

**February 26<sup>th</sup>, 2019 - EASTCONN Executive Committee Meeting** held at the EASTCONN Central Office, 376 Hartford Turnpike (Route 6) in Hampton, CT.

**Present:**

Maryellen Donnelly, Hampton  
Michael Morrill, Putnam  
Terry Cote, Eastford  
Katherine Paulhus, Mansfield

Herb Arico, Willington  
Amy Blank, Union  
MaryBeth Malin, Griswold

**EASTCONN Staff Present:** Gary Mala, Carol Klemyk, Teddie Sleight, Ann Milette, Beth Desjardin, Melanie Marcaccio, Rich Tariff, Diane Gozemba, Scott Nierendorf, Eric Protulis, John Baskowski

**1. The meeting was called to order** at 4:08 pm by Herb Arico.

**2. Approval of minutes:**

**MOTION:** Maryellen Donnelly moved to approve the minutes of the January 2019 meeting  
**SECOND:** Katherine Paulhus  
**VOTE:** Unanimous  
**ABSTENTIONS:** None

**3. Additions to the Agenda:** Introduce New Board Member: Cindy Alberts

**4. Audience with Citizens:** None

**5. Correspondence:** Letter from Chamber of Commerce about the After Hours Event held at EASTCONN

**6 .EASTCONN Excellence Awards - Special Services and Adult Ed/Community Services**

**7. Policy Committee updates --** no updates at this time, last meeting was postponed due to weather

**8. Finance Committee updates -** discussion followed - see handouts prepared by CFO, John Baskowski

**9. Old Business:**

Head Start Updates:

Attendance/Enrollment/Meals: Reviewed and discussed noting enrollment has become consistent.

Fiscal: Reviewed and discussed noting this is a preliminary budget report as we are in the process of closing out last fiscal year.

Monthly program update: Program disability data was shared. The program is exceeding disabilities requirements and has significant needs especially in the Head Start program in Windham.

ERSEA Training: Reviewed eligibility, income guidelines, income verification, and application process. Noted ways of recruiting and revisited section process, which leads to enrollment of a child. Attendance monitoring has been ongoing.

Annual Report: Highlights were presented to the Policy Council in December and to the Board this month due to varied schedule and agenda.

Review of By-laws: The By-laws Committee of Policy Council were submitted revised By-laws for a first reading. It was suggested that a vote occur next month, after the Policy Council votes next month.

## 10. New Business

Executive Director's Report:

Executive Director Mala reviewed and highlighted key points:

Updates Included:

- New format for report
- CAPSS meetings
- RESC Executive Directors' Meetings
- Leadership Meetings
- Site visits with CFO - purchase of buildings/land

Legislative Update:

Executive Director Mala led the discussion around the RESC Alliance Legislative Priorities - some highlights:

- Regionalism - whom to put with whom and transportation costs
- Magnet Schools

Personnel Report:

- Report presented and discussion followed around high turnover of driver aide positions

## 11. 2019-2020 Proposed Budget Presentation (see power point document):

Budget is an Investment Budget

Revenue from Grants is down

Proposed Site/Investment Acquisition Plan

## 12. To Introduce and Approve Appointment of a new Board Member:

**MOTION:** Terry Cote moved to approve the appointment of the new Board Member: Cindy Alberts

**SECOND:** Katherine Paulhus

**VOTE:** Unanimous

**ABSTENTIONS:** None

## 13. To Approve the COLA Grant Application Submission for Head Start

The COLA application was submitted with description of how funding will be used. All programs already included an increase in this year's grant application

**MOTION:** Maryellen Donnelly moved to approve the COLA Grant Application Submission for Head Start

**SECOND:** MaryBeth Malin

**VOTE:** Unanimous

**ABSTENTIONS:** Cindy Alberts

## 14. To approve the Program Plans for Head Start

The following programs were updated and reviewed: Disabilities, Human Resources, Mental Health, Governance and Communication

**MOTION:** Terry Cote moved to approve the Program Plans (five) for

**SECOND:** Head Start  
**Maryellen Donnelly**  
**VOTE:** Unanimous  
**ABSTENTIONS:** Cindy Alberts

**15. To Approve Self Assessment Plans for Head Start**

**MOTION:** Maryellen moved to approve the Program Plans for Head Start  
**SECOND:** Katherine Paulhus  
**VOTE:** Unanimous  
**ABSTENTIONS:** Cindy Alberts

**16. To approve the position of Accountant and Senior Accountant**

**MOTION:** Katherine Paulhus moved to approve the positions of Accountant and Senior Accountant  
**SECOND:** Maryellen Donnelly  
**VOTE:** Unanimous  
**ABSTENTIONS:** Cindy Alberts

**17. To approve the GWI of 2% for unaffiliated employees**

**MOTION:** Maryellen Donnelly  
**SECOND:** Katherine Paulhus  
**VOTE:** Unanimous  
**ABSTENTIONS:** Cindy Alberts

**18. To approve Amended Policies**

**MOTION:** Terry Cote moved to approve the amended policies as listed below:

- 5117.2 Inter-Agency Choice
- 5118.1 Homeless Students
- 5121 Examination/Grading/Rating
- 5123 Promotion/Acceleration/Retention
- 5123.3 Graduation Ceremonies
- 5124 Reporting to Parents
- 5125 Student Records/Confidentiality
- 5125.11 Health/Medical Records
- 5126 Awards for Achievement
- 5127 Graduation Ceremony
- 5131 Conduct and Discipline
- 5131.1 Bus Conduct
- 5131.111 Video Surveillance
- 5131.3 Student Driving/Parking
- 5131.5 Vandalism

**SECOND:** Maryellen Donnelly  
**VOTE:** Unanimous  
**ABSTENTIONS:** Cindy Alberts

**Adjournment:**

**MOTION:**

**SECOND:**

**VOTE:**

**Herb Arico motioned to adjourn the meeting at 5:56 pm**

**Terry Cote**

**Unanimous**

Respectfully submitted,

Carol A. Klemyk  
Executive Assistant

DRAFT