

**Wake County Smart Start
Board of Directors Meeting
October 25, 2023**

A meeting of the Wake County Smart Start (WCSS) Board of Directors was held on Wednesday, October 25, 2023, with WCSS Board Chair, Katherine Williams presiding. The meeting was held via Zoom conference call.

Board members present: Christine Alvarado, Nikia Coates, Heather Drennan, Matt Ellinwood, Susan Evans, Sherry Heuser, Leslie Ann Jackson, Catherine Lassiter, Amelia Muse, Ronetta Pearsall, Antonia Pedroza, Colleen Roache, Joe White, Katherine Williams and Stacey Wilson-Norman

Board members absent: Matt Glova, Mickey Holt, Tonya Kangkolo and Tonya Venable

Staff members present: Alex Livas-Dlott, Ana Gallo, Joan Crutchfield, Gayle E. Headen, Carol Orji, Gary Carr, Sasha Gomez, Bryce McClamroch, Jennifer MacPherson, Nancy Peck and Taylor Young

Guests present: Cheryl Stallings

Call to Order/Announcements

At 9:00 AM, Chair, Katherine Williams recognized a quorum and called the meeting to order. She announced the meeting is being recorded and noted the presence of staff members and guest, Wake County Commissioner, Cheryl Stallings. Amelia Muse moved to adopt the agenda. Sherry Heuser seconded the motion. Calling for a vote and with none opposed, the motion carried. (10-23-33)

WCSS Pre-K Outreach Assistant, Ana Gallo presented the "Mission Moment", focusing on growth of the NC Pre-K program in Wake County. Ms. Gallo opened with a brief overview of the NC Pre-K program. She drew attention to a chart comparing the number of children enrolled in August and September SY 22-23 to SY23-24, noting the significant increase this year. Ms. Gallo showed how the growth was accomplished through: data driven results, improvements to the online application and application review process, meeting families where they are, collaboration with community partners and a team of dedicated WCSS Pre-K staff. The presentation concluded with a short video illustrating how all the elements of the NC Pre-K program come together in the classroom.

The Board reviewed items on the consent agenda. Leslie Ann Jackson moved to approve items on the consent agenda including minutes from the August 23, 2023 Board meeting and August 2023 financial reports. Christine Alvarado seconded the motion. Calling for a vote and hearing no objection, the motion carried. (10-23-34)

Committee Reports

Advancement Committee

Advancement Committee Chair, Nikia Coates provided an update on the upcoming annual partner appreciation event scheduled for Nov. 14 at Union Special Bakery in Raleigh. She reported Advancement Committee landed on calling the event, "Pastries With Partners" to create specificity for it while continuing a tie-in to the Better Together brand identity. She asked Board members to attend "Pastries With Partners" and RSVP by November 7. Ms. Coates gave an update on planning for Giving Tuesday. She noted staff has set a stretch goal of \$5,000 and developed a comprehensive plan of promotion with a gradual build up to Giving Tuesday on Nov. 28. Ms. Coates reported that Community Relations and Development (CRD) staff will also work to develop the most optimal plan possible to execute an End of Year giving campaign, given the recent CRD staffing change.

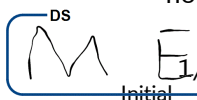
Allocations Committee

Katherine Williams referenced a brief written report from Allocations Committee, included in the agenda.

Board Governance Committee

Board Governance Committee Chair, Sherry Heuser provided the following committee updates from their Oct. 4 meeting:

- The committee discussed how to clarify the expectation that the Vice-Chair is also in practice, the Chair-Elect. The consensus was to provide clear communication of the expectation when nominating candidates to executive roles, without formalizing it with a rule change.

DS
 /25/2024 | 11:47 AM EST
Initial Date

- The committee discussed when the election of board members and officers should become effective, settling on July 1 of the next fiscal year.
- The committee reviewed the previous Board survey, noting areas of progress and identifying areas to improve upon. They agreed on a new survey which has been distributed to all WCSS Board members to learn what is needed to improve Board engagement and topic areas of interest to receive more information on.
- The committee began discussion on building a bench of Board candidates through inviting community members to participate on Board committees. Ms. Heuser encouraged Board committee members to consider possible community members who may be a good fit for their committee and suggesting them to the committee chair.

Ms. Heuser asked board members to complete the short anonymous board survey and for seasoned board members to consider acting as a “Board Buddy” to a new member.

Finance Committee

In the absence of Finance Committee Chair, Matt Glova, WCSS Director of Finance, Gary Carr reported the committee did not meet in October. He quickly reviewed each of the September 2023 financial statements, providing additional detail for several of the reports. There being no questions, Sherry Heuser moved to approve September 2023 financial reports. Joe White seconded the motion. A vote was called for, and hearing no opposition, the motion carried. (10-23-35)

Chair’s Report

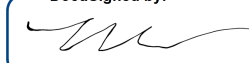
Chair, Katherine Williams announced Sherry Heuser has been appointed to the North Carolina Partnership for Children (NCPC) Board of Directors for a three-year term beginning Jan. 2024. Ms. Williams also announced the review and completion of the Executive Director performance evaluation process, based on the newly developed performance evaluation process and approved by the Executive Committee.

Executive Director’s Report

Executive Director, Gayle E. Headen provided a brief introduction for a presentation of the WCSS FY23-24 Strategic Framework Action Plan developed by the WCSS departments of Program Coordination and Evaluation (PCE), Early Childhood Initiatives (ECI), System Improvement & Public Engagement (SIPE), Pre-K and Wake ThreeSchool (WTS) under the leadership of Bryce McClamroch, Manager, PCE, who she called upon to give the presentation.

Bryce McClamroch began the presentation by describing the action plan as a living document with the purpose of taking each element of the Strategic Framework and setting them into motion through specific actions. He outlined how the action plan was developed before launching a comprehensive overview of the plan presented by each department manager for their department’s action items. Mr. McClamroch said the Strategic Framework Action Plan will be shared with the Board by email following the meeting and encouraged their feedback and future engagement.

With no further business to discuss, Amelia Muse moved to adjourn the meeting. Sherry Heuser seconded the motion. Calling for a vote and hearing no objections, the meeting was adjourned at 10:06 AM. (10-23-36)

DocuSigned by:

4BB98608D4DE4E5...
Secretary

1/25/2024 | 11:47 AM EST

Date