

**LEARN Board of Directors
Minutes
September 14, 2023**

1. **Call to Order: Pledge of Allegiance @ 9:00 a.m.**

Present: Chester; Dale Bernardoni Groton; Rita Volkmann, LEARN; Kate Ericson, Ledyard; Mary Harris, Montville; Robert Mitchell, Norwich; Al Daniels, Preston; Cindy Luty, Region # 17; Jen Favalora, Stonington; Craig Esposito, Waterford; Mindy Stone

Not Attending and Not Represented Clinton; Michael Hornyak, Deep River; vacant, East Haddam; Bryan Perry, East Hampton; Amy Ordonez, East Lyme; Catherine Steel, Essex; Carolyn Rotella, Guilford; Kristen Peck, Madison; Mary Ann Connelly, New London; Jefferey Hart, North Stonington; Phil Mendolia, Old Saybrook; Steven Beeler, Region #18; Steven Wilson Salem; Sean Reith, Westbrook; Zack Hayden

Presenters Staff and Other Guests: Dr. Ryan Donlon, Michael Belden, Bridgette Gordon-Hicky, Randy Daher, Lisa Cooney, Dale Drainville, Donna Worst

2. Audience and Guests: Introductions

3. Public Comment: none

*Request Motion to move agenda item 9.1 Teacher of the Year & Para Educator of the Year presentations to precede regular business meeting agenda items

Motion to move agenda item 9.1 Teacher of the Year & Para Educator of the Year to precede agenda item 4 by Bernardoni, second by Luty

Motion passed unanimously

4. Reading and/or Review of Correspondence: 1. Letter from State Dept of Education regarding preliminary notice of **Interdistrict** Cooperative Grant award for the “*Sustainers of the Sound*” Program. 2. Executive Director Ericson shared correspondence from the CSDE regarding request for extension of Federal Covid Relief Funds Liquidation Period.’

5. Superintendent’s Perspective: LEARN Associate Executive Director, Dr. Ryan Donlon shared that the opening of the 2023-2024 school year began with a smooth opening of all LEARN Magnet Schools. Dr. Donlon’s presentation focused on continuing the strategic mission of creating a LEARN Family of Schools, Building Leadership Capacity, Multi Language Learner Coordination, Communities of Practice and discussed Adult Learning Theory

5. Consent Agenda:

5.1 Approval of the Minutes: Regular Business meeting—June 8, 2023 & Special Meeting June 27, 2023

5.2 Approval of 2023-2024 Budget Summary as of August 31, 2023

5.3 Approval of Grant Application: Grant, “*iChoose Success*” (\$81,000) funded by State of CT Social Equity Council, funding agency: Community Foundation of Eastern CT for period July 1, 2023 - June 30, 2024 (grant summary included in packet)

Motion to accept the Consent Agenda as presented by Esposito, second by Bernardoni

Motion passed unanimously

6. Information from the Executive Director:
- 6.1 Hiring- *The New Hires and Resignations update was included in the packet with accompanying trend report.*
 - 6.2 Distributions –*LEARN’s 2023 Annual report and 2023 Programs & Services booklet ,*
 - 6.3 Executive Committee meeting minutes- Special meeting; July 28, 2023 & Regular Business meeting; August 25, 2023 (included in packet)
 - 6.4 SSS Building Committee minutes –August 25, 2023 (included in packet)
 - 6.5 Legislative Update- Exec. Director Ericson shared 2 new laws affecting Boards of Education: the CSDE is required to offer annual training to newly elected members of boards of education and all BOE’s are required to post the meeting agenda for any regular or special board meetings and *all associated documents* the board may review at the meeting
 - 6.6 LEARN Agency Updates: Mrs. Ericson commented upon staffing for the upcoming year with the highest level of filled positions pre pandemic. She also presented an overview of the services provided to the region and introduced the first edition of the LEARN 2023 Programs & Services Guide distributed at the meeting. She also commented on how the expanded services available through the Office of Teaching & LEARNing and the Student Support Services Team continue to assist districts, especially smaller districts profoundly with cost-effective solutions and support. The Teacher Residency Program provided an additional forty-five new teachers to the pool of educators in CT and continues as a successful pathway for creating more diversity in the workforce.
7. Old Business: none
8. New Business:
- 8.1 Teacher of the Year and Para Educator of the Year* moved to the top of the agenda.
 - 8.2 2023-2024 LEARN Educator Evaluation Flexibilities Adoption- Exec. Director Ericson provided the information on the extension allowed by the state for Flexibilities.
Motion to adopt the “Flexibilities for Implementing the CT Guidelines for Educator Evaluation 2017” for the 2023-2024 School Year by Esposito, second by Volkmann
Motion passed unanimously
 - 8.3 Accounting Firm, CliftonLarsonAllen’s Annual Governance Memo to the Board (*also included in packet is “Statement of Work- Audit Services” for your information*)
Motion to acknowledge receipt of the annual “Governance Memo to the Board” from accounting firm, CliftonLarsonAllen’s regarding the 2022-2023 audit process by Luty, second by Esposito
Motion passed unanimously
 - 8.4 New Student Support Services Administration Position- Director of Behavioral Programs & Services (job description included in packet)
Motion to approve new Student Support Services Admin position, Director of Behavioral Programs & Services, @ a salary range of \$117,000 - \$132,375 as presented by Esposito, second by Bernardoni
Motion passed unanimously
 - 9.5 Revised Policy #3543.311, Series 3000; Business and Non-Instructional Operations/Office Services/Records and Reports, *“Holds on the Destruction of Electronic and Paper* (minor revisions) included in packet
Motion to adopt revised policy #3543.311, Series 3000; Business and Non-Instructional Operations/Office Services/Records and Reports, “Holds on the Destruction of Electronic and Paper as presented by Daniels, second by Luty
Motion approved unanimously

- 9.6 Revised Policy # 3543.31, Series 3000; Business and Non-Instructional Operations/Office Services/Records and Reports, “*Electronic Communication Use and Retention*” (minor revisions) included in packet
Motion to adopt revised policy # 3543.31, Series 3000; Business and Non-Instructional Operations/Office Services/Records and Reports, “*Electronic Communication Use and Retention*” as presented Bernardoni, second by Harris
Motion approved unanimously
- 9.7 Revised Policy # 4118.237/4218.237, Series 4000; Personnel Certified/Non-Certified, “*Mask/Face Coverings*” (minor revisions) included in packet
Motion to adopt revised policy# 4118.237/4218.237, Series 4000; Personnel Certified/Non-Certified, “*Mask/Face Coverings*” as presented by Esposito, second by Bernardoni
Motion approved unanimously
- 9.8 Revised Policy # 4147/4247, Series 4000; Personnel Certified/Non-Certified/Support Staff, “*Employee Safety*” (minor revisions) included in packet
Motion to adopt revised policy# 4147/4247, Series 4000; Personnel Certified/Non-Certified, “*Employee Safety*” as presented by Luty, second by Bernardoni
Motion approved unanimously
- 9.9 Revised Regulation, updated, “*Civil Rights Complaint Procedures for School Nutrition Programs*” included in packet for your information- no vote required
- 9.10 Seeking board authorization for the Executive Director to purchase 51 Daniels Avenue, Waterford, CT (Purchase & Sale Agreement included in packet) Executive Director Ericson discussed the goal and process for creating a LEARN District of Schools encompassing a pathway from infant toddler programs, pre-k, elementary, high school, and special needs programs through 18- 21.
Motion to authorize the Executive Director to purchase the building and land located at 51 Daniels Ave, Waterford, CT for \$1.00 from the Town of Waterford as presented by Bernardoni, second by Volkmann
Motion passed unanimously
10. Educational Perspective: none scheduled due to time constraints
11. Roundtable/Future Agenda Items: Requested topic for next month’s roundtable: A.M. & P.M. daycare needs
12. Adjournment:
Motion to adjourn @ 11:13am by Harris, second by Bernardoni
Motion passed unanimously