



Monroe County Advisory Sub Committee Meeting
September 24, 2020
11 am

Zoom Meeting

<https://zoom.us/j/97271622242?pwd=dndHa3NheVJZNVVCZEp3azZ5VSs1UT09>

Meeting ID: 972 7162 2242

Passcode: 430614

AGENDA

- | | | |
|------|--|------------------------------------|
| I. | Welcome & Introductions | Laurie Dunn |
| II. | Discussion on Monroe County Needs Assessment | Belkis Torres
Lissandra Curbelo |
| III. | Review, discussion and approval of ByLaws | Laurie Dunn |

Mission: To promote high-quality school readiness, voluntary pre-kindergarten and after school programs, thus increasing all children's chances of achieving future educational success and becoming productive members of society. The Coalition seeks to further the physical, social, emotional and intellectual needs of Miami-Dade and Monroe County children with a priority toward the ages before birth through age 5.

**BYLAWS
OF
THE MONROE COUNTY ADVISORY COMMITTEE**

FEBRUARY 5, 2019

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**AMENDED AND RESTATED BYLAWS
OF
THE MONROE COUNTY ADVISORY COMMITTEE**

~~(A FLORIDA NOT-FOR-PROFIT CORPORATION)~~

**ARTICLE I.
OFFICES**

Section 1.1 Registered Office. The registered office of The Monroe County Advisory Committee (Advisory Committee), shall be

~~Section 1.2~~ Other Offices. The Advisory Committee may also have offices at such other places, either within or without the State of Florida, as the Board of Directors of the Advisory Committee (the "Board of Directors") may from time to time determine or as the business of the Advisory Committee may require.

**ARTICLE II.
VISION**

~~To ensure a comprehensive and integrated system providing for all families and their children beginning before birth to five years the affordable opportunity to enter school ready to learn and succeed in life.~~

**ARTICLE III.
MISSION**

~~TO PROMOTE HIGH QUALITY SCHOOL READINESS AND VOLUNTARY PRE-KINDERGARTEN PROGRAMS AND AFTER SCHOOL PROGRAMS, THUS INCREASING ALL CHILDREN'S CHANCES OF ACHIEVING FUTURE EDUCATIONAL SUCCESS AND BECOMING PRODUCTIVE MEMBERS OF SOCIETY. THE COALITION SEEKS TO FURTHER THE PHYSICAL, SOCIAL, EMOTIONAL AND INTELLECTUAL NEEDS OF MIAMI DADE AND MONROE COUNTY CHILDREN WITH A PRIORITY TOWARD THE AGES BEFORE BIRTH THROUGH AGE 5.~~

~~ARTICLE IV~~ ARTICLE II.
PURPOSE

~~The purpose of the Advisory Committee is to make recommendations on matters related to the education and care of young children ages birth to five and their families who reside in Monroe County. To implement the provisions set forth in the School Readiness Program Florida Statute Chapter 1002, Part VI, as amended from time to time, and the Voluntary Pre-kindergarten Education Program, Florida Statute Chapter 1002, Part V, as amended from time to time. Except as provided by law, the Coalition may not impose requirements on a child care or early childhood education provider that does not deliver services under the school readiness programs~~

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~~or receive state, federal, required maintenance of effort, or matching funds under Florida Statute Chapter 1002, Part VI.~~

ARTICLE III
BOARD OF DIRECTORS

The Advisory Committee shall be composed of not less than ~~15~~ and not more than ~~30~~ directors (each, a "Member" and collectively, the "Members"). As multiple areas of Monroe County are included in the Advisory Committee, (Upper, Middle, and Lower Keys), each area must have member representation. ~~There shall always be a minimum of five (5) Members from Monroe County. No person who is from the private sector may serve as a Member if either such person or such person's relatives (as defined in § 112.3143 of the Florida Statutes) has a substantial financial interest in the design or delivery of the Voluntary Pre-Kindergarten Education Program created under part V of Chapter 1002 of the Florida Statutes or the Coalition's school readiness programs, except as provided by Section 5.3.4 herein.~~

~~Section 4.1~~ Section 2.1 Required Members. The required Members ~~mandated under part VI of Chapter 1002 of the Florida Statutes are~~ as follows and shall be voting members:

- (a) A Chair ~~appointed~~ elected by the ~~Members~~ Heather Carruthers ~~Governor, who must meet the same qualifications as private sector business members under Section 5.4.~~
- (b) A Vice-Chair elected by the Members ~~---~~ Sandi Bisceglia ~~---~~ needs approval
- (~~b~~) (c) ~~One~~ Two private-sector business Members ~~---~~ Deena Hoagland ~~---~~ needs approval ~~appointed by the Governor; provided, that such Members meet the qualifications applicable to private sector business Members pursuant to Section 5.4 hereof.~~
- (~~e~~) (d) A Department of Children and Families Services ("DCF") regional administrator or ~~permanent~~ designee, who is stationed in Monroe County and authorized to make decisions on behalf of DCF for Monroe County. ~~---~~ possible Gilda Ferradaz or Jeff Hursi
- (~~d~~) (e) The Monroe County district superintendent of schools or ~~permanent~~ designee authorized to make decisions on behalf of the district. ~~---~~ Lisa Taylor ~~This position shall be a rotating position between Miami Dade and Monroe County.~~
- (~~e~~) (f) An executive director of the Regional Workforce Development Board or permanent designee.
- (~~f~~) (g) ~~The~~ director of ~~the Monroe County a local county~~ Health Department or designee. ~~---~~ Bob Eadie ~~This position shall be a rotating position between Miami Dade and Monroe County.~~

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~~(g) A children's services council or juvenile welfare board chair or executive director, if applicable.~~

~~(h) An agency head of a local licensing agency as defined in s. 402.302, F.S., where applicable.~~

~~(h) The president of the Monroe Community College a Florida College System institution or permanent designee. ---Dr. Jonathan Guevra---Needs approval. This position shall be a rotating position between Miami Dade and Monroe County.~~

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~~(i) An appointee selected by the Monroe County a local county Board of County Commissioners or the governing board of a municipality. ---Heather Carruthers---This position shall be a rotating position between Miami Dade and Monroe County.~~

~~(i) A representative of the Community-based Foster Care Lead Agency serving Monroe County, central agency administrator, where applicable. ---Aleida Jacobo---Needs approval~~

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~~(k) A Head Start director. This member may regularly provide district program enrollment updates and information. ---Marla Russell---This position shall be a rotating position between Miami Dade and Monroe County.~~

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~~(l) A representative of private for-profit child care providers, including private for-profit family day care homes. This Member must regularly provide reports to the Board regarding the needs of its constituency. ---~~

~~(m) A representative of not-for-profit child care providers. This Member must regularly provide reports to the Board regarding the needs of its constituency. ---Christine Patterson~~

~~(n) A representative of faith-based child care providers. This Member must regularly provide reports to the Board regarding the needs of its constituency. ---SueEllen Bennett~~

~~(o) A representative of programs for children with disabilities under the federal Individuals with Disabilities Education Act. This Member must regularly provide reports to the Board regarding the needs of its constituency. ---Laura Toman~~

The Required Members serve continuously while they are in their positions. A Member who no longer represents the organization or group described shall notify the Chair in writing and that seat shall remain vacant until the organization or group he or she represents identifies a new representative to serve as a Member. The ~~Advisory Committee Coalition~~ also ~~shall may~~ appoint additional Members from a list of nominees submitted to the ~~Board of Directors. Coalition by a Chamber of Commerce or economic development council within the geographic region served~~

~~by the Coalition. Including the Members appointed by the Governor, more than one third of the Members must be private sector business Members, two of the private sector business Members must be from Monroe County (collectively, the "Appointed Members"). The Appointed Members except those appointed by the Governor, shall serve staggered terms as provided in Section 5.7. Vacancies shall be filled as provided in Section 5.12. Each Member shall hold office for the term to which he or she is appointed and until a successor has been appointed and qualified, or until resignation, removal from office or death.~~

~~Section 4.2~~ Section 2.2 [INTENTIONALLY OMITTED]

~~Section 4.3~~ Section 2.3 Optional Members. The Advisory Committee Coalition may appoint up to two optional Members, ~~from each county served by the Coalition (the "Optional Members"), subject to the standards and criteria as established by Florida's Office of Early Learning.~~ Optional members shall be designated voting members.

~~4.3.1~~ 4.3.1 2.3.1 Each optional member must reside in, or must represent a legal entity located in ~~Miami Dade or~~ Monroe County.

~~4.3.2~~ 4.3.2 2.3.2 ~~Except as provided in 5.3.4 below, an optional member and the member's relatives must not have a substantial financial interest as defined in Section 5.6 below in the design or delivery of the VPK Program or the Coalition's School Readiness Program.~~

~~4.3.3~~ 4.3.3 2.3.2 The appointment of an optional member must not duplicate the representation of an organization or of a required, conditional or private sector membership position listed in Sections 5.1, 5.2 or 5.4.

~~4.3.4~~ 4.3.4 2.3.3 The Advisory Committee Coalition may appoint as an optional member, a representative of a nonprofit child care provider. Notwithstanding 5.3.2 above, an optional member appointed under this paragraph may have a substantial financial interest in the design or delivery of the VPK Program or the coalition's School Readiness Program.

~~5.2.3.45~~ 5.2.3.45 The Advisory Committee Coalition is encouraged to appoint as one of its optional members a parent of a child enrolled in the VPK Program or the ~~coalition's~~ School Readiness Program. The parent must meet the requirements of 5.2.3.1, and 5.2.3.2 ~~and 5.3.3~~ above.

The Advisory Committee Coalition shall observe criteria and standards for the appointment of members as may be established and amended from time to time, ~~by Florida's Office of Early Learning. Pursuant to, part VI of Chapter 1002 of the Florida Statutes, the Coalition shall submit its membership to the Office of Early Learning for final approval through the plan approval process.~~

~~Section 4.4~~ Ex Officio Members. The Coalition may have "ex officio" members or multiple nonvoting members with only one voting member seated per ex officio member position.

~~Ex Officio" means a board member whose position on the board is by virtue of the office or position he or she holds. Only designated rotating members as set forth in Section 5.1 may be Ex Officio members. The member rotating in to the position shall serve as the voting member for that position.~~

~~Section 4.5~~Section 2.4 **Substantial Financial Interest.** No Member or Member's relative or business entity shall have a substantial financial interest in the design or delivery of the Voluntary Pre-kindergarten Program or a coalition's school readiness program. As used in this paragraph, the term "relative" has the meaning ascribed in Florida Statutes § 112.3143, namely father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, or daughter-in-law. ~~An Advisory Committee~~ Coalition Member, relative or business entity has a substantial financial interest in the Voluntary Pre-kindergarten Program or an early learning coalition's school readiness program, if

~~4.5.12.4.1~~ 4.5.22.4.1 The Member, relative, or business entity, has direct or indirect ownership of more than 5 percent of the total assets or capital stock, cumulatively, of one or more of the proscribed sources listed in 5.6.2 below; or

During the prior two years, more than 5 percent of the Member's, Member's relatives or Member's business entity's gross income was derived, cumulatively, from one or more of the proscribed sources listed in 5.6.2 below.

~~4.5.22.4.2~~ 4.5.22.4.2 Proscribed sources: The following proscribed sources shall be used to determine whether the Member, Member's relative, or Member's business entity has a substantial financial interest in the Voluntary Pre-kindergarten Program or an early learning coalition's school readiness program under 5.6.1 above:

- (i) Florida's Office of Early Learning, the Department of Education, the Department of Children and Families, or the contractor or subcontractor of any of these agencies.
- (ii) An early learning coalition, former school readiness coalition, or a coalition's or former coalition's fiscal agent, service provider, contractor or subcontractor.
- (iii) A school district or public school's preschool program for children from birth until eligibility for admission to kindergarten in a public school under section 1003.21(1)(a)2., F.S., if the Advisory Committee ~~Coalition~~ board member's or Advisory Committee ~~Coalition~~ board member's relative's income was derived from employment in an elected or appointed position in the school district or public school which is responsible for:

1. Financial decisions affecting the preschool program, including development of the program's budget or disbursement of funds for the program;
 2. Recommendation or adoption of rules, regulations, or policies relating to the operation of any aspect of the preschool program;
 3. VPK or School Readiness program instruction, curriculum development, or service delivery; or
 4. Management of the preschool program's operations or personnel, or for personnel carrying out the responsibilities described in [2.4 5.6.2\(iii\)](#), [1-4 above](#)
- (iv) A child care facility licensed under Florida Statutes § 402.305, a family child care home licensed or registered under Florida Statutes § 402.313, a large family child care home licensed under Florida Statutes § 402.3131, a nonpublic school exempt from licensure under Florida Statutes § 402.3025(2), or a faith-based child care provider exempt from licensure under Florida Statutes, § 402.316.
 - (v) A public or private pre-kindergarten provider delivering the Voluntary Pre-kindergarten program.
 - (vi) A public or private school readiness provider delivering an early learning coalition's school readiness program.
 - (vii) A national child care accrediting organization providing accreditation to Florida-based child care providers, public schools or private schools;
 - (viii) A Department of Children and Families approved Gold Seal child care accrediting organization;
 - (ix) An accrediting association that is a member of any of the organizations listed in (vii) or (viii) above;
 - (x) A vendor of educational materials or supplies, including, but not limited to, books, curricula, or equipment; and
 - (xi) An organization of which the membership is composed of 10 percent or more of individuals or business entities listed in (i)-(viii).

The ~~Advisory Committee Coalition~~ shall observe criteria, standards and policies for determining whether a Member, relative or business entity has a substantial financial interest in the design or delivery of the Voluntary Pre-kindergarten

Program or a coalition's school readiness program, as may be established and amended from time to time by Florida's Office of Early Learning.

~~Section 4.6~~Section 2.5 Terms of Office. Terms of office for all Members shall be staggered. Initially, the Members shall serve two-, three- or four-year terms as determined by the Chair. Subsequently, all terms will be four years; thus, there will always be three classes of approximately equal size, with the term of each class ending in consecutive years. No person may serve as a Member for more than eight years consecutively. But any such person can be nominated to serve additional terms after a one-year break in service.

~~Section 4.7~~ ~~Membership Rotation for Miami Dade and Monroe.~~ ~~After a designated rotating member as set forth in Section 5.1 from one county has served a maximum of two consecutive terms, the Coalition shall offer the rotation of the membership position to the other county served by the Coalition. If the other county accepts the rotating position, the currently serving board member shall become an ex officio member, provided that they will not exceed the two term, eight year limit. If the other county served by the Coalition declines the position, the position shall remain with the original county for one additional term. At the conclusion of the additional term, the offer of rotation shall be made once again to the other county served by the Coalition.~~

~~Section 4.8~~Section 2.6 Powers. All corporate powers shall be exercised by or under the authority of the Board of Directors of the Advisory Committee Coalition as follows:

~~4.8.12.6.1~~ 4.8.12.6.1 The business and affairs of the Advisory Committee Coalition shall be managed under the oversight and direction of the Board of Directors;

~~4.8.2~~ ~~The governance of the Early Head Start Program ("EHS") shall be managed under the oversight and direction of the Board of Directors of the Coalition; and~~

~~4.8.32.6.2~~ 4.8.32.6.2 The Board of Directors may delegate any of the powers, authority and duties described in this Section 5.9, or discharge any such powers, authority and duties through these Bylaws, through resolutions or other official action.

~~Section 2.7~~ Voting Rights. ~~Each Member shall have one vote for the conduct of Advisory Committee business. Members must be physically present or attend by any method of telecommunications in order to vote and participate in meetings of the Board of Directors. Members may participate in a meeting by means of telephone conference, video conference or similar communications equipment as set forth in Section 4.6 of these Bylaws. A voting Member may send a representative to any meeting of the Advisory Committee, but such representative cannot vote, nor shall the presence of such representative be considered for purposes of establishing a quorum.~~

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2.8.1 Each voting member, for the purposes of section 112.3143(3)(a), F.S., is considered a local public officer and must disclose, in accordance with the provisions of section 112.3143(3)(a), F.S., the nature and extent of any conflict of interest and abstain from voting or participating when a conflict of interest exists. Furthermore, no voting member shall participate in the selection, award and administration of a contract if a real or apparent conflict of interest would be involved (45 C.F.R. s. 74.42).

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Section 2.8 ~~5.10.1~~ [INTENTIONALLY OMITTED]

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~~Section 4.9~~Section 2.9 Resignations from the Advisory Committee. To resign, a Member shall give a written statement of resignation to the Chair, except for the Chair who shall give a written statement of resignation to the Vice Chair, ~~the President of the Coalition and the Governor of the State of Florida.~~ All resignations shall take effect at the time specified in the written statement.

~~Section 4.10~~Section 2.10 Vacancies. The Board of Directors may appoint Members to fill existing vacancies on the board or to fill a vacancy that arises due to resignation, removal, death or expiration of a Member's first or second term. The Nominating Committee shall advertise the vacancies to be filled for appointed positions. It may be advertised utilizing print or electronic media available to the general public in the Advisory Committee's Coalition's service delivery area until the vacancy is filled. The advertisement may be made to the chambers of commerce, council of chambers and economic development boards ~~(except those Member positions filled by appointment of the Governor)~~ within the geographic region served by the Advisory Committee Coalition, and the Nominating Committee shall compile a ballot listing all such applications and nominees as may be identified by the chambers of commerce, council of chambers or economic development boards. The Nominating Committee shall request that recommendations be provided from peer groups of private child care providers, faith based child care providers, and representatives from programs for children with disabilities within 45 calendar days of its meeting to fill vacancies for a private child care provider, a faith based child care provider, a not-for-profit child care provider and/or a representative from programs for children with disabilities. The Nominating Committee shall use its best efforts to select persons to nominate from such lists of recommended provider(s), but the Nominating Committee is not bound by such lists and may accept or reject said nominations. The Nominating Committee will recommend appropriate nominees to the Board who shall then vote to approve to fill vacancies. Should a vacancy occur prior to the completion of a term, the Member elected to fill such vacancy shall serve until the end of the term that is being filled.

~~Section 4.11~~Section 2.11 Conflict of Interest. No Member may participate or vote upon any measure which would inure to such Member's special private gain or loss (including a Member's relatives, as defined in Florida Statutes § 112.3143) or that of the principal whom such Member represents. All Members shall make known through

verbal or written communication to the Advisory Committee Coalition Members and the Chair all possible or apparent conflicts and refrain from voting and/or participating in actions to be taken on an item on which such Member has a conflict of interest.

Section 5.14 ~~Membership in Coalition Plan. The Coalition must submit its board membership to Florida's Office of Early Learning ("Agency") through the plan approval process, pursuant to Section 411.01(5)(d)4., F.S. If changes are made to the membership roster, the Coalition must submit an amended membership roster to the Agency through the plan amendment process within sixty (60) days of board approval.~~

~~ARTICLE V~~ARTICLE III. OFFICERS

Each voting Member shall be eligible for appointment to any of the Advisory Committee's Coalition's appointed offices. ~~Non-voting Members shall be eligible for appointment to the Coalition's appointed offices, except as specifically prohibited in these Bylaws, by Florida's Office of Early Learning or by Florida law.~~

The Chair shall determine the eligibility of candidates for office and shall consider candidates for filling any vacancies. Any person so considered shall have given prior, written consent to consideration and appointment as a ~~Chair, Officer to the President/CEO of the Coalition.~~ The first slate of officers shall be appointed after all Members of the Advisory Committee Coalition are seated. The Chair's selection of officers must be ratified by a majority vote of the Board.

Each appointed Officer shall take office immediately following installation at an annual meeting. Each appointed Officer shall hold office for the term to which appointed and until a successor has been appointed and qualified or until an earlier resignation, removal from office or death.

If an office is vacated prior to the completion of the term, an officer may be appointed by the Chair and ratified by a majority of the Members to fill the vacancy until the term ends.

~~Section 5.1~~Section 3.1 ~~Officers.~~ The Chair of the Advisory Committee Coalition shall be elected by the Members, appointed by the Governor. The Chair shall appoint a Vice Chair, Secretary and Treasurer (each, an "Officer" and, collectively, the "Officers"). Other offices may be created and Officers appointed by the Chair as deemed necessary by the Advisory Committee Coalition. All of the Chair's appointments must be ratified by a majority vote of the Board.

~~The President/CEO is an employee of the Coalition and not a Member. The President/CEO shall be appointed by a majority vote of the Board.~~

~~Section 5.2~~Section 3.2 ~~Appointment and Terms of Office.~~ Except for the Chair, who is appointed for a four-year term, each Officer shall be appointed for a three-year term. No Officer may hold the same office for more than two consecutive terms. ~~Whenever~~

~~possible, terms of office shall coincide with the Coalition's Fiscal Year (as hereinafter defined).~~ Except as set forth in the third paragraph of this Article ~~VI III~~, the term of office for a given Member as an officer shall not exceed the term of that Member's membership as provided herein.

~~Section 5.3~~Section 3.3 Chair. The Chair presides at all meetings. Prior to the meeting, the Chair will ensure that an agenda is prepared for distribution to the Members by the Secretary as described in Section 6.6 below. He/she will be an ex-officio Member of all committees and shall perform duties pertaining to the "office" or required of him/her from time to time by the Advisory Committee Coalition. The Chair shall be a voting Member. If there are any vacancies in an Officer's position prior to the expiration of that Officer's term, the Chair of the Board of Directors may make an interim appointment to fill that position until the next meeting of the Board of Directors.

~~Section 5.4~~Section 3.4 Vice Chair. The Vice Chair presides in the absence of the Chair or whenever the Chair temporarily vacates the Chair. The Vice Chair shall be a voting Member.

Section 3.5 Secretary. The Secretary shall ensure that the minutes of every Coalition meeting are recorded, ensure that the agenda and minutes are distributed at least three (3) days prior to the meeting, shall determine the official quorum for each meeting by reviewing the list of Members, and shall sign all resolutions made and adopted by the voting Members. The Secretary shall be a voting Member.

Section 3.6 Treasurer. The Treasurer shall review moneys received and expended for the use of the Coalition and shall make a report at all regularly scheduled Coalition meetings. The Treasurer shall meet periodically with the fiscal staff of the Coalition to ensure compliance with generally accepted accounting principles. The Treasurer is responsible for ensuring an independent audit occurs annually. The Treasurer shall chair the Finance Committee. The Treasurer shall be a voting Member.

Section 3.7

~~Section 5.5~~

~~Section 5.6~~

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~~ARTICLE VI~~ARTICLE IV. MEETINGS

~~Section 6.1~~Section 4.1 Meetings Per Fiscal Year. The Advisory Committee Board of Directors will meet at least four (4) six (6) times per fiscal year. ~~The Coalition's fiscal year shall be July 1 through June 30 (the "Fiscal Year").~~

~~Section 6.2~~Section 4.2 Notices of Meetings. All meetings of the Advisory Committee Board of Directors ~~and all standing, special or other committee meetings~~ shall be publicly noticed and conducted in accordance with Florida Statutes § 286.011 (the "Sunshine Act").

~~Section 6.3~~Section 4.3 Special Meetings. The Chair may call special meetings of the Advisory Committee Board of Directors for any purpose(s) with adequate notice in accordance with the Sunshine Act.

~~Section 6.4~~Section 4.4 Quorum for Meetings of the Advisory Committee Board of Directors. A majority of the voting Members physically present or present through any method of telecommunications as set forth in Section ~~74.6~~ below shall constitute a quorum for the transaction of business at any meeting of the Advisory Committee Board of Directors of the Coalition.

~~Section 6.5~~Section 4.5 Attendance by Communications Technology. The Advisory Committee Coalition may use any method of telecommunications to conduct meetings, including establishing a quorum through telecommunications, provided that the public is given proper notice of a telecommunications meeting and reasonable access to observe ~~and participate,~~ when appropriate, ~~participate,~~ Section 1002.83(6), Florida Statutes.

Physical attendance at meetings of the Board of Directors is an expectation of membership. Notwithstanding the foregoing, if circumstances arise that prevent a Member from physically attending a meeting, such Member shall promptly notify the Board Chair prior to the start of said meeting so that the Advisory Committee Coalition can arrange for attendance by telecommunications methods.

The conduct of any meeting by telecommunications method(s) must allow the absent Member to participate in discussions, to be heard by the other Members and the public and to hear discussions taking place during the meeting.

Section ~~74.7~~ Meeting Attendance. Members must attend ~~four (4) six (6) meetings~~ in a fiscal year. When a Member has been absent from three (3) meetings of the Board of Directors within any given fiscal year, it shall be considered a resignation from the Advisory Committee Coalition by that Member, unless the Chair excuses an absence for good cause, such as death or serious illness on the part of the Member or the Member's family, or other circumstances beyond the control of the Member. All other excusal requests may be granted by the Executive Committee in extraordinary and rare circumstances. Such requests must be submitted in writing to the Chair Board Liaison, with a copy to the President/CEO, setting forth the reasons justifying the Member's absence, prior to the meeting the Member cannot attend. Granting or denying the request shall be at the Executive Committee's discretion. The Executive Committee may excuse a maximum of two (2) absences. The Chair shall send a letter to all Members absent from two meetings within a given fiscal year

notifying them that their status as Members is in jeopardy, encouraging their attendance, and reminding them of the meeting attendance policy. When a Member sends a representative to a meeting of the Board of Directors of the Advisory Committee Coalition, the presence of such representative shall not be counted for purposes of attendance, unless that representative is appointed as a designee as described in Section ~~5~~.10.

Section 4.8 ~~Elected Members Annual Meeting. There shall be an annual meeting in June of each calendar year, and elections of Members and Officers will be conducted at this meeting. The Annual Meeting may be held within three months of June of the calendar year at the Chair's discretion.~~

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Members and Officers will be elected as positions become available.

~~ARTICLE VII~~ARTICLE V.
LIABILITY

The Advisory Committee Coalition shall indemnify any Member or Officer to the full extent permitted by the law.

~~ARTICLE VIII~~ARTICLE VI.
REVISION/REPEAL OF BYLAWS

These Bylaws may be amended, repealed or altered in whole or in part by a two-thirds vote of the Members at any regular or special meeting. Any proposal to amend, repeal or alter these Bylaws shall be delivered in writing to Members of the Advisory Committee Coalition no fewer than ten days before the meeting in which the proposal is to be considered. ~~These Bylaws are a part of the Coalition's school readiness plan and any amendment, repeal or alteration of these Bylaws constitute an amendment, repeal or alteration of the Coalition's school readiness plan.~~

~~ARTICLE IX~~ARTICLE VII.
RULES OF ORDER

Robert's Rules of Order, as amended, shall be the parliamentary authority for all matters or procedures not specifically covered in the Bylaws.

~~ARTICLE X~~ARTICLE VIII.
CODE OF ETHICS

The activities of the Advisory Committee Coalition shall be governed by the Code of Ethics for Public Officers and Employees, as defined in Florida Statutes, §§ 112.313, 112.3135, and 112.3143.

DATED: ~~September 9, 2013.~~

BY: _____

NAME: _____

TITLE: _____

