



Executive Committee

MEETING AGENDA SUMMARY

Friday, August 28, 2026

44 Hatchetts Hill Road, Old Lyme, CT 06371 | 8:30 – 10:00 AM

Present: Robert Mitchell, Chair; Jennifer Favalora, Fiscal Officer; Maryann O'Donnell, Superintendent of Schools Clinton; and Katherine Ericson, LEARN Executive Director

Not Attending: Dale Bernardoni, Vice Chair; Beverly Washington, Secretary; and Dr. Cynthia Ritchie, Superintendent of Schools New London

Guests: N/A

Meeting began at 8:40 a.m.

1. Review September 2026 Board of Directors' Agenda

Executive Director Ericson shared the agenda with the Executive Committee and indicated that there may be a policy update added to the agenda.

2. HR Updates

LEARN welcomed 27 new hires during the New Educator Orientation. LEARN has one certified position vacant as of this date, while the overall agency has 42 vacancies. The majority of the openings are classroom aide positions.

3. Extended School Year Summary

Executive Director Ericson shared data from LEARN's Extended School Year (ESY) program. This year LEARN served 90 students from 20 districts across Connecticut at the Ocean Avenue LEARning Academy (OALA) and The LEARN Transition Academy (LTA) had 112 employees supporting students over a span of 5 weeks. Students gained experiences in classrooms, at the beach, and at various community partner locations. Overall, LEARN staff ensured each child had a rich summer learning experience.

4. 2026 Convocation and Opening of Schools

Executive Director Ericson, Deputy Executive Director Bridgette Gordon-Hickey, and Associate Executive Director Ryan Donlon kicked off the 2026-2027 school year with a traveling convocation, visiting each LEARN location to connect with staff and celebrate the work happening across the agency. The team highlighted key initiatives and accomplishments from across LEARN, including points of pride in student achievement. Staff also came together to celebrate and recognize LEARN's Teacher of the Year and Paraeducator of the Year. The tour concluded with a look ahead at the 2026-2027 school year, providing staff with a snapshot of what's to come and the opportunities ahead as we continue our shared work on behalf of students and families.

5. 2026 Administrative Retreat Recap

Executive Director Ericson hosted a two-day admin retreat for the 29 LEARN leaders in mid-August. The administrators took part in an Amazing Race-themed activity that allowed teams to examine leadership artifacts from their peers. The first day of the retreat celebrated the previous year's work of LEARN leaders, and offered a deep dive into what and how they lead. Day two focused on Culturally Sustaining Leadership Practices, led by Lorena Germán of Multicultural Classroom. Leaders explored ways to better understand and respond to the diverse needs of students, caregivers, and staff.

6. Advocacy Efforts

This summer, Executive Director Ericson offered open house tours of The Ocean Avenue LEARNing Academy (OALA) to Representative Larry Pemberton and Representative Anthony Nolan. The goals of these tours are to continue to build the name brand and the understanding of the role that LEARN plays in providing a regional special education programming to our districts.

7. Bid Waiver Request: Infinite Campus Student Information System

Motion to approve the bid waiver pursuant to LEARN Purchasing Policy 3323 to waive the competitive bidding requirements for the purchase and implementation of the Infinite Campus Student Information System (SIS) for a Total 4-Year Contract Cost of \$169,134.00.

Following an evaluation of available student information system solutions, administration has determined that Infinite Campus best meets LEARN's operational, instructional, reporting, and long-term technology needs. The software provides the functionality, integration capabilities, and support services necessary to replace LEARN's current student information system and improve efficiency across schools and programs.

Although Infinite Campus is not currently available through the Connecticut State Department of Education cooperative purchasing contract, administration believes that awarding the contract to Infinite Campus is in

the best interest of LEARN based on the comprehensive evaluation of the system's capabilities, implementation services, ongoing support, and overall value.

- Presented by Robert Mitchell
- Second by Jennifer Favalora
- Motion Passed, unanimously

8. Bid Waiver Request: Hanover Insurance

Motion to approve the bid waiver pursuant to LEARN Purchasing Policy 3323 to waive the competitive bidding requirements for the purchase of annual insurance premiums in the amount of \$366,107.00 with Hanover Insurance. A waiver is requested because the service requires specific insurance expertise and coverage tailored to LEARN's organizational needs, making a standard competitive bidding process impractical.

- Presented by Robert Mitchell
- Second by Jennifer Favalora
- Motion Passed, unanimously

9. Bid Waiver Request: Workers Comp Trust

Motion to approve the bid waiver pursuant to LEARN Purchasing Policy 3323 to waive the competitive bidding requirements for the purchase of the Workers' Compensation Trust premium in the amount of \$492,866.00.

A waiver is requested because the service requires specialized workers' compensation expertise and coverage tailored to LEARN's organizational needs.

- Presented by Robert Mitchell
- Second by Jennifer Favalora
- Motion Passed, unanimously

10. Bid Waiver Request: Tyler Technologies

Motion to approve the bid waiver pursuant to LEARN Purchasing Policy 3323 to waive the competitive bidding requirements for the purchase of Tyler Technologies' annual Enterprise Resource Planning (ERP) software application subscription in the amount of \$83,861.20. A waiver is requested because the service requires specific expertise and supports LEARN's established ERP system and related operations.

- Presented by Jennifer Favalora
- Second by Robert Mitchell
- Motion Passed, unanimously

- 11.** Quote Request Summary: **Ocean Avenue LEARNing Academy (OALA) – LVT Flooring**, A competitive quote process was conducted for new LVT flooring in six classrooms at OALA (Rooms 44, 45, 46, 47, 51, and 52), with three (3) documented quotes received. Cluffs provided the lowest quote at \$45,585.45, compared with BK Flooring at \$45,775.00 and Spectrum at \$52,900.00. The project is funded through the Capital Fund, with work scheduled for August 2026. No cooperative or consortium contract was used.
- 12.** Quote Request Summary: **Student Support Services (SSS) – Safety Care Training**, Student Support Services is requesting QBS Safety Care Training for LEARN staff to support student and staff safety. QBS trains LEARN staff as certified trainers, who then provide training to non-certified staff. Pricing was based on current QBS training costs shown on the vendor’s website, with the request reflecting current trainer needs and estimated non-certified staff training requirements. Funding is through Student Support Services, and no cooperative, consortium, or contract pricing applies.
- 13.** Quote Request Summary: **Office of Teaching & Learning (OTL) – Savvas Online Textbook Renewal**, The Office of Teaching & Learning is requesting renewal of student access to Savvas Learning Company’s online mathematics textbook, which is the foundation of the adopted curriculum at Regional Multicultural Magnet School (RMMS). Per LEARN Policy 3323, textbooks are exempt from competitive quotation requirements, and Savvas is the sole-source provider of its proprietary curriculum materials and online resources. A separate \$216 quote was obtained for The Friendship School (TFS) as RMMS Grade 1 teachers transition to TFS for the 2026-2027 school year. Funding is provided through RMMS and TFS budget accounts.
- 14.** Quote Request Summary: **Human Resources – Indeed Recruitment Platform**, Human Resources reviewed three widely recognized recruitment platforms – Indeed, LinkedIn, and ZipRecruiter. LEARN conducted a trial with LinkedIn but did not achieve the desired results; ZipRecruiter was not trialed due to higher pricing. Following a six-month trial, Indeed demonstrated strong results in generating qualified candidates and supporting successful hires, and HR is requesting continued use based on its reach, ease of use, and effectiveness in supporting LEARN’s recruitment needs. Funding will come from the Human Resources budget. No contract, cooperative, or consortium pricing was identified.

15. Adjournment

Motion to adjourn at 9:32 a.m.

- **Presented by Jennifer Favalora**
- **Second by Robert Mitchell**
- **Motion Passed, unanimously**

Respectfully submitted by: Jamella A. A. Etienne