

# Board of Directors Regular Business MEETING AGENDA



Date: April 10, 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:** None
- 6. Consent Agenda:**
  - 6.1 Approval of the DRAFT Minutes, Regular Business Meeting—March 13, 2025
  - 6.2 Approval of Budget Summary as of March 31, 2025
  - 6.3 Approval of Grant Applications—Worker's Compensation Trust 2025 Safety Grant funds projects or initiatives that improve employee safety or reduce risk for workplace injuries. LEARN will install protective buffers on 32 identified classroom cabinets at the Friendship School (TFS), in the amount of \$5,600.70; and the Title III (\$14,363.00) and the Bilingual (\$9,495.00) sub-grant funds help ensure that English learners (ELs) attain English language proficiency and meet state academic standards.
- 7. Information from the Executive Director:**
  - 7.1 Hiring—Resignations and new hires, including trend reports
  - 7.2 Distributions — None
  - 7.3 Executive Committee Meeting Minutes, Regular Business Meeting—March 28, 2025
  - 7.4 LEARN Building Committee Meeting Minutes—March 28, 2025
  - 7.5 Legislative Updates
  - 7.6 LEARN Agency Updates

**8. Old Business:**

8.1 New Policy #4158.2, Personnel (Certified), Series 4000; “Code of Ethics”

**9. New Business:**

9.1 Revised Policy #6118, Instruction, Series 6000; “Student Nutrition and Physical Activity: Student Wellness”

9.2 Establish Nominating Committee for the 2025-2026 Slate of Officers

**10.** Educational Perspective: Adrenna Paolillo, LEARN ECE Assistant Director, and Sarah Moon, LEARN Director of Special Services, to present on highlighting the creation of LEARN’s new Creating Connections Early LEARNing Center Infant and Toddler Program.

**11.** Roundtable Discussion: District Budget Process, Special Education Discussions, and LEARN Schools’ Tours

**12.** Future Roundtable Topics:

**13.** Adjournment:

**JOIN ZOOM MEETING**

<https://us02web.zoom.us/j/88179290855?pwd=L8ZTZ1TT0meH7Xj47dwTVfgnSADbGa.1>

Meeting ID: 881 7929 0855

Passcode: 940741

• +1 929 205 6099 US (New York)

Meeting ID: 881 7929 0855

Passcode: 940741

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# Board of Directors Regular Business

## MEETING AGENDA NOTES



Date: April 10, 2025  
Time: 9:00 – 11:00 a.m.  
Location: LEARN, Room 107/ 44 Hatchedts Hill Road, Old Lyme, CT 06371

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- 1. Call to Order:** Pledge of Allegiance
- 2. Audience and Guests:** Introductions
- 3. Public Comment:**

\*Request Motion to move agenda item 10 Educational Perspective to precede regular business meeting agenda items.

**Motion to move agenda item 10 Educational Perspective to precede agenda item 4.**

- 4. Reading and/or Review of Correspondence:**
- 5. Superintendents' Perspective:** None
- 6. Consent Agenda:**

- 6.1 Approval of the DRAFT Minutes, Regular Business Meeting—March 13, 2025
- 6.2 Approval of Budget Summary as of March 31, 2025
- 6.3 Approval of Grant Applications—Worker's Compensation Trust 2025 Safety Grant funds projects or initiatives that improve employee safety or reduce risk for workplace injuries. LEARN will install protective buffers on 32 identified classroom cabinets at the Friendship School (TFS), in the amount of \$5,600.70; and the Title III (\$14,363.00) and the Bilingual (\$9,495.00) sub-grant funds help ensure that English learners (ELs) attain English language proficiency and meet state academic standards.

**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 — None
- 7.3 Executive Committee Meeting Minutes, Regular Business Meeting—March 28, 2025
- 7.4 LEARN Building Committee Meeting Minutes—March 28, 2025
- 7.5 Legislative Updates
- 7.6 LEARN Agency Updates

**8. Old Business:**

- 8.1 New Policy #4158.2, Personnel (Certified), Series 4000; “Code of Ethics”

**Motion to approve New Policy 4158.2, Code of Ethics, as presented.**

**9. New Business:**

- 9.1 Revised Policy #6118, Instruction, Series 6000; “Student Nutrition and Physical Activity: Student Wellness”

**Motion to approve Revised Policy 6118, Student Nutrition and Physical Activity: Student Wellness, as presented.**

- 9.2 Establish Nominating Committee for the 2025-2026 Slate of Officers

**Motion to approve the following members of the Nominating Committee for the 2025-2026 Slate of Officers:**

- 10.** Educational Perspective: Adrenna Paolillo, LEARN ECE Assistant Director, and Sarah Moon, LEARN Director of Special Services, to present on highlighting the creation of LEARN’s new Creating Connections Early LEARNing Center Infant and Toddler Program.
- 11.** Roundtable Discussion: District Budget Process, Special Education Discussions, and LEARN Schools’ Tours
- 12.** Future Roundtable Topics:
- 13.** Adjournment:

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# Board of Directors Regular Business

## DRAFT MINUTES



**Meeting Date:** March 13, 2025

**Draft Posted:** March 19, 2025

**Present:** Dale Bernardoni, Chester/Grades K-6; W. Scott Brown, Lyme & Old Lyme/Region 18; Katherine Ericson, LEARN; Jennifer Favalora, Killingworth/Region 17; Elizabeth Fernandes, Westbrook; Katie Gauthier, Stonington (Zoom); Mary Harris, Ledyard (Zoom); Nancy Johnston, Essex/Grades K-6; Cindy Luty, Preston; Robert Mitchell, Montville; Beverly Washington, Groton; and Laurie Wolfley, Waterford (Zoom)

**Not Attending and Not Represented:** Eric Bauman, East Lyme; Alisha Blake, New London; Mary Ann Connelly, Madison; A. Terri Garrity, East Haddam; Kristen Peck, Guilford; Gregory Perry, Norwich; Sean Reith, Salem; Chet Stefanowicz, North Stonington; Jane Wisialowski, Old Saybrook; Vacant, Chester, Deep River, Essex Region #4; Vacant, Clinton; Vacant, Deep River/Grades K-6; and Vacant, East Hampton

**Guests:** Christopher Drezek, Superintendent of Old Saybrook Public Schools; Michael Belden, LEARN Chief Financial Officer; Kristin Gemaly, Regional Multicultural Magnet School (RMMS) Literacy Coach & LEARN LEA President (Zoom); Joanne Lund, LEARN Assistant Director of Business; and Elizabeth McCaffery, LEARN Director of Human Resources (Zoom)

**Meeting began at 9:01 a.m.**

- 1. Call to Order:** Pledge of Allegiance
- 2. Audience and Guests:** Introductions
- 3. Public Comment:**
- 4. Reading and/or Review of Correspondence:** LEARN Executive Director, Katherine Ericson, shared an email from the U.S. Department of Education regarding the Magnet Schools Assistance Program (MSAP) Grants. LEARN has received two grants under this program.
- 5. Superintendents' Perspective:** Superintendent of Old Saybrook Public Schools, Christopher Drezek, presented to the board on recent developments and ongoing initiatives within the Old Saybrook District, highlighting a new mascot, steady enrollment, the district's commitment to diverse career pathways, and the ongoing re-evaluation of the district's strategic plan.

## **6. Consent Agenda:**

- 6.1 Approval of the DRAFT Minutes, Regular Business Meeting—February 13, 2025
- 6.2 Approval of Budget Summary as of February 28, 2025
- 6.3 Approval of Grant Applications—Public Educational & Governmental Programming & Education Technology Investment Account (PEGPETIA) to support a new sound system for MSMHS, mobile carts for digital signage and classrooms, and firewall security for LEARN in the amount of \$39,354.02.

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

- **Presented by W. Scott Brown**
- **Second Cindy Luty**
- **Motion passed with 11 votes in favor and 0 votes against**

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

- 7.1 Hiring— LEARN currently has 37 active vacancies and 8 candidates, and is actively recruiting for open positions, while working with professional organizations to attract a diverse pool of qualified candidates. LEARN will also be attending upcoming recruitment events at the University of Connecticut (UConn) and Central Connecticut State University (CCSU).
- 7.2 Distributions— The Executive Director distributed recent correspondence and testimony to the Connecticut Education Committee, highlighting key concerns regarding funding for magnet schools, the Connecticut Teacher Residency Program (CT TRP), and Special Education (SPED).
- 7.3 Executive Committee Meeting Minutes, Regular Business Meeting—February 28, 2025 — The Executive Director informed the Committee of the new Memorandum of Understanding (MOU) with the teachers' union to address a payroll anomaly.
- 7.4 LEARN Building Committee Meeting Minutes—February 28, 2025 — The Early Childhood School project is moving forward with the architects, and schematics are in development.
- 7.5 Legislative Updates —The Executive Director continues to advocate on behalf of the RESC Alliance, recently meeting with legislators to discuss key funding priorities, including magnet school funding and the CT Teacher Residency Program. Additionally, the Board was informed about raised Bill 1393.

7.6 LEARN Agency Updates – The recent community event at The Friendship School was a Success; LEARN welcomes two new Board members; McREL leadership training was completed; The infant/Toddler program hired a new Site Coordinator; The Marine Science Magnet High School (MSMHS) hosted a regional summit, and its teachers presented at the international aquaculture conference.

**8. Old Business:** None.

**9. New Business:**

9.1a Public Schools Participating in the National School Lunch Program (NSLP)—Healthy Food Certification (HFC) Statement for 2025-2026: *To be eligible for HFC during SY 2025-26 (July 1, 2025, through June 30, 2026), the Board must conduct the HFC votes by July 1, 2025. The Connecticut State Department of Education requires all district governing boards to vote “yes or no” on the following 2 motions as written by the State:*

**Motion 1: Required vote for participation in healthy food option of HFC**

**Pursuant to C.G.S. Section 10-215f, the LEARN Board of Directors certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2025, through June 30, 2026. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.**

- **Presented by Beverly Washington**
- **Second Dale Bernardoni**
- **Motion passed with 11 Yes votes in favor and 0 No votes against**
- **Motion passed unanimously**

9.1b Food and Beverage Exemptions

**Motion 2: Required vote for food and beverage exemptions for BOEs voting “yes” to the healthy food option of HFC**

**The LEARN Board of Directors will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food and beverage items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food and beverage sales.**

- **Presented by W. Scott Brown**
- **Second Dale or Beverly Washington**
- **Motion passed with 11 Yes votes in favor and 0 No votes against**
- **Motion passed unanimously**

9.1c Approval for the Executive Director to sign the 2025-2026 Healthy Food Certification Statement

**Motion to approve LEARN Executive Director, Katherine Ericson, to sign the Healthy Food Certification (HFC) Statement for School Year 2025-2026**

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

9.2 Non-renewals of Non-tenured Certified Staff *(Executive Director to read the following)*

Per Article IV – EXECUTIVE DIRECTOR, Item. 2, of the LEARN Membership Agreement and 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 the 2024-2025 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 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 teachers, or their representatives as provided in the Teacher Tenure Law.

*(Board Chair to 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 contracts of those named as follows, at the end of the 2024-2025 school year, as recommended by the Executive Director; and ratify, adopt and, accept the Executive Director’s determination that the contracts be non-renewed:**

1. Baker, Tony
2. Ballantyne, Sarah
3. Cauley, Crista
4. Costa, Sophia
5. Gatheral, Abby
6. Krawiec, Kathleen
7. Lippold, Danielle
8. Nintean, Ashley

9. O'Brien, Jessica
10. Pearson, Elisa
11. Schenk-Belisle, Julia

**Further move that the Executive Director be directed to communicate this action of the Board in writing to those named in this motion, 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 in this motion and/or their representative pursuant to applicable provisions of Connecticut General Statutes 10-151; and further move that the Executive Director be further 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.**

- **Presented by W. Scott Brown**
- **Second Beverly Washington**
- **Motion passed with 11 votes in favor and 0 votes against**

9.3 New Policy #4158.2, Personnel (Certified), Series 4000; "Code of Ethics", First Read

9.4 Revised Policy #4159/4259, Personnel (Certified/Non-Certified), Series 4000; "Occupational Exposure to Bloodborne Pathogens"

**Motion to approve Revised Policy 4159/4259, Occupational Exposure to Bloodborne Pathogens, as presented.**

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

**10.** Educational Perspective: None

**11.** Roundtable Discussion: The Board discussed district cell phone practices and policies, and provided updates on their respective home district budgets.

The Executive Director acknowledged Board Appreciation Month, thanking the Board for their dedication and contributions to the agency.

**12.** Future Roundtable Topics: None

**13.** Adjournment:

**Motion to adjourn at 11:00 a.m.**

- **Presented by W. Scott Brown**
- **Second Dale Bernardoni**
- **Motion passed unanimously with 11 votes in favor and 0 votes against**

**Respectfully submitted by:**

**Jamella A. A. Etienne**

## JOIN ZOOM MEETING

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FY 2024-2025 Summary  
As of March 31, 2025

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 3-31-25	as of 3-31-25	as of 3-31-25		as of 3-31-25	as of 3-31-25	as of 3-31-25	as of 3-31-25
<b>Departments &amp; Programs</b>									
Student Support Services	\$ 18,503	\$ 19,114	\$ 16,818	\$ 2,296	\$ 18,503	\$ 19,114	\$ 12,892	\$ 3,331	\$ 2,891
Goodwin Schools	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MSAP	\$ 2,410	\$ 4,460	\$ 982	\$ 3,478	\$ 2,410	\$ 4,460	\$ 1,276	\$ 1,768	\$ 1,416
Office of Teaching & Learning	\$ 1,717	\$ 1,750	\$ 105	\$ 1,645	\$ 1,717	\$ 1,750	\$ 973	\$ 302	\$ 475
Early Childhood Education	\$ 2,320	\$ 2,547	\$ 2,543	\$ 4	\$ 2,320	\$ 2,547	\$ 1,893	\$ 620	\$ 34
Creating Connections Early Learning Center	\$ -	\$ 133	\$ -	\$ 133	\$ -	\$ 133	\$ 7	\$ 19	\$ 107
Transportation	\$ 434	\$ 438	\$ 196	\$ 242	\$ 434	\$ 438	\$ 308	\$ 70	\$ 60
COVID Relief	\$ -	\$ 89	\$ 98	\$ (9)	\$ -	\$ 89	\$ 99	\$ -	\$ (10)
Executive Services, Special Projects, IT	\$ 3,088	\$ 3,118	\$ 1,821	\$ 1,297	\$ 3,088	\$ 3,118	\$ 4,386	\$ 128	\$ (1,396)
<b>Dept &amp; Programs Subtotal</b>	<b>\$ 28,472</b>	<b>\$ 31,649</b>	<b>\$ 22,563</b>	<b>\$ 9,086</b>	<b>\$ 28,472</b>	<b>\$ 31,649</b>	<b>\$ 21,834</b>	<b>\$ 6,238</b>	<b>\$ 3,577</b>
<b>Magnet Schools</b>									
Regional Multicultural Magnet School	\$ 6,049	\$ 5,954	\$ 4,537	\$ 1,417	\$ 6,049	\$ 5,954	\$ 3,446	\$ 1,387	\$ 1,121
Marine Science Magnet High School	\$ 4,005	\$ 4,067	\$ 3,145	\$ 922	\$ 4,005	\$ 4,067	\$ 2,452	\$ 983	\$ 632
The Friendship School	\$ 6,130	\$ 6,160	\$ 3,576	\$ 2,584	\$ 6,130	\$ 6,160	\$ 3,696	\$ 1,202	\$ 1,262
Three Rivers Middle College High School	\$ 1,191	\$ 1,370	\$ 1,054	\$ 316	\$ 1,191	\$ 1,370	\$ 723	\$ 368	\$ 279
<b>Magnet Schools Subtotal</b>	<b>\$ 17,375</b>	<b>\$ 17,551</b>	<b>\$ 12,312</b>	<b>\$ 5,239</b>	<b>\$ 17,375</b>	<b>\$ 17,551</b>	<b>\$ 10,317</b>	<b>\$ 3,940</b>	<b>\$ 3,294</b>
<b>Non-Operating Items</b>									
ECHMC Insurance	\$ 30,217	\$ 32,190	\$ 24,501	\$ 7,689	\$ 30,217	\$ 32,190	\$ 26,245	\$ 6,858	\$ (913)
Food Service	\$ 950	\$ 995	\$ 545	\$ 450	\$ 950	\$ 995	\$ 616	\$ 284	\$ 95
Construction Projects / Capital Expenditures	\$ 6,909	\$ 7,357	\$ -	\$ 7,357	\$ 6,909	\$ 7,357	\$ 2,561	\$ 1,020	\$ 3,776
<b>Non-Operating Items Subtotal</b>	<b>\$ 38,076</b>	<b>\$ 40,542</b>	<b>\$ 25,046</b>	<b>\$ 15,496</b>	<b>\$ 38,076</b>	<b>\$ 40,542</b>	<b>\$ 29,422</b>	<b>\$ 8,162</b>	<b>\$ 2,958</b>
<b>Grand Total</b>	<b>\$ 83,923</b>	<b>\$ 89,742</b>	<b>\$ 59,921</b>	<b>\$ 29,821</b>	<b>\$ 83,923</b>	<b>\$ 89,742</b>	<b>\$ 61,573</b>	<b>\$ 18,340</b>	<b>\$ 9,829</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								
	Creating Connections Early Learning Center (CCELC) = The infant toddler program is planned to open one classroom in mid-May.								
	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 3-31-25	as of 3-31-24	as of 3-31-25	as of 3-31-25	as of 3-31-25	as of 3-31-25	as of 3-31-24	as of 3-31-24	as of 3-31-25	as of 3-31-25	as of 3-31-25	as of 3-31-25
<b>Departments &amp; Programs</b>												
Student Support Services	\$ 19,114	\$ 14,507	\$ 16,818	\$ 2,311	16%	\$ 19,114	\$ 11,279	\$ 3,646	\$ 12,892	\$ 3,331	\$ 1,298	9%
Goodwin Schools	\$ -	\$ 9,748	\$ -	\$ (9,748)	-100%	\$ -	\$ 10,429	\$ 1,905	\$ -	\$ -	\$ (12,334)	-100%
MSAP	\$ 4,460	\$ 715	\$ 982	\$ 267	37%	\$ 4,460	\$ 752	\$ 386	\$ 1,276	\$ 1,768	\$ 1,906	>100%
Office of Teaching & Learning	\$ 1,750	\$ 250	\$ 105	\$ (145)	-58%	\$ 1,750	\$ 977	\$ 287	\$ 973	\$ 302	\$ 11	1%
Early Childhood Education	\$ 2,547	\$ 941	\$ 2,543	\$ 1,602	>100%	\$ 2,547	\$ 1,477	\$ 873	\$ 1,893	\$ 620	\$ 163	7%
Creating Connections Early Learning Center	\$ 133	\$ -	\$ -	\$ -	0%	\$ 133	\$ -	\$ -	\$ 7	\$ 19	\$ 26	>100%
Transportation	\$ 438	\$ 265	\$ 196	\$ (69)	-26%	\$ 438	\$ 280	\$ 53	\$ 308	\$ 70	\$ 45	13%
COVID Relief	\$ 89	\$ -	\$ 98	\$ 98	0%	\$ 89	\$ 803	\$ 333	\$ 99	\$ -	\$ (1,037)	-91%
Executive Services, Special Projects, IT	\$ 3,118	\$ 2,768	\$ 1,821	\$ (947)	-34%	\$ 3,118	\$ 4,099	\$ 1,516	\$ 4,386	\$ 128	\$ (1,101)	-20%
<b>Dept &amp; Programs Subtotal</b>	<b>\$ 31,649</b>	<b>\$ 29,194</b>	<b>\$ 22,563</b>	<b>\$ (6,631)</b>	<b>-23%</b>	<b>\$ 31,649</b>	<b>\$ 30,097</b>	<b>\$ 8,999</b>	<b>\$ 21,834</b>	<b>\$ 6,237</b>	<b>\$ (11,025)</b>	<b>-28%</b>
<b>Magnet Schools</b>												
Regional Multicultural Magnet School	\$ 5,954	\$ 4,436	\$ 4,537	\$ 101	2%	\$ 5,954	\$ 3,758	\$ 1,414	\$ 3,446	\$ 1,387	\$ (339)	-7%
Marine Science Magnet High School	\$ 4,067	\$ 3,268	\$ 3,145	\$ (123)	-4%	\$ 4,067	\$ 2,563	\$ 965	\$ 2,452	\$ 983	\$ (93)	-3%
The Friendship School	\$ 6,160	\$ 3,058	\$ 3,576	\$ 518	17%	\$ 6,160	\$ 3,764	\$ 1,371	\$ 3,696	\$ 1,202	\$ (237)	-5%
Three Rivers Middle College High School	\$ 1,370	\$ 969	\$ 1,054	\$ 85	9%	\$ 1,370	\$ 834	\$ 226	\$ 723	\$ 368	\$ 31	3%
<b>Magnet Schools Subtotal</b>	<b>\$ 17,551</b>	<b>\$ 11,730</b>	<b>\$ 12,312</b>	<b>\$ 582</b>	<b>5%</b>	<b>\$ 17,551</b>	<b>\$ 10,918</b>	<b>\$ 3,976</b>	<b>\$ 10,316</b>	<b>\$ 3,940</b>	<b>\$ (638)</b>	<b>-4%</b>
<b>Non-Operating Items</b>												
ECHMC Insurance	\$ 32,190	\$ 20,243	\$ 24,501	\$ 4,258	21%	\$ 32,190	\$ 22,575	\$ 5,250	\$ 26,245	\$ 6,859	\$ 5,279	19%
Food Service	\$ 995	\$ 997	\$ 545	\$ (452)	-45%	\$ 995	\$ 1,053	\$ 386	\$ 616	\$ 284	\$ (539)	-37%
Construction Projects / Capital Expenditures	\$ 7,357	\$ -	\$ -	\$ -	0%	\$ 7,357	\$ 966	\$ 361	\$ 2,561	\$ 1,020	\$ 2,254	>100%
<b>Non-Operating Items Subtotal</b>	<b>\$ 40,542</b>	<b>\$ 21,239</b>	<b>\$ 25,045</b>	<b>\$ 3,807</b>	<b>18%</b>	<b>\$ 40,542</b>	<b>\$ 24,594</b>	<b>\$ 5,996</b>	<b>\$ 29,422</b>	<b>\$ 8,163</b>	<b>\$ 6,995</b>	<b>23%</b>
<b>Grand Total</b>	<b>\$ 89,742</b>	<b>\$ 62,164</b>	<b>\$ 59,921</b>	<b>\$ (2,243)</b>	<b>-4%</b>	<b>\$ 89,742</b>	<b>\$ 65,610</b>	<b>\$ 18,971</b>	<b>\$ 61,572</b>	<b>\$ 18,341</b>	<b>\$ (4,668)</b>	<b>-6%</b>

**Variiances: 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.

ECE = FY25 revenue increase due to OEC revenue for the TriShare program.

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.



# One-Page Summary For Submitted Grant Applications

Please complete this form after your grant application has been signed by the Executive Director and submitted. The information in this form will be used to update the Board of Directors about the overall focus and purpose of your grant.

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Title of Grant: Worker's Compensation Trust 2025 Safety Grant

Funding Source: Worker's Compensation Trust

Funding Agency: Worker's Compensation Trust

Grant Period: Approximately 4/11/2025 - 12/1/2025

Amount Requested: \$5,600.70

Description of Activities:

Install protective buffers on the lower edge of 32 overhead classroom cabinets at the Friendship School to reduce the number of injuries that have occurred over the past three years and resulted in approximately \$46,000.00 in worker's compensation claims.

Staffing Requirements:

None

Costs Covered by the Grant: \$5,600.70

Costs Covered by LEARN: \$0.00

What are the key benefits of this Grant for LEARN?

As a result of the installation of protective edging along the bottom of the 32 identified classroom cabinets at TFS, LEARN expects to eliminate the risk of injury to its 125 employees who work there. If these injuries cannot be 100% eliminated, LEARN expects to report a significant reduction in the occurrence and seriousness of these injuries, if not (best case scenario) their complete elimination.

Board Approval:  Required  Not Required

Department or School: Human Resources

Submitted By: Elizabeth McCaffery

Date: 03/17/2025



## One-Page Summary For Submitted Grant Applications

Please complete this form after your grant application has been signed by the Executive Director and submitted. The information in this form will be used to update the Board of Directors about the overall focus and purpose of your grant.

Title of Grant: Title III and Bilingual Supplement

Funding Source: US Department of Education

Funding Agency: US Department of Education

Grant Period: July 1, 2024 to June 20, 2025

Amount Requested: \$9495.00/ \$14,363.00

Description of Activities:

Based on Oct. 1 PSIS count of enrolled, identified Multilingual Learners (MLLs) the Bilingual grant is \$9,495 (spend by 6/30/25; \$1,241 remains for TFS incoming kindergarten class supplies)/ Title III grant is \$14,363 (\$12,901.44 for 25-26 SY to support a planned ARCTEL (alternate route to certification) cohort for TESOL and Bilingual cross-endorsements). This grant supports the Puentes dual language program at RMMS, as well as all English for Speakers of Other Languages (ESOL) programming across LEARN and expenses such as professional learning, teacher stipends, and instructional supplies which specifically support and strengthen student learning in dual language, bilingual, and ESOL programs. The majority of identified ML students at LEARN schools attend RMMS. +

Staffing Requirements:

Staffing is planned in accordance with CSDE recommendations on caseloads and the expectation of employing certified TESOL and bilingual teachers. CSDE recommendations are informed by guidance from the USDOE Office of Civil Rights. While the grant does not cover certified salaries, it can be used for stipends. A portion of the grant was used to provide a stipend to a dual language-trained literacy coach.

Costs Covered by the Grant: \$23,858.00

Costs Covered by LEARN: \$0.00

What are the key benefits of this Grant for LEARN?

Grant funds were primarily utilized this year to provide professional learning to staff. Teachers from the Puentes team attended the MABE dual language conference, and members of the MTSS team took part in the MTSS institute through the Center for Applied Linguistics. The Puentes program and MTSS are two important areas of focus in strengthening the multilingual learner program and ensuring students receive Tier 1 instruction and tiered supports when appropriate that effectively target language acquisition. The funds were also used for a stipend to a dual language-trained literacy coach to provide additional support of the dual language and ESOL programs.

Board Approval:  Required  Not Required

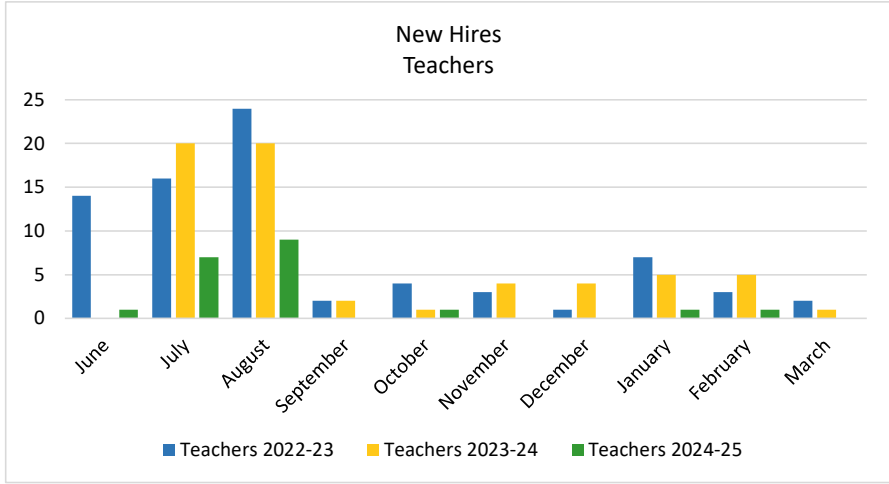
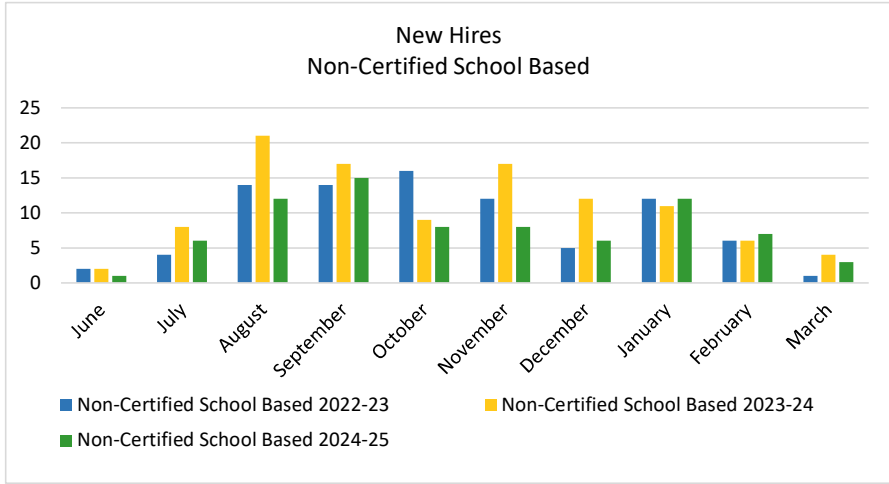
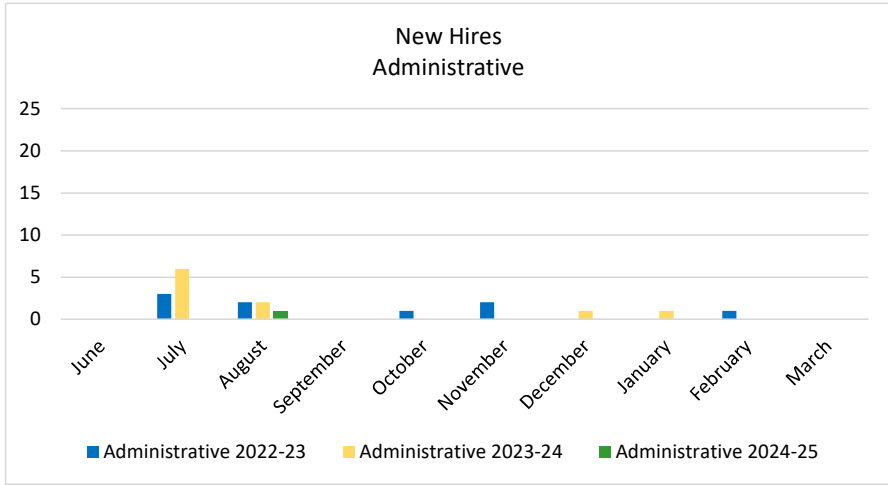
Department or School: Regional Multicultural Magnet School (RMMS)

Submitted By: Lisanne Kaplan

Date: 03/30/2025

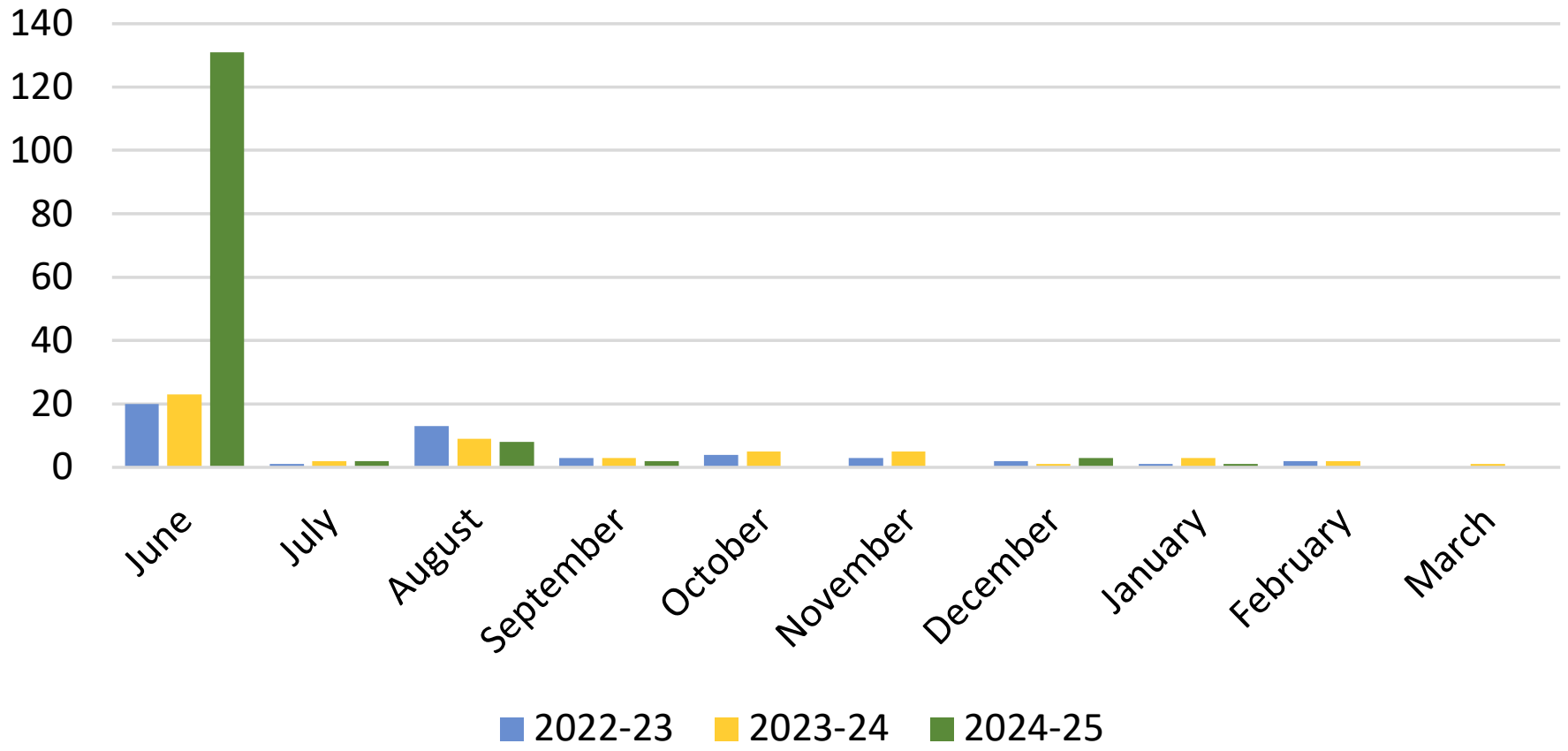


New Hires Trend Report  
March 2025



LAST NAME	FIRST NAME	POSITION	DEPT	DATE	PAY	RATE	COMMENTS
FIDRYCH	JILLIAN	SITE COORDINATOR	CCELC	03/20/2025	SALARY	\$66,000.00	NEW POSITION
LUNT	JESSICA	INTERVENTION SPECIALIST	SSS	03/27/2025	HOURLY	\$20.31	REPLACEMENT
PHILLIPS	SHATEEKA	INTERVENTION SPECIALIST	SSS	03/10/2025	HOURLY	\$19.80	REPLACEMENT
UMBA	LILY	INTERVENTION SPECIALIST	SSS	03/31/2025	HOURLY	\$19.32	REPLACEMENT
<b>LOCATION KEY</b>							
CCELC - CREATING CONNECTIONS EARLY LEARNING CENTER							
SSS - STUDENT SUPPORT SERVICES							

### Resignations Teachers



MARCH 2025

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>JOB TITLE</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>	<u>COMMENTS</u>
AMEJECOR	ENAM	INTERVENTION SPECIALIST	SSS	03/02/2025	RESIGNATION
SANCHEZ NATAREN	SANTOS	ASSOCIATE INSTRUCTOR	RMMS	03/24/2025	RESIGNATION
THOMAS	RANDY	INTERVENTION SPECIALIST	SSS	03/31/2025	TERMINATION
<b>LOCATION KEY</b>					
RMMS - REGIONAL MULTICULTURAL MAGNET SCHOOL					
SSS - STUDENT SUPPORT SERVICES					

# Executive Committee

## MEETING SUMMARY



Date: March 28, 2025  
Time: 8:30 – 10:00 a.m.  
Location: LEARN, Room 216/ 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; Maryann O'Donnell, Superintendent of Schools Clinton; and Katherine Ericson, LEARN Executive Director

Not Attending: Dr. Cynthia Ritchie, Superintendent of Schools New London

Meeting began at 8:34 a.m.

**1. Review April 2025 Board of Directors' Agenda**

**2. Bid Waiver: EMCOR, New Boiler for Regional Multicultural Magnet School (RMMS), \$76,126**

**Motion to approve the bid waiver authorizing EMCOR to replace the boiler at Regional Multicultural Magnet School (RMMS) for \$76,126.00, as the designated vendor under LEARN's ongoing service contract for July 1, 2025.**

- **Presented by Robert Mitchell**
- **Second by Dale Bernardoni**
- **Motion Passed, unanimously**

3. everOn Work Order for Ocean Avenue Learning Academy (OALA) to replace the Fire Alarm Control Panel, \$38,000

#### **Explanation for everOn Work Order - OALA Fire Alarm Control Panel Replacement**

Three quotes were not requested as LEARN already has an established working relationship with everOn and is currently engaged with them for ongoing services.

The decision to replace the control panel was made after evaluating the options. Repairing the existing panel was considered; however, it was determined that fixing it would not provide a permanent solution to the issue. Replacing with a new panel will ensure long-term functionality and safety compliance for the school.

#### **4. 51 Daniels Avenue Update**

- 4.1 Funding Legislation—Executive Director Ericson briefed the Executive Committee on the need to amend the current legislative language related to early childhood school funding.
- 4.2 School Name—Over the past four months, LEARN Leadership has gathered feedback from families and all LEARN staff regarding preferences for the new school's name. The name has been chosen and will be officially announced once the building purchase is finalized.
- 4.3 PCR Meeting for Approval of Demo Package—The architects have successfully presented the demolition package at the Pre-Construction Review (PCR) meeting and are now awaiting final approval to proceed with bidding for the demolition work.

**5. Creating Connections Early Learning Center (CCELC) Update**

Executive Director Ericson informed the Executive Committee that Sarah Moon, LEARN Director of Special Services, and Adrenna Paolillo, LEARN Assistant Director of Early Childhood Education (ECE), will present a progress update on LEARN's Early Childhood Education to the full Board of Directors in April.

**6. Magnet Capital Improvement Grant**

Executive Director Ericson informed the Executive Committee that LEARN will apply for the 2025-2027 Interdistrict Magnet School Capital Improvement Grant.

**7. Legislative Updates**

LEARN continues to advocate for funding for magnet schools and the Connecticut Teacher Residency Program (CTRP)

**8. AESA Leadership Academy Nomination**

Executive Director Ericson reviewed and confirmed the opportunity to participate in the 2025-2026 Educational Service Agencies (ESA) Leadership Academy with the Executive Committee.

**9. Adjournment**

Meeting adjourned at 9:42 a.m.

**Join Meeting via Zoom**

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

**Meeting ID: 820 7162 4323**

**Passcode: 521615**

• +1 929 205 6099 US (New York)

**Date:** March 28, 2025

**Time:** 10:05 a.m. – 10:41 a.m.

**Location:** LEARN, 44 Hatchetts Hill Road, Old Lyme

### Meeting Minutes

**Building Committee Members:** Kate Ericson, LEARN Executive Director; Robert Mitchell, Chair LEARN Board of Directors; Craig Esposito, Immediate Past President LEARN Board of Directors; Dale Bernardoni, Vice-Chair LEARN Board of Directors; Jennifer Favalora, Fiscal Officer LEARN Board of Directors; Beverly Washington, Secretary LEARN Board of Directors

**Meeting Attendees:** Ryan Donlon, LEARN Associate Director; Molly Haas, RDG; John Holden, Newman Architects; Nick Conti, Gilbane, Inc.; Mike Parent, Gilbane, Inc.; Charles Warrington, Colliers Engineering and Design; Lance Hagen, LEARN Director of IT; Michelle Cozzi, LEARN Assistant Director of IT; Gary Cymbala, SSC

**Building Committee Staff:** Julie Pendleton, LEARN Coordinator of Special Projects; Lisa Cooney, LEARN Coordinator of Communication

### Agenda

- 1.0 Approval of Minutes
- 2.0 Updates & Reports
- 3.0 Other Reports
- 4.0 Financial Update
- 5.0 Old Business
- 6.0 New Business
- 7.0 Next Meeting
- 8.0 Adjournment

### Discussion and Decisions:

- 1.0 Approval of Minutes
  - February 28, 2025, Building Committee: Early Childhood School, 51 Daniels Avenue, Meeting Minutes
    - Motion to approve
      - Presented by: Craig Esposito
      - Second by: Robert Mitchell
      - Motion carried unanimously
- 2.0 Updates & Reports
  - Newman Architects, PC/RDG Architects
    - We are halfway through the Design Phase!
    - Newman and RDG spent time with The Friendship School (TFS) faculty reviewing the preliminary (school) drawings.
      - The response from TFS faculty was positive.
    - Newman Architects and RDG Architects continue to work with the Town of Waterford.



- Preliminary materials for the Town of Waterford’s planning and zoning package were shared with the town.
      - Waterford now has 2 weeks to review the materials and provide feedback.
      - Once Newman Architects receives feedback (from Waterford), the package will be finalized and submitted to (Waterford) planning and zoning in April.
- Gilbane, Inc.
  - Gilbane completed the demolition and abatement bid package.
    - We are waiting for approval to go out to bid (demolition and abatement) from the State of Connecticut Office of Grants Administration (OGA).
- Colliers Engineering & Design
  - Charles (Chuck) Warrington, Colliers Engineering & Design, joined the meeting as our Owner’s Rep.
    - He is happy to be on board and add value to the project.
    - Colliers will develop a project work plan with timeline.

### 3.0 Other Reports

- Town of Waterford
  - Cell Tower. There are 2 easements on the 51 Daniels Avenue property.
    - Cell Tower. The Town of Waterford is negotiating the transfer of the cell tower easement agreement to LEARN.
    - Eversource. There are no current concerns with the Eversource easement agreement.
- Space Waiver Letter
  - LEARN is waiting for the 51 Daniels Avenue operational plan to be approved by the State of Connecticut.
    - LEARN is working with Commissioner Beth Bye to clarify/change language in the new State of Connecticut legislation addressing reimbursement for infant/toddler programs.

### 4.0 Financial Update

- Discussion and possible action on Payment Application/Invoice #24168 to Newman/RDG Architects for Project # 245-0090MAG/N/PF (previously 245-0090MAG/A/PF) in the amount of \$205,250.00 for professional services.
  - Motion to approve
    - Presented by: Kate Ericson
    - Second by: Robert Mitchell
    - Motion carried unanimously
- Discussion and possible action on Payment Application/Invoice #659895 from Shipman & Goodwin LLP for Project #245-0090MAG/N/PF (previously 245-0090MAG/A/PF) in the amount of \$7,371.18. This payment pertains to professional services rendered, specifically related to land purchase, insurance, and contract negotiations.
  - Motion to approve
    - Presented by: Robert Mitchell



- Second by: Beverly Washington
  - Motion carried unanimously
- Discussion and possible action on Payment Application/Invoice #61792 to The Day for Project # 245-0090MAG/N/PF (previously 245-0090MAG/A/PF) in the amount of \$130.32.
  - Motion to approve
    - Presented by: Jennifer Favalora
    - Second by: Beverly Washington
    - Motion carried unanimously
- Discussion and possible action on Payment Application/Invoice Precon #1 from Gilbane Building Company for Project #245-0090MAG/A/PF in the amount of \$17,745.00. This payment pertains to work performed and services rendered in connection with Design Phase Schedule, Schematic, and Scopes/Front Ends.
  - Motion to approve
    - Presented by: Kate Ericson
    - Second by: Robert Mitchell
    - Motion carried unanimously
- Furniture, Fixtures, & Equipment (FF&E)
  - RDG Architects are leading discussions on the inventory and design of each classroom.

#### 5.0 Old Business

- LEARN Building Committee Meeting Schedule, 2025-2026 School Year
  - 2025: July 25; August 22; September 26; October 24; November 21; and December 18
  - 2026: January 23; February 27; March 27; April 24; and May 22
  - All meetings held at LEARN, 44 Hatchetts Hill Road, Old Lyme, CT.
  - All meetings held at 10:00 a.m.
    - Motion to approve
      - Presented by: Craig Esposito
      - Second by: Robert Mitchell
      - Motion carried unanimously

#### 6.0 New Business

- No new business to discuss.

#### 7.0 Next Meeting

- Date: April 25, 2025
- Time: 10:00 a.m.
- Location: LEARN, 44 Hatchetts Hill Road, Old Lyme, CT
- Items for the Next Meeting Agenda
  - Approval of Minutes



- Updates & Reports
  - Newman Architects, PC/RDG Architects
  - Gilbane, Inc.
  - Colliers
- Other Reports
- Financial Update
- Old Business
- New Business

#### 8.0 Adjournment

- Motion to adjourn at 10:41 a.m.
  - Presented by: Jennifer Favalora
  - Second by: Beverly Washington
  - Motion carried unanimously

DRAFT

## **CODE OF ETHICS**

Consistent with applicable law, the Code of Professional Responsibility for Teachers, the Code of Professional Responsibility for School Administrators, and LEARN policy, these principles are intended to guide the conduct of professional educators in situations that have professional and ethical implications.

Professional educators are vested by the public with a trust and responsibility requiring the highest ideals of professionalism and ethical conduct; and commitment to the students, the profession, and the community.

### **Responsibility to Students**

In fulfillment of their obligations to students, educators shall:

- A. Recognize, respect and uphold the dignity and worth of students as individual human beings, and deal justly and considerately with them;
- B. Engage students in the pursuit of truth, knowledge, and wisdom and provide access to all points of view without deliberate distortion of subject matter;
- C. Nurture in students a lifelong respect and compassion for themselves and other human beings regardless of race, ethnic origin, gender, social class, disability, religion, age, or sexual orientation;
- D. Foster in students the full understanding, application, and preservation of democratic principles and processes; and guide them in understanding participatory citizenship and realizing their obligation to be worthy and contributing members of society;
- E. Assist students in formulating value systems and worthy, positive goals;
- F. Promote the right and freedom of students to independently pursue learning, explore ideas, develop fundamental critical thinking skills and problem-solving techniques, and acquire the necessary knowledge to achieve their full potential;
- G. Remain steadfast in guaranteeing equal opportunity for quality education for all students, free from unlawful discrimination or exclusion, embarrassment or disparagement, favoritism, sexual harassment or abuse, and exploitation;
- H. Maintain the confidentiality of all information concerning students obtained in the proper course of the educational process, and dispense such information only when prescribed or directed by federal or state law, LEARN policy, or professional practice;
- I. Maintain professional boundaries with students; and
- J. Promote ongoing development and evaluation of curriculum.

**Responsibility to the Profession**

In fulfillment of their obligation to the profession, educators shall:

- A. Exert every effort to raise professional standards; promote a climate that encourages the exercise of professional judgment to achieve conditions which attract persons worthy of the trust to careers in education; and assist in preventing the practice of the profession by unqualified persons;
- B. Conduct themselves as professionals, realizing that their actions reflect directly upon the status and substance of the profession;
- C. Uphold the principle of academic freedom and the teacher's right to teach effectively;
- D. Strive to exercise the highest level of professional judgment; and maintain the standards and seek to improve the effectiveness of the profession through research and continuing professional development;
- E. Decline any gratuity, gift or favor that would impair or influence their professional decisions or actions; and
- F. Maintain the confidentiality of all information concerning colleagues obtained in the proper course of the educational process, and dispense such information only when prescribed or directed by federal or state law, LEARN policy, or professional practice.

**Responsibility to the Community**

In fulfillment of their obligation to the community, educators shall:

- A. Be cognizant of their influence upon the community-at-large, and not knowingly misrepresent facts, make false statements, or exploit the educational institution for personal gain;
- B. Encourage the community to exercise its responsibility to be involved in the formulation of educational policy;
- C. Promote the principles and ideals of democratic citizenship;
- D. Endeavor to secure equal educational opportunities for all children;
- E. Obey all local, state, and national laws and LEARN policies and regulations; and
- F. Pursue appropriate measures to address any laws, policies or regulations that are inconsistent with sound educational goals.

**Responsibility to the Student's Family**

**In fulfillment of their obligation to the student's family, educators shall:**

- A. Respect the dignity of each family, and its culture, customs, and beliefs;**
- B. Promote and maintain appropriate, ongoing, and timely written and oral communications with the family;**
- C. Respond in a timely fashion to families' concerns;**
- D. Consider the family's perspective on issues involving its children; and**
- E. Encourage participation of the family in the educational process.**

**Legal Reference:                      Regulations of Connecticut State Agencies, Sections 10-145d  
400a and 10-145d-400b**

**Policy adopted:**

**LEARN**

## **STUDENT NUTRITION AND PHYSICAL ACTIVITY: STUDENT WELLNESS**

The LEARN Board of Directors believes that LEARN programs should make a significant contribution to the general well-being of each student, promoting healthy schools by supporting wellness, good nutrition and regular physical activity as part of the total learning environment.

Children who eat well-balanced meals and are physically healthy are more likely to learn in the classroom. The link between good nutrition and good education is clearly demonstrated by better attendance, higher test scores, and fewer behavioral problems in school.

To promote the health and well-being of all students, LEARN shall adhere to the following components of a coordinated approach to achieving student wellness:

### **Goals for Nutrition Education and Promotion**

The goals for addressing nutrition education and promotion include the following:

- Schools will support and promote good nutrition for students consistent with applicable federal and state requirements and guidelines.
- Schools will foster the positive relationship between good nutrition, physical activity, and the capacity of students to develop and learn.
- Nutrition education will be part of LEARN's comprehensive school health education curriculum **at every grade level (K-12)** and will be integrated into other classroom content areas, as appropriate.
- **Nutrition education will provide the knowledge and skills necessary to promote health.**
- **The entire school environment, not just the classroom, shall be aligned with healthy school goals to positively influence a student's understanding, beliefs, and habits as they relate to good nutrition and regular physical activity.**
- **Through Meet the Farmer Events and other such activities, students have the chance to meet actual local farmers in person to learn about the food system. Children may have an opportunity to visit local farms where produce is purchased for school meals.**

### Goals for Physical Activity

The goals for addressing physical activity and other school-based activities include the following:

- Schools will support and promote an active lifestyle for students **and will provide physical education that fosters lifelong habits of physical activity.**
- Physical education will be taught in all grades and shall include a standards-based, developmentally planned and sequential curriculum that **is aligned with established state physical education standards** and fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle.
- **Physical education for grades K-12 is required to be taught by a certified/licensed teacher who is endorsed to teach physical education.**
- Unless otherwise exempted, all students will be required to engage in LEARN's physical education program. **There will be no substitutions allowed for the physical education class time or credit requirement.**
- School employees shall not deny a student's participation in the entire time devoted to physical exercise in the regular school day as a form of discipline or punishment, nor should they cancel it for instructional make up time. Further, any student in kindergarten through grade twelve shall not be required to engage in physical activity as a form of discipline in the regular school day.
- [Staff are encouraged to consider] **Schools must provide** physical activities/movement breaks [throughout the school] **each** day, especially shortened days in which recess is not held.
- Outdoor recess should be encouraged whenever possible, even during minor inclement weather episodes.
- Continue to follow state guidelines for recess requirements at [the elementary] **every grade** level.
- **Schools shall provide at least 20 minutes of active daily recess to all elementary school students.**

### Nutrition Guidelines for Foods Available in Schools

Students will be offered and schools will promote nutritious food choices consistent with the current *Dietary Guidelines for Americans and My Plate*, published jointly by the U.S. Department of Health and Human Services and the Department of Agriculture, and guidelines promulgated by the Connecticut Department of Education in addition to federal and state statutes. In addition, in order to promote student health and reduce childhood obesity, the Executive Director or designee shall establish such administrative procedures to control food and beverage sales that compete with LEARN's nonprofit food service in compliance with the Child Nutrition Act. LEARN shall prohibit the sale of foods of minimal nutritional value as defined by the U.S. Department of Agriculture and will ensure that all foods sold to students separately from school meals meet the Connecticut Nutrition Standards. All beverages sold or served to students on school premises will be healthy choices that meet the requirements of state statute.

All sources of food sales to students at school must comply with the Connecticut Nutrition Standards including, but not limited to, cafeteria a la carte sales, vending machines, school stores and fundraisers. **Snacks served in before or after school programming all meet the requirements consistent with Healthy Foods Certification standards. No snacks are sold to students during after school programs.** LEARN shall ensure that all beverages sold to students comply with the requirements of state statute. **No caffeinated beverages are sold at any time to any student, regardless of grade level.** LEARN shall ensure compliance with allowable time frames for the sale of competitive foods as specified by state law.

- A comprehensive nutrition program consistent with federal and state requirements will be provided.
- Any celebrations held during school hours which may include food must provide food options which are consistent with Healthy Foods Certification standards. (Please refer to Connecticut Nutrition Standards).
- See CSDE website for a list of [healthy food guidelines and options](#) [[Summary of CT Nutrition Standards](#)]
- [The LEARN Board of Education discourages the use of food as reinforcement.]
- **Food rewards or incentives shall not be used in classrooms to encourage student achievement or desirable behavior. Physical activity as a reward is strongly recommended.**
- Exceptions for curriculum-based events will be made.
- The LEARN Board of Education encourages food-free celebrations in school.

## **Standards for USDA Child Nutrition Programs and School Meals**

### **Reimbursable School Meals**

Reimbursable school meals served shall meet, at a minimum, the nutrition requirements and regulations for the **USDA National School Lunch Program** and/or **USDA School Breakfast Program**, as specified in 7 [CFR 210.10](#) or [220.8](#) as applicable:

**Students who qualify for free or reduced-price meals are not overtly identified in any way. Any a la carte or second meals must be paid for at the point of sale, regardless of the student's lunch status, with cash or money in the student lunch account. This is the only time money is expected at the point of sale.**

**Meal shaming is prohibited in all LEARN schools. All students who come for service will be served one reimbursable meal, regardless of any balance owed or ability to pay. Schools will reach out to the family of a child with an unpaid balance to assess whether the child is eligible for free or reduced-price meals, and work together to find a mutually acceptable repayment plan. Parents/Guardians of students who are full pay or reduced status are encouraged to prepay for meals.**

**Applications for free/reduced price meals are made available to every family over the summer, though our online platform and paper copies are available at each school. Multiple follow-up attempts are then made to be sure all who qualify are aware of the program and the need to fill out an application annually. The application, along with information about our food service program, is always available on [LEARN's website](#):**

**LEARN holds School Food Authority Board meetings twice annually at all of our schools. This gives students, parents, and staff an opportunity to provide input on local, cultural favorites, as well as dislikes. Feedback is always welcome. Taste testing is conducted regularly to promote and encourage students to try healthy new foods being introduced on the menu. Ample time is provided between drop-off time and the start of the school day for any child who wants to consume breakfast at school.**

**After obtaining food, students will have at least 10 minutes to eat breakfast, and 20 minutes to eat lunch.**

**Students and staff will have access to free, safe, and fresh drinking water throughout the school day. Water fountains or water filling stations are also available in all cafeterias.**

**All school nutrition program directors, managers and staff will meet hiring and annual continuing education/training requirements in the USDA Professional Standards for Child Nutrition Professionals. These school nutrition personnel will refer to USDA's Professional Standards for School Nutrition Standards website to search for training that meets their learning needs.**

**School meals will include fresh, locally grown foods from farms engaged in sustainable practices whenever possible and these foods will be promoted in the cafeteria. Cafeterias will regularly provide taste tests for locally grown products.**

### **Wellness Promotion and Marketing**

Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the [USDA "Smart Snacks in School" nutrition standards](#). Food and beverage marketing is defined as advertising and other promotions in schools. Food and beverage marketing often includes oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller or any other entity with a commercial interest in the product. As the District/School Nutrition Services/Athletic Department/PTA/PTO reviews existing contracts and considers new contracts, equipment and product purchasing (and replacement) decisions should reflect the applicable marketing guidelines established by the District wellness policy.

**Salads and fruit are prominently displayed in the cafeterias to encourage students to make healthy choices.**

**Every effort will be made to select educational materials for the classroom that is free of brand names/logos and illustrations of unhealthy foods. No signage is allowed in our cafeterias for foods that do not meet Smart Snack nutrition standards.**

**LEARN staff are encouraged to live healthy lifestyles and get more movement into their day. One way in which this is achieved is through offering Wellness Challenges several times per year. Staff are encouraged to set step goals and enter into friendly competition, with prizes offered once challenges are completed.**

**Staff in each school are also invited to sample fresh, locally grown foods from farms engaged in sustainable practices, as our cafeterias provide taste tests for locally grown products. School staff members shall be encouraged to model healthy eating and physical activity behaviors.**

### **Monitoring**

The Executive Director or designee shall provide periodic implementation data and/or reports to the Board concerning this policy's implementation sufficient to allow the Board to monitor and adjust the policy.

The District, as required, will retain records and documents pertaining to the wellness policy which shall include the written school wellness policy, documentation demonstrating compliance with community involvement requirements, documentation of the triennial assessment of the wellness policy and documentation to demonstrate compliance with the annual public notification requirement.

### **[Nutrition Health and Wellness Council]**

**LEARN established** The Wellness Leadership Committee [will be established by the Executive Director (or designee)] to set goals for and to oversee school health nutrition and

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wellness policies and programs, including development, implementation and periodic review and update of this district-level wellness policy.

The Wellness Leadership Committee [will] seeks opportunities and initiatives to encourage wellness activity among students, staff, families, and the community.

The Committee will review nutrition education, physical activity, and school-based activities that promote student and staff wellness[.], **and meets regularly throughout the school year.**

[The members of the committee shall include, but not be limited to, school administrators, the food service director, food service staff, teachers (physical and health education and classroom) other staff, parents/guardians, students, health care professionals and interested community members.]

**Parents, students, representatives of the school food authority, PE teachers, school health professionals, the school board, school administrators, and the general public are invited to join the wellness committee, and be included in the development, implementation, review and update of the wellness policy.**

**Each school is encouraged to also develop a school level wellness committee, to meet regularly and discuss topics related to student and staff wellness. Information regarding our wellness committee is available on our website.**

#### Program Evaluation

The Board designates the Executive Director (or designee) with the operational responsibility for ensuring that each school meets the requirements of LEARN's wellness policy. In addition, the principal of each school, or his/her designee, shall be responsible for the implementation and evaluation of the effectiveness of this wellness policy.

At the school level, the building principal or his/her designee will ensure: that the board policy and regulations are implemented as written; that nutrition education is consistent with LEARN's educational goals and standards and is provided throughout the students' school years as part of the health/wellness curriculum; that [teachers received adequate professional development to teach nutrition education] **physical education teachers receive annual professional development opportunities that are focused on physical education/physical activity topics and competencies specifically for physical education teachers;** and that to the extent possible, families and community organizations are involved in nutrition education.

The School Wellness Policy shall be made available annually, at a minimum, to students and families by means of student handbooks and [the] LEARN's [Wellness Leadership Committee] website. [[LEARN Wellness Leadership Committee](#).] This availability shall include the policy, including any updates to and about the wellness policy and the Triennial Assessment, including progress toward meeting the goals of this policy. In addition, the annual notification shall include contact information for the leader(s) of the wellness policy team; and information on how individuals and the public can get involved.

**The LEARN Wellness Leadership Committee shall conduct a quantitative assessment of policy implementation every three years, using the Wellness School Assessment Tool-Implementation (WellSAT-I) or the School Health Index, review the latest national recommendations pertaining to school health, and will update the wellness policy accordingly.**

(cf. 3542 - Food Service)  
 (cf. 3542.33 - Food Sales Other Than National School Lunch Program)  
 (cf. 3542.34 - Nutrition Program)  
 (cf. 3542.45 - Vending Machines)  
 (cf. 6142.6 - Physical Education)  
 (cf. 6142.61 - Physical Activity)  
 (cf. 6142.62 - Recess/Unstructured Time)  
 (cf. 6142.10 - Health Education)

Legal Reference: Connecticut General Statutes.

10-16b Prescribed courses of study.

10-215 Lunches, breakfasts and the feeding programs for public school children and employees.

10-221 Boards of education to prescribe rules, policies and procedures.

10-215a Non-public school participation in feeding programs.

10-215b Duties of state board of education re: feeding programs.

10-216 Payment of expenses.

10-215e Nutrition standards for food that is not part of lunch or breakfast program.

10-215f Certification that food meets nutrition standards.

10-221o Lunch periods. Recess.

10-221p Boards to make available for purchase nutritious, low-fat foods.

10-221q Sale of beverages.

Regulations of Connecticut State Agencies.

10-215b-1 Competitive foods.

10-215b-23 Income from the sale of food items.

National School Lunch Program and School Breakfast Program;

Competitive Food Services. (7 CFR Parts 210.11 and 220.12)

The Child Nutrition and WIC Reauthorization Act of 2004, Public Law 108-265

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Nutrition Standards in the National School Lunch and School Breakfast Programs, 7 CFR Parts 210 & 220

Healthy, Hunger-Free Kids Act of 2010, P.L. 111-296, 42 U.S.C. 1751

Child Nutrition Act of 1966 (as amended by P.L. 108-269, July 2, 2004).

School Breakfast Program, 7 C.F.R. Part 220 (2006)

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Revised:

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