

**REGULAR BUSINESS MEETING**  
**BOARD OF DIRECTORS \***

*\*Please note location of meeting. A remote meeting option is provided for those unable to attend in person. The Zoom login is available on page 2. A live link will be forwarded via email and to your Outlook calendars.*

**DATE:** May 9, 2024  
**PLACE:** Ocean Ave. LEARNing Academy, 660 Ocean Avenue, New London, CT  
**TIME:** 9:00-11:00am followed by a tour of the facility

1. Call to Order: Pledge of Allegiance
2. Audience and Guests: Introductions
3. Public Comment:
4. Reading and/or Review of Correspondence:  
**\*MOTION to move agenda item 9.5 to agenda item 5**
5. Superintendent’s Perspective: LEARN CFO, Michael Belden, to present the proposed 2024-2025 Budget
6. Consent Agenda:
  - 6.1 Approval of the Minutes: Regular Business meeting—April 18, 2024
  - 6.2 Approval of 2023-2024 Budget Summary as of April 30, 2024
  - 6.3 Approval of Grant Applications:
7. Information from the Executive Director:
  - 7.1 Hiring- *New Hires and Resignations update included in packet with accompanying trend report.*
  - 7.2 Distributions- included in packet
  - 7.3 Executive Committee meeting minutes – April 26, 2024
  - 7.4 SSS Building Committee minutes – none- placeholder
  - 7.5 Legislative Updates -
  - 7.6 LEARN Agency Updates -
8. Old Business: none
9. New Business:
  - 9.1 Presentation of proposed 2024-2025 Slate of Officers (per policy #9200; Bylaws of the Board, “*Election of Officers*”)
  - 9.2 Authorization of Executive Director to Enter into Contracts
  - 9.3 Approve Executive Director’s Authority to Draw on Established Line of Credit
  - 9.4 Food Service Program Proposals & Recommendations
  - 9.5 Preliminary review of the proposed 2024-2025 budget\* moved to agenda item 5
  - 9.6 Preliminary discussion of the Evaluation of the Executive Director (per policy #2400, Administration; “*Evaluation of Administrators and Administration*”)
  - 9.7 Discussion on the Magnet School Assistance Program 2024 proposal
10. Educational Perspective: LEARN Associate Executive Director, Dr. Ryan Donlon, to present, *Connecticut Leader and Educator Evaluation and Support Plan Overview.*

11. Roundtable/Future Agenda Items: District Budget Summary
12. Adjournment:

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Zoom Login:

<https://us02web.zoom.us/j/86222866837?pwd=ZndQOVF2VHdEdm1tWWtuRGNZV3J0UT09>

Meeting ID: 862 2286 6837

Passcode: 414462

Dial by your location

1- 929- 205- 6099 US (New York)

Meeting ID: 862 2286 6837

Passcode: 414462

**LEARN Board of Directors**  
**AGENDA NOTES**  
**May 9, 2024**

1. Call to Order: Pledge of Allegiance
2. Audience and Guests: Introductions
3. Public Comment:
4. Reading and/or Review of Correspondence: Correspondence from Worker's Compension Trust regarding Safety Grant award  
**\*Motion to move agenda item 9.5 (proposed 2024-2025 budget) to agenda item 5.**
5. Superintendent's Perspective: LEARN Chief Financial Officer, Michael Belden, to present the 2024-2025 proposed budget
6. Consent Agenda:
  - 6.1 Approval of the Minutes: Regular Business meeting—April 18, 2024
  - 6.2 Approval of 2023-2024 monthly budget summary as of April 30, 2024
  - 6.3 Approval of Grant Applications: none- (place holder)

**Motion to Approve the Consent Agenda as presented**

7. Information from the Executive Director:
  - 7.1 Hiring- *New Hires and Resignations update included in packet with accompanying trend report.*
  - 7.2 Distributions- included with agenda packet Executive Director's Year End Evaluation
  - 7.3 Executive Committee meeting summary – April 26, 2024
  - 7.4 SSS Building Committee minutes – no meeting-placeholder
  - 7.6 LEARN Agency Updates -
8. Old Business: none
9. New Business:
  - 9.1 Presentation of proposed 2024-2025 Slate of Officers (per policy #9200; By laws of the Board, "*Election of Officers*" - included in packet). The Nominating Committee presents the following Slate of Officers to the board at the May 9, 2024, meeting: Robert Mitchell (Montville), Dale Bernardoni (Region 4), Jennifer Favalora (Region 17), Beverly Washington (Groton) Voting will occur at the June 9, 2024, meeting with any additional nominations including self- nominations taken **prior to voting**.
  - 9.2 Authorization for Executive Director to Enter into Contracts. This is an annual request and is needed in order for LEARN to contract with various state agencies/departments and approved vendors. (*Board Secretary's signature required*)  
**Motion : Resolved, that Katherine Ericson, Executive Director, is authorized to make, execute, and approve on behalf of LEARN, any or all contracts or amendments, excluding loans, effective through June 30, 2025.**
  - 9.3 Approve Executive Director's Authority to Draw on Established Line of Credit. This is

an annual request and would only be used in an emergency to meet payroll. The average bi-weekly payroll is approximately \$1.5 million. This line of credit has never been used to date. (*Board Secretary's signature required*)

**Motion: Resolved, that Katherine Ericson, Executive Director, is authorized to approve and draw on the established line of credit, effective through June 30, 2025.**

9.4 Food Service Program Proposals & Recommendations. CFO Michael Belden will report on the food service program proposal and make a recommendation

**Motion to approve the Food Service Program Provider as proposed**

9.5 Preliminary review of the proposed 2024-2025 budget\* moved to agenda item 5

9.6 Preliminary discussion of the Evaluation of the Executive Director per Policy # 2400, Administration; "*Evaluation of Administrators and Administration*" (Executive Director's Year End Evaluation provided with board packet).

9.7 Discussion on the Magnet School Assistance Program 2024 proposal (*Board Chair's signature required*)

10. Educational Perspective: LEARN Associate Executive Director, Dr. Ryan Donlon, to present, *Connecticut Leader and Educator Evaluation and Support Plan Overview*.

11. Roundtable/Future Agenda Items: District Budget Summary

12. Adjournment: **Motion to adjourn**

Zoom Login:

<https://us02web.zoom.us/j/86222866837?pwd=ZndQOVF2VHdEdm1tWWtuRGNZV3J0UT09>

Meeting ID: 862 2286 6837

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Dial by your location

1- 929- 205- 6099 US (New York)

Meeting ID: 862 2286 6837

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**LEARN Board of Directors  
Minutes  
April 18, 2024**

**Meeting began at 9:02am**

Present: Chester; Dale Bernardoni, East Haddam; Jacqui Endorf for Terri Garrity, Groton; Beverly Washington, LEARN; Kate Ericson, Ledyard; Mary Harris, Madison; Mary Ann Connelly, Montville; Robert Mitchell, Preston; Cindy Luty, Region # 17; Jen Favalora, Stonington; Craig Esposito, Waterford; Laurie Wolfley, Westbrook; Elizabeth Fernandes, Craig Esposito

Not Attending and Not Represented Clinton; Michael Hornyak, Deep River; vacant, East Hampton; vacant, East Lyme; Eric Bauman, Essex; Carolyn Rotella, Guilford; Kristen Peck, New London; vacant, North Stonington; Christine Wagner, Norwich; Greg Perry, Old Saybrook; Steven Beeler, Region #18; Scott Brown; Salem; Sean Reith, Stonington; Sara Baker

Guests: Mike Belden, Joanne Lund, Superintendent Hendrickson, Beth McCaffery, Donna Worst

1. Call to Order: Pledge of Allegiance
2. Audience and Guests: Introductions
3. Public Comment:
4. Reading and/or Review of Correspondence: No correspondence
5. Superintendent’s Perspective: Salem Superintendent, Brian Hendrickson, presented
6. Consent Agenda:
  - 6.1 Approval of the Minutes: Regular Business meeting—March 22, 2024
  - 6.2 Approval of 2023-2024 Budget Summary as of March 31, 2024
  - 6.3 Approval of Grant Applications – 1. *Workers Compensation Safety Grant* (\$14,744.52), funding source and funding agency: Workers Compensation Trust; 2. *Interdistrict Magnet School Capital Improvement Grant-RESC* (\$380,734.60), funding source: CT State Dept. of Education, funding agency: Office of Strategic Planning & Partnerships; 3. *PreK-8<sup>th</sup> Grade Bilingual Pathway* grant (\$905,000 for October 1, 2024 – September 30, 2029), funding source: Senator Richard Blumental/Senator Chris Murphy; funding agency: Congressional Directed Spending Funding.

**Motion to accept the Consent Agenda as presented by Luty, second by Washington**  
**Motion passed unanimously**
7. Information from the Executive Director:
  - 7.1 Hiring- *New Hires and Resignations update included in packet with accompanying trend report. Job fairs, Montville, Southern, and University of Hartford.*
  - 7.2 Distributions-
  - 7.3 Executive Committee meeting minutes – March 22, 2024
  - 7.4 SSS Building Committee minutes – placeholder- no minutes to share
  - 7.5 Legislative Updates –Executive Director provided information and a discussion on updates
  - 7.6 LEARN Agency Updates- Executive Director Ericson provided updates on all Departments
8. Old Business: Revised policy #5131, Series 5000; Students, “*Substance Abuse*”, Second Read

- 8.1 Revised policy #5131, Series 5000; Students, "Substance Abuse"  
**Motion to accept the minor punctuation revisions to revised policy # 5131, Series 5000; Students, "Substance Abuse" as presented by Esposito, second by Washington**  
**Motion passed unanimously**

9. New Business:

- 9.1 Non-renewals of Non-tenured Certified Staff- (*Kate to read the following*)

Per Article IV of the LEARN Membership Agreement & Constitution; In my capacity as Executive Director, I recommend that the Board of Directors non-renew the teaching contracts of those named in the motion below at the end of 2023-2024 school year, in accordance with the provisions of the Connecticut General Statutes 10-151, and that the Board accept, adopt, and ratify my determination that the contracts be non-renewed. I am making this recommendation for the following reason(s), any one or all of which I view to be a sufficient basis for the recommended action:

1. Elimination of position or loss of position to another teacher.
2. Other- due and sufficient cause
  - a. budget considerations
  - b. contract reduction in force procedures
  - c. legal requirements in accordance with 10-151 of the Connecticut General Statutes
  - d. failure to meet our minimum standards for continued employment

Any requested hearing on the non-renewal of a non-tenured teacher must be held before the before an impartial hearing panel. It is my recommendation that you vote to have the hearing held before the Board so there will be no procedural misunderstandings in the event a hearing is necessary. I also recommend that I be authorized and instructed to communicate notice of this action in writing to the affected party and to respond for the Board to any appropriate requests which may be forthcoming from the teacher, or their representatives as provided in the Teacher Tenure Law.

*Chair: request the suggested motion for non-renewal of non-tenured certified staff:*

**MOTION**

**Move that pursuant to Connecticut General Statutes 10-151, the LEARN Board of Directors non-renew the teaching contract of those named below at the end of the 2023-2024 school year as recommended by the Executive Director; and ratify, adopt and, accept the Executive Director's determination that the contract be non-renewed.**

1. Baker, Tony
2. Charles, Dean
3. DiFonzo, Courtney
4. Dyer, Hayley
5. Jacksin, Reide
6. Laliberte, Jeffrey
7. Mooney, Tara
8. Moser, Erin
9. Moyer, Tasha
10. Newell, Julie
11. Schkeeper, Claudia
12. Stone, Charles (Ben)
13. Velez, Ana

**Further move that the Executive Director be directed to communicate this action of the Board in writing to those named below, and that the Executive Director be authorized to respond on behalf of the Board of Directors to any requests for a hearing**

or for other data which may be forthcoming from those named below and/or his/her representative pursuant to applicable provisions of Connecticut General Statutes 10-151; and further move that the Executive Director be directed that any response to a request for a hearing, if a hearing is required by law, indicate that such hearing is to be before the Board of Directors.

**Motion to accept the non-renewals as presented by Luty, second by Bernardoni**  
**Motion passed unanimously**

9.2 Establish Nominating Committee for the 2024-2025 Slate of Officers  
**Motion approved to appoint the following members to the Nominating Committee for the 2024-2025 Slate of Officers: Bob Mitchell, Craig Esposito, Jen Favalora, and Bev Washington**

- 10. Educational Perspective: From the Office of Teaching and Learning, Shiela Riffle and Dr. Linda Darcy presented on the "I Choose Success" program
- 11. Roundtable/Future Agenda Items: Gifted and Talent programs,
- 12. Adjournment: **Motion to @ 11:14 am was unanimously approved**

FY 2023-2024 Summary  
As of April 30, 2024

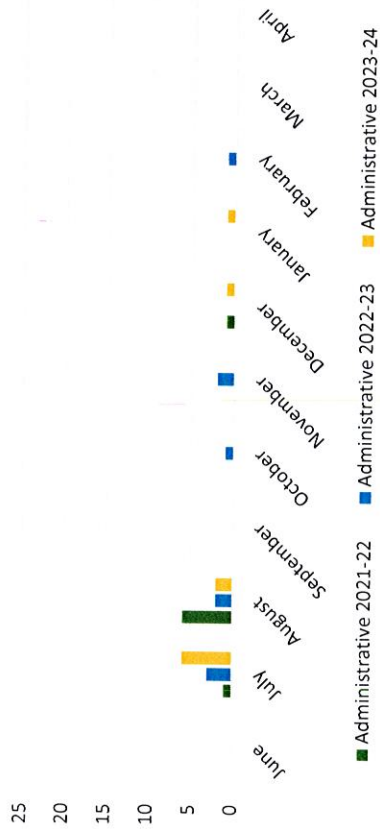
LEARN BUDGET & ACTUAL (FY 2023-2024) CURRENT YEAR REVIEW * in thousands	REVENUES					EXPENDITURES				
	Original Adopted Budget FY 23/24	Revised Budget as of 4-30-24	Year-to-Date Actual Revenues as of 4-30-24	Estimated Revenues Receivable as of 4-30-24	Original Adopted Budget FY 20/21	Revised Budget as of 4-30-24	Year-to-Date Actual Expenditures as of 4-30-24	Year-to-Date Actual Encumbrances as of 4-30-24	Actual Available Budget as of 4-30-24	
<b>Departments &amp; Programs</b>										
Student Support Services	\$ 16,353	\$ 16,874	\$ 15,015	\$ 1,859	\$ 16,353	\$ 16,874	\$ 12,251	\$ 3,577	\$ 1,046	
Goodwin Schools	\$ 12,334	\$ 12,334	\$ 10,411	\$ 1,923	\$ 12,334	\$ 12,334	\$ 11,712	\$ 622	\$ -	
MSAP	\$ 1,918	\$ 1,592	\$ 715	\$ 877	\$ 1,918	\$ 1,592	\$ 831	\$ 387	\$ 374	
Office of Teaching & Learning	\$ 1,271	\$ 1,541	\$ 302	\$ 1,239	\$ 1,541	\$ 1,541	\$ 1,077	\$ 288	\$ 176	
Young Children & Families	\$ 2,318	\$ 2,609	\$ 1,079	\$ 1,530	\$ 2,318	\$ 2,609	\$ 1,644	\$ 809	\$ 156	
Transportation	\$ 421	\$ 421	\$ 265	\$ 156	\$ 421	\$ 421	\$ 323	\$ 18	\$ 80	
COVID Relief	\$ 840	\$ 2,903	\$ -	\$ 2,903	\$ 840	\$ 2,903	\$ 880	\$ 461	\$ 1,562	
Executive Services, Special Projects, IT	\$ 2,269	\$ 2,269	\$ 3,022	\$ (753)	\$ 2,269	\$ 2,269	\$ 4,424	\$ 938	\$ (3,093)	
<b>Dept &amp; Programs Subtotal</b>	<b>\$ 37,724</b>	<b>\$ 40,543</b>	<b>\$ 30,809</b>	<b>\$ 9,734</b>	<b>\$ 37,724</b>	<b>\$ 40,543</b>	<b>\$ 33,142</b>	<b>\$ 7,100</b>	<b>\$ 301</b>	
<b>Magnet Schools</b>										
Regional Multicultural Magnet School	\$ 6,016	\$ 6,024	\$ 4,436	\$ 1,588	\$ 6,016	\$ 6,024	\$ 4,060	\$ 1,379	\$ 585	
Marine Science Magnet High School	\$ 3,948	\$ 3,948	\$ 3,270	\$ 678	\$ 3,948	\$ 3,948	\$ 2,765	\$ 927	\$ 256	
The Friendship School	\$ 6,204	\$ 6,228	\$ 3,131	\$ 3,097	\$ 6,204	\$ 6,228	\$ 4,040	\$ 1,329	\$ 859	
Three Rivers Middle College High School	\$ 1,172	\$ 1,181	\$ 969	\$ 212	\$ 1,172	\$ 1,181	\$ 902	\$ 222	\$ 57	
<b>Magnet Schools Subtotal</b>	<b>\$ 17,340</b>	<b>\$ 17,381</b>	<b>\$ 11,806</b>	<b>\$ 5,575</b>	<b>\$ 17,340</b>	<b>\$ 17,381</b>	<b>\$ 11,767</b>	<b>\$ 3,857</b>	<b>\$ 1,757</b>	
<b>Non-Operating Items</b>										
ECHMC Insurance	\$ 27,817	\$ 41,201	\$ 23,290	\$ 17,911	\$ 27,817	\$ 41,201	\$ 24,846	\$ 3,650	\$ 12,705	
Food Service	\$ 1,523	\$ 2,255	\$ 1,173	\$ 1,082	\$ 1,523	\$ 2,255	\$ 2,297	\$ 885	\$ (927)	
Construction Projects / Capital Expenditures	\$ 907	\$ 4,071	\$ -	\$ 4,071	\$ 907	\$ 4,071	\$ 546	\$ 457	\$ 3,068	
<b>Non-Operating Items Subtotal</b>	<b>\$ 30,247</b>	<b>\$ 47,527</b>	<b>\$ 24,463</b>	<b>\$ 23,064</b>	<b>\$ 30,247</b>	<b>\$ 47,527</b>	<b>\$ 27,689</b>	<b>\$ 4,992</b>	<b>\$ 14,846</b>	
<b>Grand Total</b>	<b>\$ 85,311</b>	<b>\$ 105,451</b>	<b>\$ 67,078</b>	<b>\$ 38,373</b>	<b>\$ 85,311</b>	<b>\$ 105,451</b>	<b>\$ 72,598</b>	<b>\$ 15,949</b>	<b>\$ 16,904</b>	
<b>Notes</b>	Original budget amounts tie to the Board approved budget package dated June 8, 2023; revised budgets reflect ongoing activity such as new contracts and roll forward of 2 year grants.									
	MSAP = THE MSAP Expect federal grant ended March 2023 after a 6th year extension. In October 2022, LEARN was awarded a 5 year MSAP LEAP federal grant for \$9.8m. MSAP recipients include TFS, MSMHS, and two Goodwin Magnet Schools. Budget updates reflect anticipated spend for FY 23-24.									
	OT&L = Revised revenue budget increased to reflect additional service contract work (e.g. New Haven Leadership Coaching, Montville Coaching & Professional Learning, Sustainers of the Sound).									
	COVID Relief = LEARN received \$1,151,329 from the CARES Act; COVID funds of \$317,365; \$1,407,056 of ESSER II, and \$2,568,834 of ARP ESSER. The ARP ESSER grant has a remaining balance of \$2.4m, all other COVID grants have been fully spent. Budget updates reflect remaining ARP ESSER funding.									
	Exec Services, Special Projects, IT = Expenditures consist mainly of amounts paid to cover health insurance costs; all expenditures will be offset by admin (12%) and health insurance allocations charged monthly to schools / departments.									



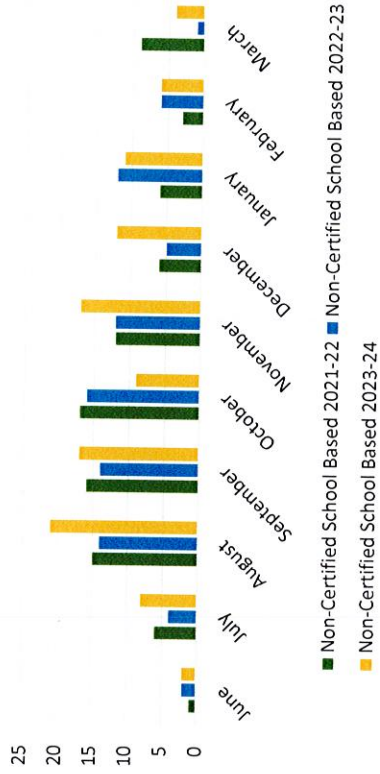


# New Hires Trend Report April 2024

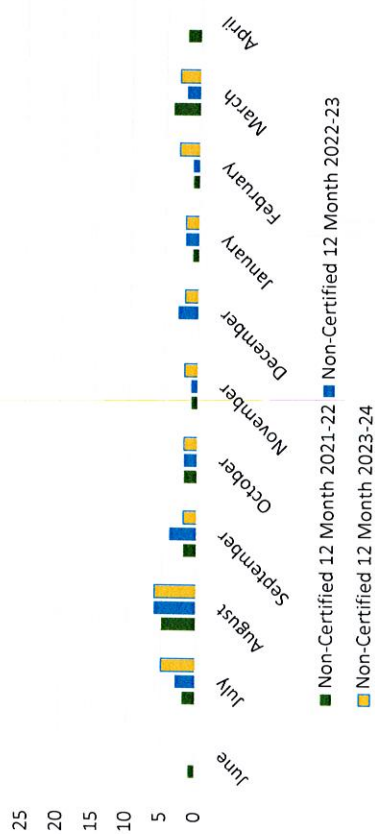
## New Hires Administrative



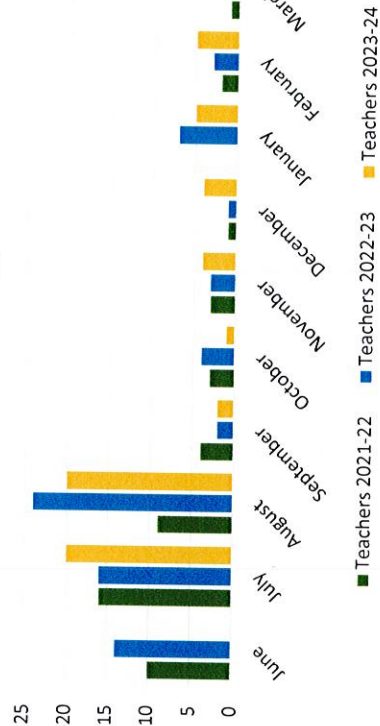
## New Hires Non-Certified School Based



## New Hires Non-Certified 12 Month



## New Hires Teachers

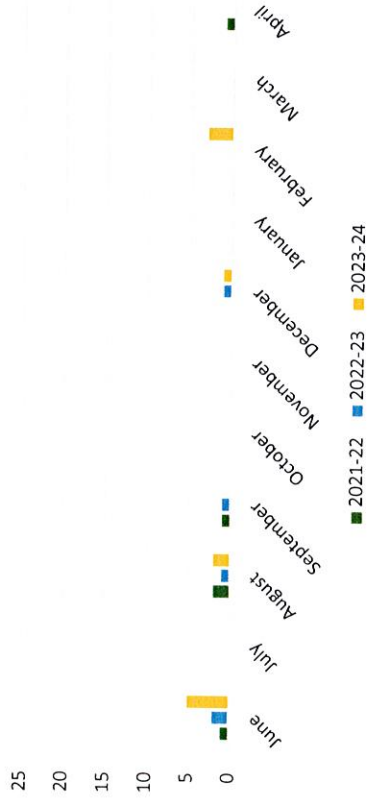


LAST NAME	FIRST NAME	POSITION	DEPT	DATE	PAY	RATE	COMMENTS
FIENGO	KYLE	SUBSTITUTE TEACHER	CRAM	04/22/2024	PER DIEM	\$175.00	REPLACEMENT
GAJDA	JEFFREY	TEACHER	CRAM	04/15/2024	SALARY	\$53,888.00	REPLACEMENT
GORMAN	CHAVONINI	COORDINATOR OF SPECIAL PROJECTS	GUMS	04/22/2024	SALARY	\$75,000.00	NEW POSITION
HENRY	NYCANTA	PR / BENEFITS ANALYST COORDINATOR	GUMS	04/29/2024	SALARY	\$75,000.00	NEW POSITION
MORIN	AVA	READING INTERVENTIONIST	RMS	04/15/2024	SALARY	\$53,888.00	REPLACEMENT
SANDERSON	LEAH	SUBSTITUTE TEACHER	CRAM	04/29/2024	PER DIEM	\$175.00	REPLACEMENT
STACHKUNAS	ISAAC	ASSOCIATE INSTRUCTOR	RMS	04/15/2024	HOURLY	\$18.90	REPLACEMENT
THOMAS	RANDY	INTERVENTION SPECIALIST	SSS	04/15/2024	HOURLY	\$17.15	REPLACEMENT
WOLFSON	JEFFREY	LONG TERM SUBSTITUTE	RMIMS	04/24/2024	SALARY	\$89,394.00	REPLACEMENT
<b>KEY</b>							
		CRAM - CT RIVER ACADEMY MIDDLE GRADES					
		GUMS - GOODWIN UNIVERSITY MAGNET SYSTEM					
		RMS - RIVERSIDE MAGNET SCHOOL					
		RMIMS - REGIONAL MULTICULTURAL MAGNET SCHOOL					
		SSS - STUDENT SUPPORT SERVICES					

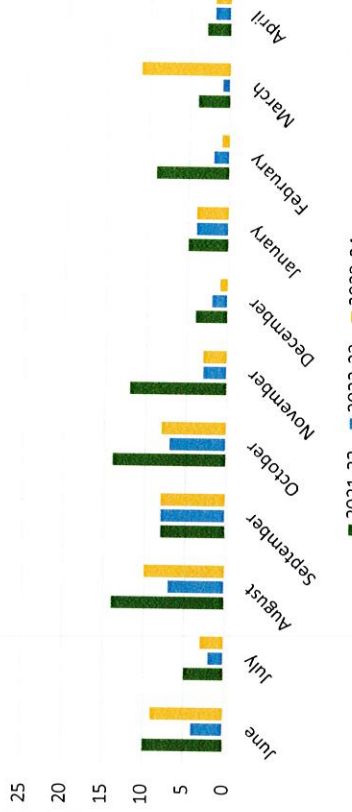


# Resignation Trend Report April 2024

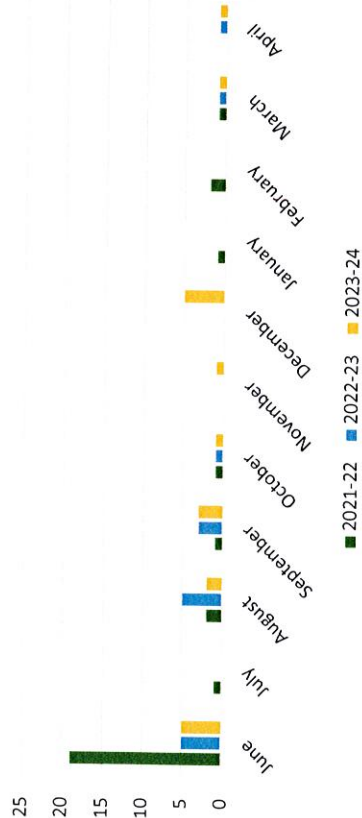
## Resignations Administrative



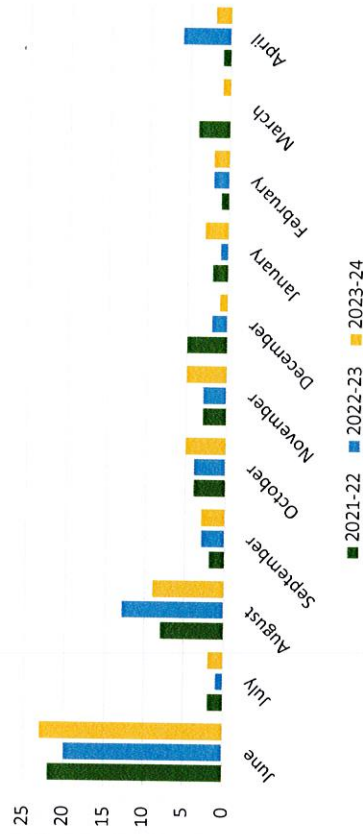
## Resignations Non-Certified School Based



## Resignations Non-Certified 12 Month



## Resignations Teachers



APRIL 2024

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>JOB TITLE</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>	<u>COMMENTS</u>
BATCHELDER	STACEY	ADMINISTRATIVE ASSISTANT FOR ECAMP	GUMS	04/18/2024	RESIGNATION
BOTTEON	CAILEY	SPEECH/LANGUAGE PATHOLOGIST	SSS	04/12/2024	RESIGNATION - NEW POSITION
CAO	XIAOXIAO	TEACHER	CRAH	04/15/2024	RESIGNATION - NEW POSITION
JOHNSTON	TAMMY	OUTPLACEMENT INTERVENTION SPECIALIST	SSS	04/17/2024	RESIGNATION
WILLIAMS	AMANDA	JOB COACH	SSS	04/18/2024	RESIGNATION - NEW POSITION
<b>KEY</b>					
		CRAH - CT RIVER ACADEMY HIGH SCHOOL			
		GUMS - GOODWIN UNIVERSITY MAGNET SYSTEM			
		SSS - STUDENT SUPPORT SERVICES			

RESIGNATIONS

9.1d

7.3a

**LEARN EXECUTIVE COMMITTEE MEETING SUMMARY**

**April 26, 2024**

**8:30-10:00**

**Room 216**

**LEARN**

**44 Hatchetts Hill Road, Old Lyme**

*Zoom option available - login below.*

Present: Dale Bernardoni, Fiscal Agent, Craig Esposito, Ex-Officio; Jen Favalora, Secretary, Kate Ericson, LEARN Executive Director, Maryann O'Donnell, Superintendent Clinton

Not Attending: Cynthia Ritchie, Superintendent New London, Bob Mitchell, Chair

Guests: Michael Belden, Maria Cuadros

Begin: 8:35am

1.0 Nominating Committee to provide slate of officers for YR 2024-2025

a. Discussion on the slate of officers who will be brought to the LEARN Board of Directors.

2.0 Preliminary Review of Proposed 2024-2025 Budget

Michael Belden presented the draft presentation of the budget summary to the Executive Committee.

3.0 Review of May Agenda

4.0 Goodwin University Magnet School System (GUMS) Admin appointments

4.1 Appointment of Jenna Toner as Goodwin University Magnet School System's Director of the Connecticut River Middle Academy School (resume available).

**MOTION to appoint Jenna Toner as Goodwin University Magnet School System's Director of the Connecticut River Middle Academy School @ a salary of \$120,233 by Esposito, second by Bernardoni. Motion passed 3-0**

4.2 Appointment of Kevin A. Skrodzki as Goodwin University Magnet School System's Director of Educational Technology Services (resume available).

**MOTION to appoint Kevin A. Skrodzki as Goodwin University Magnet School System's Director of Educational Technology Services @ a salary of \$117,000 by Esposito, second by Bernardoni. Motion passed 3-0**

5.0 Update on 51 Daniels Avenue property

Currently the legislative language states that LEARN is eligible for 15% more reimbursement for their PreK portion of their building. It is ambiguous as to what the final reimbursement will be for the building.

6.0 Transition Academy Renovation:

Kate Ericson reported that the Transition Academy is in the final stages of renovation. Painting and flooring will be completed this week. HVAC and Electrical are completed. A preliminary walkthrough with the Fire Marshall will be completed April 26, 2024. Final inspections by the Building Official and the Fire Marshall will take place in early May. Furniture is being ordered.

7.0 Phone Procurement

LEARN's Director of Technology received quotes from three agencies for the purchase of new phones at the Regional Multicultural Magnet Schools. The CT-TSG is recommended due to the fact the quote includes a three-year warranty on all phones, as well as free set-up.

**Motion to approve the selection of the CT-TSG contract for \$40,862 Jen Favalora, second Bernardoni. Motion passes 3-0.**

#### 8.0 Executive Director's Year End Reflection/Evaluation

Kate Ericson shared her overall reflections on the year. Focusing specifically on her leadership and how she is measuring her impact. Two factors that she uses to measure the health of the agency are the number of direct calls she receives from superintendents, as well as the number of connections she makes with the state legislators. This year has seen a large increase in both of these metrics, leading to positive outcomes for the growth of LEARN.

Motion to Adjourn @ 9:57am

**ELECTION OF OFFICERS**

A nominating committee of three Board members shall be established in April to submit a slate of officers for the following year. The officers as established in the Constitution are: Chairperson, Vice-Chairperson, Secretary, and Fiscal Officer. The slate shall be presented to the Board of Directors in May at the regularly scheduled Board meeting. Nominations may also be accepted from the floor.

The officers shall be elected at the June meeting to take office at the first regular meeting in September.

Cross Reference: Filling a vacancy of an officer of the Board – Policy #9315 – Bylaws of the Board.

Policy adopted: January 11, 1990

Revised: October 8, 1992

Revised: April 10, 2003

LEARN

**EVALUATION OF ADMINISTRATORS AND ADMINISTRATION**

It is the responsibility of the Board of Directors to maintain and improve the quality of the administration. As one means toward meeting this responsibility, an evaluation committee consisting of the Executive Committee and up to five additional Board members shall formally evaluate the performance of the Executive Director annually in accordance with guidelines and criteria mutually determined and agreed to by the Board and Executive Director. Input shall be obtained from the Board of Directors as well as the Superintendents who serve on the Executive Committee. Any Board member who is not involved in the formal evaluation process shall be afforded an opportunity to present information to the evaluation committee. Prior to the establishment of the Director's annual salary, the Executive Committee shall review its findings with the Board of Directors.

**Legal Reference:**

Connecticut General Statutes 10-157 Superintendents: Relationship to local or regional board of education; written contract for employment; evaluation of superintendent by board of education.

Policy Adopted: April 12, 1990

Policy modified: January 10, 2019

LEARN