



# Executive Committee

# MEETING AGENDA

Date: November 19, 2025  
Time: 8:30 – 10:00 a.m.  
Location: LEARN, Room 216/ 44 Hatchetts Hill Road, Old Lyme, CT 06371

*A Microsoft Teams remote meeting option is available for those unable to attend in person. Login details can be found at the end of this agenda.*

**\*Amended 11/14/2025, This agenda was updated to include Item 3, Bid Waiver Request.**

- 1.** Review 2024-2025 Draft Audit
  - 1.1 CliftonLarsonAllen (CLA) Principal, Leslie Zoll, to present
- 2.** Review December 2025 Board of Directors' Agenda
- 3.** \*Bid Waiver Request: Silver/Petrucci Architectural and Engineering Services for RMMS Interior Renovation, Phases 2 & 3
- 4.** Retirement Incentive Program Discussion
- 5.** Tuition/Service Rates' Discussion
- 6.** Adjournment

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[Click Here to Join the Meeting via Teams](#)

Meeting ID: 243 261 939 839 7  
Passcode: rd3EU3nC



# Board of Directors Regular Business MEETING AGENDA

Date: December 11, 2025  
Time: 9:00 – 11:00 a.m.  
Location: LEARN/ 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:** Dr. Dianne Vumback, Superintendent of Montville School District, to present on the Strategic Plan and Key District Initiatives of the district.
- 6. Consent Agenda:**
  - 6.1 Approval of the DRAFT Minutes, Regular Business Meeting—November 13, 2025
  - 6.2 Approval of Budget Summary as of November 30, 2025
  - 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 — TBD
  - 7.3 Executive Committee Meeting Minutes, Regular Business Meeting—November 19, 2025
  - 7.4 LEARN Building Committee Meeting Minutes—November 21, 2025
  - 7.5 Legislative Updates
  - 7.6 LEARN Agency Updates
- 8. Old Business:**

**9. New Business:**

9.1 Review 2024-2025 Draft Audit: CliftonLarsonAllen (CLA) Principal, Leslie Zoll, to present

9.2 LEARN Tuition/Service Rates 2026-2027: Attached in the agenda packet.

9.3 Magnet Tuition Strategy Discussion

**10.** Educational Perspective:

**11.** Roundtable Discussion:

**12.** Future Roundtable Topics:

**13.** Adjournment:

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**Meeting ID:** 286 668 819 594 3

**Passcode:** gi7ie6yE

**BID WAIVER REQUEST**

**WAIVER FOR: Silver/Petrucci Architectural and Engineering Services for RMMS Interior Renovation, Phases 2 & 3**

DATE OF REQUEST: 11/14/2025

FISCAL YEAR OF PURCHASE OR SERVICES: FY 2026

DEPARTMENT: **Regional Multicultural Magnet School (RMMS)**

SUPERVISOR OF PROGRAM: **Mariana Reyes and Elizabeth Beaumont**

**MATERIALS OR SERVICES TO BE PROVIDED:**

Design services for renovations of spaces on the first, second and third levels of RMMS, including:

**Schematic Design Phase**

- Refinement of feasibility study documents
- Verification of previous documentation
- Incorporation of interior and MEP/FP evaluation
- Review of goals and objectives with LEARN
- Creation of schematic plans, code review, and selection of interior finishes

**Construction Documents Phase**

- Preparation of phased construction drawings for competitive bidding
- Drawings to include: demolition plans, floor plans, reflected ceiling plans, finish plans, interior elevations, wall types, finish schedules, door schedules, details, and general information sheets
- Development of mechanical, electrical, plumbing drawings and coordination of fire protection, data, and security systems
- Preparation of project manual/specifications
- Issuance of 95% review set and final 100% CD set in PDF format

**Bidding Phase**

- Support for bidding process, including preparation of bid package
- Attendance at pre-bid meeting
- Responses to RFIs and sketches as needed
- Provision of signed and sealed permit drawings in PDF format

**Construction Administration Phase**

- Limited support during construction: responding to RFIs, producing sketches for field conditions, attending construction meetings as needed
- Review of payment applications and engineering submittals
- Field reporting and development of final punch list

**Total Proposed Fee: \$61,930**

**BID WAIVER REQUEST RATIONALE:**

Waiving the bid requirement in this instance will allow LEARN to maintain design consistency, adhere to project schedules for summer 2026 and spring 2027 renovations, and minimize disruption to the school environment. Silver/Petrucci has previously provided design services for RMMS renovations, including schematic design and construction documents for earlier phases of this project. Engaging the same firm for Phases 2 and 3 ensures continuity of design, familiarity with existing building conditions, and integration with previously completed work, which is critical to the timely and cost-effective completion of this project.

RECOMMENDED BY: Kate Ericson

DATE 11/14/2025