



**Minutes of the May 18th, 2021, EASTCONN Executive Committee Meeting
ZOOM MEETING**

Present: Roll Call of Board Members:

Terry Cote, Eastford	Laurie Marquis, Canterbury
Rod Perry, Scotland	Michael Morrill, Putnam
Maryellen Donnelly, Hampton	Lydia Rivera-Abrams, Killingly
Judy Benson-Clarke, Regional District #8	Sonia Greene, Woodstock
Joan Trivella, Woodstock Academy	Amy Blank, Union
Katherine Paulhus, Mansfield	Herb Arico, Willington

EASTCONN Staff Present: Gary Mala, Carol Klemyk, Teddie Sleight, Melanie Marcaccio, Kim Bush, Dona Prindle, Heather Plourde, Ed Martin, Amy Margelony, Diane Gozemba, Diane Dugas

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

Approval of minutes:

MOTION: Rod Perry motioned to approve the minutes of the April 2021 meeting as presented
SECOND: Maryellen Donnelly
VOTE: Unanimous
ABSTENTIONS: Herb Arico

Additions to Agenda:

- First Read of the EASTCONN By-Laws
- Board Discussion about meeting format going forward

Approval to add two items to the Agenda:

MOTION: Joan Trivella motioned to approve the addition of two items to the Agenda
SECOND: Herb Arico
VOTE: Unanimous
ABSTENTIONS: None

Audience with Citizens:

- A parent of a QMC student spoke about the music program and removing it from the curriculum

Annual Board Update Presentation – Teddie Sleight and Dona Prindle

Committee Reports:

Policy:

- The committee minutes are attached.
- Review of policies that were brought forward for suggested edits – an Action item to approve them for today's meeting
- Primarily worked on the By-Laws – an Action Item to approve First Read for today's meeting
- Discussion Followed

Finance:

- The committee met last Thursday and reviewed all the financials.
- Still anticipating a modest surplus of about \$230,000 through the end of June 2021
- More detail will be discussed under New Business on the Agenda

Facilities:

- The committee met at EASTCONN's EVC Facility
- Did a full review of the building
- No opportunity to expand and/or grow in terms of space for the future
- Discussion followed around future visits to all the facilities and reporting back to all Board members on the status of the properties
- Also discussed the Director of Facilities' retirement

Head Start Updates:

- Awarded the Farm to Table Grant
- The State Grant applications are due in June
- On-going coaching and executive coaching in the classroom
- Enrollment still at 75% - which is good compared to statewide data
- Reported on student growth – there has been growth in almost all the areas
- Healthy relationships with adults and peers
- Pursuing NAEYC certification

New Business:

Enrollment Summary Reports:

- Executive Director Mala stated that the enrollment numbers still remain steady
- Discussion around the ratio of students virtual at QMC compared to ACT

Executive Director's Report:

- Search process to fill the Director of Facilities' position
- Reached an agreement with Killingly regarding space for NRP – working out a five-year agreement with a stipulation to address the building physical space concerns

Finance report:

- Reviewed all the financials
- YTD financial reports is showing a projected income of \$230,000 for the end of June
- YOY financial statements – a difference in net actual income from last year – with schools closing due to COVID which has affected the revenue
- Board members commented on the variance reports and how helpful they are for looking at all the logistics

Human Resources Report:

- Highlighting pluses and minuses for each program
- Ongoing recruiting for vacant positions
- The monthly report encompasses a position control for the positions at EASTCONN
- Recruitment issues are all over the area in various industries
- One of the platforms that HR is using is “Handshake”
- If Board members want a more detailed report – let Melanie Marcaccio, Director of Human Resources know

General Discussion about the GEER project and how it has a multi lingual resource for families targeting children on using technology and equipment.

Consent Agenda:

Approve the Updated Policies: 6141.31/6152/6159/6159.1

MOTION: Rod Perry motioned to approve the Updated Policies as presented
SECOND: Amy Blank
VOTE: Unanimous
ABSTENTIONS: None

Approve the Proposed Meeting Dates for the Board for 2021-2022 as presented

MOTION: Amy Blank motioned to approve the Proposed Meeting Dates as presented
SECOND: Herb Arico
VOTE: Unanimous
ABSTENTIONS: None

Approve EASTCONN's Proposed Budget for 2021-2022 as presented

**Executive Director Gary Mala, requested a special meeting for June 2021 to review and approve the EASTCONN budget for 2021-2022
The June meeting will be June 22, 2021**

Approve the AQIS for Head Start for NAEYC Accreditation as presented

**MOTION: Maryellen Donnelly motioned to approve the AQIS for Head Start as presented
SECOND: Amy Blank
VOTE: Unanimous
ABSTENTIONS: None**

Approve the First Read of the Updated By-Laws as presented:

**MOTION: Rod Perry motioned to approve the updated By-Laws
SECOND: Maryellen Donnelly
VOTE: Unanimous
ABSTENTIONS: None**

General Discussion around the format for future Board meetings – ZOOM vs In-Person
The group liked the “hybrid” approach – using both ZOOM and In-Person every other month

Adjournment:

**MOTION: Lydia Rivera-Abrams motioned to adjourn the meeting at 7:06 pm
SECOND: Herb Arico
VOTE: Unanimous
ABSTENTIONS: None**

**Respectfully Submitted,
Carol Klemyk**