

**MINUTES OF THE APRIL 2025 BOARD OF DIRECTORS' MEETING
IN-PERSON AND ZOOM**

Roll Call of Board Members:

Michael Morrill – Putnam
Katherine Paulhus – Mansfield
Sonia Greene – Woodstock
Justin Phaiah – Brooklyn
Barbara Riley – Pomfret – left at 6:20 pm
Jennifer Beausoleil – Coventry
Sara Kelley – Stafford
Samantha Derenthal – Plainfield
Terry Cote – Eastford – arrived late

EASTCONN STAFF PRESENT:

Eric Protulis, Carol Klemyk, Brian Greenleaf, Melanie Marcaccio, Amy Margelony, Dona Prindle, Andy DePalma, Ravit Stein, Kim Mansfield, Diane Gozemba (zoom), Kim Bush (zoom)

The meeting was called to order at 5:33 pm by Board Chair, Justin Phaiah

Pledge of Allegiance

Audience with Citizens – None

Additions to the Agenda – None

Presentations for the Board:

**Dona Prindle – Director of Marketing and Communications
Marketing Collaboration with GNACC:**

Nicole Bellisle and Michelle Torres, recent graduates of the Greater Norwich Chamber of Commerce Leadership Program, presented to our Board their collaborative marketing initiative for the Mobile Manufacturing Lab.

This partnership exemplifies one of our core strategic beliefs: diverse collaborations elevate inquiry and create sustainable solutions. Throughout fall and winter, their four-member team conducted on-site Lab visits, interviewed staff and teachers, and partnered with an outside marketing professional to develop a comprehensive campaign. Their strategy included targeted approaches to promote the Lab to schools and administrators across Connecticut. While implementation capabilities may not align with all proposed campaign elements, this collaboration has yielded valuable insights for enhancing our community outreach and student engagement approaches. The partnership between EASTCONN and GNACC demonstrates how organizations with complementary strengths can unite to create meaningful regional impact.

Andy DePalma – Director of Technology Solutions

Overview of Technology Solutions:

Create service opportunities through the development of software and software services

- Build and Support technology for BOE governed programs
- Networking and Communications Infrastructure
- Operations and Systems
- Administrative Computing Systems and Applications
- Academic Computing Systems and Applications
- Classroom Technology
- IT Administration and Security
- Service Management
- Support EASTCONN internal programs, IT and Data support in 16 regional districts
- EASTCONN Software is in all CT school districts
- 2,450 of our managed devices with childcare providers or families
- FACT: future achievers in Computing and Technology Summer Day Camp
- Exploring iPad application development

Approve the Minutes from the March 2025 Board of Directors' Meeting

Motion: Sonia Greene motioned to approve the minutes from the March 2025 Board meeting

Second: Michael Morrill

Vote: Unanimous

Abstentions: None

Committee Reports:

Policy Committee: Updates from Melanie Marcaccio, Katherine Paulhus and Maryellen Donnelly

Presentation of First Read of Policies - no vote needed for first read

- 2002.1.1 Retention and Disposition of Records and Information
- 3002.1.1 Code of Conduct for Federal Procurements
- 3004.1.1 Gifts, Grants and Requests to EASTCONN

Facilities Committee: Updates from Eric Protulis and Shawn Brodeur – April meeting was cancelled

- Discussed Finalizing of lease for the former PATH Academy
- Costs will be included in the 2026 budget
- Tentative date for NRP to vacate the building in Killingly is the end of June

Finance Committee: Updates from Brian Greenleaf and Eric Protulis

FY25 Budget:

- Discussed the deficit for the end of this fiscal year
 - Headwinds include Magnet School Transportation funds.
 - Actual revenues are lower than projected
 - IT and Adult Ed have reduced revenue projection for the current year
 - Tracking special education
- Talking regularly with directors on updates with regard to revenue and expenses
- Freeze on budget – only critical expenses
- Updates on the Grants related to the budget
- Communications with departments and grant leads to emphasize timelines so that closing out of the fiscal year is done in a timely manner
- Magnet School Transportation
 - Continued discussion with the CSDE and current request for funding to be put back into budget for this year to support magnet school transportation is on- going but may not materialize.

FY26 Budget:

- Magnet School discussion as it relates to next year's budget. With \$300k in cuts, still will show a deficit for magnets. Working with legislators to increase funding for next year. Will be tracking this in the State budget to gauge likelihood. Sent notifications to local legislators with request to put money into the magnet school funding
- Will present the FY26 budget at the May Board Meeting
- Transportation Department needs to be assessed for next year's budget- we are still upside down with regard to expenses higher than revenue and working to get to a break-even budget
- Will take a hard look at staffing
- Executive Assistant will remain on a part-time basis
- Looking at allocating the salary of a few employees into grant funds to mitigate operating expenses as appropriate

Approve the proposed GWI at 2.5% for all non-union employees

Motion: Katherine Paulhus motioned to approve the proposed GWI
Second: Sonia Greene
Vote: Unanimous
Abstentions: None

Head Start Updates:

- Federal Review is taking place on the week of May 19th
- Discussed Annual Fiscal Training
- Updates and discussion on the 1303 application
- Governing Body Discussion – recruit Board members to attend on May 21st
- Requesting a waiver to match grant – first time Head Start has requested a waiver

Enrollment Report

Stable Counts at all sites – numbers are holding steady

Division Directors' Report:

- ETA Team – transition work they share with our districts
- Spring into Learning – EASTCONN Schools PD Day
- One of our student interns was named employee of the month at their employment site
- BCBA Work in school with students
- CT senior Resources – apply funds to transportation project

Executive Director's Report:

- Further discussed the 1303 application
- Discussion around the community investment funds - grant for renovations and program growth at Westcott
- Update on the appropriation budget – state approved giving EASTCONN funds for the FY27
- Art Gala is on Thursday May 1st
- Head Start Art Gala is on 5/14

Human Resources Report:

- Numbers are slowly increasing
- Vacancies are shrinking
- Attending Job Fairs
- Targeting sources for candidates when we do outreach

Consent Agenda:

MOTION:

Katherine Paulhus motioned to approve the policies that were presented as first read at the March 2025 Board of Directors' meeting

SECOND:

Michael Morrill

VOTE:

Unanimous

ABSTENTIONS:

None

Policy 1010.1.1

Use of Facilities

Policy 2001.1.1

Policy regarding Holds and Destruction of Electronic Information and Paper Records

Policy 3003.1.1

Disposal of Obsolete or Surplus Equipment/Materials

MOTION: Katherine Paulhus motioned to adjourn the meeting at 6:53 pm and go into Executive Session and invite Eric Protulis, Brian Greenleaf and Melanie Marcaccio. All Board Members are also invited to the Executive Session

SECOND: Sonia Greene

VOTE: Unanimous

ABSTENTIONS: None

The Board exited Executive Session at 7:37 pm

MOTION: Michael Morrill motioned to approve that the Board members authorized the Executive Director to proceed with negotiations as discussed in Executive Session to withdraw from ECHP

SECOND: Sonia Greene

VOTE: 7 members voted yes
1 member voted no

ABSTENTIONS: None

The meeting was adjourned at 7:45 pm

MOTION: Michael Morrill made the motion to adjourn the meeting at 7:45 pm

SECOND: Sonia Greene

VOTE: Unanimous

ABSTENTIONS: None

Respectfully Submitted,
Carol Klemyk
Executive Assistant