



**Minutes of the April 25th, 2023, EASTCONN Board of Directors' Meeting
ZOOM MEETING**

Roll Call of Board Members:

Michael Morrill, Putnam
Justin Phaiah, Brooklyn
Katherine Paulhus, Mansfield
Sonia Greene, Woodstock – ZOOM
Terry Cote, Eastford – ZOOM
Maryellen Donnelly, Hampton
John Rauh, Pomfret - ZOOM

EASTCONN Staff Present: Eric Protulis, Carol Klemyk, Dona Prindle, Kim Mansfield, Kim Bush, Kristin Hempel, Heather Plourde, Amy Margelony, Shawn Brodeur, Sharlene Edwards, Paula Hanlon, Kayla Mercado, Cyndi Wells, Melanie Marcaccio, Patricia Proctor, Diane Gozemba, Diane Dugas

The Board Meeting was called to order at 5:38 pm by Board Chair, Justin Phaiah

Pledge of Allegiance

Additions to the Agenda:

Add Approval of Policies to Consent Agenda

MOTION: Katherine Paulhus motioned to add Approval of Policies to the Consent Agenda
SECOND: Maryellen Donnelly
VOTE: Unanimous
ABSENTIONS: None

Audience with Citizens – None

Presentation and Guest Speaker from our Adult and Community Services Division

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 Board of Directors' March 2023 meeting as amended; approve the minutes of the April 2023 Policy Sub-Committee meeting; approve the minutes of the

April 2023 Facilities Sub-Committee meeting; approve the minutes of the April 2023 Finance Special Board Meeting.

SECOND: Michael Morrill

VOTE: Unanimous

ABSTENTIONS: None

SUB-COMMITTEE REPORTS:

Policy:

- Policies ready for approval with today's agenda
- Will review the procurement policy along with the Agency's By-Laws – will also review with other RESCs

Facilities:

- The committee met in Hampton to discuss the Security Grant
- Discussion around property procurement
- Mansfield vacant school – more details to follow

Finance:

Finance Updates from Eric Protulis and Patricia Proctor:

- Budget Overview Power Point
- Consolidation of budget numbers across the top of the page
- Discussion around operating revenue – and process of cash flow coming in
- Refund of some grant dollars
- Magnet School tuition money will be coming in during May
- Windham is due to make a payment

Head Start Updates:

- Board Chair, Justin Phaiah attended Policy Council
- Enrollment is steady
- Hired a new director of the Head Start Program in Stafford
- Discussion around the three Head Start items on the Consent Agenda

Item #18, 29, 20 – Consent Agenda for Head Start Items:

**MOTION: Maryellen Donnelly motioned to approve all three Head Start Items on the Consent Agenda:
Approve the Change in Scope for Head Start**

Approve the COLA/QI Application for Head Start
Approve the COVID-19 Mitigation Policy and Procedure for Head Start

SECOND: Katherine Paulhus
VOTE: Unanimous
ABSTENTIONS: None

Item #16 – Consent Agenda - GWI for non-union EASTCONN Employees

MOTION: Maryellen Donnelly motioned to approve the 1.5% GWI for non-union EASTCONN Employees with the exception of some Transportation Drivers
SECOND: Katherine Paulhus
VOTE: Unanimous
ABSTENTIONS: None

Item #16B – Consent Agenda – increased rates for van drivers and CDL drivers

MOTION: Katherine Paulhus motioned to approve the increased rates for Van Drivers and CDL drivers
SECOND: Maryellen Donnelly
VOTE: Unanimous
ABSTENTIONS: None

Item #17 – Consent Agenda – Renewal of the PEP Grants for Adult and Community Services

MOTION: Katherine Paulhus motioned to approve the Renewal of the PEP Grants
SECOND: Michael Morrill
VOTE: Unanimous
ABSTENTIONS: None

NEW BUSINESS:

Enrollment Report:

- Holding steady right now
- Consultants for QMC
- New students slated to begin at NRP this month

Division Director's Report and Updates and Executive Director's Updates:

- Exploring options for some services to support drivers through T-mobile, i.e., cameras on buses, phones and other services like GEO fencing
- Mobile Learning Lab update – 9 schools have registered to participate – moving towards manufacturing with the lab
- Hosting a small district consortium this summer here at EASTCNN

HR Report:

- Researching a change over to Power School as our recruiting platform

- Onboarding discussion
- HR personnel attended a number of job fairs virtually and in person

Executive Director Protulis updated the Board around the meeting with Centreville Bank

CFO, Patricia Proctor stated that there is another extension for the Audit and EFS report

Approve the three policies that were added to the Consent Agenda:

3542.31 – Free or Reduced-Priced Lunches

3542.33 – Food Sales Other than the National School Lunch Program

3542.41 – Professional Standards for Food Service Personnel

MOTION: Katherine Paulhus motioned to approve these three policies

SECOND: Michael Morrill

VOTE: Unanimous

ABSTENTIONS: None

Proposal for Strategic Plan Goals:

Two agencies: AESA and Partners for Educational Leadership

MOTION: Michael Morrill motioned to enter into a contract with Partners for Educational Leadership for Strategic Planning

SECOND: Maryellen Donnelly

VOTE: Unanimous – Katherine Paulhus abstained

ABSTENTIONS: Katherine Paulhus

Proposal for the Security Grant:

MOTION: Maryellen Donnelly motioned to approve bringing the grant to the Board for approval

SECOND: Katherine Paulhus

VOTE: Unanimous

ABSTENTIONS: None

Proposal for approval of moving the vehicle loan out of the line of credit with Berkshire:

MOTION: Maryellen Donnelly motioned to approve moving the vehicle loan out of the line of credit

SECOND: Michael Morrill

VOTE: Unanimous

ABSTENTIONS: None

The Board of Directors voted to go into Executive Session with Melanie Marcaccio and Eric Protulis at 7:08 pm

MOTION: Katherine Paulhus motioned to go into Executive Session with Melanie Marcaccio and Eric Protulis
SECOND: Maryellen Donnelly
VOTE: Unanimous
ABSTENTIONS: None

The Board Of Directors came out of Executive Session at 7:40 pm

The meeting adjourned at 7:45 pm

Respectfully Submitted
Carol Klemyk