



**Minutes of the October 26th, 2021, EASTCONN Executive Committee Meeting
ZOOM MEETING**

Present: Roll Call of Board Members:

Terry Cote, Eastford
Rod Perry, Scotland
Maryellen Donnelly, Hampton
Valerie May, Pomfret
Herb Arico, Willington
Justin Phaiah, Brooklyn

Joan Trivella, Woodstock Academy
Michael Morrill, Putnam
Lydia Rivera-Abrams, Killingly
Judy Benson-Clarke, Region District #8
Amy Blank, Union
Sonia Greene, Woodstock

EASTCONN Staff Present: Carol Klemyk, Gary Mala, David Brown, Melanie Marcaccio, Diane Gozemba, Dona Prindle, Shawn Brodeur, Amy Margelony, Diane Dugas, Ed Martin, Joni Weglein, Kim Mansfield, Kim Bush, Mike Hamad, Rich Tariff

The Board Meeting was called to order at 5:35 pm by Board Chair, Joan Trivella

Introduction of Dave Brown, new principal at QMC

Approval of minutes:

MOTION: Herb Arico motioned to approve the minutes of the September 2021 meeting as presented
SECOND: Amy Blank
VOTE: Unanimous
ABSTENTIONS: None

Additions to Agenda:

None

Audience with Citizens:

None

PRESENTATION and REVIEW OF CAPITAL PLAN BY SHAWN BRODEUR, DIRECTOR OF FACILITIES

COMMITTEE REPORTS:

Policy: did not meet due to scheduling conflicts

Finance:

- Reviewed the financial reports
- September was a very strong month
- October looking to be strong as well

Facilities: did not meet due to scheduling conflicts

Head Start Updates:

- Reviewed the Policy Council updates and the meal count documents
- Turnover in staffing in Windham
- Early Head Start is at or near full enrollment
- The home-based program is struggling with enrollment
- Head Start classrooms are running at about 50% enrollment
- Discussion around the income guidelines
- NAEYC accreditation
- Hired a new Education Manager
- Review of COVID funding

NEW BUSINESS:

Enrollment summary:

- No notable changes
- Open positions present challenges to increase enrollment

EXECUTIVE DIRECTOR'S REPORT:

- Executive Director has committed to visit all EASTCONN sites and programs each month
- Discussion around the RESC Alliance Convocation
- Vaccines mandates updates
- Discussion about the shortage of drivers in Transportation

Herb Arico left the meeting at 6:23 pm

FINANCE REPORT:

- Invoiced about \$13m in revenue – mostly for the Special Ed Division
- Revenues are up YOY and outpaces expenses at this time
- Variance reports will begin in October – directors can forecast for the remainder of the year
- Discussion around Magnet Schools and grants
- Billed for ACT Tuition – will bill for QMC next
- Transportation will be billed in November

HUMAN RESOURCES REPORT:

- Negative numbers due to staffing losses
- Special Education and Transportation are hit the hardest with staffing shortages
- A lot of fluidity in the applicant pool

ACTION ITEMS:

Approval of the New Policies that were presented as first read in September

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

Approval of the Revised Policies that were presented as first read in September

MOTION: Maryellen Donnelly motioned to approve the revised policies as presented
SECOND: Terry Cote
VOTE: Unanimous
ABSTENTIONS: None

Approval of the Head Start Grant Application for 2022

MOTION: Rod Perry motioned to approve the Head Start Grant Application for 2022 as presented
SECOND: Maryellen Donnelly
VOTE: Unanimous
ABSTENTIONS: None

Approval of the Head Start Annual Report for 2020-2021

MOTION: Terry Cote motioned to approve the Head Start Annual Report for 2020-2021 as presented
SECOND: Lydia Rivera-Abrams
VOTE: Unanimous
ABSTENTIONS: None

Approval of the Head Start School Readiness Goals

MOTION: Rod Perry motioned to approve the Head Start Readiness Goals as presented
SECOND: Maryellen Donnelly
VOTE: Unanimous
ABSTENTIONS: None

Approval of the Head Start Change in Scope

MOTION: Lydia Rivera-Abrams motioned to approve the Head Start Change in Scope
SECOND: Maryellen Donnelly
VOTE: Unanimous
ABSTENTIONS: None

Motion to Adjourn:

MOTION: Lydia Rivera-Abrams motioned to adjourn the meeting at 6:55 pm
SECOND: Rod Perry
VOTE: Unanimous
ABSTENTIONS: None

Respectfully Submitted

Carol Klemyk