



Where Learning Comes to Life

**Minutes of the September 28th, 2021, EASTCONN Executive Committee Meeting
ZOOM MEETING**

Present: Roll Call of Board Members:

Terry Cote, Eastford	Joan Trivella, Woodstock Academy
Rod Perry, Scotland	Michael Morrill, Putnam
Maryellen Donnelly, Hampton	Lydia Rivera-Abrams, Killingly
Valerie May, Pomfret	Laurie Marquis, Canterbury
Herb Arico, Willington	Amy Blank, Union

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

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

Introduction of new Board Member: Justin Phaiah from Brooklyn

Approval of minutes:

MOTION: Rod Perry motioned to approve the minutes of the August 2021 meeting as presented

SECOND: Amy Blank

VOTE: Unanimous

ABSTENTIONS: None

Additions to Agenda:

Addition of Sub-Committee Charges – presented by Joan Trivella

MOTION: Maryellen Donnelly motioned to approve the addition of Sub-Committee Charges to the Agenda.

SECOND: Terry Cote

VOTE: Unanimous

ABSTENTIONS: None

Audience with Citizens:

None

PRESENTATION OF 2021 EASTCONN HIGHLIGHTS BY DONA PRINDLE

COMMITTEE REPORTS:

Policy:

- The sub-committee met on September 8th and reviewed and revised the remaining 6000 series
- The sub-committee reviewed and revised new proposed policies

Finance:

- The Sub-Committee met last Thursday - reviewed the financials – the YTD report and the YOY report
- Discussion followed around the staff shortage in the Finance Department
- Working with HR to streamline processes for a better audit trail

Facilities:

- The Sub-Committee met on September 9th at Transportation
- Kim Bush, Director of Transportation, provided a tour of the facility, and the group discussed where the program is at and thoughts about expanding the facility to accommodate more district requests

Head Start Updates:

- Budgets remain consistent
- Still has positions that need to be filled throughout the programs – campaigning to fill the positions
- Enrollment is low at this time – income guidelines are effecting enrollment
- Class assessment training for staff and parents during the summer
- Head Start based classrooms are at full capacity
- Pre-school is running at 50% - continuing to show improvements
- Have incorporated translation services
- Brand new five-year grant next year

NEW BUSINESS:

Enrollment summary:

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

EXECUTIVE DIRECTOR'S REPORT:

- The biggest challenge is staffing the open positions in every division – also impacts our ability to take on more students
- Some of the programs have waiting lists at this time
- The Agency's ability to comply with Executive Order 13G is dominating the work at this time
- In the process of completing the form related to 13G with all our districts
- Discussion around the climate survey that will be distributed at the end of the week. AD Hoc Committee will review results
- Discussion around Quantitative Data

- Discussion about Division Reports labeled “setbacks”
- Update on our Middle College partnership – Communication between our administrators and the QMC program aligns with Agency goal number two

FINANCE REPORT:

- YOY report highlights
- Revenue down \$700k from last year – due to timing of special education billing
- Invoicing went out in September in the amount of \$7m
- Early Head Start is also down – due to the timing of invoicing – and the state is backed up with their processing of payments as well

HUMAN RESOURCES REPORT:

- Some programs show a gain in number of filled positions – some divisions still show a loss
- Discussion around the Dept of Labor and how they have overpaid a huge number of individuals – now they are cautious about unemployment
- Starting to see staff that have left EASTCONN come back – see net gain of 11 individuals
- Discussion around staff doing extra duty to fill in – i.e. driving students at times

ACTION ITEMS:

Approval of the first read of New Policies as presented

MOTION: Rod Perry motioned to approve the first read of the new policies as presented
SECOND: Maryellen Donnelly
VOTE: 9 Board Members approved the motion
ABSTENTIONS: Lydia Rivera-Abrams

Approval of the first read of Revised Policies as presented

MOTION: Herb Arico motioned to approve the first read of the revised policies as presented
SECOND: Maryellen Donnelly
VOTE: 9 Board Members approved the motion
ABSTENTIONS: Lydia Rivera-Abrams

Approval of the revised By-Laws:

MOTION: Maryellen Donnelly motioned to approve the revised By-Laws as presented
SECOND: Rod Perry
VOTE: Unanimous
ABSTENTIONS: None

Approval of first read of Sub-Committee Charges:

MOTION: Terry Cote motioned to approve the first read of the Sub-Committee Charges as presented
SECOND: Amy Blank
VOTE: 9 Board Members approved the motion
ABSTENTIONS: Lydia Rivera-Abrams

Motion to Adjourn:

MOTION: Lydia Rivera-Abrams motioned to adjourn the meeting at 6:52 pm
SECOND: Amy Blank
VOTE: Unanimous
ABSTENTIONS: None

Respectfully Submitted

Carol Klemyk