

**October 22<sup>nd</sup> , 2019 - EASTCONN Executive Committee Meeting** held at the EASTCONN Central Office, 376 Hartford Turnpike (Route 6) in Hampton, CT.

**Present:**

Valerie May, Pomfret  
Joan Trivella, Brooklyn  
Amy Blank, Union  
Herb Arico, Willington  
Katherine Paulhus, Mansfield

Judy Benson Clarke, Region #8  
Anne Stearns, Scotland  
Maryellen Donnelly, Hampton

**EASTCONN Staff Present:** Gary Mala, Teddie Sleight, Ann Milette, Melanie Marcaccio, Diane Gozemba, John Baskowski, Don Skewes, Diane Dugas, Christine Homa, Joni Weglein, Heather Plourde, Ravit Stein, Amy Margelony

**1. The meeting was called to order** at 5:33 pm by Herb Arico.

**2. Approval of minutes:**

**MOTION:** Joan Trivella moved to approve the minutes  
of the September 2019 meeting  
**SECOND:** Maryellen Donnelly  
**VOTE:** Unanimous  
**ABSTENTIONS:** None

**3. Additions to the Agenda:** None

**4. Audience with Citizens:** None

**5. EASTCONN Excellence Awards** – 2 teachers from Special Services

**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. Reviewed the status of the completed financial audit by Blum Shapiro – very good report no major issues found with the audit.

Also reviewed the Agency's financial status for 2019-2020. The Agency has booked 56% of the annual budgeted revenue to date. In the process of mitigating the deficit at this time. Operating cash is at \$950K.

**9. Facilities Committee updates:**

EASTCONN now owns the transportation building on Route 6 in Columbia. We will start to make improvements to the existing structure. Facilities committee meets on September 25<sup>th</sup> to review all 17 sites and future implications related to each site. Transportation department is expanding into the future.

**10. Old Business:**

Head Start Updates:

Diversity in programs is over 50 percent. Also serving smaller districts in our programs – they are joining the larger communities. Policies and procedures already approved by policy council. Met all NAEYC criteria – overall the reports are all very favorable. The report addresses what we do well in our program – what makes our program stand out: executive functioning, working with children that have trauma, targets classroom.

## 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.

Executive Director's Report:

- Executive Director Mala reviewed and highlighted key points in anew abbreviated version.

Personnel Report:

- Review and discuss the report for September 2019

## 12. Approval of First Read of Policies:

5142.231 – Students Personnel – Psychotropic Drug Use

5142 – Student Safety

5142.1 – Students – relations with noncustodial parents

**MOTION:** Walt Petruniw moved to approve the first read of polices as presented

**SECOND:** Joan Trivella

**VOTE:** Unanimous

**ABSTENTIONS:** None

## 13. Approval of CAFP Grant for Head Start for their Food Program Application

**MOTION:** Joan Trivella moved to approve the CACFP Grant Application for Head Start

**SECOND:** Terry Cote

**VOTE:** Unanimous

**ABSTENTIONS:** None

## 14. Approval of AQIS Individualized Assistance for Head Start

**MOTION:** Maryellen Donnelly moved to approve AQIS Individualized Assistance for Head Start

**SECOND:** Joan Trivella

**VOTE:** Unanimous

**ABSTENTIONS:** None

## 15. Adjournment:

**MOTION:** Herb Arico moved to adjourn the meeting at 6:49 pm

**SECOND:** Katherine Paulhus

**VOTE:** Unanimous

**ABSTENTIONS:** None

Respectfully submitted,

Carol A. Klemyk  
Executive Assistant