



Early Learning Coalition of Lake County  
Innovative services for children of Lake County

These are a summary of the issues discussed at the meeting. An audio recording is available upon request.

The following members were present: Mr. Hays Ginn, Ms. Junie Albers-Biddle, Dr. Joanne Greata, Ms. Michele Rawls and Ms. Laura Close

The purpose of the meeting was to review the applications that were previously submitted for approval for the Professional Development Reimbursement Program – Fall Semester, 2009. An earlier meeting was held to do a preliminary eligibility review of several applicants and this meeting was to do a final review of the Reimbursement Application documentation and transcripts.

Ms. Close had informed the Committee members that she realized letters were not sent to notify applicants that their preliminary applications were approved for the program and the letter would have informed of what future documents were required for final approval at the end of their semester. Ms. Close commented that four applications were ready for final review and that there are several that are incomplete. Ms. Close asked members to review and sign off on those that are complete. The Committee discussed how to handle the incomplete files, stating that if Ms. Close works with those applicants to get the remaining documents the Committee will allow those to be submitted for final review. The Committee proceeded to review and did authorize reimbursement funds to the following applicants: Ms. Carolyn Martin, Ms. Heather Joyce, Ms. Terrica Dorsett and Ms. Claudia Miranda.

Ms. Close stated that she has made contact with the following applicants and they are getting the paperwork ready to submit to her: Ms. Rebecca Varns, Ms. Theresa Varns and Ms. Sheryl Watkins. Ms. Close will submit the remaining files to the Committee on February 3 for final review. The Committee will also review those applications that have been submitted for the spring 2010 semester.

Ms. Close informed the Committee that there has been some confusion on the side of applicants regarding the similarity of the Program Application form and the Program Reimbursement Application form. Mr. Ginn suggested that perhaps the form could be modified for easier recognition.

The Committee members discussed issues about various course requirements for AA degrees versus CDAs. Ms. Close commented that a lot of teachers are asking for assistance for getting their CDAs. Mr. Ginn suggested the Coalition may want to look into the budget to see if there would be any funds that could be offered as bonuses to Centers to encourage Teachers who are seeking degrees to complete their courses and remain with the Centers. Perhaps that could be considered as Professional Development for Centers. Ms. Close commented that providers do not

want to commit to bonuses or guarantees to teachers. It is important that we get Directors to buy in to the program. Mr. Ginn suggested that more information regarding the TEACH program be made available for providers and to have someone come to discuss the program with providers. Ms. Close will make contact to see if someone can be scheduled. Ms. Close also commented that she will go to meetings at Lake Tech to get additional information on other trainings.

The Professional Development Committee will meet again on Wednesday, February 3 following the Board meeting to review the final applications for the fall semester as well as the new applications received for the spring 2010 semester.

There was no other business.

Meeting adjourned.

Submitted by Patricia Pierce

Approved 02/03/10