



APPROVED MINUTES
LEARN Board of Directors
REGULAR/BUSINESS MEETING
Thursday, June 13, 2024
Approved Posted: September 16, 2024
Draft Posted: June 17, 2024

Present: Eric Bauman, East Lyme; W. Scott Brown, Lyme & Old Lyme/Region 18; Kate Ericson, LEARN; Craig Esposito, Ex-Officio; Jennifer Favalora, Killingworth/Region 17; Elizabeth Fernandes, Westbrook; A. Terri Garrity, East Haddam (via ZOOM); Mary Harris, Ledyard (via ZOOM); Cindy Luty, Preston; Robert Mitchell, Montville; Beverly Washington, Groton; Laurie Wolfley, Waterford; and Mary Ann Connelly, Madison

Not Attending and Not Represented: Dale Bernardoni, Chester/Region 4; Sara Baker, Stonington; Steve Beeler, Old Saybrook; 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: Stephanie Gras (via ZOOM); Dan Drainville, The Day Newspaper (via ZOOM); and Sarah Moon, LEARN Director of Special Services

Meeting began at 9:05 a.m.

1. **Call to Order:** Pledge of Allegiance
2. **Audience and Guests:** Introductions
3. **Public Comment:** None
4. **Reading and/or Review of Correspondence:**
 - 4.1 City of New London Planning & Zoning Commission Site Plan Modification Approval
 - 4.2 Workers' Compensation Trust Premium Return of \$77,894.00 for 2023
5. **Superintendents' Perspective:** State-of-the-Agency presentation
6. **Consent Agenda:**
 - 6.1 Approval of the DRAFT Minutes, Regular Business Meeting—May 09, 2024
 - 6.2 Approval of 2023-2024 Monthly Budget Summary for the month of May 31, 2024
 - 6.3 Approval of Grant Applications—5yr Magnet Schools Assistance Program (MSAP) for Jennings International Education Elementary Magnet School and Regional Multicultural Magnet School

Motion to approve the Consent Agenda as presented.

- **Presented by Craig Esposito**
- **Second Cindy Luty**
- **Motion passed unanimously**



7. **Information from the Executive Director:**

- 7.1 Hiring—Resignations and new hires, including trend reports: Resignations have slowed
- 7.2 Distributions
- 7.3 Executive Committee meeting minutes—May 24, 2024
- 7.4 SSS Building Committee meeting minutes—May 24, 2024
- 7.5 Legislative Updates
- 7.6 LEARN Agency Updates

8. **Old Business:**

- 8.1 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.

Postponed from May 9 meeting, vote pending additional information.

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 to postpone vote until September 12, 2024 meeting, pending more information on revisiting the policy, possibly adding Executive Committee to the policy as approvers, and determining if we have to pre-secure an initial line of credit.

- **Presented by W. Scott Brown**
- **Second Eric Bauman**
- **Motion passed unanimously**

- 8.2 Approval of 2024-2025 LEARN Board of Directors’ Slate of Officers

Motion to approve the following for the 2024-2025 LEARN Board of Directors’ Slate of Officers: Bob Mitchell as Chair, Dale Bernardoni as Vice Chair, Jen Favalora as Fiscal Officer, and Beverly Washington as Secretary.

- **Presented by Craig Esposito**
- **Second Cindy Luty**
- **Motion passed unanimously**



8.3 Approval of [2024-2025 proposed LEARN Budget](#)

Motion to approve the proposed LEARN Budget for the 2024-2025 Fiscal Year.

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

8.4 Approval of the [LEARN Educator Development and Performance Plan – June 2024](#)

Motion to approve the LEARN Educator Development and Performance Plan – June 2024.

- **Presented by Beverly Washington**
- **Second Craig Esposito**
- **Motion passed unanimously**

9. **New Business: Begin Executive Session***

9.1 Evaluation of the Executive Director* per policy #2400; Administration, *“Evaluation of Administrators and Administration”*, ***will be held in Executive Session**

Motion to move into Executive Session.

- **Presented by Craig Esposito**
- **Second Beverly Washington**
- **Motion passed unanimously**

Began Executive Session at 9:50 a.m.

Ended Executive Session at 10:08 a.m.

W. Scott Brown exited meeting.

9.2 Executive Director Salary & Benefits

Motion to approve the Executive Director’s Salary at a 3.00% increase for outstanding performance and extend one year to the current 3-year contract.

- **Presented by Robert Mitchell**
- **Second Beverly Washington**
- **Motion passed unanimously**



- 9.3 Authorization for Executive Director to enter into a Personal Services Agreement for financial assistance for the LEARN Electric Vehicle Supply Equipment (EVSE) Contract with the State of Connecticut Department of Administrative Services to complete the specified work in the amount of \$546,000.00. *(Board Secretary's signature required)*

Motion *(To be read by Board Secretary):*

Motion to amend original motion to permit Board Chair to read the state language for original motion in place of Board Secretary due to her absence.

- **Presented by Laurie Wolfley**
- **Second Mary Ann Connelly**
- **Motion passed unanimously**

(Read by Board Chairperson):

I, Robert Mitchell, do hereby certify that I am the Chairperson of LEARN'S Board of Directors a Regional Educational Service Center organized and existing under the laws of the State of Connecticut having its principal place of business at 44 Hatchetts Hill Road, Old Lyme, CT 06371. That the following is a true and correct copy of resolutions duly adopted and ratified by the LEARN Board of Directors, on June 13, 2024 in accordance with the constituent documents of said organization; and that the same has not in any way been modified, repealed or rescinded, but is in full force and effect.

RESOLVED, that Katherine Ericson, the Executive Director be and hereby is authorized to execute on behalf of the LEARN Regional Educational Service Center a Personal Services Agreement with the State of Connecticut for financial assistance to complete work as described above in the amount of \$546,000.00.

IT IS FURTHER CERTIFIED that Katherine Ericson, the Executive Director began her term on July 1, 2019 and will continue until replaced. As ratified by the Board on June 13, 2024, the Executive Director, Katherine Ericson of LEARN Regional Educational Service Center, has both the authority and office to sign on behalf of LEARN Regional Educational Service Center a Personal Services Agreement for financial assistance for the LEARN EVSE Contract.

- **Presented by Robert Mitchell**
- **Second Craig Esposito**
 - **Yes Votes = 11**
 - **No Votes = 0**



9.4 Building Committee Charter review

Motion to approve the new Building Committee Charter for the new building project at 51 Daniels Avenue, Waterford, CT.

- **Presented by Craig Esposito**
- **Second Cindy Luty**
- **Motion passed unanimously**

10. Educational Perspective: LEARN Director of Special Services, Sarah Moon with Connecticut Special Education update

11. Roundtable/Future Agenda Items: Artificial Intelligence (AI) in education

12. Adjournment:

Motion to adjourn at 11:15 a.m.

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

**Respectfully submitted by:
Jamella A. A. Etienne**