



MINUTES OF THE MAY 2025 BOARD OF DIRECTORS' MEETING
Annual Meeting
IN-PERSON AND ZOOM

Roll Call of Board Members:

Michael Morrill – Putnam
Barbara Riley - Pomfret
Katherine Paulhus – Mansfield
Justin Phaiah – Brooklyn
Samantha Derenthal – Plainfield
Maryellen Donnelly – Hampton
Sara Kelley – Stafford – ZOOM
Terry Cote – Eastford – ZOOM
Amy Blank - Union - ZOOM

EASTCONN STAFF PRESENT:

Eric Protulis, Carol Klemyk, Brian Greenleaf, Melanie Marcaccio, Diane Gozemba, Kim Mansfield, Laura Lybarger, Shawn Brodeur, Kim Bush, Dona Prindle, Andy DePalma, Sharlene Edwards, Kristin Hempel

The meeting was called to order at 5:41 pm by Board Chair, Justin Phaiah

Pledge of Allegiance

Audience with Citizens – None

Additions to the Agenda

Add Change of Scope for Head Start

Move Consent Agenda to the top of the Agenda – Board member needs to leave early

Approve the Minutes from the April 2025 Board of Directors' Meeting

Motion: Katherine Paulhus motioned to approve the minutes from the April 2025 Board meeting

Second: Michael Morrill

Vote: 8 members in favor – 1 abstention

Abstentions: Maryellen Donnelly

Change in Scope for Head Start – presentation by Kim Mansfield:

EHS

We are submitting a change in scope to reduce EHS by 11 home-based slots and 1 Home Visitor position. This program continues to be a challenge to employee and sustain families in the program. This staff position is vacant.

The grant funds for the salary and benefits will be reallocated to provide a wage increase to the current EASTCONN EHS staff.

HS

We are submitting a change in scope to reduce HS in the following ways:

- WECC will reduce by 12 slots, reducing the classroom size to 15 children.
- EASTCONN will reduce by 4 slots, reducing Moosup HS from 18 to 16, and Putnam from 14 to 12.

The grant funds will be used to create a summer preschool program for 16 children at Westcott Rd and provide funds to increase wages for current EASTCONN HS staff.

Approve to accept the Change of Scope for Head Start

Motion: Maryellen Donnelly motioned to accept the Change of Scope for Head Start
Second: Michael Morrill
Vote: Unanimous
Abstentions: None

Presentation of the FY2026 Budget:

Eric Protulis and Brian Greenleaf led the discussion:

Awaiting status of one-time appropriations' request

Magnet School Funding Formula – needs work to properly fund EC Magnets

Marketplace changes, impact of consolidating programs

Maintain Core Programs

Limit Impact on Districts

Breakeven/Generate Surplus – remains the goal but fiscal headwinds will prevail

Account Structuring

Significant Cost Cutting – through layoffs, elimination of open positions and expense reductions

Approve to accept the FY2026 Budget as presented:

Motion: Maryellen Donnelly motioned to accept the FY26 Budget as presented
Second: Michael Morrill
Vote: Unanimous
Abstentions: None

FY26 Additional Notes:

This year, the process involved multiple cycles of Executive Leadership review and required Directors to make further reductions over a longer-than-anticipated period in order to finalize the proposed FY26 budget.

There was discussion about the definition of core services – comparing services like transportation, where alternatives exist, to our arts magnet school, which has no equivalent in the region. We are committed to exploring solutions for sustaining these essential programs.

Relocating **CDT programs** to the Path Academy building will increase our capacity to serve more students. Additionally we plan to list **Commerce Drive** for sale; any proceeds from that sale would be added to the general fund.

25 staff layoffs currently in progress.

The elimination of 15 vacant positions, which will not be filled unless sufficient revenue can justify adding them back.

Additional budget structure changes:

Food Services now has its own standalone budget, aligned with best practices.

We are **eliminating pass-through organizations** from the overall budget to provide greater transparency

Facilities costs are now embedded in program budgets to give each program a clearer understanding of its operational expenses.

The RESC fee is now included in all program budgets to ensure that management and overhead costs are equitable supported across the agency

- The Full ECHIP Board met this week and unanimously agreed for us to leave ECHIP for next year and will switch to the state savings plan
- Three years ago EASTCONN had \$6m worth of unpaid invoices – While we have not yet reached break-even, we are significantly closer than we were.

The purchase of Westcott Road – update on 1303 application

Authorization from the Board to apply for Community Investment Fund for acquisition on Westcott Road plus the 1303 Application

Approval from Board to Apply for Community Investment Fund for acquisition on Westcott Road

Motion:	Maryellen Donnelly motioned to approve that EASTCONN can Apply for Community Investment Fund for acquisition on Westcott Road
Second:	Katherine Paulhus

Vote: Unanimous
Abstentions: None

Audit Report presentation: (CliftonLarsonAllen, LLP)

Presented by Brian Greenleaf:

Jessica Aniskoff from CLA presented the findings of the 2023-2024 audit. She highlighted that those funds tested had an unmodified opinion, meaning that the audit found the books to adhere to accounting standards. They did note several of the same financial statement findings from the prior years, namely timeliness and preparedness of the audit. Several recommendations were made, similar to the year before. Brian Greenleaf noted that these recommendations have already begun to be implemented since he came on board in the current fiscal year. Overall, Ms. Aniskoff noted agency is in a challenging financial position, with negative cashflows as of June 30, 2024.

Committee Reports:

Policy Committee: Updates from Melanie Marcaccio, Katherine Paulhus and Maryellen Donnelly
Policy Committee will meet on May 22, 2025

Facilities Committee: Updates from Eric Protulis and Shawn Brodeur – April meeting was cancelled
Facilities Committee will meet on May 22, 2025

Finance Committee: See notes above

Enrollment Report

Stable Counts at all sites – numbers are holding steady

Division Directors' Report:

Discussion around The Annual Board Update document

Executive Director's Report:

Discussion around the Evaluation of the Executive Director

Human Resources Report:

- Vacancy number will continue to fluctuate

Consent Agenda:

Approve the Audit as presented

Approve the Policies

MOTION:	Katherine Paulhus motioned to approve the Consent Agenda as presented
SECOND:	Samantha Derenthal
VOTE:	Unanimous
ABSTENTIONS:	None

Approve the Board of Directors' Meeting Dates

MOTION:	Katherine Paulhus motioned to approve the Consent Agenda as presented
SECOND:	Samantha Derenthal
VOTE:	Unanimous
ABSTENTIONS:	None

Motion to Adjourn:

MOTION:	Maryellen Donnelly motioned to adjourn the meeting at 6:59 pm
SECOND:	Amy Blank
VOTE:	Unanimous
ABSTENTIONS:	None

Respectfully Submitted,
Carol Klemyk
Executive Assistant

