

**Minutes of the November 23<sup>rd</sup>, 2021, EASTCONN Executive Committee Meeting  
ZOOM MEETING**

**Present: Roll Call of Board Members:**

Terry Cote, Eastford	Joan Trivella, Woodstock Academy
Rod Perry, Scotland	Michael Morrill, Putnam
Maryellen Donnelly, Hampton	Amy Blank, Union
Sonia Greene, Woodstock	Judy Benson-Clarke, Region District #8
Herb Arico, Willington	Justin Phaiah, Brooklyn

**EASTCONN Staff Present:** Carol Klemyk, Gary Mala, Joni Weglein, Melanie Marcaccio, Diane Gozemba, Diane Dugas, Shawn Brodeur, Rich Tariff, Dona Prindle, Amy Margelony

**The Board Meeting was called to order at 5:33 pm by Board Chair, Joan Trivella**

**Approval of minutes:**

**MOTION:** Herb Arico motioned to approve the minutes of the October 2021 meeting as presented

**SECOND:** Maryellen Donnelly

**VOTE:** Unanimous

**ABSTENTIONS:** None

**Additions to Agenda:**

**None**

**Audience with Citizens:**

**None**

**MOVE HEAD START UPDATES TO BEFORE SUB COMMITTEE REPORTS**

**Head Start Updates:**

One classroom has no enrollment due to staffing issue at that site  
Enrollment numbers in other sites are increasing slowly  
At full capacity for over income families  
Discussed monthly report with 45 day requirement; screening, especially around nutrition, hearing and vision screenings

Discussion around the “over income” status and federal guidelines – there is a significant number of families

#### **SUB-COMMITTEE REPORTS:**

##### **Policy:**

- Review of consideration provided by one Board Member
- Adoption of New Policy during today’s meeting

##### **Finance:**

- Reviewed the financial reports
- Added detailed historical data into the reports

##### **Facilities:**

- Discussion and presentation of more detail in the Capital Plan – the plan will be finalized during the winter
- Discussed the availability of funds to start the work on some of the projects
- Talked about grant writing and ESSER funds
- Will provide a “priority” listing
- Space for all the EASTCONN locations
- Look at available property in the area
- Add standing line object in each department budget that will address our capital plan
- Projects done simultaneously and incrementally
- Will incorporate the plan in detailed 10-year plan

#### **NEW BUSINESS:**

##### **Enrollment summary:**

- No notable changes
- Discussion around what area districts are sending students to the Magnet Schools

#### **EXECUTIVE DIRECTOR’S REPORT:**

- Still struggling with staff vacancies
- All the RESC’s have the same issue
- Add detailed summary of items on the cover page

- Ad-Hoc Committee reviewed the Climate Survey results – good, positive answers to the questions

**FINANCE REPORT:**

- Discussion around the historical data that was added to the report
- Revenue dollars are ahead this year compared to last year
- Receivables cash is coming in strong and steady

**HUMAN RESOURCES REPORT:**

- Review of the Personnel Report
- Creative recruitment with the Marketing Department
- Open interview night on 12/3 – 400 invites sent out
- Open interview night for the Hispanic Health Council on 12/10
- Using the Handshake platform
- Discussed the change of process for fingerprinting – the inhibitive factors – and RESC involvement

**Appointment of a Nominating Committee:**

- Discussion of Appointment of a Nominating Committee and the Chair of the Nominating Committee– Section Four of the By-Laws
  - Chair of the Nominating Committee: Joan Trivella
  - Nominating Committee: Katherine Paulhus and Michael Morrill

**ACTION ITEMS:**

**Approval of the Updated Policies that were first read at the October Meeting as presented on the Motion Document**

**MOTION:** Rod Perry motioned to approve the new policies as presented  
**SECOND:** Maryellen Donnelly  
**VOTE:** Unanimous  
**ABSTENTIONS:** None

**Approval of the First Read of the New Policy as presented on the Motion Document**

**MOTION:** Herb Arico motioned to approve the First Read of the New Policy as presented  
**SECOND:** Maryellen Donnelly

**VOTE: Unanimous**  
**ABSTENTIONS: None**

**Motion to Adjourn:**

**MOTION: Terry Cote motioned to adjourn the meeting at 6:40 pm**  
**SECOND: Rod Perry**  
**VOTE: Unanimous**  
**ABSTENTIONS: None**

Respectfully Submitted

Carol Klemyk