



Executive Committee

MEETING SUMMARY

Date: April 24, 2026
Time: 8:30 – 10:00 a.m.
Location: LEARN, Room 216/ 44 Hatchetts Hill Road, Old Lyme, CT 06371

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

Not Attending:

Guests: Michael Belden, LEARN Chief Financial & Operations Officer; and Maria Cuadros, LEARN Budget / Office Manager Coordinator

Meeting began at 8:38 a.m.

1. Review May 2026 Board of Directors' Agenda

Kate Ericson reviewed with the Executive Committee the May Board Agenda. The key priorities for May include the LEARN Projected Budget Presentation, the presentation of the 2026-2027 slate of officers, and the Executive Director's Evaluation.

2. Nominating Committee to provide the 2026-2027 Slate of Board Officers

All four current members of the Executive Committee will present their names for the 2026-2027 Slate of Board Officers. During the May Board meeting, members of the LEARN Board of Directors may also add their names to the slate for nomination.

3. Preliminary Review of the LEARN 2026-2027 Proposed Budget

LEARN's Chief Financial & Operations Officer, Michael Belden, presented a high-level overview of the LEARN Budget Document. The Executive Committee asked questions and suggested additions to the presentation to assist in building the knowledge of the Board of Directors ahead of the May meeting.

4. MSAP Grants' Commercial and Photo Bank Project for LEARN Schools

Executive Director Ericson informed the Executive Committee that, as part of the Magnet School Assistance Program (MSAP), LEARN will complete three multimedia projects this year. Although the three projects are distinct, each will be carried out by one provider, Coppola.

- Project 1 is a marketing video for the LEARN Family of Schools at a cost of \$19,990;
- Project 2 is a commercial for the Regional Multicultural Magnet School (RMMS) for a total cost of \$8,155; and
- Project 3 is a photo campaign for all four schools at a cost of \$5,250.

Because all three projects are being completed by one vendor and the combined cost exceeds \$20,000, Executive Director Ericson reviewed LEARN's vendor selection process. LEARN solicited quotes from 3 vendors for the three projects; however, the other two vendors were unable to complete the projects.

5. Ocean Avenue Learning Academy (OALA) Replacement Flooring – Capital Improvement

Executive Director Ericson informed the Committee that the Ocean Avenue LEARNing Academy (OALA) will replace flooring in 12 classrooms with six classrooms scheduled for FY 26 and six classrooms for FY 27. LEARN solicited three quotes and selected Cluff's Flooring, whose bid for six classrooms is \$45,907. This selected vendor will install LVT flooring that matches the existing flooring of the first-floor hallways. This project will remove all carpeting on the bottom floor.

6. Annenberg Institute at Brown University on May 8th

Executive Director Ericson shared with the Executive Committee that LEARN will host the Brown University Annenberg's Evidence in Action team. Annenberg's Evidence in Action team (formerly RI Education Research Initiatives) includes researchers, former teachers and administrators, and data experts who collaborate with district and state partners to identify areas of need and find opportunities for success in local contexts. During this meeting, the Annenberg team will present their model for improving math instruction and achievement through research-based teacher professional learning.

7. Executive Director's Year End Reflection/Evaluation

Executive Director Ericson shared her End of Year Reflection draft with the Executive Committee and noted that the reflection will be updated as more end-of-year data is available in the upcoming month.

8. Adjournment

Motion to adjourn at 10:14 a.m.

- **Presented by Robert Mitchell**
- **Second by Beverly Washington**
- **Motion Passed, unanimously**

Respectfully submitted by Jamella A. A. Etienne