

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

**Present:**

Valerie May, Pomfret	Terry Cote, Eastford
Joan Trivella, Brooklyn	Michael Morrill, Putnam
Maryellen Donnelly, Hampton	
Herb Arico, Willington	
Katherine Paulhus, Mansfield	

**EASTCONN Staff Present:** Gary Mala, Teddie Sleight, Ann Milette, Melanie Marcaccio, Diane Gozemba, Christine Homa, Joni Weglein, Heather Plourde, Amy Margelony

**1. The meeting was called to order** at 5:32 pm by Herb Arico.

**2. Approval of minutes:**

**MOTION:** Joan Trivella moved to approve the minutes of the October 2019 meeting

**SECOND:** Katherine Paulhus

**VOTE:** Unanimous

**ABSTENTIONS:** Michael Morrill and Terry Cote

**3. Additions to the Agenda:**

**MOTION:** Joan Trivella moved to add two items to the agenda:

- Amended Regional Calendar
- Move two Board of Directors members to Executive Committee

**SECOND:** Katherine Paulhus

**VOTE:** Unanimous

**ABSTENTIONS:** None

**4. Audience with Citizens:** None

**5. EASTCONN Excellence Awards** – Special Services students and food service employees

**6. Overview of EASTCONN Foundation:**

Christine Homa presented an overview of the logistics of the EASTCONN Foundation

**7. Policy Committee updates** – have finished 5000 series – now will start with 6000 series

**8. Finance Committee updates:**

SEE HAND OUT

The Finance Committee met last week. Joni Weglein presented the Local Program Revenue and Expenses report; and the Grant Funding Comparison. She also reviewed the Actual Revenue and Expenditures Report along with the Summary of Position Freeze Savings.

**9. Facilities Committee updates:**

Facilities committee had to cancel meeting for this week. Will convene when new members come on board then we will reconstitute the committee.

## 10 . Old Business:

Head Start Updates:

The program is doing well. Diane shared the Policy Council monthly report which includes Attendance and Enrollment, Meal Counts, Financial Report, Developmental and Behavioral Screenings. Enrollment counts are very good; had 4 openings and filled them immediately. Did Developmental and Behavioral Screenings. Working with the younger children on dental care – only 40\$ have had a dental exam. 46% of children are either overweight or obese. See handout with screening results.

## 11. New Business

EASTCONN's Program's Enrollment Summary Report: (see handout)

- Will provide this report at every monthly Board meeting. This month's is included in your packet. We will provide a report every month around enrollment and retention and decreases in enrollment. We will remove the 18-19 figures – using the 15<sup>th</sup> of every month that will be the enrollment figure from PSIS. Spell out full names of schools and also provide grade ranges – add LEAP.

Executive Director's Report:

- Executive Director Mala reviewed and highlighted key points in a new abbreviated version. Discussion around the QVCC kitchen bid. Looking at providing a regional service around transportation to all our districts.

Personnel Report:

- Review and discuss the report for October 2019

## 12. Approval of Amended Regional Calendar:

**MOTION:** Katherine Paulhus moved to approve the amended Regional Calendar as presented  
**SECOND:** Maryellen Donnelly  
**VOTE:** Unanimous  
**ABSTENTIONS:** None

## 13. Approval to move two Board of Directors' members to Executive Committee:

**MOTION:** Katherine Paulhus moved to approve to move two Board of Directors' members to Executive Committee:  
Amy Blank and MaryBeth Malin  
**SECOND:** Maryellen Donnelly  
**VOTE:** Unanimous  
**ABSTENTIONS:** None

## 14. Approval of Amended Policies as presented (see separate listing):

**MOTION:** Maryellen Donnelly moved to approve the Amended Policies:  
2.023, 5144.3, 5144.5, 5145, 5145.11, 5145.111, 5145.12, 5145.123, 5145.14, 5145.15, 5145.2, 5145.42, 5145.5, 5145.51, 5145.511, 5145.53, 5145.6, 514.71, 5156  
**SECOND:** Katherine Paulhus  
**VOTE:** Unanimous  
**ABSTENTIONS:** None

- 15. Approval of EASTCONN's Executive Director Job Description:**  
**MOTION:** Katherine Paulhus moved to table this item and move the approval to the January 2020 meeting  
**SECOND:** Michael Morrill  
**VOTE:** Unanimous  
**ABSTENTIONS:** None
- 16. Approval of First Read of Amended Language to EASTCONN's By-Laws:**  
**MOTION:** Maryellen Donnelly moved to approve the First Read to amended language to EASTCONN's By-Laws  
**SECOND:** Katherine Paulhus  
**VOTE:** Unanimous  
**ABSTENTIONS:** None
- 17. Approval of EASTCONN's Early Childhood Initiatives Grant Proposal OEC-QIS-024 as presented:**  
**MOTION:** Joan Trivella moved to approve the Early Childhood Initiatives Grant Proposal OEC-QIS-024 as presented  
**SECOND:** Terri Cote  
**VOTE:** Unanimous  
**ABSTENTIONS:** None
- 18. Approval of EASTCONN's Birth to Three Competitive Application as presented:**  
**MOTION:** Joan Trivella moved to approve the Birth to Three Competitive Application as presented  
**SECOND:** Maryellen Donnelly  
**VOTE:** Unanimous  
**ABSTENTIONS:** None
- 19. Approval of three Field Trips for EASTCONN students as presented:**  
**MOTION:** QMC Students Field Trip to MASS  
Katherine Paulhus moved to approve the Field Trip to MASS  
**SECOND:** Maryellen Donnelly  
**VOTE:** Unanimous  
**ABSTENTIONS:** None  
**MOTION:** ACT Students Field Trip to Canada  
Maryellen Donnelly moved to approve the Field Trip to Canada  
**SECOND:** Katherine Paulhus  
**VOTE:** Unanimous  
**ABSTENTIONS:** None  
**MOTION:** ACT Students Field Trip to Costa Rica and Panama  
Joan Trivella moved to approve the Field Trip to Costa Rica and Panama  
**SECOND:** Maryellen Donnelly  
**VOTE:** Unanimous  
**ABSTENTIONS:** None
- 20. MOTION:** Herb Arico motioned to enter into Executive Session at 7:00 pm  
The Board invited Gary Mala, Executive Director and Melanie Marcaccio, Human Resources Director to join the Executive

<b>SECOND:</b>	<b>Session</b>
<b>VOTE:</b>	<b>Katherine Paulhus</b>
<b>ABSTENTIONS:</b>	<b>Unanimous</b>
	<b>None</b>

**The Board exited Executive Session at 7:15 pm**

**21. Adjournment:**

<b>MOTION:</b>	<b>Herb Arico moved to adjourn the meeting at 7:16 pm</b>
<b>SECOND:</b>	<b>Joan Trivella</b>
<b>VOTE:</b>	<b>Unanimous</b>
<b>ABSTENTIONS:</b>	<b>None</b>

Respectfully submitted,

Carol A. Klemyk  
Executive Assistant