to enhancing the quality of early childhood education through evidence-based practices and continuous improvement. Foster collaboration by working collaboratively with other board members, community stakeholders, and educators to achieve common goals.

Here are some of my visions: Inclusivity and equity: which is inclusive and equitable early childhood education system that ensures every child has the opportunity to thrive.
Innovation and excellence: A system that embraces innovation and strives for excellence in teaching and learning.
Community engagement: It is important to involve parents, caregivers, and the broader community in early childhood education efforts, recognizing that it takes a village to raise a child.
Long-term impact: I am committed to early childhood education as an investment in the future well-being and success of Broward County, emphasizing its potential to reduce achievement gaps and improve overall educational outcomes.

Personal History

1. Have you ever been removed from a board(s), committee(s), council(s), etc.? Yes No
2. Has probable cause ever been found that you violated Part III, Chapter 112, F.S., code of Ethics for Public Officers and Employees? Yes No
3. Are you now, or have you in the last 3 years, been a member of any club/organization that restricts (restricted) membership based on race, religion, national origin, or gender? Yes No
4. Have you ever been convicted/withheld adjudication for violating any federal, state, or municipal law/regulation/ordinance? Yes No
5. Have you, your immediate family (spouse, child, parent(s), sibling(s), or businesses of which your immediate family has been owners, officers, or employees, held any contractual/direct dealings with any state/local governmental agency in Florida during the last four years (including the office/agency to which you've been appointed of are seeking appointment)? Yes No

If you said yes to any of the above questions, please explain, if you said no to all the questions, then write N/A in the box below.

N/A

Please note: If law or administrative rule requires, you must file financial disclosure statement(s).

References

Please attach three reference letters from professional contacts (please do not include personal references from family/friends).

List Name of references

1. Gabriel Combert
2. Marianne Wolhert
3. Kellie Michelson

QUESTIONS FOR CHILDCARE PROVIDERS ONLY

Are you employed by, or do you own a private childcare facility that receives funding services from the ELC of Broward County? Yes No

If yes, are you:

- For profit
- Not for profit
- Faith based
- Other:

****please note that the designated childcare provider representative (non-faith-based) serving on early learning coalition's board must be a for-profit childcare provider.**

Approximately what percentage of the children/families attending your childcare center/home receive childcare subsidies? 10%

Approximately what percentage of the children/families attending your childcare center/home receive VPK? 100%

Is your center/home accredited by a recognized agency? If yes, provide details/expiration:

Florida Catholic Conference

Do you agree to attend PLAN (Providers Learning and Networking) meetings on a consistent basis?

- Yes No

Do you agree to attend ELC Board and/or Board subcommittee meetings on a consistent basis, and to inform the board about issues effecting the private childcare provider community?

- Yes No

How will you communicate with the provider community? What methods will you employ to ensure childcare providers' diverse points of view are heard by you, and by the board?

I would communicate with the provider community via email and make sure that we reach everyone. I would love to visit all the providers and make sure that their voices are heard.

A PROVIDER MAY NOT BE ELIGIBLE FOR BOARD MEMBERSHIP, IF DURING THE LAST 24 MONTHS:

It submitted a monthly attendance roster containing fraudulent reporting or other intentional misreporting of a student's attendance.

It failed to comply with the terms of the ELC's school readiness provider agreement.

Its license status, as recorded in CCIS, is "Revocation Action Pending," "Suspension Action Pending/Suspended," or "Closed."

Its accreditation status has been rescinded (for Providers not Licensed by Broward Co. Child Care Licensing)-S.1002055(3)B. F.S.

It has been identified on the FSDA or Florida disqualification list.

It has received multiple Class 1 and/or Class 2 violations from Broward Country Childcare Licensing and Enforcement within the last two years.

COMMITMENT AND OPERATIONAL STATEMENTS

Time Commitment: Serving as an ELC Board Member will require a commitment of time, including attendance at regular Board meeting and committee involvement, visiting community program sites, ELC events, and becoming educated about many aspects of early childhood development and school readiness. Board meetings are generally held once every other month.

Conflict of Interest: a conflict of interest may occur when an item is presented for a vote that will directly affect you, your employer, your immediate family, or another organization with which you are affiliated. Conflict of interest rules generally requires you to disclose the conflict and abstain from discussion/vote on the matter.

Membership Requirements: School Readiness legislation & the Division of Early Learning Policies (OEL-PG-0002-10 “*Early Learning Coalition Board Membership*”) govern the requirements for Board membership. Please see applicable policies.

Sunshine Law: The ELC of Broward County is a legislatively mandated group and operates under the general Florida guidelines of The “Sunshine Law.”

Private Provider, Faith-Based Provider & Special Needs Representative: Serving in such capacity requires a commitment to communicate Board business to constituents.

I understand the requirements of Board Membership for the Early Learning Coalition of Broward County, Inc. I agree that I have carefully and personally prepared/read the answers to the foregoing questions. The information in this application is complete and true.

Lisa Dodge

Full Name



Signature

09/14/23

Date

PRIVATE-SECTOR MEMBER

I, Lisa Dodge, have read and reviewed OEL-PG-0002-10 "Early Coalition Board Membership" and that I meet the eligibility requirements for Early Learning Coalition Private-Sector membership in Broward County, as reflected therein, and that I do not have a substantial financial interest in early learning programs as defined by said policies. I agree to immediately notify the Board of Early Learning Coalition of Broward County, Inc. in writing, should that change during my term.



Signature

09/14/23

Date

SELF-IDENTIFICATION

Completion of the following section is optional:

RACE:

- African American
- Asian American
- Caucasian
- Hispanic
- Native American
- White, non-Hispanic

Gender:

- Female
- Male

Physically Disabled:

- Yes
- No

Lisa Conlon Dodge

10950 SW 48th Street
Cooper City, Florida 33028
Telephone: (954) 319-0013

Confidential Resume

Objective:

To obtain a principal or assistant principal position

Education: Bachelor of Science in Applied Professional Studies-Nova University
Master of Science in Elementary Education-Nova University
Specialist Degree in Educational Leadership-Barry University

Certified: BRIDGES training of Marzano through Broward County Schools
Eucharistic Minister
Local Area Coordinator for safe environment for the church and school
VPK Director
Virtus Educator
Paylocity Trained
Connect Now Trained

Professional: Member NCEA

Experience: _____

Career in Education of Children

Archdiocese of Miami
St Ambrose Catholic School

July 2013 to present

Principal

- Coordinates and oversees the integration of faith in all community affairs and religious instructional programs
- Oversees the hiring, mentoring, assignments, supervision, training, coaching and discipline of all instructional and non-instructional personnel
- Provides professional development for the school and individualized plans for instructional staff
- In collaboration with faculty sets and evaluates annual academic priorities and plans and supervises the implementation of the instructional program
- Provides overall leadership for responsible stewardship and appropriate financial reporting, along with participating in the school budget development, implementation and evaluation in consultation with the finance committee. Creates and maintains a balanced budget
- Participates in long-range financial planning and ensures that the school operates with a strategic long-term plan
- Keeps parents informed regarding student progress and school programs
- Meets Archdiocesan standards regarding licensing and professional growth. Oversees and ensures the completion of al paperwork required by the Archdiocese
- Entering data of McKay, Step Up and VPK students into the designated websites
- Process payroll for the school and church
- Executes all school policy on business affairs consistent with the policies of the Archdiocese

Archdiocese of Miami
St. Mark Catholic School

August 2007 to July, 2013

Teacher

- Chairperson of Area 5 for School Improvement Plan
- In-service training to staff on Blood-borne Pathogen
- Fourth grade self-contained classroom teacher
- Third grade self-contained classroom teacher
- VIRTUS trained
- Coached cheerleading and track
- Carline facilitator

St. Bernadette Catholic School

August 2006 to August 2007

Teacher

- Fourth grade self-contained classroom teacher
- Fifth grade math teacher

Career in Protective Services / Law Enforcement

Biscayne Park Police Department

November 2004 to August 2008

Police Officer

- Crime Watch Coordinator
- Responsible for the diligent and courteous performance of the duties imposed by the department and the State of Florida
- Responsible for 24 hours of diligent service a month
- UCR annual and semi annual reports

Key Biscayne Police Department

Nov 1994 – Oct 2004

Police Officer - Sergeant

- Ensured that the members of the department complied with standard operating procedures, gave special attention to those failures that would jeopardize the safety of personal rights, liberties and integrity of private persons and the reputation of the department
- Promptly wrote, reviewed and submitted case reports on computer terminal
- Handled numerous medical emergency calls as well as natural and suicide deaths
- Alertly patrolled the Village going observant for violations of Criminal and Traffic laws, giving special attention to those areas most vulnerable to the commission of crimes.
- Reported to duty on time, always neatly and properly equipped and attired for duty
- Performed all patrol duties and other police tasks as required.

Village of Virginia Gardens Police Department

Sept 1988 – Nov 1994

Police Lieutenant (7/94 – 11/94)

Interim Chief of Police (2/94 – 7/94)

Police Lieutenant (5/91 – 2/94)

Police Officer/D.A.R.E. Officer (9/88-5/91)

Directly responsible to the Chief of Police for the efficiency, discipline, morale, good conduct, and strict attention to duty of members of the department.

- Responsible for the proper and efficient enforcement of all laws and ordinances which the police department is authorized to enforce
- Formulated and enforced department rules, policies, procedures and orders and exercised such powers as provided by State or Federal Statute.
- Assisted in preparing an Annual Budget for the Police Department
- Organized and assigned personnel and equipment to meet the needs with sufficient flexibility to adapt to new and changing situations.
- Authorized and designated selected officers for special investigative assignments.
- Presented official commendations and awards for the Meritorious Service to worthy officers.
- Investigated all charges made against members of the police department by subordinate officers and citizens.
- Taught D.A.R.E. to elementary and middle school students.
- Dealt primarily with principal and guidance counselor on all areas of bullying, peer pressure and other guidance issues.
- Prepared curriculum for D.A.R.E.
- Promptly wrote, reviewed case reports
 - Investigated burglaries, batteries, thefts, sex offenses, etc.... under the department's Police Generalists Program
 - Participated in Narcotics Tactical Operations
 - PBA Representative; assisted with preparation of collective bargaining agreements.

City of Miami Springs

1984 – 1988

Police Dispatcher

- Entered daily reports in computer system and ran index cards
- Fingerprinting
- Filling vacations for Chief's secretary and record position duties
- Prepared UCR supplements
- Trained newly hired dispatchers
- Handled phone (911) complaints and dispatched calls

References

Jane Broder Principal
St David Catholic School
3900 University Drive
Davie Florida 33328
954-205-3643(personal)
jbroder@stdavid.org

Mrs. Barbara Anne Eques
Former Assistant Principal
St. Mark Catholic School
2941 Hidden Hollow Lake
Davie, Florida
954-591-9013
ba_eques@hotmail.com

Dr. Lori St Thomas
St Coleman Catholic School
2250 SE 12th Street
Pompano Beach, FL 33062
954-809-5329 (personal)
Principal@stcoleman.org

Mr. Frederic Ramirez, Attorney
10067 Pines Blvd. Suite A
Pembroke Pines, Florida 33024
954-436-0114
fred@ramirezlaw.net

Toni McNamara
Retired Principal
508 NW 104 Avenue
Plantation, FL 33327



ARCHDIOCESE OF MIAMI
Office of Catholic Schools

September 14, 2023

To Whom It May Concern,

Please accept this letter as a reference for Mrs. Lisa Dodge to the Faith-Based Provider Representative Seat on the Early Learning Coalition of Broward County's Board of Directors.

I first came to meet Mrs. Dodge in early 2021 when I was a member of the visiting team for her school's Florida Catholic Conference re-accreditation. Her school was very well-prepared for our visit, having documented substantial evidence of their compliance with the accreditation standards. It was evident that she was directly involved in these preparations; that her school ran smoothly; and she was beloved by the faculty, staff, students, and parents. Her openness, acceptance, and kindness were hallmarks that I would be hard pressed to forget.

More recently I have known Mrs. Dodge in my role as the Director of Continuous Improvement in the Office of Catholic Schools of the Archdiocese of Miami. I have visited her school several times and can confirm that my prior visit was a valid assessment of her school culture and leadership. Through this role I have also witness how she has successfully serves as a mentor to first-year principals on numerous occasions; is the chair of our Northeast Broward Council of schools; and, is as a member of the Principal Advisory Council to the Superintendent.

Lisa is a professional who prides herself in being very knowledgeable in the operation of our schools, especially the preschool grades. She is always willing to help myself or any other colleague without hesitation. She is a caring and ardent advocate for her students and families. There is no doubt in my mind that she would be a great asset to the ELC Board on behalf of faith-based providers.

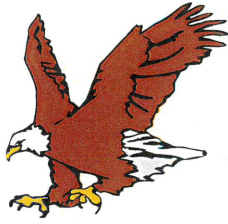
Should I be of further assistance to her cause, please do not hesitate to contact me.

Sincerely Yours in Christ through Mary,

Gabriel A. Cambert, M.Ed.
Director of Continuous Improvement
Office of Catholic Schools
Archdiocese of Miami
305-762-1019
gcambert@theadom.org

Saint Ambrose Catholic School

Saint Ambrose Catholic School develops the spiritual, social, and academic growth of its students in a nurturing Catholic environment. Guided by the gifts of the Holy Spirit, we strive to respect and serve others



September 17, 2023

To Whom it May Concern:

My name is Kellie Michelsen and I have known and directly worked with and worked for Mrs. Lisa Dodge for over 10 years, when she became the principal of Saint Ambrose Catholic School. I whole-heartedly recommend her for the ELC Faith-Based Board member. In addition to her duties as principal, Mrs. Dodge has taken leadership in implementing the policies and procedures for private schools in ELC, Step-Up, and a multitude of other initiatives. She is a leader within the Archdiocese of Miami in multiple consultative boards such as leadership in the area deaneries and Principal Advisory Committee to the Superintendent for the past two years. She would be an invaluable asset to your board given her experience and in depth knowledge.

Please feel free to contact me if you need any other information that would benefit Mrs. Dodge.

Best Regards,

A handwritten signature in blue ink that reads "Kellie Michelsen" with a long horizontal line extending to the right.

Kellie Michelsen, M. Ed.
Assistant Principal
954-647-9450
Kmicelsen@stambrosecs.org

363 Southeast 12th Avenue, Deerfield Beach, Florida 33441 Phone: (954) 427-2226 Fax: (954) 427-2293

www.stambrosecs.org

September 16, 2023

To Whom It May Concern,

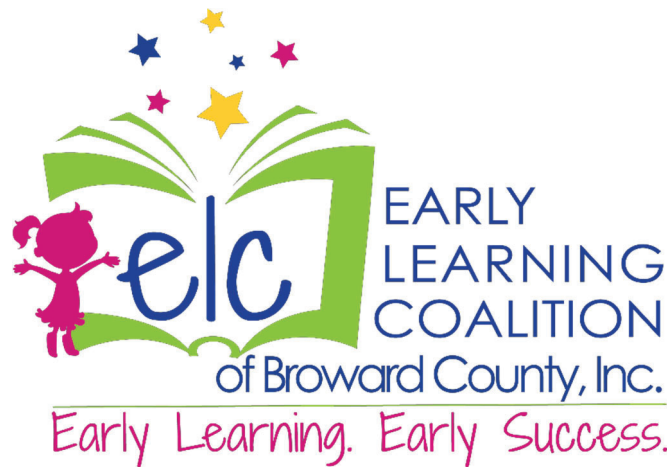
It is with great pleasure and confidence that I can provide a reference for Mrs. Lisa Dodge who would be a tremendous asset to the ELC Broward Board of Directors as a Faith-Based Provider Representative. In all the years I have known her, I have found her to be exceptionally professional in her role as a Principal, and in her previous positions/careers as a teacher and police officer.

I know Mrs. Dodge in having worked with her on various projects stemming from her husband's position as City Manager of Pembroke Pines where I am the Communications Division Director. Her input regarding children, business and strategic communication helped on many occasions in fulfilling various programming efforts involving the city and in activities I volunteered for at her school.

Mrs. Dodge handles challenges with the greatest of professionalism and has a solid reputation for being an effective communicator, as well as a small business owner herself with Attitudes Salon. I can say with absolute sureness that she holds the utmost of integrity in character and is highly respected not only in her position as Principal of St. Ambrose Catholic Elementary School, but also in her community, business and personal life. Combined with the fact that Mrs. Dodge processes the type of experience that is required for a position of this nature, she makes a good fit for the Board.

If I can be of any further assistance or you have any questions, please feel free to contact me.

Marianne Wohlert
Communications Division Director
City of Pembroke Pines
954-392-0276



Early Learning Coalition
Board of Directors Application

PLEASE SUBMIT APPLICATION & RESUME TO:

Melody Martinez, Board Liaison/Executive Assistant

Mmartinez@elcbroward.org

1475 W. Cypress Creek Road, Suite 301

Fort Lauderdale, FL 33309

954-789-1041 office

954-377-2192 fax

APPLICATION

Applicant Name: Kimberly S. Watson

Email Address: kswatson420@gmail.com

Cell phone: 954-632-2135

Address: 451 SW 27 Terrace Fort Lauderdale FL 33312

Current Employer: Apple of My Eye Childcare and Learning Center

Current Occupation: Director

Business Address: 2500 NW 14 Street Bldg B, Fort Lauderdale FL 33311

Specify Preferred Mailing Address: Business Residential

EDUCATION

List postsecondary educational institutions (or highest) attended or professional certifications:

<u>NAME & LOCATION</u>	<u>DEGREE/CERTIFICATES RECEIVED</u>	<u>DATES ATTENDED</u>
University of Alaska	NiCCM NAC	Fall 2022
Trinity International University 9010 SW 137 Avenue Suite 101 Miami FL 33186	Theological Studies	2010-2012
Trinity International University 9010 SW 137 Avenue Suite 101 Miami FL 33186	Bachelor of Arts Organizational Leadership	Degree Date 12/17/2009

COMMUNITY INVOLVEMENT

Please list community, civic, professional, business & other organizations with which you are/have been involved (including professional/civic fraternal organizations):

<u>ORGANIZATION</u>	<u>POSITION(S) HELD</u>	<u>DATES INVOLVED</u>
Little Church by the Wayside for Jesus	Outreach Coordinator,	2001 - present
Victory Restoration Community Development	Leadership Team	2020 - present
Youth Master Plans	Board Member	2017-2018
Glenda Educational Programs formerly Glenda All Into One, Inc.	Secretary	2016-2022

Have you ever been elected/appointed to public office in the State of Florida? Yes No

If yes, please provide details:

<u>POSITION/OFFICE TITLE</u>	<u>DATES SERVED</u>	<u>LEVEL OF GOVERNMENT</u>

Have you received any awards/recognition? Yes No

If yes, please list:

Do you have any other skills/recognition you would like to share with us? Yes No
If yes, please list:

PERSONAL STATEMENT

Please answer all questions:

Why do you want to serve on the ELC’s Board? What do you hope to achieve as a Board member? What is your vision for Early Childhood Education in Broward County?

I want to serve on ELC's Board and I hope to achieve the following:

To learn more about how ELC benefits our communities, to develop professional relationships with other providers, and to be a part of providing resolution to our community's concerns.

My vision for Early Childhood Education in Broward County to to give children opportunities to be their best regardless of their belief, their financial ability, etc.

Personal History

1. Have you ever been removed from a board(s), committee(s), council(s), etc.? Yes No
2. Has probable cause ever been found that you violated Part III, Chapter 112, F.S., code of Ethics for Public Officers and Employees? Yes No
3. Are you now, or have you in the last 3 years, been a member of any club/organization that restricts (restricted) membership based on race, religion, national origin, or gender? Yes No
4. Have you ever been convicted/withheld adjudication for violating any federal, state, or municipal law/regulation/ordinance? Yes No
5. Have you, your immediate family (spouse, child, parent(s), sibling(s), or businesses of which your immediate family has been owners, officers, or employees, held any contractual/direct dealings with any state/local governmental agency in Florida during the last four years (including the office/agency to which you've been appointed of are seeking appointment)? Yes No

If you said yes to any of the above questions, please explain, if you said no to all the questions, then write N/A in the box below.

Please note: If law or administrative rule requires, you must file financial disclosure statement(s).

References

Please attach three reference letters from professional contacts (please do not include personal references from family/friends).

List Name of references

1. Lawanda Henderson
2. Stephanie Rodriquez
3. Keyana Brunner-Stallworth

QUESTIONS FOR CHILDCARE PROVIDERS ONLY

Are you employed by, or do you own a private childcare facility that receives funding services from the ELC of Broward County? Yes No

If yes, are you:

- For profit
- Not for profit
- Faith based
- Other:

****please note that the designated childcare provider representative (non-faith-based) serving on early learning coalition’s board must be a for-profit childcare provider.**

Approximately what percentage of the children/families attending your childcare center/home receive childcare subsidies? 53%

Approximately what percentage of the children/families attending your childcare center/home receive VPK? None

Is your center/home accredited by a recognized agency? If yes, provide details/expiration:

No

Do you agree to attend PLAN (Providers Learning and Networking) meetings on a consistent basis?

- Yes No

Do you agree to attend ELC Board and/or Board subcommittee meetings on a consistent basis, and to inform the board about issues effecting the private childcare provider community?

- Yes No

How will you communicate with the provider community? What methods will you employ to ensure childcare providers' diverse points of view are heard by you, and by the board?

I will communicate with the provider community by listening to their concerns, engaging in dialogue(s) to ensure their concerns are fully understood, and providing timely follow up or feedback regarding our discussion.

I will actively listen and communicate each provider's concerns without being biased. Community provider relationships are important and each viewpoint and feedback must be received and shared respectfully to build trust and further develop our communities.

A PROVIDER MAY NOT BE ELIGIBLE FOR BOARD MEMBERSHIP, IF DURING THE LAST 24 MONTHS:

It submitted a monthly attendance roster containing fraudulent reporting or other intentional misreporting of a student's attendance.

It failed to comply with the terms of the ELC's school readiness provider agreement.

Its license status, as recorded in CCIS, is "Revocation Action Pending," "Suspension Action Pending/Suspended," or "Closed."

Its accreditation status has been rescinded (for Providers not Licensed by Broward Co. Child Care Licensing)-S.1002055(3)B. F.S.

It has been identified on the FSDA or Florida disqualification list.

It has received multiple Class 1 and/or Class 2 violations from Broward Country Childcare Licensing and Enforcement within the last two years.

COMMITMENT AND OPERATIONAL STATEMENTS

Time Commitment: Serving as an ELC Board Member will require a commitment of time, including attendance at regular Board meeting and committee involvement, visiting community program sites, ELC events, and becoming educated about many aspects of early childhood development and school readiness. Board meetings are generally held once every other month.

Conflict of Interest: a conflict of interest may occur when an item is presented for a vote that will directly affect you, your employer, your immediate family, or another organization with which you are affiliated. Conflict of interest rules generally requires you to disclose the conflict and abstain from discussion/vote on the matter.

Membership Requirements: School Readiness legislation & the Division of Early Learning Policies (OEL-PG-0002-10 “*Early Learning Coalition Board Membership*”) govern the requirements for Board membership. Please see applicable policies.

Sunshine Law: The ELC of Broward County is a legislatively mandated group and operates under the general Florida guidelines of The “Sunshine Law.”

Private Provider, Faith-Based Provider & Special Needs Representative: Serving in such capacity requires a commitment to communicate Board business to constituents.

I understand the requirements of Board Membership for the Early Learning Coalition of Broward County, Inc. I agree that I have carefully and personally prepared/read the answers to the foregoing questions. The information in this application is complete and true.

Kimberly S. Watson

Full Name

Kimberly S.
Watson

Digitally signed by Kimberly S.
Watson
Date: 2023.09.29 03:34:22 -04'00'

Signature

09/29/20

Date

PRIVATE-SECTOR MEMBER

I, Kimberly S. Watson, have read and reviewed OEL-PG-0002-10 “Early Coalition Board Membership” and that I meet the eligibility requirements for Early Learning Coalition Private-Sector membership in Broward County, as reflected therein, and that I do not have a substantial financial interest in early leaning programs as defined by said policies. I agree to immediately notify the Board of Early Learning Coalition of Broward County, Inc. in writing, should that change during my term.

Kimberly S.
Watson

Digitally signed by Kimberly S.
Watson
Date: 2023.09.29 03:34:50
-04'00'

Signature

09/29/20

Date

SELF-IDENTIFICATION

Completion of the following section is optional:

RACE:

- African American
- Asian American
- Caucasian
- Hispanic
- Native American
- White, non-Hispanic

Gender:

- Female
- Male

Physically Disabled:

- Yes
- No

KIMBERLY WATSON

Fort Lauderdale, FL 33312 • 954-632-2135 • kswatson420@gmail.com

Summary

I'm currently a preschool director. I've been working in the childcare field almost 3 year. I am knowledgeable with School Readiness, VPK, Head Start, Early Head Start, USDA food program. I know how to build strong relationships with children,families and employees. I know how to keep staff on task and motivated. I can maintain both staff and children files. I love children and have a passion to work with disadvantage children and their families to help them get the assistance to better their lives with a positive out come for the future. My goal is to further my career advocating for children.

Skills

Staff Management

Classroom Management

Progress Monitoring

Documentation and Recordkeeping

Team Building

Friendly, Positive Attitude

Excellent Communication Skills

Organization

Flexible and Adaptable

Critical Thinking

First Aid/CPR

Behavior management Techniques

Classroom management

Infant,Toddler & Preschool Curriculum

Experience

Childcare Director, 04/2023 to Current

Apple Of My Eye Childcare And Learning Center – Fort Lauderdale, FL

Responsible for day to day operations of the childcare facility. Managing employees. Making sure we follow all DCF regulations, USDA guidelines, Reviewing all lesson plans and schedules.

Maintained children files making sure that immunization and physical records stayed up to date.

Maintained all staff files for DCF regulations. Make weekly menus and food orders. Subbed in classrooms as needed and in the kitchen as the cook. Making tight net relationships with children and their families. All with a positive cheerful attitude.

Attended approved training and continuing education courses to maintain certifications.

Developed relationships with community organizations to provide additional resources and services to families. Oversaw safety requirements, inspection, and certification procedures to facilitate annual licensing review.

Business Owner, 03/2015 to Current

Touching Hearts Touching Lives – Fort Lauderdale , FL

Consult with customers to assess needs and propose optimal solutions.

Childcare Teacher, 01/2023 to 03/2023

Taylor's Tots Preschool – Fort Lauderdale, FL

- Observed children to identify individuals in need of additional support and developed strategies to improve assistance.
- Instructed children in health and personal habits, such as eating, resting, and toileting.
- Organized small groups of children while transitioning to and from outdoor play.
- Sanitized toys and play equipment each day to maintain safety and cleanliness.
- Maintained well-controlled classrooms by clearly outlining standards and reinforcing positive behaviors.
- Actively encouraged children to develop their communication, problem-solving and social skills.
- Assisted in preparation of meals and snacks to provide children with proper nutrition.

Childcare Teacher, 03/2022 to 11/2022

Apple Of My Eye Childcare And Learning Center – Fort Lauderdale , FL

Instructed children in health and personal habits, such as eating, resting, and toileting. Organized small groups of children while transitioning to and from outdoor play. Sanitized toys and play equipment each day to maintain safety and cleanliness. Consulted with parents to build and maintain positive support networks and support continuing education strategies.

Education Director, 01/2022 to 04/2022

BeFree University – Ft Lauderdale, FL

Established and updated objectives and tools for overall program and each department to enhance operations. Checked on instructor lessons and communication in order to assess quality of education and assistance offered to students. Represented educational program at meetings and conferences to serve as subject matter liaison for array of services and activities assigned.

Online Tax Educator , 07/2021 to 12/2021

BeFree University – Fort Lauderdale, FL

Developed and implemented course material for self help tax course. Held weekly training for small business owners, tax professionals, and individuals to assist them in federal filing requirements, proper documentation, and qualified business expenses

Regional Trainer, 08/2014 to 09/2020

Mednax Health Solutions – Sunrise, FL

Optimized training curriculum with team exercises, group discussions and lectures. Authored new training packages while automating online training systems to streamline team sharing. Presented revenue training programs to new staff members while assessing talent for performance evaluations. Introduced training tutorials to support processes and protocols. Improved training program effectiveness while monitoring, evaluating and recording initiatives to deliver management feedback for corrective action planning. Partnered with management to conduct individual training needs analysis for required coaching and training. Aided workers with job improvement skills while developing alternative training methods. Established and maintained quality control standards. Provided coaching and mentoring to employees. Facilitated virtual, in-person and blended learning sessions. coordinated training schedules across sites with supervisors and managers to optimize training initiatives and work-flow management

Education and Training

Bachelor of Arts: Organizational Leadership, 12/2009

Trinity International University - Miami, FL

To Whom It May Concern,

I am writing to provide a professional reference for Kimberly Watson, who has applied for a position at your esteemed organization. I have had the pleasure of working closely with them for over ten years, and during this time, I have learned to appreciate her exceptional skills, dedication, and professionalism.

I have found Mrs. Watson to be an individual of high integrity who consistently displays a strong work ethic and a results-driven approach. Her ability to handle all tasks given with precision and efficiency has been commendable. Kimberly has consistently delivered high-quality work within stringent deadlines, demonstrating exceptional attention to detail and an aptitude for problem-solving. Their resourcefulness and adaptability have been highly valuable in managing complex situations and ensuring the successful implementation of projects.

In addition to her technical expertise, Kimberly's exceptional communication and interpersonal skills have made them an indispensable team player. She possesses the ability to effectively collaborate and coordinate with colleagues, stakeholders, and clients, fostering a positive and collaborative work environment. Kimberly is always willing to lend a helping hand, offering guidance and support to their peers.

Throughout my professional association with Kimberly, she has consistently demonstrated leadership qualities and an eagerness for personal and professional growth. Her commitment to expanding her skillset and staying updated with the latest industry trends is noteworthy. I have witnessed her ability to embrace and navigate change, approach challenges with a positive mindset, and leverage her analytical thinking to make informed decisions.

Based on my experience working closely with Kimberly, I confidently recommend them as a valuable addition to your organization. Her dedication, competence, and exemplary work ethic will undoubtedly contribute to achieving your company's objectives. She has the skills and potential to excel in any position, and I have no doubt that they will be an asset to your team.

Should you require any further information about Mrs. Watson or have any specific inquiries, please do not hesitate to contact me at ajmaiah0624@outlook.com or (954) 770-1796.

Thank you for considering my recommendation, and I wish you the best in your selection process.

Sincerely,

Keyana Brunner-Stallworth



321-323 S.W. 27 Avenue, Fort Lauderdale, Florida 33351

P - (954) 321-0447 F - (954) 321-1446

taylorstotpreschool@gmail.com

To Whom It May Concern

I have known Mrs. Kimberly Watson for a couple of years. As childcare centers operating in the same community, we freely share information and act as a source of referral for each other. Mrs. Watson is a very passionate, resourceful, and helpful colleague.

Mrs. Watson goes above and beyond to educate herself and others around her. Her passion transcends through everything she does. She spends countless hours gaining the knowledge she needs to be successful.

Mrs. Watson is well-known and highly respected in the community. She is an ideal candidate for one of ELC's board members.

Please contact me if any other information is needed.

Educationally,

Lawanda D Henderson

Lawanda D. Henderson.

RECOMMENDATION LETTER

September 29, 2023
Stephanie Rodriguez
Creative Director, Live Like Leeya, INC
954-214-7494



To whom it may concern,

My name is Stephanie Rodriguez, the Director of the creative writing online publishing company and I would like to lend my insight into Kimberly Watson. I have known Mrs. Watson for almost 30 years and have witnessed firsthand her inquisitive nature when it comes to youth. She is always learned, approaching from curious and makes it her mission to understand youth on a deeper level. Mrs. Watson's passion for reaching those who seem to be unreachable is admirable and over the years, her work with multiple youth programs has flourished into positive outcomes in the community. The youth take to her and more importantly, trust her with their questions, concerns and inner thoughts & desires. Having the type of connection Mrs. Watson has obtained with the youth is rare and has groomed some amazing kids into thoughtful, responsible and successful young men and women; including myself. It is my sincere hope that you take this correspondence into account during the selection process of your desired candidate. Please feel free to reach out to me directly with any additional questions or concerns you may have.

Best regards,

A handwritten signature in black ink that reads 'Stephanie M. Rodriguez'.

Stephanie M. Rodriguez



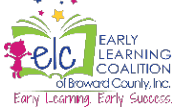
Early Learning Coalition of Broward County
Child Care Provider Nominating Process for Board of Directors
Approved by Board on February 14, 2022

The Child Care Provider applicant must be an Owner or Director. At least 10% of the applicants' early childcare center enrollment must be comprised of subsidized children (and/or VPK children). Please review the entire application prior to completing.

Process

To select child care providers to the Early Learning Coalition Board of Directors, the following process will be followed:

1. The ELC will post the open seat for a minimum of ten (10) business days. At a minimum, the notice will be posted on the ELC's website and via social media. Additionally, ELC will send an email notification to all child care providers with the announcement with the request for nominations.
2. Interested child-care providers will complete the required application form, provide a bio and email to the ELC.
3. After receipt of the application, ELC staff will review to ensure candidate meets criteria as outlined in the application.
4. The list of interested candidates will be published so that the provider community can provide comments and feedback prior to nominating committee meeting.
5. The Nominating Committee are presented with all eligible candidate applications (and their supporting application documents) along with the feedback from the community providers.
6. The Nominating Committee will decide whether to either interview some/all candidates and then make a recommendation to the Board.
7. The ELC Board of Directors will vote on the nominated provider.



Early Learning Coalition of Broward County - Board Member Roles and Responsibilities

VISION:

All children will have high-quality early learning experiences leading to success in school and life.

MISSION:

Lead and support the early learning community to promote and deliver high-quality early learning experiences to young children, accessible to all eligible families in Broward County.

BOARD MEMBER ROLE:

- To serve as a volunteer voting member of the Board of Directors for the Early Learning Coalition of Broward County
- Develop and maintain focus on the ELC mission and vision
- Establish and oversee implementation of the ELC's strategic direction
- Uphold Fiduciary responsibilities as a steward of public funding in accordance with laws, regulations, contracts, governing by-laws, Board-approved policies and standard non-profit best practices.

TERM (for private sector member):

In accordance with the ELC bylaws, the term of membership shall be four (4) years. Once a Member's term of service is completed, a Member shall have the option of serving for an additional four (4) year term by providing written notice to the Chair prior to the expiration of their initial four (4) year term.

TIME EXPECTATIONS:

- Attend a 60-minute orientation session to learn about organization, programs, etc.
- Attend all scheduled Board meetings
 - In person at, ELC Broward, 1475 W. Cypress Creek Rd., Suite 301 or join virtually
- Join at least 1 board committee. Attend committee meetings
- Attend, support, and participate in ELC events and program activities

RESPONSIBILITIES:

- Organization Success
 - Attend and participate in board and committee meetings
 - Understand and support the vision and mission of ELC of Broward
 - Promote the work of the Coalition
 - Participate in hiring and evaluating the CEO
 - Participate in developing strategic goals
 - Monitor the agency's progress and evaluate outcomes
 - Be engaged. Ask questions
 - Exercise fiduciary oversight
- Community
 - Inform others about ELC
 - Advocate for early learning
- Individual Responsibility
 - Bring personal/professional expertise to support the mission
 - Read meeting materials (board and committee packets) prior to the meeting
 - Appreciate and respect differing viewpoints.
 - Abide by conflict of interest policy, Sunshine law and bylaws
 - Avoid conflict of interest, real or perceived
 - Financially support and/or help secure financial contributions to the ELC of Broward