

## Board of Directors' Meeting August 22, 2023

### **Roll Call of Board Members:**

Justin Phaiah, Board Chair – Brooklyn  
Michael Morrill – Putnam  
Maryellen Donnelly – Hampton  
Katherine Paulhus – Mansfield  
Rod Perry - Scotland  
John Rauh – Pomfret  
Terri Cote – Eastford

**EASTCONN Staff Present:** Eric Protulis, Carol Klemyk, Claudia Izzi, Melanie Marcaccio, Patricia Proctor, Shawn Brodeur, Kristin Hempel, Diane Dugas, Amy Margelony, Heather Plourde, Dona Prindle, Diane Gozemba, Kim Bush, Sharlene Edwards, Larisa Carr

**The Board Meeting was called to order at 5:35 pm by Board Chair, Justin Phaiah**

### **Pledge of Allegiance**

### **Additions to the Agenda:**

- Motion to move Agenda Item 10A Corporate Resolution to 6F of Action Items
- Motion for the Board to discuss proposal to recruit EASTCONN Board Members. Add as Agenda Item 5A.

MOTION: Maryellen Donnelly moved to add the items to the Agenda  
SECOND: Katherine Paulhus  
VOTE: Unanimous  
ABSTENTIONS: None

**Audience with Citizens: None**

### **New Business:**

- Michael Morrill shared a proposal to address a concern with the total number of towns who have representation on the Board of Directors. Maryellen Donnelly noted that prior to the last amendment to the By-Laws, EASTCONN only had 12 seats on the Board of Directors. We currently have 14 people named.
- Should review state statute and other RESCs to see how many members we should have to make sure we are compliant. Ideal # would be 16-17 members
- New strategy proposed to recruit members. Offer a discount of 10% to a district who has a serving board member. There would be stipulation that a member would have to attend 80% of meetings. Need to see how this discount could effect the bottom line. The feasibility of this concept would be based on budget and a cost analysis of each district. Also, would it be legal and ethical in the framework our contracts and board bylaws.

- Currently there are two board members who will be onboarded. Coventry and Stafford both have people who Eric and Justin plan to meet with regarding their involvement with the EASTCONN Board.
- Other ideas included hosting an event and possible speaker to engage a larger audience to recruit new members
- Justin plans to send a letter to all the board chairs in our districts. He will share the letter with the Board.
- We will revisit the subject at the September meeting. Eric and Patricia will report their findings.

**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' May 2023 meeting, approve the minutes of the May 2023 Policy Sub-Committee meeting; approve the minutes of the May 2023 Facilities Sub-Committee meeting; approve the minutes of the May 2023 Finance Special Board Meeting and the 2023-24 Corporate Resolution. Also, to approve having beer/wine served at two specific events hosted at EASTCONN's Hampton, CT site. The two events are the Transportation Hack in September and a Chamber of Commerce event in October

**SECOND:** Katherine Paulhus

**VOTE:** Unanimous

**ABSTENTIONS:** None

After motion passed, the board asked Kristen Hempel to give a summary of the Transportation Hack-A-Thon hosted by EASTCONN on Sept 15-17. The event details will be sent to the Board.

## **SUB-COMMITTEE REPORTS:**

### **Policy:**

- Working on purchasing policy and requirements for graduation
- The focus on this year's policies is centered around HR

### **Facilities:**

- The committee met again at our new facility at Tyler Square.
- The facility will expand our program needs and have more space for students with intensive needs
- The space will be set up to be more community based
- There are 2 diverse student populations and this additional space will serve both better.

### **Finance:**

- The bottom line as of 8/14/23 is there is 141K of funds due to EASTCONN in fiscal year 22-23.
- The projected surplus for FY 22 is 496K
- Presented the new budget form at the finance committee meeting on 8/9/23. Facilities will be folded into the overall budget; not separated as in prior reporting.

- The operating budget for 23-24 will be updated monthly.
- Since not all staff positions accounted for in the beginning budget will be filled, the revenue # will increase based on that projection. The budget is currently 84% staff salary.
- At the end of this fiscal year we should have a more accurate budget based on adjusted allocations for reducing staffing expense.
- Other considerations are less staff for lower student counts.

## **Head Start Updates:**

- 24/25 Grant App now in Enterprise, beginning 11/1/23
- Notice the federal review is October to January. F1 will be a virtual review
- Focus area 2 will involve the Board
- The Plainfield facility has been moved to Mooseup
- Enrollment is looking very good. Windham is at 97%
- Hiring is also going well. Lead teacher position are all filled.

## **Enrollment Report:**

- QMC is doing very well. ACT is down from last fall but we are seeing a positive bump from the summer community theater production of Matilda.
- Special Education schools currently have waitlists for enrollment. These are based on staffing shortages.

## **Finance Report:**

- No additional details

## **Human Resources Report:**

- Personnel reports for May-July
- August new hires at 34, additional before months end.
- Actively pursuing candidate on Indeed.
- Transitioning to use PowerSchool application for HR. Will make dashboard for applications, onboarding much easier.
- Recruiting continues to be a challenge; there were 2 resignations in August

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

- New reporting will focus on goals and prioritization. The new reporting is process to begin and will share with the board at the next meeting.
- Other highlights include: eGaming as part of the curriculum, reimagining the teacher evaluation process is underway.
- Marketing and HR get a special "shout-out" for their work on recruiting
- Summer youth program was successful with over 300 student workers participating
- Completed our MUNIS upgrade.
  - MUNIS is 90% successful; still troubleshooting some issues with reporting. That should be resolved shortly
- Striving to continue getting EASTCONN back to where it use to be.

**The Board of Directors' Meeting is September 26<sup>th</sup> at 5:30pm**

**The meeting adjourned at 7:01 pm.**

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**

Respectfully Submitted,

Claudia Izzi  
EASTCONN Board of Directors  
Recording Secretary