November 26th, 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 15th 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, 5145.151,
   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:
    QMC Students Field Trip to MASS
   MOTION: Katherine Paulhus moved to approve the Field Trip to MASS
   SECOND: Maryellen Donnelly
   VOTE: Unanimous
   ABSTENTIONS: None

    ACT Students Field Trip to Canada
   MOTION: Maryellen Donnelly moved to approve the Field Trip to Canada
   SECOND: Katherine Paulhus
   VOTE: Unanimous
   ABSTENTIONS: None

    ACT Students Field Trip to Costa Rica and Panama
   MOTION: 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
SECOND: Katherine Paulhus
VOTE: Unanimous
ABSTENTIONS: None

The Board exited Executive Session at 7:15 pm

21. Adjournment:
   MOTION: Herb Arico moved to adjourn the meeting at 7:16 pm
   SECOND: Joan Trivella
   VOTE: Unanimous
   ABSTENTIONS: None

Respectfully submitted,

Carol A. Klemyk
Executive Assistant