

**Early Learning Coalition of Manatee County
Governance Committee Meeting Minutes
August 26, 2025, 10:00 am ZOOM**

The Early Learning Coalition of Manatee County, Inc. held a Governance Committee Meeting through ZOOM on August 26, 2025, at 10:00 am at 600 8th Avenue West, Palmetto, Florida.

Committee Members Present Zoom

Christina Riggio
James Disbro
Michael Mackie
Misty Ritch
Zack Kallis

ELC Executive Staff Present

Darrell King, CEO
Kerry Gaylord, COO

ELC Board Liaison

Hilarie King

These minutes summarize the discussion and action items of the Early Learning Coalition of Manatee County Governance Committee meeting on August 26, 2025.

Welcome and Roll Call

Ms. Christina Riggio, Governance Chair

Mr. Darrell King, CEO, conducted a roll call. The meeting was called to order at 10:00 am.

Citizen Comments

None

Policies Updates

Ms. Gaylord provided the following policy updates:

- **School Readiness Contract Termination Policy.**
 - The 2020 School Readiness Contract Termination Policy has been reviewed and updated to align with the required procedures and legal standards outlined in the DEL 2025 requirements
- **AI Policy.**
 - The ELC is currently developing an AI Policy aimed at protecting both staff and the families it serves. Ms. Gaylord emphasized that, as always, the privacy of staff and clients remains a top priority. This initial platform serves as a foundation for organizing, simplifying, and shaping the future framework of the coalition's AI policy.

Board Updates

Mr. King, CEO, provided the following board updates:

- **College Designee Position.**
 - Dr. Kristina DeWitt of the State College of Florida previously filled the required college designee position in accordance with DEL statute. Following Dr. DeWitt's recent resignation from SCF, the college president put forth Ms. Nicole Krammer, the Early Childhood Education Program Manager, as her replacement.
- **Second Term.**
 - Board member Mr. Tim Pye's term will conclude on September 1, 2025. A strong advocate for early education, Mr. Pye has expressed interest in serving a second term. Mr. King, on his behalf, is formally requesting approval for his reappointment.
- **Board Engagement.**
 - The Coalition is planning to host another tour in early 2026 to showcase current program successes, explore future program opportunities, and provide an opportunity for board members to connect with new members and staff. Additionally, the 14th Annual Golf Classic will be held at IMG Academy Golf Club on November 21, with a 12:30 PM shotgun start. More information will be shared as the event approaches.

Items for Approval Consent Agenda

1. School Readiness Termination Policy.
2. AI Policy.
3. Second Term -Mr. Tim Pye.

Upon motion, duly made by Mr. Disbro and seconded by Mr. Kallis, the Governance Committee unanimously approved the items for approval on the Consent Agenda.

Approval of Governance Committee Meeting Minutes of November 19, 2024

Upon motion, duly made by Mr. Kallis and seconded by Dr. Mackie, the Governance Committee unanimously approved the Governance Committee Meeting Minutes of November 19, 2024.

Old Business

None

New Business

None

Public Comments

There were no public comments.

Adjournment

There was no further business before the Governance Committee. The meeting adjourned at 10:12 am.

Minutes prepared by:

Minutes approved by:

Hilarie King

Hilarie King, Board Liaison

Ms. Christina Riggio

Christina Riggio, Chair