

# Board of Directors Regular Business MEETING AGENDA



Date: January 9, 2025  
Time: 9:00 – 11:00 a.m.  
Location: LEARN, Room 107/ 44 Hatchedts Hill Road, Old Lyme, CT 06371

*A remote meeting option is provided for those unable to attend in person. The login information is at the end of this agenda.*

- 1. Call to Order:** Pledge of Allegiance
- 2. Audience and Guests:** Introductions
- 3. Public Comment:**
- 4. Reading and/or Review of Correspondence:**
- 5. Superintendents' Perspective:** Michael Belden, LEARN Chief Financial Officer, and Kate Ericson, LEARN Executive Director, to present on the State of the Agency.
- 6. Consent Agenda:**
  - 6.1 Approval of the DRAFT Minutes, Regular Business Meeting—December 12, 2024
  - 6.2 Approval of Budget Summary as of December 31, 2024
  - 6.3 Approval of Grant Applications—
- 7. Information from the Executive Director:**
  - 7.1 Hiring—Resignations and new hires, including trend reports
  - 7.2 Distributions —
  - 7.3 Executive Committee Meeting Minutes, Regular Business Meeting—December 18, 2024
  - 7.4 LEARN Building Committee Meeting Minutes—No meeting held December 18, 2024
  - 7.5 Legislative Updates
  - 7.6 LEARN Agency Updates
  - 7.7 Executive Director Mid-Year Review

**8. Old Business:**

**9. New Business:**

9.1 Proposed Salaries & Benefits 2025-2026

9.2 Proposed Executive Committee and Board of Directors 2025-2026 Meeting Dates

**10. Educational Perspective: New Board Member Orientation**

**11. Roundtable Discussion:**

**12. Future Roundtable Topics:**

**13. Adjournment:**

**JOIN ZOOM MEETING**

<https://us02web.zoom.us/j/88179290855?pwd=L8ZTZ1TTOmeH7Xj47dwTVfgnSADbGa.1>

Meeting ID: 881 7929 0855

Passcode: 940741

• +1 929 205 6099 US (New York)

Meeting ID: 881 7929 0855

Passcode: 940741

**LEARN.k12.ct.us**

# Board of Directors Regular Business

## MEETING AGENDA NOTES



Date: January 9, 2025  
Time: 9:00 – 11:00 a.m.  
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- 1. Call to Order:** Pledge of Allegiance
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  - 3. Public Comment:**
  - 4. Reading and/or Review of Correspondence:**
  - 5. Superintendents' Perspective:** Michael Belden, LEARN Chief Financial Officer, and Kate Ericson, LEARN Executive Director, to present on the State of the Agency.
  - 6. Consent Agenda:**
    - 6.1 Approval of the DRAFT Minutes, Regular Business Meeting—December 12, 2024
    - 6.2 Approval of Budget Summary as of December 31, 2024
    - 6.3 Approval of Grant Applications—
- Motion to accept the Consent Agenda as presented.**
- 7. Information from the Executive Director:**
    - 7.1 Hiring—Resignations and new hires, including trend reports
    - 7.2 Distributions —
    - 7.3 Executive Committee Meeting Minutes, Regular Business Meeting—December 18, 2024
    - 7.4 LEARN Building Committee Meeting Minutes—No meeting held December 18, 2024
    - 7.5 Legislative Updates
    - 7.6 LEARN Agency Updates
    - 7.7 Executive Director Mid-Year Review

**8. Old Business:**

**9. New Business:**

9.1 Proposed Salaries & Benefits 2025-2026

**Motion to approve 2025-2026 LEARN Salaries & Benefits as presented.**

9.2 Proposed Executive Committee and Board of Directors 2025-2026 Meeting Dates

**Motion to approve the 2025-2026 LEARN Executive Committee and Board of Directors meeting schedules as presented.**

**10. Educational Perspective: New Board Member Orientation**

**11. Roundtable Discussion:**

**12. Future Roundtable Topics:**

**13. Adjournment:**

**JOIN ZOOM MEETING**

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# Board of Directors Regular Business

## DRAFT MINUTES



**Meeting Date:** December 12, 2024

**Draft Posted:** December 17, 2024

**Present:** Dale Bernardoni, Chester/Grades K-6; W. Scott Brown, Lyme & Old Lyme/Region 18; Mary Ann Connelly, Madison (Zoom); Kate Ericson, LEARN; Jennifer Favalora, Killingworth/Region 17; Elizabeth Fernandes, Westbrook; A. Terri Garrity, East Haddam (Zoom); Mary Harris, Ledyard (Zoom); Nancy Johnston, Essex/Grades K-6 (Zoom); Robert Mitchell, Montville; Beverly Washington, Groton; and Laurie Wolfley, Waterford

**Not Attending and Not Represented:** Sara Baker, Stonington; Eric Bauman, East Lyme; Steve Beeler, Old Saybrook; Alisah Blake, New London; Cindy Luty, Preston; Kristen Peck, Guilford; Gregory Perry, Norwich; Sean Reith, Salem; Christine Wagner, North Stonington; Vacant, Chester, Deep River, Essex Region #4; Vacant, Clinton; Vacant, Deep River/Grades K-6; and Vacant, East Hampton

**Guests:** Jessica Aniskoff, CliftonLarsonAllen (CLA) Principal; Michael Belden, LEARN Chief Financial Officer; Ashley Eichorn, Norwich School District Curriculum Coordinator; Bridgette Gordon-Hickey, LEARN Deputy Executive Director; Susan Lessard, Norwich School District Acting Superintendent; Joanne Lund, LEARN Assistant Director of Business; and Elizabeth McCaffery, LEARN Director of Human Resources (Zoom)

**Meeting began at 9:00 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 Workers' Compensation Trust Premium Return of \$70,208.00 for 2024
  - 4.2 Revised Increasing Educator Diversity Plan Approval Status
- 5. Superintendents' Perspective:** Susan Lessard, Norwich Acting Superintendent of Schools and Ashley Eichorn, Curriculum Coordinator, presented to the Board on [strategic planning and important initiatives in Norwich for the 2024-2025 School Year](#) and focused on the fundamentals of education, the District Improvement Plan, student progress, and chronic absenteeism.
- 6. Consent Agenda:**
  - 6.1 Approval of the DRAFT Minutes, Regular Business Meeting—November 14, 2024
  - 6.2 Approval of Budget Summary as of November 30, 2024
  - 6.3 Approval of Grant Applications— None

**Motion to accept the Consent Agenda as presented.**

- **Presented by Beverly Washington**
- **Second Dale Bernardoni**
- **Motion passed with 11 votes in favor and 0 votes against**

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

- 7.1 Hiring—Resignations and new hires, including trend reports: Executive Director Ericson reported on two, new posted positions, including the Mental Health Navigator, to support families with understanding and accessing the resources, and the Regional Magnet Coordinator, written into the LEARN/New London SOARS MSAP Project grant, to support regional marketing and recruitment efforts across LEARN and New London Public Schools (NLPS).
- 7.2 Distributions — Coast Guard Museum Foundation Curriculum Development Draft Support Letter: *Attached in the agenda packet.*
- 7.3 Executive Committee Meeting Minutes, Regular Business Meeting—November 22, 2024
- 7.4 LEARN Building Committee Meeting Minutes—November 22, 2024
- 7.5 Legislative Updates: Executive Director Ericson reported on Bipartisan legislative leaders creating a new Select Committee on Special Education; the appointments of State Representatives Maryam Khan as House Chair, Kate Farrar as Chair of Early Childhood Care and Education Fund, and Senator Heather Somers to the Appropriations Committee; the legislature’s creation of the Early Childhood Care and Education Fund in 2024; LEARN will host a legislative breakfast on Friday, January 10; and CAFE will also hold legislative breakfasts.
- 7.6 LEARN Agency Updates – Executive Director Ericson attended an Advisory Council meeting with Governor Lamont; The Executive Director was invited to meet with the Commissioner of Education, Beth Bye, and superintendents to discuss challenges and opportunities in expanding affordable childcare across Connecticut; the CAFE/CAPPS conference was a notable success; LEARN staff, in collaboration with Dr. Douglas Peterson of the University of Wyoming Research Project, conducted an early learning literacy assessment using the PEARL (Predictive Early Assessment of Reading and Language) tool; and members of LEARN’s Central Office Administration attended the 2024 AESA Annual Conference, Be A Champion, in Orlando, Florida.
- 7.7 Review of Executive Director’s Goals – *Attached in the agenda packet.*

**8. Old Business:**

- 8.1 Office of Policy and Management (OPM) Regional Performance Incentive Program (RPIP) Grant: Executive Director Ericson presented on the completion of LEARN's Regional Performance Incentive Program Application under the Office of Policy and Management's grant program, requesting \$1,295,942.00 over three years and aimed at incentivizing regionalism and collaboration among school districts.

**First Resolution:**

**RESOLVED that the LEARN Board of Directors fully endorse the Regional Shared Service Solutions Project and authorize Katherine Ericson, Executive Director, to submit the 2024 Office of Policy and Management (OPM) Regional Performance Incentive Program (RPIP) Grant on behalf of LEARN and the current participating school districts and any additional regional school districts who voluntarily join the Regional Shared Service Solutions Project in the future.**

**Motion to adopt the first resolution as presented.**

- **Presented by W. Scott Brown**
- **Second A. Terri Garrity**
- **Motion passed with 10 votes in favor and 0 votes against**

**Second Resolution:**

**RESOLVED that not less than 50% of the total cost of the Regional Shared Service Solutions Project shall be funded by the Council of Government (COG) or Regional Educational Service Center (RESC) during the grant award period and that the Council of Government (COG) or Regional Educational Service Center (RESC) shall fund 100% of the costs of the service/ initiative thereafter.**

**Motion to adopt the second resolution as presented.**

- **Presented by Beverly Washington**
- **Second W. Scott Brown**
- **Motion passed unanimously with 10 votes in favor and 0 votes against**

- 8.2 Revised Policy #4118.2/4218.2, Personnel (Certified/Non-Certified), Series 4000;  
 “Prohibition of Sex Discrimination, Including Sex-Based Harassment’ Final Read

**Motion to adopt Revised Policy 4118.2/4218.2, Prohibition of Sex Discrimination, Including Sex-Based Harassment, as presented.**

- Presented by Laurie Wolfley
- Second Beverly Washington
- Motion passed unanimously with 10 votes in favor and 0 votes against

**9. New Business:**

- 9.1 Review 2023-2024 Draft Audit: CliftonLarsonAllen (CLA) Principal, Jessica Aniskoff, presented the 2023-2024 LEARN Draft Audit, including a review of engagement terms, financial highlights, results of state and federal single audits, and upcoming GASB (Governmental Accounting Standards Board) standards.

**Motion to approve the 2023-2024 LEARN audit as presented.**

- Presented by Dale Bernardoni
- Second Beverly Washington
- Motion passed unanimously with 9 votes in favor and 0 votes against

- 9.2 LEARN Tuition/Service Rates 2025-2026: *Attached in the agenda packet.*

**Motion to approve the LEARN Tuition/Service Rates 2025-2026 as presented.**

- Presented by Dale Bernardoni
- Second Beverly Washington
- Motion passed unanimously with 8 votes in favor and 0 votes

- 9.3 Magnet Tuition Strategy Discussion

**Motion to postpone the Magnet Tuition Strategy Discussion to the next meeting.**

- Presented by Laurie Wolfley
- Second W. Scott Brown
- Motion passed unanimously with 8 votes in favor and 0 votes against

**10.** Educational Perspective:

**11.** Roundtable Discussion: Centralized/Shared Services.

**12.** Future Roundtable Topics:

**13.** Adjournment:

**Motion adjourned at 11:15 a.m.**

- **Presented by Laurie Wolfley**
- **Second W. Scott Brown**
- **Motion passed unanimously with 8 votes in favor and 0 votes against**

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

## JOIN ZOOM MEETING

<https://us02web.zoom.us/j/88179290855?pwd=L8ZTZ1TTOmeH7Xj47dwTVfgnSADbGa.1>

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Meeting ID: 881 7929 0855  
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[LEARN.k12.ct.us](https://learn.k12.ct.us)

LEARN BUDGET & ACTUAL (FY 2024-2025) CURRENT YEAR REVIEW * in thousands	REVENUES				EXPENDITURES				
	Original Adopted Budget FY 24/25	Revised Budget	Year-to-Date Actual Revenues	Estimated Revenues Receivable	Original Adopted Budget FY 24/25	Revised Budget	Year-to-Date Actual Expenditures	Year-to-Date Actual Encumbrances	Actual Available Budget
		as of 12-31-24	as of 12-31-24	as of 12-31-24		as of 12-31-24	as of 12-31-24	as of 12-31-24	as of 12-31-24
<b>Departments &amp; Programs</b>									
Student Support Services	\$ 18,503	\$ 19,104	\$ 15,549	\$ 3,555	\$ 18,503	\$ 19,104	\$ 8,086	\$ 6,265	\$ 4,753
Goodwin Schools	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MSAP	\$ 2,410	\$ 3,917	\$ -	\$ 3,917	\$ 2,410	\$ 3,917	\$ 587	\$ 832	\$ 2,498
Office of Teaching & Learning	\$ 1,717	\$ 1,779	\$ 32	\$ 1,747	\$ 1,717	\$ 1,779	\$ 542	\$ 531	\$ 706
Early Childhood Education	\$ 2,320	\$ 2,547	\$ 622	\$ 1,925	\$ 2,320	\$ 2,547	\$ 1,275	\$ 1,198	\$ 74
Transportation	\$ 434	\$ 438	\$ 196	\$ 242	\$ 434	\$ 438	\$ 215	\$ 143	\$ 80
COVID Relief	\$ -	\$ 89	\$ 8	\$ 81	\$ -	\$ 89	\$ 95	\$ -	\$ (6)
Executive Services, Special Projects, IT	\$ 3,088	\$ 3,306	\$ 885	\$ 2,421	\$ 3,088	\$ 3,306	\$ 3,559	\$ 3,127	\$ (3,380)
<b>Dept &amp; Programs Subtotal</b>	<b>\$ 28,472</b>	<b>\$ 31,180</b>	<b>\$ 17,292</b>	<b>\$ 13,888</b>	<b>\$ 28,472</b>	<b>\$ 31,180</b>	<b>\$ 14,359</b>	<b>\$ 12,096</b>	<b>\$ 4,725</b>
<b>Magnet Schools</b>									
Regional Multicultural Magnet School	\$ 6,049	\$ 5,954	\$ 4,521	\$ 1,433	\$ 6,049	\$ 5,954	\$ 2,015	\$ 2,350	\$ 1,589
Marine Science Magnet High School	\$ 4,005	\$ 4,059	\$ 3,134	\$ 925	\$ 4,005	\$ 4,059	\$ 1,485	\$ 1,713	\$ 861
The Friendship School	\$ 6,130	\$ 6,160	\$ 3,485	\$ 2,675	\$ 6,130	\$ 6,160	\$ 2,229	\$ 2,085	\$ 1,846
Three Rivers Middle College High School	\$ 1,191	\$ 1,370	\$ 1,046	\$ 324	\$ 1,191	\$ 1,370	\$ 482	\$ 452	\$ 436
<b>Magnet Schools Subtotal</b>	<b>\$ 17,375</b>	<b>\$ 17,543</b>	<b>\$ 12,186</b>	<b>\$ 5,357</b>	<b>\$ 17,375</b>	<b>\$ 17,543</b>	<b>\$ 6,211</b>	<b>\$ 6,600</b>	<b>\$ 4,732</b>
<b>Non-Operating Items</b>									
ECHMC Insurance	\$ 30,217	\$ 32,190	\$ 14,116	\$ 18,074	\$ 30,217	\$ 32,190	\$ 17,205	\$ 13,723	\$ 1,262
Food Service	\$ 950	\$ 995	\$ 286	\$ 709	\$ 950	\$ 995	\$ 365	\$ 514	\$ 116
Construction Projects / Capital Expenditures	\$ 6,909	\$ 7,357	\$ -	\$ 7,357	\$ 6,909	\$ 7,357	\$ 953	\$ 1,837	\$ 4,567
<b>Non-Operating Items Subtotal</b>	<b>\$ 38,076</b>	<b>\$ 40,542</b>	<b>\$ 14,402</b>	<b>\$ 26,140</b>	<b>\$ 38,076</b>	<b>\$ 40,542</b>	<b>\$ 18,523</b>	<b>\$ 16,074</b>	<b>\$ 5,945</b>
<b>Grand Total</b>	<b>\$ 83,923</b>	<b>\$ 89,265</b>	<b>\$ 43,880</b>	<b>\$ 45,385</b>	<b>\$ 83,923</b>	<b>\$ 89,265</b>	<b>\$ 39,093</b>	<b>\$ 34,770</b>	<b>\$ 15,402</b>
<b>Notes</b>	Original budget amounts tie to the approved Board budget; revised budgets continue to reflect ongoing activity such as new contracts and roll forward of 2 year grants.								
	Goodwin = Effective 7/1/2024, LEARN's partnership with Goodwin University Magnet Schools has ended resulting in an ~\$15m reduction in the budget.								
	MSAP = THE MSAP 5 year LEAP grant began In October 2022 for \$9.8m. The revised budget reflects the anticipated spend in the current year. In October, LEARN was awarded a new 5 year MSAP grant (SOARS) for \$9.125m. For FY25, \$1.8m was added to the budget.								
	COVID Relief = LEARN received \$2,568,834 of ARP ESSER funds; all funds were spent by the deadline of 9/30/24.								
	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.								
	ECHMC = Effective 7/1/24, East Haddam Board of Education and Town joined the ECHMC.								
	Construction Projects = LEARN anticipates spending ~\$6m for the Early Childhood Center of Excellence project in addition to several projects at each of LEARN's magnet schools. Additionally, LEARN's central office renovations are in process including new flooring, office reconfiguration, and bathroom updates. These projects will be funded by an Interdistrict Magnet School Capital Improvement Grant and the Capital fund balance.								

LEARN  BUDGET & ACTUAL (FY 2024-2025) PRIOR YEAR COMPARISON * in thousands	REVENUES					EXPENDITURES						
	Revised Budget	Prior Year to Date Actual Revenues	Current Year to Date Actual Revenues	Revenues: Increase/ (Decrease)	Revenues: Increase; (Decrease) Change	Revised Budget	Prior Year to Date Actual Expenditures	Prior Year to Date Actual Encumbrances	Current Year to Date Actual Expenditures	Current Year to Date Actual Encumbrances	Expenses: Increase/ (Decrease)	Expenses: Increase; (Decrease) Change
	as of 12-31-24	as of 12-31-23	as of 12-31-24	as of 12-31-24	as of 12-31-24	as of 12-31-24	as of 12-31-23	as of 12-31-23	as of 12-31-24	as of 12-31-24	as of 12-31-24	as of 12-31-24
<b>Departments &amp; Programs</b>												
Student Support Services	\$ 19,104	\$ 14,547	\$ 15,549	\$ 1,002	7%	\$ 19,104	\$ 6,929	\$ 6,058	\$ 8,086	\$ 6,265	\$ 1,364	11%
Goodwin Schools	\$ -	\$ 5,942	\$ -	\$ (5,942)	-100%	\$ -	\$ 6,055	\$ 6,279	\$ -	\$ -	\$ (12,334)	-100%
MSAP	\$ 3,917	\$ 508	\$ -	\$ (508)	-100%	\$ 3,917	\$ 572	\$ 478	\$ 587	\$ 832	\$ 369	35%
Office of Teaching & Learning	\$ 1,779	\$ 76	\$ 32	\$ (44)	-58%	\$ 1,779	\$ 536	\$ 446	\$ 542	\$ 531	\$ 91	9%
Early Childhood Education	\$ 2,547	\$ 684	\$ 622	\$ (62)	-9%	\$ 2,547	\$ 900	\$ 1,377	\$ 1,275	\$ 1,198	\$ 196	9%
Transportation	\$ 438	\$ 265	\$ 196	\$ (69)	-26%	\$ 438	\$ 151	\$ 169	\$ 215	\$ 143	\$ 38	12%
COVID Relief	\$ 89	\$ -	\$ 8	\$ 8	0%	\$ 89	\$ 511	\$ 512	\$ 95	\$ -	\$ (928)	-91%
Executive Services, Special Projects, IT	\$ 3,306	\$ 1,407	\$ 885	\$ (522)	-37%	\$ 3,306	\$ 3,041	\$ 2,016	\$ 3,559	\$ 3,127	\$ 1,629	32%
<b>Dept &amp; Programs Subtotal</b>	\$ 31,180	\$ 23,429	\$ 17,293	\$ (6,136)	-26%	\$ 31,180	\$ 18,695	\$ 17,335	\$ 14,359	\$ 12,096	\$ (9,575)	-27%
<b>Magnet Schools</b>												
Regional Multicultural Magnet School	\$ 5,954	\$ 4,436	\$ 4,521	\$ 85	2%	\$ 5,954	\$ 2,213	\$ 2,366	\$ 2,015	\$ 2,350	\$ (214)	-5%
Marine Science Magnet High School	\$ 4,059	\$ 3,260	\$ 3,134	\$ (126)	-4%	\$ 4,059	\$ 1,521	\$ 1,538	\$ 1,485	\$ 1,713	\$ 139	5%
The Friendship School	\$ 6,160	\$ 2,943	\$ 3,485	\$ 542	18%	\$ 6,160	\$ 2,174	\$ 2,079	\$ 2,229	\$ 2,085	\$ 61	1%
Three Rivers Middle College High School	\$ 1,370	\$ 968	\$ 1,046	\$ 78	8%	\$ 1,370	\$ 455	\$ 473	\$ 482	\$ 452	\$ 6	1%
<b>Magnet Schools Subtotal</b>	\$ 17,543	\$ 11,607	\$ 12,187	\$ 580	5%	\$ 17,543	\$ 6,363	\$ 6,456	\$ 6,212	\$ 6,600	\$ (7)	0%
<b>Non-Operating Items</b>												
ECHMC Insurance	\$ 32,190	\$ 13,727	\$ 11,102	\$ (2,625)	-19%	\$ 32,190	\$ 14,545	\$ 7,759	\$ 17,205	\$ 13,724	\$ 8,625	39%
Food Service	\$ 995	\$ 544	\$ 286	\$ (258)	-47%	\$ 995	\$ 647	\$ 312	\$ 365	\$ 514	\$ (80)	-8%
Construction Projects / Capital Expenditures	\$ 7,357	\$ -	\$ -	\$ -	0%	\$ 7,357	\$ 817	\$ 328	\$ 953	\$ 1,837	\$ 1,645	>100%
<b>Non-Operating Items Subtotal</b>	\$ 40,542	\$ 14,272	\$ 11,388	\$ (2,884)	-20%	\$ 40,542	\$ 16,009	\$ 8,400	\$ 18,523	\$ 16,075	\$ 10,189	42%
<b>Grand Total</b>	\$ 89,265	\$ 49,308	\$ 40,868	\$ (8,440)	-17%	\$ 89,265	\$ 41,067	\$ 32,192	\$ 39,093	\$ 34,771	\$ 605	1%

**Variances: Revenues & Expenditures**

SSS = FY25 student count is budgeted at 104 students at Ocean Ave Learning Academy and the Learn Transition Academy vs FY24 student count of 85. Revenues / expenditures are expected to increase over prior year.

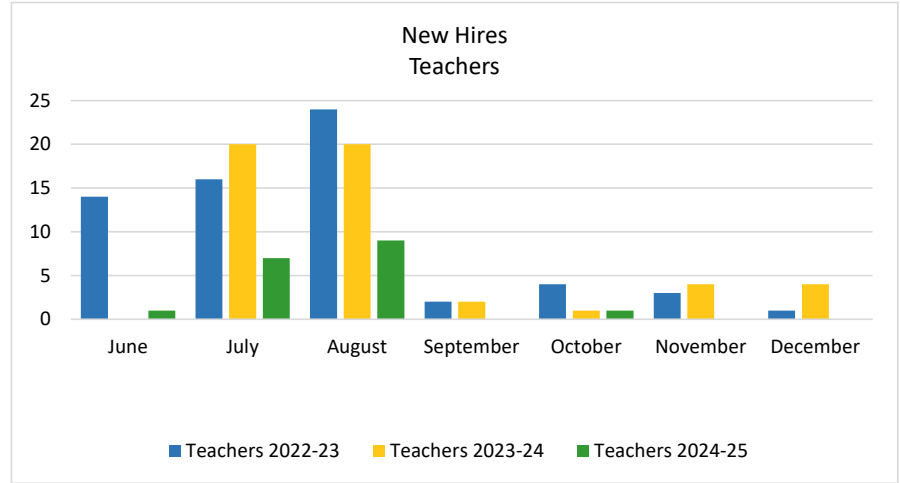
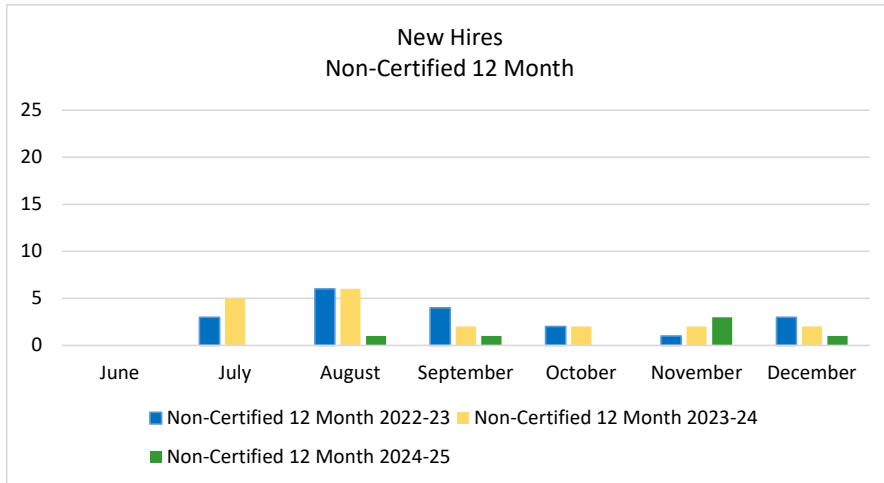
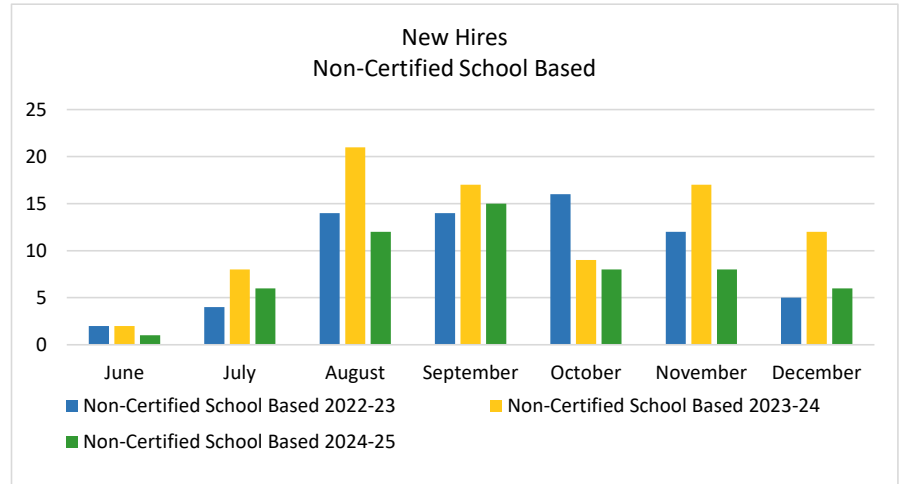
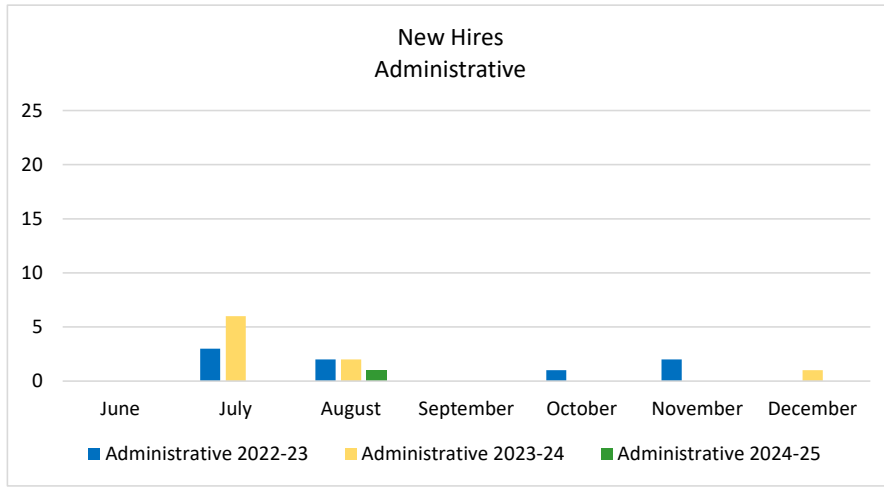
Magnet Schools = Enrollments for FY25 are down slightly in total from FY24; TFS 460 v 459, RMMS 469 v 495, MSMHS 274 v 271, TRMC 92 v 81. 10/1 enrollment is in line with expectations based on LEARN's family of schools.

ECHMC = Beginning July 1, 2024, East Haddam Board of Education and Town (~150 members) joined the ECHMC.

Construction Projects = In FY25, LEARN anticipates higher expenses from central office renovations and preliminary expenses for LEARN's Early Childhood Center of Excellence.



New Hires Trend Report  
December 2024

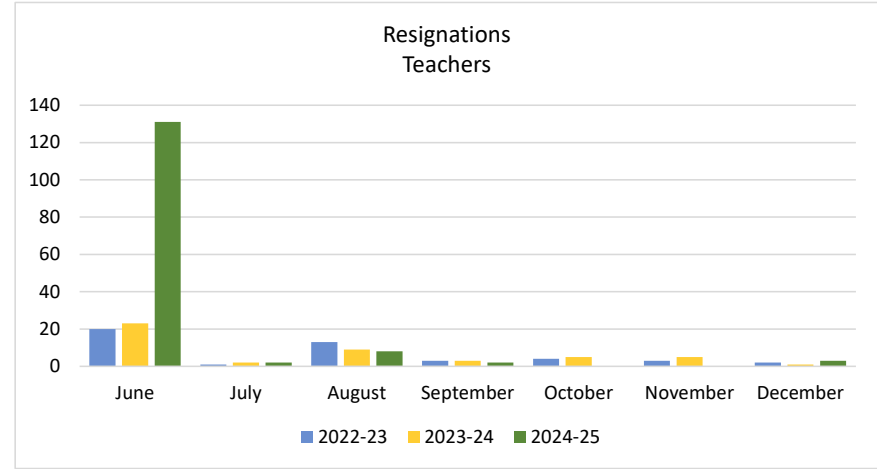
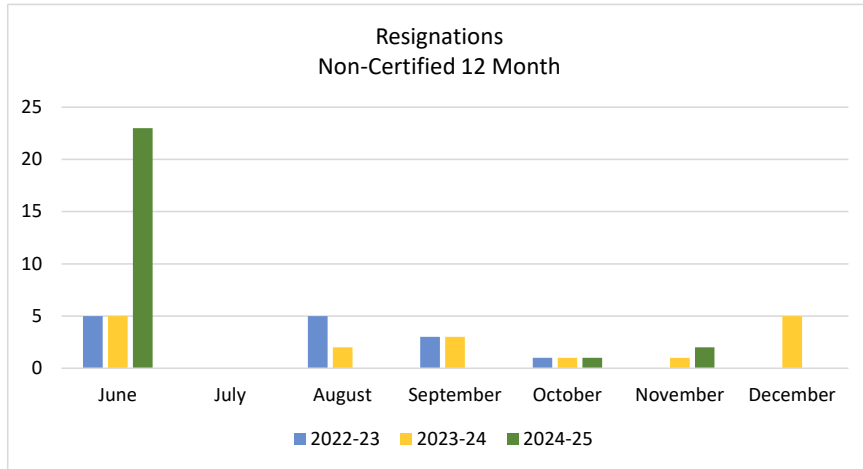
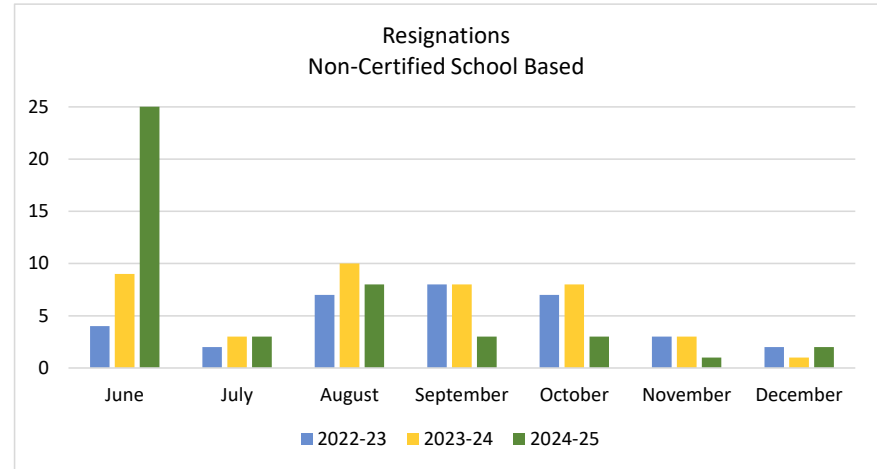
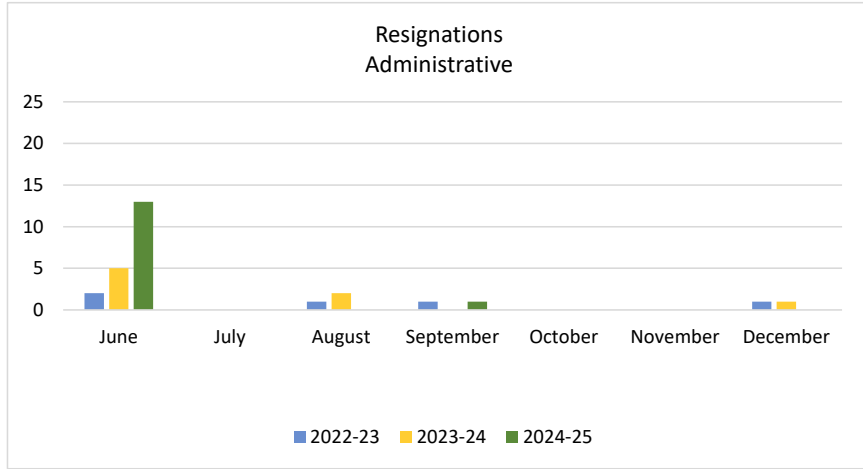


DECEMBER 2024

LAST NAME	FIRST NAME	POSITION	DEPT	DATE	PAY	RATE	COMMENTS
DAVIS	CARLEIGH	BCBA	SSS	12/16/2024	SALARY	\$80,500.00	REPLACEMENT
HUGO	CECILIA	INTERVENTION SPECIALIST	SSS	12/19/2024	HOURLY	\$19.32	REPLACEMENT
JOEVER	MARIAH	SUBSTITUTE TEACHER	TFS	12/05/2024	PER DIEM	\$128.00	REPLACEMENT
LUCIANO	NESQUELY	ASSOCIATE INSTRUCTOR	TFS	12/04/2024	HOURLY	\$19.28	REPLACEMENT
MARTELL	NICOLE	SUBSTITUTE TEACHER	TFS	12/05/2024	PER DIEM	\$128.00	REPLACEMENT
PIERANDI	LAUREEN	SUBSTITUTE TEACHER	RMMS	12/11/2024	PER DIEM	\$128.00	REPLACEMENT
STOKES	STARJAHREM	INTERVENTION SPECIALIST	SSS	12/19/2024	HOURLY	\$17.58	REPLACEMENT
<b>LOCATION KEY</b>							
RMMS - REGIONAL MULTICULTURAL MAGNET SCHOOL							
SSS - STUDENT SUPPORT SERVICES							
TFS - THE FRIENDSHIP SCHOOL							



Resignation Trend Report  
December 2024



## DECEMBER 2024

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>JOB TITLE</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>	<u>COMMENTS</u>
DOGBEY	MONICA	INTERVENTION SPECIALIST-OUTPLC	SSS	12/02/2024	RESIGNATION
PEARCE	JONATHAN	TEACHER	SSS	12/20/2024	RESIGNATION - NEW POSITION
SECCHIAROLI	MARIELLA	SCHOOL PSYCHOLOGIST	SSS	12/11/2024	RESIGNATION
STINO	TAYLOR	TEACHER	RMMS	12/27/2024	RESIGNATION
TRUELLE	GABRIELLA	ASSOCIATE INSTRUCTOR	TRMC	12/06/2024	RESIGNATION - NEW POSITION
<b>LOCATION KEY</b>					
RMMS - REGIONAL MULTICULTURAL MAGNET SCHOOL					
SSS - STUDENT SUPPORT SERVICES					
TRMC - THREE RIVERS MIDDLE COLLEGE MAGNET SCHOOL					

# Executive Committee

## MEETING SUMMARY



Date: December 18, 2024  
 Time: 8:30 – 10:00 a.m.  
 Location: LEARN, Room 107/ 44 Hatchetts Hill Road, Old Lyme, CT 06371

*A remote meeting option is provided for those unable to attend in person. The login information can be found at the end of the agenda.*

Present: Robert Mitchell, Chair; Dale Bernardoni, Vice Chair; Jen Favalora, Fiscal Officer; Beverly Washington, Secretary; Cynthia Ritchie, Superintendent of Schools New London; Maryann O'Donnell, Superintendent of Schools Clinton; and Katherine Ericson, LEARN Executive Director

Special Guests: Michael Belden, LEARN Chief Financial Officer

Not Attending:

Meeting began at 8:38 a.m.

- 1.** Review January 2025 Board of Directors' Agenda
  
- 2.** LEARN Purchase of two new vans for Student Support Services (SSS)/ One Nation Distribution, LLC
  - 2.1 2024 E350 Wheelchair Accessible Minibus, 12 Passenger, \$140,000.00
  - 2.2 2024 Ford LR Transit 350, 10 Passenger, \$55,451.10

Executive Director Ericson shared details regarding LEARN's recent acquisition of two new vans for Student Support Services (SSS)/One Nation Distribution, LLC: The E350 Wheelchair Accessible Minibus was acquired through the RFP process, and features space for two wheelchairs, addressing a need for greater accessibility compared to other buses that accommodated only one wheelchair. The Ford LR Transit 350 was purchased via the CT State Bid list. Both vehicles will enhance our transportation capacity and ensure better accessibility for our students.

### 3. Review of proposed Executive Committee and Board of Directors 2025-2026 meeting schedules

The Executive Committee reviewed the proposed meeting schedules for the Executive Committee and Board of Directors for the 2025-2026 school year.

### 4. Preliminary discussion of 2025-2026 Salaries & Benefits

LEARN's Chief Financial Officer, Michael Belden, provided a preview of the agency's proposed salaries and benefits for both certified and non-certified staff for the 2025-2026 FY. This proposal outlines the adjustments and considerations for compensation in alignment with LEARN's financial strategy and organizational goals.

### 5. Executive Director Mid-Year Review

Kate Ericson presented the Executive Director's goals and aspirations for the agency for the upcoming year. Her presentation highlighted key initiatives aimed at advancing LEARN's mission and vision, while strengthening organizational growth and enhancing service delivery to our stakeholders

### 6. Adjournment

**Motion to adjourn by Robert Mitchell, second by Beverly Washington, Motion passed unanimously**

Meeting adjourned at 9:54 a.m.

## Join Meeting via Zoom

<https://us02web.zoom.us/j/82071624323?pwd=RVxeElub9bcwpDVVPE7WM0U4LGDGQC.1>

Meeting ID: 820 7162 4323

Passcode: 521615

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December 18, 2024

## Executive Director Mid-Year Goal Update

As I embarked on my sixth year as Executive Director, I experienced a blend of trepidation and excitement about the significant work that lies ahead. From the outset, it was clear that change would be a central permeating theme across LEARN's schools, programs, and departments. My role, at its core, was to ensure that LEARN's leaders had both a clear sense of direction and the skills and knowledge necessary to navigate and lead change effectively.

To set the tone for this school year, I prioritized engaging our leaders to discuss adaptive change. As agency leaders, I feel it is essential for them to view their work as a dynamic process requiring continuous reflection and adjustment and not just a checklist to complete by year's end. As I reflect on the past six months, I am proud of our progress. Our leaders continue to demonstrate a deep understanding of change leadership and have applied intentional strategies to support this ongoing evolution.

Building on this momentum, LEARN's schools, departments, and programs have embraced the call to take on new work and develop practices that are responsive to the needs of our customers. I am inspired by the innovation, collaboration, and service that have become hallmarks of our approach to managing change. These efforts reflect the shared commitment of our entire agency to adapt, evolve, and meet the demands of a constantly shifting educational landscape.

### *Recent Accomplishments*

**Designing a New Early Childhood School:** Turning LEARN's vision of an early childhood school of excellence into a schematic design has required hours of listening and engagement with our staff and families to ensure that we build a school that truly serves as a magnet for families across Southeastern Connecticut. I have used our Convocation and full staff meetings to gather the hopes and dreams of LEARN staff, incorporating their ideas to drive the design of our new school. After five months of dedicated effort, we are beginning to see this dream take shape as a blueprint.

It is not lost on me, or our staff, that we have an extraordinary privilege to be part of the creation of a brand-new school. This rare opportunity to set a new bar for what early childhood education can and should be is something that few educators experience in their careers. I have been deeply impressed by how our team continues to push the boundaries of innovation to best serve our youngest learners.

**Re-Imagining Magnet Programs/Regional Programs:** LEARN Schools have made significant strides toward realizing our vision of a comprehensive magnet PreK-Grade 8 pathway. To support this effort, the district has established multiple workgroups to map operational connections between the two schools, ensuring staffing stability and program alignment. Additionally, a dedicated district committee is leading the charge in envisioning the new middle school program. Listening sessions with families, staff, and students have provided valuable insights, giving us a clear picture of their hopes and dreams for the new school.

While this future-focused work is underway, our schools remain committed to improving classroom instruction. Efforts include the implementation of a new reading program and the integration of play-based strategies to enhance student engagement. At the high school level, teachers are driving student engagement through the systemic implementation of project-based learning. This approach empowers students with a voice and choice in how they demonstrate their skills and knowledge. It has been incredibly rewarding to witness the excitement and enthusiasm from both students and staff as they embraced these learning experiences over the past few months.

**Rewarding and Attracting LEARN Regional Services Customers:** LEARN continues to see new customers seeking back-office support. The Office of Policy and Management grant could not have come at a better time for the LEARN region. Leveraging our existing relationships with superintendent customers, LEARN was able to design a regional grant that both rewards districts participating in our regional solutions and reduces costs in a way that could attract new districts to our services. Throughout the grant-writing process, I was encouraged to hear directly from our customers about the value LEARN's back-office services bring to their districts. Moreover, they expressed a desire to see the grant support the expansion of LEARN's Human Resources services. Collaborating with our districts to celebrate and broaden LEARN's scope of work has been an exceptionally fulfilling experience.

For ease of discussion, my reflections are organized around three overarching goals: Educational Leadership, Operational Management, and Community and Board Relationships.

### **GOAL ONE: 1.0 Educational Leadership**

To engage in visionary leadership and cultivate high-quality relationships that support the vision of the agency to innovate, collaborate, and serve the educational community.

#### **GOAL ONE: 1.0 Educational Leadership**

**To establish and maintain high-quality relationships that support the vision of the agency, to innovate, connect, and serve the educational community.**

##### **1.1 LEARN Vision and Mission**

Establishes a vision for LEARN and engages in visionary leadership practices that promote continuous growth and improvement of the organization.

##### **1.2 LEARN Strategic Plan**

Create a strategic plan for LEARN that focuses on continuous organizational improvement that guides and informs decision making and holds staff accountable for results.

##### **1.3 Board Policies and Procedures**

Ensures the establishment and implementation of contemporary policies and procedures that support the agency mission, vision, and goals.

- For over 10 years, LEARN continues to use a development plan tool to clarify the work each leader will be undertaking this year, including a timeline of when/how the work will be accomplished. As mentioned above, our leaders are embracing a great deal of change and have had to think about how to support our staff through this change. Our two elementary schools are in year two of our partnership with the Hill for Literacy. These consultants have done outstanding work in building the capacity of LEARN leaders, coaches, and teachers around high-quality literacy instruction. Across the board, there has been tangible growth in the collective efficacy of our staff and we are confident that our student outcomes will be the result of our hard work.

- Our high schools continue to deepen their learning around Project-Based Learning (PBL). Numerous staff members have been trained by the Buck Institute to support the concept of student-centered learning. Our staff are providing students with multiple opportunities for voice and choice, and students are rising to our expectations.
- The Student Support Services team continues to expand its impact across the region. In July, we celebrated the opening of the newly relocated LEARN Transition Academy (LTA), now thriving in downtown Niantic. Students are making full use of the neighborhood's occupational and recreational facilities. The Ocean Avenue LEARNing Academy (OALA) is also making programmatic adjustments to better meet the needs of its students. LEARN's Director of Behavior Programs is collaborating with a researcher on a new assessment tool designed to enhance staff's ability to modify behaviors. Our team is excited about the progress this tool has already shown, especially in its impact on students in our autism program. Additionally, LEARN is exploring a partnership with the University of St. Joseph's, where they aim to place Board-Certified Behavior Analysts in training at the Ocean Avenue LEARNing Academy. The university recognizes the expertise of our staff and wants their students to benefit from our experienced team. LEARN is also participating in a research project with the University of Wyoming. The Director of Special Education and her team worked with researchers to pilot a new communication assessment tool on 400 pre-kindergarten students. The findings from this study were later presented at the National Conference for the American Speech-Language-Hearing Association. Overall, as we serve students across Connecticut, our team remains committed to continuous learning and growth, ensuring that we maximize the potential of every child.
- The Office of Teaching and Learning (OTL) continues to support educators across the state in key areas such as building systems for multilingual learners, curriculum development, reading consultation, and executive coaching. This year, the OTL team has significantly increased the number of contracts that directly support school leaders. By leveraging their decades of school leadership experience and integrating McREL leadership training, the team is empowering school leaders to drive transformational change in their respective schools. Coupled with ongoing district support around equity leadership and our partnership with the Coast Guard Museum, I am energized by the depth and impact of our team's work.
- The Office of Early Childhood Education (ECE) has been focused on launching LEARN's new Creating Connections Early Learning Center. Over the past six months, the team has been diligently working toward obtaining a license for an infant/toddler program, which will enable us to open two classrooms serving up to 16 children. This effort positions LEARN to build out its operational systems in preparation for a move to the new location at 51 Daniels Avenue, once the building project is completed. The ECE team has also been instrumental in supporting private and public early childhood programs statewide by providing training on national standards of excellence, as established by the state of Connecticut and the National Association for the Education of Young Children (NAEYC). Their dedication to quality and continuous improvement has been outstanding.
- In terms of LEARN policies, I continue to work on revising and updating policies, as well as proposing new policies that support LEARN's ability to codify our standard operating procedures:
  - **Policy 411.8.51/4218.51 Social Media Personnel (Certified/Non-Certified)**
  - **Policy 3314 Travel Reimbursement (Business and Non-Instructional Operations)**
  - **Policy 3520.13 Student Data Protection and Privacy (Business and Non-Instructional)**
  - **Policy 5005 Student Prohibition of Sex Discrimination, Including Sex-Based Harassment (Students)**
  - **Policy 4118.2/4218.2 Prohibition of Sex Discrimination, Including Sex-Based Harassment (Personnel/Non-Certified)**



## GOAL TWO: 2.0 Operational Management

To facilitate effective day-to-day operations of LEARN to ensure the health, safety, and well-being of all staff and those we serve.

### Goal Area Two: Operational Management

To facilitate effective day-to-day operations of LEARN to ensure the health, safety, and well-being of all staff and those we serve.

#### 2.1 Staff Recruitment, Selection, Retention, and Evaluation:

Establishes and implements processes to recruit, select, develop, and retain effective staff needed to implement LEARN's mission, vision, and development and performance plan.

#### 2.2 Safety and Security:

Develops, implements, and regularly evaluates a comprehensive safety and security plan that is agency wide.

#### 2.3 Budget and Financial Management:

Provides overall fiscal management of LEARN aligned with the agency mission, vision, and goals.

#### 2.4 Operations and Facilities Management:

Ensures all LEARN programs are located in appropriate facilities for the adequate delivery of services.

- In the area of Operational Management, I am working with the leadership team on improving internal management systems. The Business Office and the Human Resource Office has built a timeline for upgrading to the latest version of MUNIS (Financial and Human Resource Information System). LEARN's hope is to support staff in following clear protocols that are programmed into our MUNIS system. From submitting purchase orders to paying an invoice, our ability to automate will enhance our staff and customers experiences.
- LEARN's application developer has done phenomenal work in building an app for our leadership team to house LEARN's entire evaluation system. Our staff can submit their goals, observations, feedback, mid-year reviews, and end of year reviews into this system. The system supports a streamlined process and houses all of LEARN's important documentation in one secure location. Overall, leaders are able to spend more time and energy in classrooms to provide feedback rather than collecting and storing forms. This type of tool is something we are eager to share with our districts.
- This summer, the Business Office strategically reorganized their team to ensure they have talent and the team to support the internal and external functions for LEARN. The reorganization was an opportunity to focus on the talent development of our staff, as well as the discrete task of documenting LEARN's standard operating procedures. This investment of time and talent is meant to ensure that institutional knowledge and practices are not possessed by one single individual on the team.
- Another new program that LEARN is currently co-creating with the Office of Early Childhood is the TriShare Program. This is a new state initiative that partners with businesses to reduce the burden of childcare costs. The premise of the program is that the state will invest funds to pay 1/3 of a family's childcare costs, an employer will also pay 1/3 of the childcare cost and a family will be responsible for the final 1/3 of the cost. As this program has never been done in Connecticut, we are building the program with the state, and we will be the fiscal agent for the program once the processes are established and agreed upon by all parties.



- Regarding school safety and security, we have continued to meet the annual requirements for emergency planning. We have a LEARN district committee that developed and implemented a set of LEARN district and program All Hazards Crisis and Emergency Plans. These plans are in place for both the entire agency and our individual school sites. All schools and programs have been hosting breakfasts with our First Responders to ensure strong relationships that will be crucial in the event of an emergency at one of our locations.

### **GOAL THREE: 3.0 Community and Board Relationships**

To promote positive relationships that enable us to contextualize LEARN’s mission and vision and to communicate and operationalize that vision in action.

#### **Goal Area Three: Community and Board Relationships**

**To promote positive relationships that enable us to contextualize LEARN’s mission and vision and to communicate and operationalize that vision in action.**

##### **3.1 LEARN Community Engagement:**

Actively engages school leaders, staff, Board, families, community partners, and other stakeholders to promote the LEARN mission.

##### **3.2 LEARN Culture and Climate:**

Builds a culture of continuous improvement by promoting the mission, vision, and core values of LEARN and monitors clear expectations of the values in daily practice.

##### **3.3 Board member relations:**

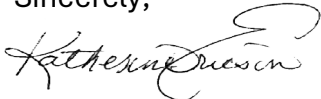
Works in partnership with the Board to keep Board members informed and to support their professional learning.

- Fostering relationships across the agency and at the Connecticut State Department of Education is ongoing. I am proud to have been selected to be a member of the Commissioner of Education’s Advisory Board. We have met four times this year. These meetings specifically are meant as a mechanism for the Commissioner to collect feedback on important educational topics. She also has called upon the Advisory Committee to meet with Governor Ned Lamont, as well as the Commissioner of the Office of Early Childhood, Beth Bye, to provide them with direct feedback on various issues.
- This year, I am honored to serve as Chairperson of the Board for the Eastern Connecticut Health and Medical Cooperative (ECHMC). We have welcomed three new members to the Board, a vital step toward stabilizing costs for members. It is exciting to see other districts and towns benefit from this innovative and collaborative program.
- Cultivating relationships with local and state representatives has also been a key focus of my leadership strategy this year. These connections will be essential as LEARN makes purposeful changes to our magnet pathway. I’ve had the opportunity to meet with Waterford’s newly elected selectman and the soon-to-be-appointed House of Representatives Chair of the Education Committee. Through LEARN’s lobbyist, the RESC Alliance has already engaged with the Office of Policy and Management to advocate for our key priorities. This year, we remain committed to securing increased magnet funding and state support for the Teacher Residency Program.

I am deeply grateful for the commitment of the LEARN Board, Executive Committee, and Building Committee. I appreciate the time and effort many of you have dedicated to attending meetings and supporting special events like Igniting Change and our LEARN Convocation. Our agency is stronger because of your unwavering support and active participation.

In closing, as the LEARN Leadership Team and I navigate these changing tides, I am confident in our shared vision and our path forward. The journey so far has strengthened our cohesion as an agency and enhanced our ability to adapt with agility and purpose.

Sincerely,



Katherine Ericson  
LEARN Executive Director

2025-2026 SY



LEARN

# EXECUTIVE COMMITTEE

## MEETING SCHEDULE

Meetings are held from 8:30-10:00 AM at  
44 Hatchetts Hill Road, Old Lyme, CT 06371

AUGUST 22, 2025

SEPTEMBER 26, 2025

\* OCTOBER 24, 2025

\* NOVEMBER 21, 2025

DECEMBER 17, 2026

JANUARY 23, 2026

FEBRUARY 27, 2026

MARCH 27, 2026

APRIL 24, 2026

MAY 22, 2026

Adopted: January \*\*,2025

*\*Due to holiday*

(860) 434-4800

44 Hatchetts Hill Road, Old Lyme, CT 06371

[LEARN.k12.ct.us](http://LEARN.k12.ct.us)



**2025-2026 SY**

**LEARN**

# **BOARD OF DIRECTORS**

## **MEETING SCHEDULE**

Meetings are held from 9:00-11:00 AM at  
44 Hatchetts Hill Road, Old Lyme, CT 06371

SEPTEMBER 11, 2025

OCTOBER 9, 2025

NOVEMBER 13, 2025

DECEMBER 11, 2025

JANUARY 8, 2026

FEBRUARY 12, 2026

MARCH 12, 2026

APRIL 9, 2026

MAY 14, 2026

JUNE 11, 2026

Adopted: January \*\*,2025

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