

**Minutes of the September 27th, 2022, EASTCONN Board of Directors' Meeting
IN-PERSON and ZOOM attendance**

Roll Call of Board Members:

In-Person

Joan Trivella, Woodstock Academy
Herb Arico, Willington
Michael Morrill, Putnam
Sonia Greene, Woodstock
Maryellen Donnelly, Hampton
Rod Perry, Scotland
John Rauh, Pomfret
Katherine Paulhus, Mansfield

On Zoom:

Justin Phaiah, Brooklyn
Susan Lannon, Killingly
Amy Blank, Union
Terry Cote, Eastford
Judy Benson-Clarke, Region District #8

EASTCONN Staff Present: Carol Klemyk, Eric Protulis, Melanie Marcaccio, Patricia Proctor, Sharlene Edwards, Dona Prindle, Amy Margelony, Heather Plourde, Diane Gozemba, Shawn Brodeur, Sarah Mallory, Andy DePalma

Pledge of Allegiance

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

Additions to the Agenda:

MOTION: Herb Arico motioned to add the following items to the agenda as presented:

- CSDE Authorized Signature Form for Child Nutrition
- Field Trip to Costa Rica for ACT students
- CACFP Grant Submission for Head Start

SECOND: Maryellen Donnelly

VOTE: Unanimous

ABSTENTIONS: None

Introduction of new EASTCONN CFO, Patricia Proctor

Presentation by Clifford Larson Allen – Auditing Consultants – 2021 Audit

Approval of the Additions to the Agenda - one motion to approve all three items as presented

MOTION: Maryellen Donnelly motioned to approve all three items added to the Agenda
SECOND: Sonia Greene
VOTE: Unanimous
ABSTENTIONS: None

Approval of minutes – one motion to approve all minutes as presented on the motion document:

MOTION: Maryellen Donnelly motioned to approve the minutes of the following meetings:
August 23rd, 2022, September 1st, 2022 and September 15th, 2022
SECOND: Katherine Paulhus
VOTE: Unanimous
ABSTENTIONS: None

SUB-COMMITTEE REPORTS:

Policy:

- Review of the minutes from the Policy sub-committee meeting

Finance:

- No report – new CFO

Facilities:

- Review of the minutes from the Facilities sub-committee meeting

Updates on EASTCONN financials:

- Month of September is favorable
- Invoiced \$14.4m in revenue – positive cash flow
- July and August ECHIP payments
- Bringing Accounts Payables to current status
- Discussion around the presentation from ION bank
- Receiving positive feedback from area districts on payments of invoices

Head Start Updates:

- Annual Report update
- Cross Division connections
- Discussion around the Windham available slots
- Five Year Goals for Head Start:
 - Enhance internal and external collaborations
 - Expand accessibility and build community awareness
 - Remain culturally responsive while engaging staff, children and families

Discussion about the Westcott Road facility – quotes for commercial kitchen in the facility
 Will be looking at grant opportunities to fund the project

Enrollment Report:

- Still down staff members – enrollment has a low trend due to this

Division Director’s Report and Updates:

- Overview of the full report

Updates from the Executive Director:

QVCC:

- Discussion on the relationship with QVCC
- Exited from the QVCC cafeteria
- Revenue is down
- Coordination of a contract with the college
- Subsequent meetings with the Governing Board
- The Legislative piece is very clear with guidelines for QVCC

MISC:

- Discussion about conversation with the Office of Strategic Planning
- Will reach out to the Commissioner of Education
- Review and discussion of the offer to purchase Commerce Drive
- Review of the Executive Director’s Entry Plan:
 - Have met with about 14 area superintendents to date
 - One on one meetings with Board members
 - Meetings at sites to talk individually with staff members
 - Created new task force committees at Leadership:
 - DEI/SEL
 - Career Pathways
- ACT 20th Anniversary Gala will be November 17th

HUMAN RESOURCES REPORT:

- Total net increases of two employees
- Significant outreach
- Pulling candidates from other positions that they applied for
- Cut security positions
- Both magnets have security

Proposed Board Retreat:

- Discussion about agenda and proposals
- How does the Board become more strategic in its role?
- The work is transactional and tactical at the same time

Motion to Adjourn:

MOTION: Joan Trivella motioned to adjourn the meeting at 7:25 pm
ECOND: Katherine Paulhus
VOTE: Unanimous
ABSTENTIONS: None

Respectfully Submitted

Carol Klemyk