

Board of Directors' Meeting

April 23, 2024

Roll Call of Board Members:

Justin Phaiah, Board Chair – Brooklyn

Maryellen Donnelly – Hampton

Katherine Paulhus – Mansfield

Barbara Kelley – Pomfret

Sara Kelley- Stafford

Sonia Greene- Woodstock

Terry Cote- Eastford

EASTCONN Staff Present: Eric Protulis, Claudia Izzi, Patricia Proctor, Kristin Hempel, Dona Prindle, Diane Dugas, Laura Lybarger, Kim Mansfield, Kim Bush, Amy Margelony, Shawn Brodeur, Diane Gozemba, Andy DePalma, Melanie Marcaccio

The Board Meeting was called to order at 5:37 by Board Chair, Justin Phaiah

Pledge of Allegiance

Additions to the Agenda:

Audience with Citizens: None

Approval of minutes: One motion to approve all minutes as presented on the motion document:

MOTION: Mary Ellen Donnelly motioned to approve the minutes of the Board of Directors' March 2024 meeting, approve the minutes of the Finance Sub-Committee meeting 4/10/24 (Correction of teacher approved increased percentage amended)

SECOND: Katherine Paulhus

VOTE: Unanimous

ABSTENTIONS: None

Motion to Approve HR Policy, 2nd Read from March 26, 2024

MOTION: Mary Ellen Donnelly motioned to approve HR Policies as read:

- Personnel: Code of Ethics and Professional Responsibility for Personnel (4006.1.1)
- Personnel: Nepotism (4015.1.1)
- Business: Purchasing/Procurement (3006.1.1)

SECOND: Sonia Greene

VOTE: Unanimous

ABSTENTIONS: None

SUB-COMMITTEE REPORTS:

Policy:

- No new first read policies this month
- More time needed for the next read due to density of material

Facilities:

- No meeting this month

Finance:

- 300-400k surplus anticipated for the FY23-24
- Freezing budget until end of fiscal year; pause on expenses and hiring until FY24-25
- Hiring will continue for positions directly linked to revenue

Head Start Updates:

- Update was given by Kim Mansfield
- Highlight on the Special Ed Student Art Gala on May 1-2, 4-6pm; Head Start also has an Art Gala May 22 from 4:30-6pm
- The complete Head Start monthly packet is available on the Board of Director's shared drive.

Executive Director Financial Updates:

- Jewett City loan terms approved via electronic vote
- FY25 Budget Presentation with additional approval of budget:
MOTION: Mary Ellen motioned to approve budget for FY25
SECOND: Sara Kelley
VOTE: Unanimous
ABSTENTIONS: None
- The complete budget presentation is available on the Board of Directors shared drive

Consent Agenda

- **Motion to Approve Grant #1 2024-2028-** Renewal and Continuation of the 2024-2028 Program Enhancement Project Grants (PEP) as presented
MOTION: Sonia Greene motioned to approve the grant
SECOND: Sara Kelley
VOTE: Unanimous
ABSTENTIONS: None

Grant #2 removed from the agenda

New Business

- Enrollment Report
 - Summer school taking in new students
 - 12 students graduating from clinical program
 - ACT and QMC enrollment #'s are stabilized

- Division Directors' Report
 - Ravit Stein working with the Department of Ed to develop state standards for Board Certified Behavior Analysts in schools
 - Working on catering towards Bridges staffing
 - Special education combined programs for the Art Show
 - The new wrap is completed on the mobile lab; will be at the annual for viewing
 - Magnet school reimbursement grant was presented; 2.7M for renovations to the ACT building
- Additional Finance updates
 - None
- Human Resources Report
 - 68 vacancies, 3 positions down this month
 - Staff attended job fairs at Ellis Tech and Eastern Community College
- Executive Director Report
 - None

The Board of Directors adjourned at 6:32 pm

Respectfully Submitted,

Claudia Izzi
EASTCONN Board of Directors
Recording Secretary