



**APPROVED MINUTES
LEARN Board of Directors
REGULAR/BUSINESS MEETING**

Thursday, May 9, 2024

Ocean Ave. LEARNing Academy
660 Ocean Avenue, New London, CT 06320

Approved Posted: June 13, 2024

Draft Posted: May 15, 2024

Meeting began at 8:58 a.m.

Present: Dale Bernardoni, Chester/Region 4; Sara Baker, Stonington; W. Scott Brown, Lyme & Old Lyme/Region 18; Kate Ericson, LEARN; Craig Esposito, Ex-Officio; Jennifer Favalora (via ZOOM), Haddam-Killingworth/Region 17; Elizabeth Fernandes, Westbrook; Terry Garrity (via ZOOM), East Haddam; Mary Harris, Ledyard; Cindy Luty, Preston; Robert Mitchell, Montville; Beverly Washington, Groton; and Laurie Wolfley, Waterford

Not Attending and Not Represented: Eric Bauman, East Lyme; Steve Beeler, Old Saybrook; Mary Ann Connelly, Madison; Deep River/Region 4, Vacant; East Hampton, Vacant; Michael Hornyak, Clinton; New London, Vacant; Kristen Peck, Guilford; Gregory Perry, Norwich; Sean Reith, Salem; Carolyn Rotella, Essex/Region 4; and Christine Wagner, North Stonington

Guests: Michael Belden, LEARN Chief Financial Officer; Maria Cuadros, LEARN Budget Coordinator; and Dr. Ryan Donlon, LEARN Associate Executive Director

1. Call to Order: Pledge of Allegiance
2. Audience and Guests: Introductions
3. Public Comment: No comments
4. Reading and/or Review of Correspondence: Correspondence from Worker's Compensation Trust regarding Safety Grant award in the amount of \$7,500.00 to purchase protective headgear, hats and BitePRO Jackets.
***Motion to move agenda item 9.5 (proposed 2024-2025 budget) to agenda item 5:**
 - **Presented by W. Scott Brown**
 - **Second by Beverly Washington**
 - **Motion passed unanimously (Wolfley & Baker arrived post vote)**
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

Motion to Approve the Consent Agenda as presented:

- **Presented by Sara Baker**
- **Second by Dale Bernardoni**
- **Motion passed unanimously**

7. Information from the Executive Director:
- 7.1 Hiring
 - 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
 - 7.5 Legislative Updates
 - 7.6 LEARN Agency Updates – Executive Director provided information and discussion on 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:

- **Presented by W. Scott Brown**
- **Second by Beverly Washington**
- **Motion passed unanimously**

- 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.

Motion made to postpone this discussion and vote until the June meeting to get more information, including credit amount.

- **Presented by W. Scott Brown**
- **Second by Mary Harris**
- **Motion passed unanimously**

- 9.4 Food Service Program – Request for Proposal & Committee Recommendations. CFO Michael Belden to present the recommendation by the Food Service Committee for the LEARN Food Service Management Company Contract.

Motion to approve the recommendation of the Food Service Committee for LEARN's Food Service Management Company as of July 1, 2024, as presented.

Friendly Amendment to original proposed motion to name Whitsons in motion and include

contract timeline.

- **Presented by Elizabeth Fernandes**
- **Second by Cindy Luty**
 - **Yes Votes – 11**
 - **No Votes – 0**
- **Motion passed unanimously (*W. Scott Brown departed early, not present for vote*)**

Motion to approve the recommendation of the Food Service Committee for Whitsons Culinary Group, LEARN’s Food Service Management Company, as of July 1, 2024, for a one-year contract with the option, after one year, to renew for four consecutive years.

- **Presented by Dale Bernardoni**
- **Second by Beverly Washington**
 - **Yes Votes – 11**
 - **No Votes - 0**
- **Motion passed unanimously (*W. Scott Brown departed early, not present for vote*)**

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 at 11:10 a.m.

- **Presented by Bob Mitchell**
- **Second by Craig Esposito**
- **Motion passed unanimously**

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

Respectfully submitted by:
Jamella A. A. Etienne