



Early Learning Coalition of Santa Rosa County

Meeting Packet

Executive Committee

Finance Committee

Board of Directors

1-13-2026



AGENDA
Coalition Executive Committee Meeting
January 13, 2026
9:00 a.m.

- Call to Order Anna Weaver
- Public Comment
- Approval of Minutes (*Action Item*) Ms. Weaver
November 13, 2025
- Application for New Member (*Action Item*) Ms. Stuckey
Jeni Senter, Psychotherapist, Owner/CEO, Rooted in
Resilience Healing Arts
Representative Serving Children with Disabilities
- CEO's Report (*Information Item*) Ms. Stuckey
- Adjourn Ms. Weaver



**Early Learning Coalition of Santa Rosa County
Executive Committee Meeting Minutes
November 13, 2025 9:00 AM**

Attendees: Executive Committee Members Present: *Renee Cobb, Rachel Connell, Tarae Donaldson, John Waker*; Staff Present: *Ron Geri, Shannon Peterson, Megan Saye, Melissa Stuckey, Barbora Valovic*

Lead	Topic	Discussion
Treasurer John Walker	Call to Order	In the absence of Chairperson Anna Weaver, John Walker called the meeting to order at 9:20 a.m. A quorum was established.
Mr. Walker	Public Comment	There was none.
Mr. Walker	Approval of Minutes	John Walker presented the minutes from the September 30, 2025, Executive Committee meeting. Renee Cobb made a motion to approve the minutes of September 30, 2025, Executive Committee Meeting, seconded by Tarae Donaldson. The motion carried unanimously.
Melissa Stuckey	Application for Private Sector Board Membership	Melissa Stuckey presented the application for private sector board membership from Donald Shelton. Ms. Cobb made a motion to approve Donald Shelton's application to be presented to the full board, seconded by Rachel Connell.
Ms. Stuckey	CEO's Report	Ms. Stuckey reported that the field work for the independent audit with Moss Krusick has been completed with no findings, and the formal report will be presented at the January meeting. The Division of Early Learning has contracted with the firm of Thomas Howell Ferguson to conduct fiscal monitoring this year. Fiscal monitoring will begin soon. The programmatic monitoring is set for May. Ms. Stuckey mentioned a few staff would be attending the AELC conference in Orlando the following week. She also said that the board-approved unrestricted funds account with Synovus has been opened with some deposits already made. Some additional paperwork is required but once all required documents are signed, the Coalition will transfer a significant portion of the unrestricted funds while leaving an agreed-upon balance in the original account.
John Walker	Adjourn	Mr. Walker adjourned the meeting at 9:35 a.m.

Form Summary

Name	Jeni Senter
Home Address	 [REDACTED] Milton FL 32583 United States
Cell phone number	[REDACTED]
Other phone number	[REDACTED]
Email	[REDACTED]
Employment or Previous Employment if Retired	Private Practice Owner- Rooted in Resilience Healing Arts
Occupation/Position/Title	CEO/Psychotherapist
Birthday (Month and Day Only)	July 31
Address	5154 Santa Rosa Street Milton FL 32570 United States
Work number	[REDACTED]
Work Email	[REDACTED]
Type of Business or Organization	For-Profit
Emergency Contact	[REDACTED]
Relationship	[REDACTED]
Phone number	[REDACTED]
1. Name of Organization	FoodRaising Friends
Dates of Membership	2025-Present
Office Held, if applicable	Director- Board of Directors
2. Name of Organization	Santa Rosa County Chamber of Commerce
Dates of Membership	2025-Current

Form Summary

Office Held, if applicable	NA
3. Name of Organization	American Society of Clinical Hypnosis
Dates of Membership	2025- Current
Office Held, if applicable	NA
4. Name of Organization	Florida Society of Clinical Hypnosis
Dates of Membership	2025- Current
Office Held, if applicable	NA
5. Name of Organization	American Psychological Association
Dates of Membership	2022- Current
Office Held, if applicable	NA
Do you or any of your relatives or you business entity have a substantial financial interest in the design or delivery of the School Readiness, Voluntary Pre-kindergarten, or other child care programs?	No
If yes, please clarify	
Statement of Interest: Why are you interested in applying for Board Membership?	I am interested in serving on the Board because I am deeply aligned with the Coalition's mission and values and believe strongly in collaborative, community-driven solutions. As a mental health professional, advocate, and community organizer, I have seen firsthand how systemic gaps can be addressed most effectively when diverse voices come together with shared purpose, accountability, and vision. Board service represents an opportunity for me to contribute not only my professional expertise, but also my commitment to ethical leadership, strategic thinking, and sustainable impact.

Form Summary

In what way do you believe the Coalition will benefit from your participation as a board member?	I believe the Coalition would benefit from my participation through my background in behavioral health, program development, trauma-informed practices, and interdisciplinary collaboration. I bring experience in strategic planning, grant development, outcome-focused program evaluation, and community outreach, along with a strong ability to bridge clinical insight with practical implementation. I am especially passionate about supporting initiatives that promote resilience, equity, and long-term capacity building within the community. As a board member, I would offer thoughtful engagement, a collaborative leadership style, and a willingness to actively contribute time, skills, and advocacy to advance the Coalition's goals. I value transparency, shared governance, and mission fidelity, and I am eager to support the Coalition's continued growth, impact, and service to the community.
Are you willing to submit to a background screening?	Yes
Can you commit to regular attendance at Board and Committee meetings generally held 6 times each year?	Yes
If you have a resume, please upload here:	
Short answer	I have read and agree to the commitment and operational statements
I certify that I understand the requirements of Board Membership for the Early Learning Coalition of Santa Rosa 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.	yes
Date	01/07/2026



AGENDA
Coalition Finance Committee Meeting
January 13, 2026
9:30 a.m.

➤ Call to Order	John Walker
➤ Public Comment	
➤ Approval of Minutes (<i>Action Item</i>)	Mr. Walker
• September 30, 2025	
➤ Financials	Mr. Walker
• October 2025 (<i>Action Item</i>)	Barbora Valovic
➤ Disposition of Inventory (<i>Action Item</i>)	Barbora Valovic
➤ Adjourn	Mr. Walker



**Early Learning Coalition of Santa Rosa County
Finance Committee Meeting Minutes
September 30, 2025 9:30 AM**

Attendees: Finance Committee Members Present: Rachel Connell, Johnny Crane, John Walker, Anna Weaver; Staff Present: Ron Geri, Shannon Peterson, Megan Saye, Barbora Valovic, Melissa Stuckey

Lead	Topic	Discussion
Treasurer John Walker	Call to Order	John Walker called the Finance Committee meeting to order at 9:30 a.m. A quorum was established.
John Walker	Public Comment	There was none.
John Walker	Approval of Minutes	Mr. Walker presented the minutes of the July 10, 2025, Finance Committee Meeting. Anna Weaver made a motion to approve the minutes of the July 10, 2025 Finance Committee Meeting, seconded by Rachell Connell. The motion carried unanimously.
Barbora Valovic	May 2025 Financials	Barbora Valovic presented the financials for May 2025. Ms. Connell made a motion to approve the financials for May 2025, seconded by Johnny Crane. The motion carried unanimously.
Barbora Valovic Melissa Stuckey	DOE Revert & Reappropriate Funding	Melissa Stuckey and Ms. Valovic gave an update on the Department of Education revert and reappropriate funding.
Barbora Valovic	Proposed Budget Year Ending 6-30-26- NOA 8-25-25	Ms. Valovic presented the proposed budget for FY 25-26. Ms. Connell made a motion to approve, seconded by Johnny Crane. The motion carried unanimously.
John Walker	Adjourn	John Walker adjourned the meeting at 9:53 a.m.

10:08 AM
01/06/26
Accrual Basis

Early Learning Coalition of Santa Rosa County
Balance Sheet
As of October 31, 2025

	Oct 31, 25
ASSETS	
Current Assets	
Checking/Savings	
11001 · Regions - Pace	1,423,441.66
11010 · Petty Cash	23.50
	1,423,465.16
Total Checking/Savings	1,423,465.16
Accounts Receivable	
11400 · Grants Receivable	848,367.12
11500 · TAP	3,062.40
	851,429.52
Total Accounts Receivable	851,429.52
Other Current Assets	
13000 · Prepaid Expenses	
13020 · VPK	285,348.96
13000 · Prepaid Expenses - Other	23,130.91
	308,479.87
Total 13000 · Prepaid Expenses	308,479.87
Total Other Current Assets	308,479.87
Total Current Assets	2,583,374.55
Fixed Assets	
15000 · Furniture and Equipment	29,925.00
17100 · Accum Depr - Furn and Equip	-29,925.00
	0.00
Total Fixed Assets	0.00
Other Assets	
18600 · Other Assets	
18610 · ROU Gulf Breeze Asset	22,394.00
18620 · ROU Milton Asset	70,303.00
18630 · Intangible Asset	80,232.50
	172,929.50
Total 18600 · Other Assets	172,929.50
18700 · Security Deposits Asset	6,167.52
	179,097.02
Total Other Assets	179,097.02
TOTAL ASSETS	2,762,471.57
LIABILITIES & EQUITY	
Liabilities	

10:08 AM

01/06/26

Accrual Basis

Early Learning Coalition of Santa Rosa County

Balance Sheet

As of October 31, 2025

Oct 31, 25

Current Liabilities	
Accounts Payable	
20100 · Accounts Payable	<u>742,270.74</u>
Total Accounts Payable	<u>742,270.74</u>
Credit Cards	
20102 · Accounts Payable - Credit Cards	
0178 · Ronald Geri	299.76
0875 · Melissa Stuckey - NEW	1,897.53
3598 · Megan Saye	<u>299.99</u>
Total 20102 · Accounts Payable - Credit Cards	<u>2,497.28</u>
Total Credit Cards	<u>2,497.28</u>
Other Current Liabilities	
20200 · Grant Advances	
20210 · School Readiness	832,144.00
20211 · SR Plus	12,170.00
20220 · VPK	<u>516,402.00</u>
Total 20200 · Grant Advances	<u>1,360,716.00</u>
24100 · Accrued Leave and Payroll	34,169.59
24300 · Due To Partnership	47.88
25800 · Unearned or Deferred Revenue	
25820 · VPK	285,348.96
25800 · Unearned or Deferred Revenue - Other	<u>5,672.02</u>
Total 25800 · Unearned or Deferred Revenue	<u>291,020.98</u>
Total Other Current Liabilities	<u>1,685,954.45</u>
Total Current Liabilities	<u>2,430,722.47</u>
Long Term Liabilities	
27100 · Notes, Mortgages, and Leases	
27110 · ROU Gulf Breeze Liability	23,161.00
27120 · ROU Milton Liability	<u>74,475.00</u>
Total 27100 · Notes, Mortgages, and Leases	<u>97,636.00</u>
Total Long Term Liabilities	<u>97,636.00</u>
Total Liabilities	<u>2,528,358.47</u>

10:08 AM
01/06/26
Accrual Basis

Early Learning Coalition of Santa Rosa County
Balance Sheet
As of October 31, 2025

	Oct 31, 25
Equity	
32000 · Unrestricted Net Assets	234,981.36
Net Income	-868.26
	<hr/>
Total Equity	234,113.10
	<hr/>
TOTAL LIABILITIES & EQUITY	2,762,471.57
	<hr/>

Early Learning Coalition of Santa Rosa County
Profit & Loss Budget vs. Actual - Month FY 2025-2026
October 2025

	Oct 25	Budget	\$ Over Budget	% of Budget
Income				
43400 · DOE/FLOEL Grants	911,231.88	871,378.75	39,853.13	104.6%
43429 · Local Match	4,166.66	3,900.00	266.66	106.8%
43450 · Interest Income-Restricted	6.09	12.50	-6.41	48.7%
44400 · TAP Program	1,173.92	275.00	898.92	426.9%
44475 · UFLCL-ELF	0.00	125.00	-125.00	0.0%
44500 · Public Contributions	0.00	0.00	0.00	0.0%
46400 · Other Types of Income	0.00	0.00	0.00	0.0%
46800 · In-Kind Match Revenue	1,500.00	4,166.66	-2,666.66	36.0%
Total Income	918,078.55	879,857.91	38,220.64	104.3%
Gross Profit	918,078.55	879,857.91	38,220.64	104.3%
Expense				
60000 · Salary & Wages	81,178.66	59,089.09	22,089.57	137.4%
60050 · Fringe Benefits	22,067.61	18,652.67	3,414.94	118.3%
60100 · Advertising & Public Relations	940.00	416.66	523.34	225.6%
60130 · Communication Cost	2,221.19	1,916.66	304.53	115.9%
60135 · Postage & Freight	19.53	45.84	-26.31	42.6%
60145 · Contract Services	787,041.01	730,640.34	56,400.67	107.7%
60195 · Equipment - Rental/Lease	272.54	448.34	-175.80	60.8%
60200 · Equipment and Other Capital	0.00	1,666.68	-1,666.68	0.0%
60210 · Bank Charges	155.50	225.00	-69.50	69.1%
60220 · Insurance	578.12	791.68	-213.56	73.0%
60240 · Maintenance and Repair	117.47	500.00	-382.53	23.5%
60250 · Materials and Supplies	111.32	34,251.43	-34,140.11	0.3%
60270 · Membership & Subscriptions	212.00	416.66	-204.66	50.9%
60300 · Professional Services	13,036.32	7,565.50	5,470.82	172.3%
60310 · Publication and Printing Cost	0.00	291.66	-291.66	0.0%
60330 · Rental Cost	9,872.96	10,254.25	-381.29	96.3%
60350 · Training and Education Cost	0.00	1,250.00	-1,250.00	0.0%
60370 · Travel Cost	328.20	3,808.34	-3,480.14	8.6%
60400 · Office Supplies & Furniture <1k	674.76	1,188.34	-513.58	56.8%
60500 · Information Technology	545.95	1,179.25	-633.30	46.3%
60600 · Employee Related Expenses	0.00	259.59	-259.59	0.0%
60900 · Miscellaneous Expenses	33.50	833.27	-799.77	4.0%
67800 · In-Kind Match Expense	1,500.00	4,166.66	-2,666.66	36.0%
Total Expense	920,906.64	879,857.91	41,048.73	104.7%
Net Income	<u>-2,828.09</u>	<u>0.00</u>	<u>-2,828.09</u>	<u>100.0%</u>

Early Learning Coalition of Santa Rosa County
Profit & Loss Budget vs. Actual - YTD FY 2025-2026
July through October 2025

	Jul - Oct 25	Budget	\$ Over Budget	% of Budget
Income				
43400 · DOE/FLOEL Grants	2,878,044.19	3,485,515.00	-607,470.81	82.6%
43429 · Local Match	15,866.67	15,600.00	266.67	101.7%
43450 · Interest Income-Restricted	28.30	50.00	-21.70	56.6%
44400 · TAP Program	3,062.40	1,100.00	1,962.40	278.4%
44475 · UFLCL-ELF	0.00	500.00	-500.00	0.0%
44500 · Public Contributions	0.00	0.00	0.00	0.0%
46400 · Other Types of Income	7.80	0.00	7.80	100.0%
46800 · In-Kind Match Revenue	1,500.00	16,666.52	-15,166.52	9.0%
Total Income	2,898,509.36	3,519,431.52	-620,922.16	82.4%
Gross Profit	2,898,509.36	3,519,431.52	-620,922.16	82.4%
Expense				
60000 · Salary & Wages	202,133.13	236,356.36	-34,223.23	85.5%
60050 · Fringe Benefits	62,040.60	74,610.68	-12,570.08	83.2%
60100 · Advertising & Public Relations	940.00	1,666.64	-726.64	56.4%
60130 · Communication Cost	7,374.18	7,666.64	-292.46	96.2%
60135 · Postage & Freight	99.54	183.36	-83.82	54.3%
60145 · Contract Services	2,552,177.30	2,922,561.36	-370,384.06	87.3%
60195 · Equipment - Rental/Lease	1,125.57	1,793.36	-667.79	62.8%
60200 · Equipment and Other Capital	0.00	6,666.72	-6,666.72	0.0%
60210 · Bank Charges	585.50	900.00	-314.50	65.1%
60220 · Insurance	2,154.37	3,166.72	-1,012.35	68.0%
60240 · Maintenance and Repair	451.88	2,000.00	-1,548.12	22.6%
60250 · Materials and Supplies	3,146.49	137,005.72	-133,859.23	2.3%
60270 · Membership & Subscriptions	3,055.95	1,666.64	1,389.31	183.4%
60300 · Professional Services	17,160.65	30,262.00	-13,101.35	56.7%
60310 · Publication and Printing Cost	0.00	1,166.64	-1,166.64	0.0%
60330 · Rental Cost	38,328.76	41,017.00	-2,688.24	93.4%
60350 · Training and Education Cost	0.00	5,000.00	-5,000.00	0.0%
60370 · Travel Cost	1,977.78	15,233.36	-13,255.58	13.0%
60400 · Office Supplies & Furniture <1k	2,288.90	4,753.36	-2,464.46	48.2%
60500 · Information Technology	1,666.45	4,717.00	-3,050.55	35.3%
60600 · Employee Related Expenses	110.00	1,038.36	-928.36	10.6%
60900 · Miscellaneous Expenses	1,060.57	3,333.08	-2,272.51	31.8%
67800 · In-Kind Match Expense	1,500.00	16,666.52	-15,166.52	9.0%
Total Expense	2,899,377.62	3,519,431.52	-620,053.90	82.4%
Net Income	-868.26	0.00	-868.26	100.0%

3:07 PM

11/18/25

L. Cauley

Early Learning Coalition of Santa Rosa County

Reconciliation Summary

11001 · Regions - Pace, Period Ending 10/31/2025

BF

11/25/25

	Oct 31, 25
Beginning Balance	680,655.85 ✓
Cleared Transactions	
Checks and Payments - 92 items	-822,250.21 ✓
Deposits and Credits - 3 items	1,574,591.53 ✓
Total Cleared Transactions	752,341.32
Cleared Balance	1,432,997.17 ✓
Uncleared Transactions	
Checks and Payments - 5 items	-9,555.51
Total Uncleared Transactions	-9,555.51
Register Balance as of 10/31/2025	1,423,441.66
New Transactions	
Checks and Payments - 78 items	-740,637.40
Total New Transactions	-740,637.40
Ending Balance	682,804.26

Early Learning Coalition of Santa Rosa County

6479 Caroline St, Ste A, Milton, FL 32570

Master Property Inventory List

Tag #	Description	Model #	Serial #	Date Received	Cost New	Total Acquisition Cost	Method of Acquisition (Check #)	Contract #	Use of Equipment/ OCA Designation	% of Federal Participation	Date Item Physically Inventoried	Physically Inventoried by:	Condition	Location	Comments
266-2004	Baldor Generator	PC40H	P0312080055	09/21/04	\$ 1,079.00			SRCSRC 2005-02		90.92%	9/30/2025	MS KH	Poor	M-Storag Unit	
119-2001	Office Furniture - 3 Piece Desk	N/A	N/A	08/15/01	\$ 2,853.00			AC440			9/18/2025	CS LC	Fair	GB-Barbora V office	
102-2011	Dell Precision Computer	DCTA	HGQ92R1	06/24/11	\$ 1,123.00			SR441	978BD	100.00%	9/18/2025	CS LC	Poor	GB - Lobby	
105-2011	Dell Precision Computer	DCTA	2HQ92R1	06/24/11	\$ 1,123.00			SR441, SV441	97BDE, Q14, VPENR	66.66%	9/18/2025	CS LC	Poor	GB-Reception	
100-2012	Main Server	Dell R710 2x Quad Co	CGC2110142	03/27/12	\$ 11,087.00			SR442, SV442	97BBA, BBD, BBE, INT, QIN, Q14, QOO, VPADM, ENR, MON	99.92%	9/30/2025	MS KH	Good	M-ServerRm	
101-2012	Vision Machine	Plus Optix S09 replaced with New Plus Optix S12 machine8/13	Machine #09015-01C-13122842, Dell Monitor #CNOVHPX3-74445-24H-339L Replaced with Machine #12015-01A-17131132	06/18/12	\$ 3,750.00			SR442	97QOO	100.00%	9/18/2025	CS LC	Good	GB Reception	
100-2016 (2 parts)	Grason-Stadler Corti DPOAE Screening Unit - Hearing Machine with Printer	GSI CORTI	G11003034	09/09/15	\$ 4,510.00	\$ 4,809.00	#8890Tele-Acoustics Inc	SR446	97QOO	100.00%	9/18/2025	CS LC	Good	GB Reception	
101-2016	Dell Refurbished Server Poweredge	720xd	KCC-REM-E2K-E14S001	06/28/16	\$ 4,400.00	\$ 4,400.00	#9281 Network Communications	SR446, SV446	97BBA,BBD,BDE, INT, QIN, QOO, Q14, VPADM, VPENRVPMON	88.00%	9/30/2025	MS KH	Good	M-ServerRm	
					\$ 29,925.00									Located at Milton	
														Located at Gulf Breeze	

Coalition Custodian Delegate's Signature

9/30/2025
Date

Barbra Valovic
Printed Name

Early Learning Coalition of Santa Rosa County

Date of Disposition	Date of Board Approval	Tag ID #	Description of Property w/name, make, model # and manufacturer	Serial Number	Manner of Disposition*	Documentation of Transaction Attached**
	1/13/2026	266-2004	Balder Generator PC40H	P0312080055	Donated	

Signature: _____

Date

Printed Name: _____

Witness of the
Disposition: _____

Date

Printed Name: _____

*Manner of disposition sold, donated, transferred, cannibalized, scrapped, destroyed or traded.

**Such as a receipt of sale, insurance recovery, trade-in, disposal receipt, donation receipt, advertisement of sale or offering.

- Call to Order Anna Weaver
- Public Comment
- Approval of Board Minutes—*Action Item* Ms. Weaver
November 13, 2025
- Executive Committee Report—*Action Item* Ms. Weaver
 - Application for New Member
Jeni Senter, Psychotherapist, Owner/CEO, Rooted in Resilience Healing Arts
Representative Serving Children with Disabilities
Term: January 14, 2026 through January 13, 2030
- Finance Committee Report—*Action Item* John Walker
 - October 2025 Financials
 - Disposition of Inventory
- Coalition Updates—*Information Items* Ms. Stuckey
• CEO's Report
• Education Programs Report
• Operations/Client Services Report
• Utilization Reports Shannon Peterson
Megan Saye
Ron Geri
- Announcements Ms. Weaver
- Adjourn Ms. Weaver

Early Learning Coalition of Santa Rosa County
Coalition Board Meeting
November 13, 2025 10:00 AM

Attendees: *Rachel Connell, Renee Cobb, Taree Donaldson, Angela Evans, Jennifer Hill Faron, Dana Fleming, Kim Patrick, Hannah Percell, Bambi Sealy, John Walker, Anna Weaver; Staff: Ron Geri, Shannon Peterson, Megan Saye, Melissa Stuckey, Barbora Valovic*

Lead	Topic	Discussion
Treasurer John Walker	Call to Order	In the absence of Chairperson Anna Weaver, John Walker called the Board Meeting to order at 10:00 a.m. A quorum was established.
John Walker	Public Comment	There was none.
Mr. Walker	Approval of Minutes	John Walker presented the minutes from the September 30, 2025, Board Meeting. Rachel Connell made a motion to approve the Board Minutes for the September 30, 2025, Board Meeting, seconded by Jennifer Hill Faron. The motion carried unanimously.
Mr. Walker	Annual Policy Review	The board conducted its annual review of policies and procedures, inviting questions or concerns before addressing proposed updates. Minor revisions included renaming a governance policy to reflect board orientation rather than training and clarifying procedures for granting and terminating system access for employees. Policies 3.05 and 3.06 were fully rewritten to align with DEL's new VPK accountability system, including updated progress monitoring, assessment measures, and revised provider probation processes. Additional updates clarified timelines and communication requirements for sharing developmental screening results with parents, including staff availability to explain results when requested. Jennifer Hill Faron made a motion to approve the revisions and additions to the policies and procedures as presented, seconded by Angela Evans. The motion carried unanimously.
Mr. Walker Melissa Stuckey	Executive Committee Report	Ms. Stuckey introduced a new board applicant for private sector board membership, Donald Shelton. Mr. Shelton is a long-time Santa Rosa County resident, military veteran, and local business owner with strong community ties and prior experience working on youth-focused initiatives. The motion carried unanimously.
Mr. Walker Barbora Valovic	Finance Committee Report	As there was no quorum for the Finance Committee, the financials were presented to the full board. Barbora Valovic presented the financials for June through September 2025 and reported that all accounts were reconciled and balanced. At the end of September, accounts receivable exceeded payables due to the timing of DEL reimbursements. The Coalition ended the month with a net income of approximately \$1,900, which is typical for this time of year. Ms. Connell made a motion to approve the financials as presented, seconded by Angela Evans. The motion carried unanimously.

Early Learning Coalition of Santa Rosa County
Coalition Board Meeting
November 13, 2025 10:00 AM

Melissa Stuckey	CEO's Report	Melissa Stuckey reported that the independent audit field work by Moss Krusick has been completed with no findings, and the formal report will be presented at the January meeting. The Division of Early Learning contracted with the firm Thomas Howell Ferguson to conduct their fiscal monitoring this year. Financial monitoring is scheduled soon, and programmatic monitoring is set for May. Ms. Stuckey mentioned that a few staff would be attending the AELC conference in Orlando the following week. She stated that a previously board authorized unrestricted funds account with Synovus has been opened and is still completing the setup process, though deposits have already been made. Once all required documents are signed, the Coalition will transfer a significant portion of the unrestricted funds from the Regions account while leaving an agreed-upon balance in the original account.
Shannon Peterson	Coalition Updates	Shannon Peterson gave an update on the activities taking place within the Programs Department, highlighting several recent accomplishments. In October, the team facilitated two five-hour professional development trainings that received positive feedback. The department also began early implementation of the new DEL-required four-cycle classroom assessment data system. Ms. Peterson stated the team is also launching a DEL-funded initiative with LENA Grow called <i>Five Weeks That Change Everything</i> , focused on improving teacher-child interactions, with plans to expand from five to up to ten classrooms. In October, staff handled 20 behavior observation requests, resulting in 18 referrals, while preparing for the AELC Training Camp in Orlando and partnering on the Pictures with Santa event.
Megan Saye		Megan Saye stated that November marked Family Engagement Month, with the Coalition partnering with local libraries to connect with families regarding VPK and SR services. Ms. Saye mentioned that families were highly receptive, and staff spoke with approximately 30 families across multiple library locations. Upcoming events include Pictures with Santa, with preparations and walkthroughs underway. Ms. Saye provided information about Storybook Village scheduled for March and encouraged board members to participate. Literacy Week is scheduled for late January, though details on the book and activities are not yet released. Overall, outreach and event planning are progressing smoothly, with strong community engagement.
Ron Geri	Utilization Report	Mr. Geri presented the Utilization Reports for FY 25/26 as an information item.
John Walker	Adjournment	Mr. Walker adjourned the meeting at 10:46 a.m.

Early Learning Coalition of Santa Rosa County
Summary Report by Funder
FY 2025 - 2026 (Plus June 2025)

School Readiness Summary		
Report Month	Children Served	Slot Costs
Jun-2025	852	\$415,440.10
PYA		
Jul-2025	823	\$443,359.54
Aug-2025	890	\$364,078.17
Sep-2025	822	\$378,528.16
Oct-2025	859	\$412,084.01
Nov-2025	831	\$359,651.31
Dec-2025		
Jan-2026		
Feb-2026		
Mar-2026		
Apr-2026		
May-2026		
Jun-2026		
YTD Total:		\$2,373,141.29

VPK Summary		
Report Month	Children Served	Slot Costs
Jul-2025	1	\$21.52
Aug-2025	1,002	\$207,741.91
Sep-2025	1,027	\$347,006.67
Oct-2025	1,019	\$362,390.66
Nov-2025	1,018	\$230,862.29
Dec-2025		
Jan-2026		
Feb-2026		
Mar-2026		
Apr-2026		
May-2026		
Jun-2026		
YTD Total:		\$1,148,023.05

TAPP Summary		
Report Month	Children Paid	Slot Costs
Jul-2025		
Aug-2025	1	\$696.00
Sep-2025	1	\$1,020.80
Oct-2025	1	\$1,067.20
Nov-2025	1	\$928.00
Dec-2025		
Jan-2026		
Feb-2026		
Mar-2026		
Apr-2026		
May-2026		
Jun-2026		
YTD Total:		\$3,712.00

SR Plus Summary		
Report Month	Children Paid	Slot Costs
Jun-2025	6	\$1,482.08
Jul-2025	6	\$1,299.75
Aug-2025	3	\$482.36
Sep-2025	2	\$389.61
Oct-2025	3	\$382.10
Nov-2025	4	\$453.54
Dec-2025		
Jan-2026		
Feb-2026		
Mar-2026		
Apr-2026		
May-2026		
Jun-2026		
YTD Total:		\$4,489.44

Note: PYA = Prior Year Adjustment

Early Learning Coalition of Santa Rosa County
Utilization summary
FY 2025 - 2026

School Readiness Funding						
Report Month	Children Served	Monthly Slot Budget	Actual Slot Costs	Monthly Spending Rate	Monthly Surplus / (Deficit)	YTD Actual Spending Rate
Jun-2025	852	\$427,052.23	\$415,440.10	97.28%	11,612.13	97.28%
PYA						
Jul-2025	823	\$427,052.23	\$443,359.54	103.82%	(16,307.31)	100.55%
Aug-2025	890	\$427,052.23	\$364,078.17	85.25%	62,974.06	95.45%
Sep-2025	822	\$427,052.23	\$378,528.16	88.64%	48,524.07	93.75%
Oct-2025	859	\$427,052.23	\$412,084.01	96.49%	14,968.22	94.30%
Nov-2025	831	\$427,052.23	\$359,651.31	84.22%	67,400.92	92.62%
Dec-2025						
Jan-2026						
Feb-2026						
Mar-2026						
Apr-2026						
May-2026						
Jun-2026						
		Annual Slot Budget	YTD Slot Costs	Remaining Dollars	YTD Surplus/ (Deficit)	YTD Spending Rate
		\$5,551,679.00	\$2,373,141.29	\$3,178,537.71	\$189,172.09	92.62%

Note: PYA = Prior Year Adjustment