



LEARN BOARD OF DIRECTORS MEETING

Thursday, September 10, 2026

44 Hatchetts Hill Road, Old Lyme, CT 06371 | 9:00 AM

Hybrid Meeting: [TEAMS LINK](#) (Meeting ID: 260 036 043 408 74 Passcode: Mr7j3AM6)

*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. **As a reminder, all visitors to LEARN buildings are required to present a valid photo ID upon arrival. Please be sure to bring your photo ID with you when visiting our facilities.***

AGENDA

- 1 CALL TO ORDER: PLEDGE OF ALLEGIANCE
- 2 AUDIENCE AND GUESTS: INTRODUCTIONS
- 3 PUBLIC COMMENT
- 4 READING AND/OR REVIEW OF CORRESPONDENCE
 - 4.1 Receipt of the independent audit engagement letter confirming the engagement to audit the financial statements of LEARN's governmental activities, each major fund, and the aggregate remaining fund information for the fiscal year ending June 30, 2026.
 - 4.2 LEARN - Educator and Leader Evaluation and Support Plan 2026-2027 Checklist Submission.
- 5 SUPERINTENDENT'S PERSPECTIVE – Dr. Ryan Donlon, LEARN Associate Executive Director, to present on the 2026-2027 SY opening of LEARN Magnet Schools.
- 6 CONSENT AGENDA
 - 6.1 Approval of the DRAFT Minutes, Regular Business Meeting of June 11, 2026

6.2 Approval of Budget Summary as of August 31, 2026

6.3 Approval of Grant Applications: None

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

7.3.1 Special Business Meeting of July 24, 2026

7.3.2 Regular Business Meeting of August 28, 2026

7.4 LEARN Building Committee Meeting Minutes

7.4.1 Regular Business Meeting of June 26, 2026

7.4.2 Supplemental Business Meeting of July 9, 2026

7.4.3 Regular Business Meeting of July 24, 2026

7.4.4 Supplemental Business Meeting of August 13, 2026

7.4.5 Regular Business Meeting of August 28, 2026

7.5 Legislative Updates

7.6 LEARN Agency Updates

8 OLD BUSINESS

9 NEW BUSINESS

9.1 Recognition of LEARN's 2026 Teacher and Para Educator of the Year

9.2 Community-based Organizations Report

9.3 Workforce Development Report

9.4 Staff Attrition Report

10 EDUCATIONAL PERSPECTIVE

11 ROUNDTABLE DISCUSSION

12 FUTURE ROUNDTABLE TOPICS

13 ADJOURNMENT



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AGENDA **NOTES**

1 CALL TO ORDER: PLEDGE OF ALLEGIANCE

2 AUDIENCE AND GUESTS: INTRODUCTIONS

3 PUBLIC COMMENT

**Request Motion to move agenda item 9.1 Recognition of LEARN's 2026 Teacher and Para Educator of the Year to precede regular business meeting agenda items.*

Motion to move agenda item 9.1 Teacher and Para Educator of the Year to precede agenda item 4

4 READING AND/OR REVIEW OF CORRESPONDENCE

4.1 Receipt of the independent audit engagement letter confirming the engagement to audit the financial statements of LEARN's governmental activities, each major fund, and the aggregate remaining fund information for the fiscal year ending June 30, 2026.

4.2 LEARN - Educator and Leader Evaluation and Support Plan 2026-2027 Checklist Submission.

5 SUPERINTENDENT'S PERSPECTIVE – Dr. Ryan Donlon, LEARN Associate Executive Director, to present on the 2026-2027 SY opening of LEARN Magnet Schools.

6 CONSENT AGENDA

- 6.1 Approval of the DRAFT Minutes, Regular Business Meeting of June 11, 2026
- 6.2 Approval of Budget Summary as of August 31, 2026
- 6.3 Approval of Grant Applications: None

Motion to approve the Consent Agenda as presented.

7 INFORMATION FROM THE EXECUTIVE DIRECTOR

- 7.1 Hiring (resignations and new hires, including trend reports)
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- 9.1 Recognition of LEARN's 2026 Teacher and Para Educator of the Year

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Motion to adjourn meeting.



CliftonLarsonAllen LLP
29 South Main Street, 4th Floor
West Hartford, CT 06107

phone 860-561-4000 fax 860-521-9241
claconnect.com

July 24, 2026

Board of Directors
LEARN
Old Lyme, Connecticut

We are engaged to audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the LEARN as of and for the year ended June 30, 2026. Professional standards require that we communicate to you the following information related to our audit. We will contact you to schedule a meeting to discuss this information since a two-way dialogue can provide valuable information for the audit process.

Our responsibility under Auditing Standards Generally Accepted in the United States of America, Government Auditing Standards, and Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and the Connecticut State Single Audit Act

Financial statements, internal control, and compliance

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS); the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance); and the Connecticut State Single Audit Act (State Single Audit). Those standards require us to be independent of the entity and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. Those standards also require that we exercise professional judgment and maintain professional skepticism throughout the planning and performance of the audit. As part of our audit, we will:

- Identify and assess the risks of material misstatement of the financial statements and material noncompliance, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement or a material noncompliance resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we identify during the audit that are required to be communicated under U.S. GAAS and *Government Auditing Standards*.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the

financial statements, including the amounts and disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.
- Form and express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America.
- Plan and perform the audit to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.
- Perform, as part of obtaining reasonable assurance about whether the financial statements as a whole are free from material misstatement, tests of the entity's compliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. However, the objective of our tests is not to provide an opinion on compliance with such provisions and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.
- Provide a report (which does not include an opinion) on internal control over financial reporting and on compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements, as required by *Government Auditing Standards*.
- Obtain an understanding of internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over compliance. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control over compliance that we identify during the audit that are required to be communicated.
- Plan and perform the audit to obtain reasonable assurance about whether material noncompliance with the applicable compliance requirements occurred. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with U.S. GAAS, *Government Auditing Standards*, the Uniform Guidance and the State Single Audit Act will always detect material noncompliance when it exists. Material noncompliance can arise from fraud or error and is considered material if there

is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report.

- Perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with the direct and material compliance requirements applicable to each major federal or state award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance and the State Single Audit.
- Consider internal control over compliance with requirements that could have a direct and material effect on a major federal or state program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance and the State Single Audit.
- Perform tests of transactions and other applicable procedures described in the “OMB Compliance Supplement” and the “Compliance Supplement to the State Single Audit” for the types of compliance requirements that could have a direct and material effect on each of the entity’s major programs. The purpose of these procedures will be to express an opinion on the entity’s compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance and the State Single Audit. While our audit will provide a reasonable basis for our opinion, it will not provide a legal determination on the entity’s compliance with those requirements.
- Provide a report on internal control over compliance related to major programs and express an opinion (or disclaimer of opinion) on compliance with federal and state statutes, regulations, and the terms and conditions of federal or state awards that could have a direct and material effect on each major program in accordance with the Uniform Guidance and the State Single Audit.
- Communicate significant matters related to the financial statement audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.
- Communicate matters required by law, regulation, agreement, or other external requirements.
- Communicate circumstances that affect the form and content of the auditors’ report.

Our audit of the financial statements does not relieve you or management of your responsibilities.

Supplementary information in relation to the financial statements as a whole

Our responsibility for the schedule of expenditures of federal awards (SEFA) and the Schedule of Expenditures of State Financial Assistance (SESFA) accompanying the financial statements, as described

by professional standards, is to evaluate the presentation of the SEFA and the SESFA in relation to the financial statements as a whole and to report on whether the SEFA and the SESFA are fairly stated, in all material respects, in relation to the financial statements as a whole. We will make certain inquiries of management and evaluate the form, content, and methods of preparing the SEFA and the SESFA to determine whether the SEFA and the SESFA complies with the requirements of the Uniform Guidance and the State Single Audit, respectively, the method of preparing the schedules has not changed from the prior period, and the SEFA and the SESFA is appropriate and complete in relation to our audit of the financial statements. We will compare and reconcile the SEFA and the SESFA to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Because we were not engaged to report on the supplementary information accompanying the financial statements, we have no responsibility for the supplementary information accompanying the financial statements. Such information is the responsibility of management, is prepared for purposes of additional analysis, and is not a required part of the financial statements. Such information will not be subjected to the auditing procedures applied in the audit of the financial statements, and, accordingly, we will not express an opinion or provide any assurance on it.

Required supplementary information

With respect to the required supplementary information (RSI) accompanying the financial statements, we will make certain inquiries of management about the methods of preparing the RSI, including whether the RSI has been measured and presented in accordance with prescribed guidelines, whether the methods of measurement and preparation have been changed from the prior period and the reasons for any such changes, and whether there were any significant assumptions or interpretations underlying the measurement or presentation of the RSI. We will compare the RSI for consistency with management's responses to the foregoing inquiries, the basic financial statements, and other knowledge obtained during the audit of the basic financial statements. Because these limited procedures do not provide sufficient evidence, we will not express an opinion or provide any assurance on the RSI.

Use of financial statements

Our auditors' opinions, the audited financial statements, and the notes to financial statements should only be used in their entirety. Inclusion of the audited financial statements in a document you prepare, such as an annual report, should be done only with our prior approval and review of the document. You are responsible to provide us the opportunity to review such documents before issuance.

Planned scope and timing of the audit

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit of the financial statements will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our

significant findings at the conclusion of the audit. However, some matters may be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

Although our audit planning has not been concluded and modifications may be made, we have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Management Override of Controls
- Prior Year Material Weakness Over Financial Reporting

As a result of unexpected events, changes in conditions, or the audit evidence obtained from the results of audit procedures performed, we may need to modify the overall audit strategy and audit plan and, thereby, the resulting planned nature, timing, and extent of further audit procedures, based on the revised consideration of assessed risks.

We expect to begin our audit on approximately October 12, 2026 and issue our report on approximately December 31, 2026.

Other planning matters

Recognizing the importance of two-way communication, we encourage you to provide us with information you consider relevant to the audit. This may include, but is not limited to, the following items:

- Your views about the following matters:
 - The appropriate person(s) in the entity's governance structure with whom we should communicate.
 - The allocation of responsibilities between those charged with governance and management.
 - The entity's objectives and strategies and the related business risks that may result in material misstatements.
 - Matters you believe warrant particular attention during the audit and any areas for which you request additional procedures to be undertaken.
 - Significant communications between the entity and regulators.
 - Other matters you believe are relevant to the audit of the financial statements.
- The attitudes, awareness, and actions of those charged with governance concerning (a) the entity's internal control and its importance in the entity, including how those charged with

governance oversee the effectiveness of internal control, and (b) the detection or the possibility of fraud.

- The actions of those charged with governance in response to developments in law, accounting standards, corporate governance practices, and other related matters, and the effects of such developments on, for example, the overall presentation, structure, and content of the financial statements, including the following:
 - The relevance, reliability, comparability, and understandability of the information presented in the financial statements.
 - Whether all required information has been included in the financial statements, and whether such information has been appropriately classified, aggregated or disaggregated, and presented.
- The actions of those charged with governance in response to previous communications with the auditor.
- Your understanding of the risks of fraud and the controls in place to prevent and detect fraud, including your views on the following matters:
 - The “tone at the top” conveyed by management.
 - The risk that the entity’s financial statements, schedule of expenditures of federal awards or schedule of expenditures of state financial assistance might be materially misstated due to fraud.
 - Programs and controls that the entity has established to mitigate identified fraud risks or that otherwise help to prevent, deter, and detect fraud.
 - How and how often you review the entity’s policies on fraud prevention and detection.
 - If a fraud hotline is in place, how it is monitored and how you are notified of allegations or concerns.
 - How you exercise oversight of management’s processes for identifying and responding to the risks of fraud and the programs and controls management has established to mitigate those risks.
 - The risks of fraud at the entity, including any specific fraud risks the entity has identified or account balances, classes of transactions, or disclosures for which a risk of fraud may be likely to exist.
 - Examples of fraud-related discussions management has had with you.
 - Any actual or suspected fraud affecting the entity or its federal or state award programs that you are aware of, including measures taken to address the fraud.

- Any allegations of fraud or suspected fraud (e.g., received in communications from employees, former employees, grantors, regulators, or others) that you are aware of.
- Any knowledge of possible or actual policy violations or abuses of broad programs and controls occurring during the period being audited or the subsequent period.
- Any accounting policies or procedures applied to smooth earnings, meet debt covenants, minimize taxes, or achieve budget, bonus, or other financial targets that you are aware of; and whether you are aware of any accounting policies that you consider aggressive.
- How you oversee the entity's (1) compliance with laws, regulations, and provisions of contracts and grant agreements, (2) policies relative to the prevention of noncompliance and illegal acts, and (3) use of directives (for example, a code of ethics) and periodic representations obtained from management-level employees about compliance with laws, regulations, and provisions of contracts and grant agreements.
- Whether you are aware of any noncompliance with laws, regulations, contracts, and grant agreements, including measures taken to address the noncompliance.
- If the entity uses a service organization, your knowledge of any fraud, noncompliance, or uncorrected misstatements affecting the entity's financial statements or federal or state award programs reported by the service organization or otherwise known to you.

* * *

This communication is intended solely for the information and use of the Board of Directors and management of LEARN and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,

CliftonLarsonAllen LLP

Leslie Ann Zoll

Leslie Zoll, CPA
Principal
860-570-6376
Leslie.Zoll@CLAconnect.com



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



4.2

TO: Kate Ericson, Executive Director
LEARN

FROM: Dr. Shuana K. Tucker *Shuana K. Tucker*
Chief Talent Officer

DATE: August 19, 2026

SUBJECT: Educator Evaluation and Support Plan Amendment Approval

Thank you for submitting an amendment request for LEARN's Educator Evaluation and Support Plan.

This letter serves as the Connecticut State Department of Education's (CSDE) approval of an amendment to your district's Educator Evaluation and Support plan to be implemented starting in the 2026-27 school year. Please note that upon receiving CSDE approval, state statute requires the amended plan be adopted by your local or regional board of education prior to implementation.

Thank you for your diligent efforts in working toward the shared goal of continuous support and development of educators in order to improve outcomes for all students.

SKT:smf

cc: Dr. Jade Gopie, Bureau Chief, Talent Office
Sharon M. S. Fuller, Talent Office Consultant
Dr. Jessica G. Ocasio, Talent Office Consultant



Board of Directors Regular Business **MEETING DRAFT MINUTES**

Meeting Date: June 11, 2026

Draft Posted: June 15, 2026

Present: Eric Bauman, East Lyme; Dale Bernardoni, Chester (Grades K-6); Galen Cawley, Madison; Katherine Ericson, LEARN; Jennifer Favalora, Haddam & Killingworth (Region 17); Katie Gauthier, Stonington (Teams); Marijke Kehrhahn, Old Saybrook; Robert Mitchell, Montville; and Laurie Wolfley, Waterford

Not Attending and Not Represented: Scott Brown, Lyme - Old Lyme (Region 18); Thomas Danehy, Clinton; Elizabeth Fernandes, Westbrook; Scott Garbini, New London; A. Terri Garrity, East Haddam; Mary Harris, Ledyard; Nancy Johnston, Essex (Grades K-6); Gregory Perry, Norwich; Chet Stefanowicz, North Stonington; Beverly Washington, Groton; Vacant, Chester, Deep River, Essex/Region (Region 4, Grades 7-12); Vacant, Deep River (Grades K-6); Vacant, East Hampton; Vacant, Guilford; Vacant, Preston; and Vacant, Salem

Guests: Michael Belden, LEARN Chief Financial & Operations Officer; Kristin Gemaly, Regional Multicultural Magnet School (RMMS) Literacy Instructional Coordinator & LEARN LEA President (Teams); Joanne Lund, LEARN Assistant Director of Business; and Elizabeth McCaffery, LEARN Director of Human Resources

Meeting began at 9:07 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:** None
- 5. Superintendents' Perspective:** New Early LEARNing Magnet School Project – Viewing of Aerial Drone Footage (Provided by Gilbane).
- 6. Consent Agenda:**
 - 6.1 Approval of the DRAFT Minutes, Regular Business Meeting—May 14, 2026
 - 6.2 Approval of Budget Summary as of May 31, 2026
 - 6.3 Approval of Grant Applications—None

Motion to approve the current Consent Agenda as presented.

- **Presented by Marijke Kehrhahn**
- **Second Dale Bernardoni**
- **Motion passed unanimously with 8 votes in favor and 0 votes against**



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—May 22, 2026
- 7.4 LEARN Building Committee Meeting Minutes—May 22, 2026
- 7.5 Legislative Updates
- 7.6 LEARN Agency Updates

Executive Director Ericson updated the board on the final stages of response to the 2025 ransomware attack. LEARN fulfilled all required legal and regulatory obligations and the formal breach response process is now closed.

8. Old Business:

- 8.1 Approval of the proposed 2026-2027 Slate of Officers for LEARN Board of Directors

(Open the floor for additional nominations)

Motion to approve the proposed 2026-2027 Slate of Officers as follows: Robert Mitchell as Chair; Dale Bernardoni as Vice Chair; Jennifer Favalora as Treasurer [Fiscal Officer]; and Beverly Washington as Secretary.

- **Presented by Laurie Wolfley**
- **Second Galen Cawley**
- **Motion passed unanimously with 8 votes in favor and 0 votes against**

- 8.2 Approval of 2026-2027 Proposed LEARN Budget

Motion to approve the proposed LEARN Budget for the 2026-2027 fiscal year.

- **Presented by Marijke Kehrhahn**
- **Second Dale Bernardoni**
- **Motion passed unanimously with 8 votes in favor and 0 votes against**

9. New Business:

- 9.1 Approval of LEARN Magnet Schools and Programs for partial Participation in the Community Eligibility Provision (CEP) for the 2026-2027 School Year: The Friendship School (TFS), Regional Multicultural Magnet School (RMMS), Ocean Avenue LEARNing Academy (OALA), and the LEARN Transition Academy (LTA)

Motion to approve partial participation of The Friendship School, Regional Multicultural Magnet School, Ocean Avenue LEARNing Academy, and the LEARN Transition Academy in the Community Eligibility Provision (CEP) for the 2026-2027 School Year as presented.

- **Presented by Galen Cawley**
- **Second Eric Bauman**
- **Motion passed unanimously with 8 votes in favor and 0 votes against**

- 9.2 Evaluation of the Executive Director (**Executive Session***)

Motion to enter into Executive Session pursuant to [Policy #2400](#) and related [Regulation](#), regarding “Evaluation of Administrators and Administration,” for the purpose of discussing the Executive Director’s evaluation.

Motion to enter into Executive Session by Marijke Kehrhahn, second by Laurie Wolfley

Entered Executive Session at 9:25 a.m.

Adjourned Executive Session at 9:54 a.m.

- 9.3 Executive Director Salary & Benefits

Motion to approve the Executive Director’s Salary & Benefits as follows: 4.00% increase and extend one year to the current 3-year contract

- **Presented by Robert Mitchell**
- **Second Dale Bernardoni**
- **Motion passed unanimously with 8 votes in favor and 0 votes against**

- 9.4 Formation of the Teacher Negotiations Committee

Teacher Negotiations Committee Members: Robert Mitchell, Jennifer Favalora, Eric Bauman, Beverly Washington, Laurie Wolfely, and Katie Gauthier

9.5 Formation of the Administrators Negotiations Committee

Administrator Negotiations Committee Members: Robert Mitchell, Beverly Washington, Laurie Wolfley, Galen Cawley, and Katie Gauthier

10. Educational Perspective: None

11. Roundtable Discussion: Regionalized Student Skill Programs, Student cell phones, AI, and Budget

12. Future Roundtable Topics: Youth Gambling

13. Adjournment:

Motion to adjourn at 10:19 a.m.

- Presented by Marijke Kehrhahn
- Second Dale Bernardoni
- Motion passed unanimously with 7 votes in favor and 0 votes against

Respectfully submitted by:
Jamella A. A. Etienne

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

Meeting ID: 210 589 073 843 9
Passcode: Bj9HA7uJ

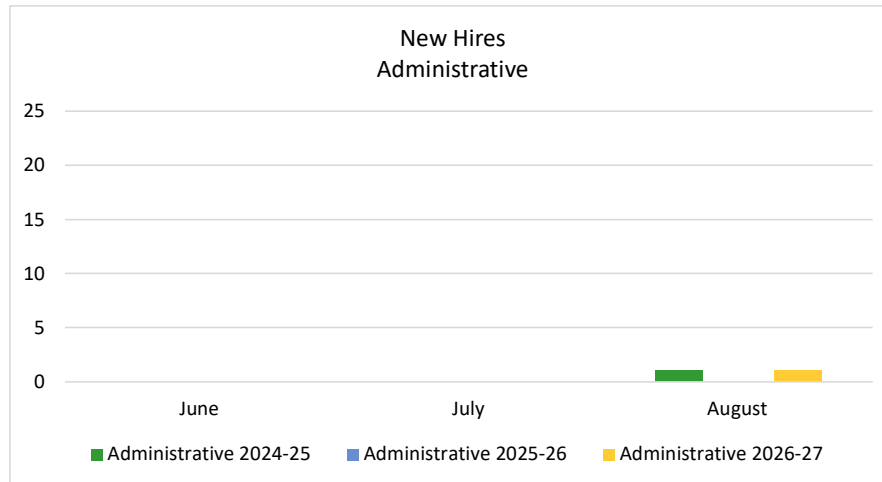
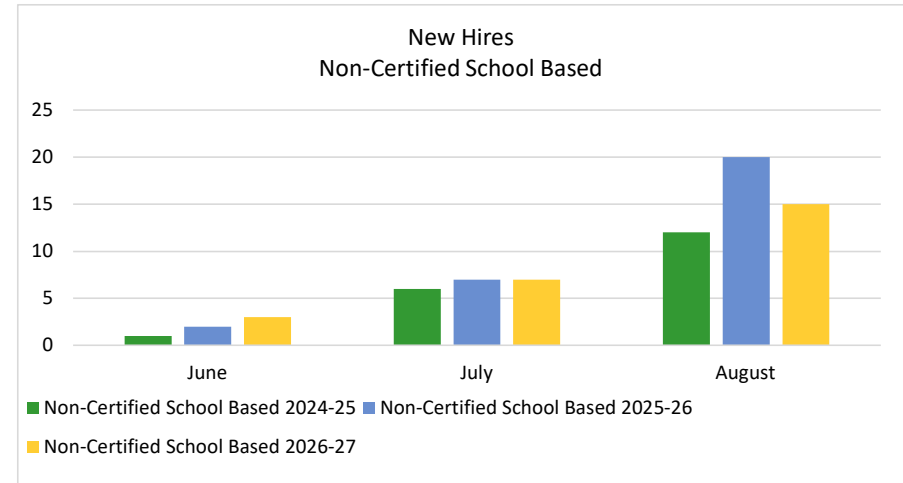
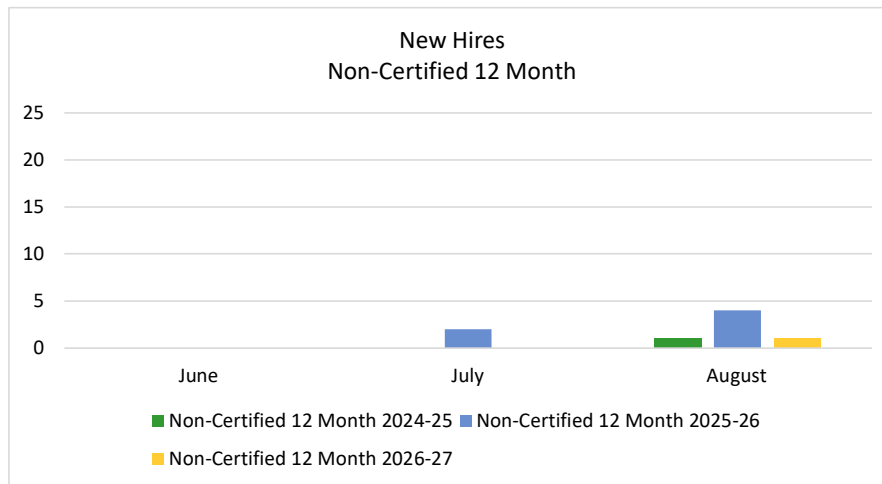
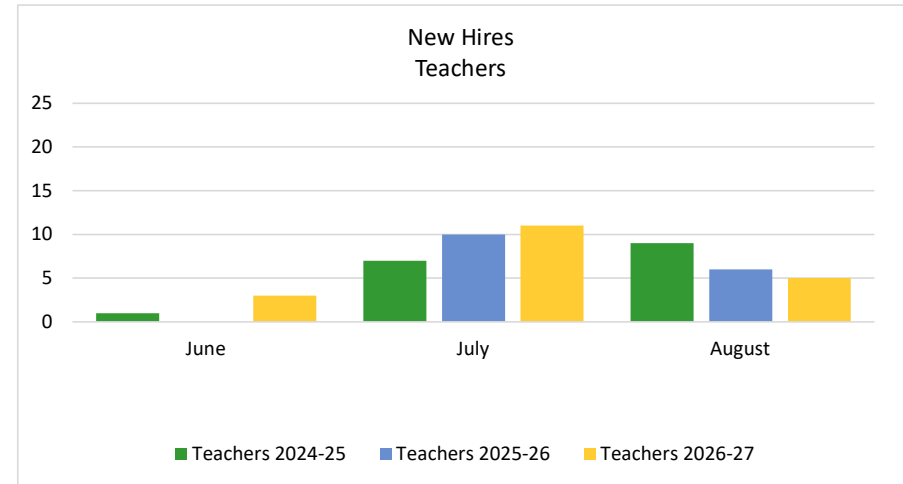


Notes

Variances: Revenues & Expenditures



New Hires Trend Report June - August 2026

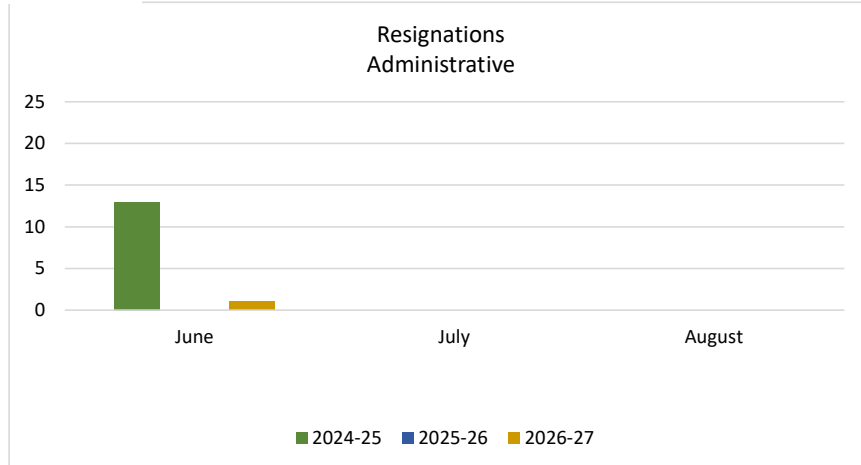
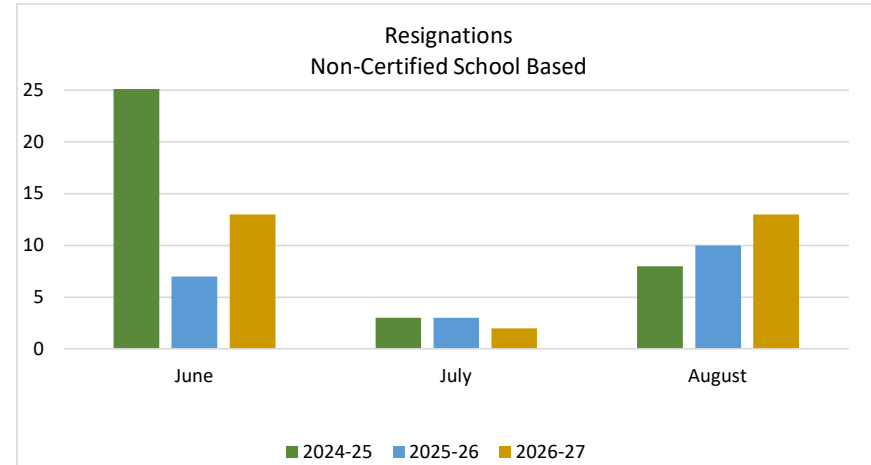
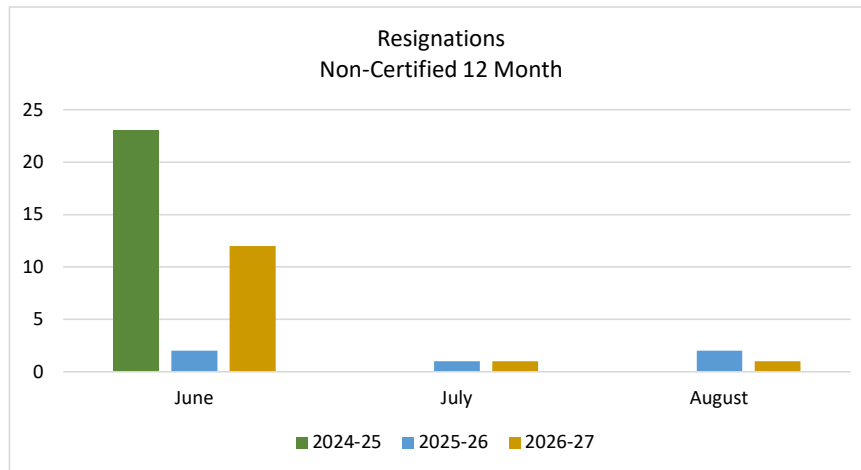
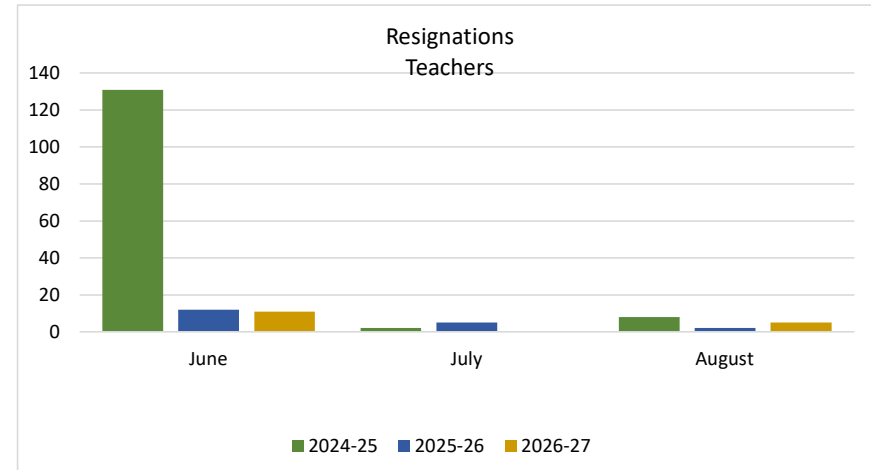


LAST NAME	FIRST NAME	POSITION	DEPT	DATE	PAY	RATE	COMMENTS
ALLEN	PATRICIA	INTERVENTION SPECIALIST	SSS	08/26/2026	HOURLY	\$22.09	REPLACEMENT
ALVARADO	DELIA	TEACHER	TFS	07/01/2026	SALARY	\$62,997.00	REPLACEMENT
AUBREY	REBECCA	MAGNET THEME COACH - MSAP	RMMS	07/01/2026	SALARY	\$106,052.73	NEW POSITION
BANKS	DESIREE	LPN	SSS	08/20/2026	SALARY	\$50,220.00	REPLACEMENT
BARRON	GEORDIE	TEACHER	SSS	08/13/2026	SALARY	\$50,523.00	REPLACEMENT
BENSON	JOHN	REGISTERED BEHAVIOR TECHNICIAN	SSS	07/01/2026	HOURLY	\$29.14	ESY ONLY
BERTRAND	LEOPOLDINE	INTERVENTION SPECIALIST	SSS	06/29/2026	HOURLY	\$21.19	REPLACEMENT
BIRKBECK	MERCEDES	TEACHER	SSS	08/20/2026	SALARY	\$49,292.00	REPLACEMENT
CAO	XIAOXIAO	TEACHER	MSMHS	07/15/2026	SALARY	\$59,181.00	REPLACEMENT
CONOVER II	STANTON	TEACHER	TFS	08/19/2026	SALARY	\$65,982.00	REPLACEMENT
CORADO	GABRIELLA	TEACHER	RMMS	07/01/2026	SALARY	\$59,181.00	REPLACEMENT
CUMMINGS	LAUREL	REGISTERED BEHAVIOR TECHNICIAN	SSS	06/29/2026	HOURLY	\$22.41	REPLACEMENT
DEROSA	JILL	TEACHER	MSMHS	07/24/2026	SALARY	\$77,196.72	REPLACEMENT
DOTSON	KATELYNN	TEACHER	RMMS	07/21/2026	SALARY	\$71,144.00	REPLACEMENT
DUBOIS	DEVEN	REGISTERED NURSE	SSS	08/20/2026	SALARY	\$68,400.00	REPLACEMENT
DUVAL	MATTHEW	TEACHER	RMMS	07/28/2026	SALARY	\$50,523.00	REPLACEMENT
EATON	ANNA	CERTIFIED OCCUPATIONAL THERAPY ASSISTANT	SSS	08/20/2026	HOURLY	\$36.05	REPLACEMENT
ELLIS	ANDREW	INTERVENTION SPECIALIST	SSS	08/27/2026	HOURLY	\$22.09	REPLACEMENT
FARQUHAR	AILISH	ASSOCIATE INSTRUCTOR	TFS	08/24/2026	HOURLY	\$20.42	REPLACEMENT
FLAHERTY	AMANDA	TEACHER	SSS	07/01/2026	HOURLY	\$45.00	ESY ONLY
GARCIA VAZQUEZ	ADRIANA	ECE TEACHER	CCELC	07/06/2026	HOURLY	\$20.77	REPLACEMENT
GARDNER	OLIVIA	TEACHER	RMMS	07/01/2026	SALARY	\$52,808.00	REPLACEMENT
GOODWIN	EMMA	ECE SUPPORT STAFF	CCELC	08/09/2026	HOURLY	\$19.20	REPLACEMENT
GORDON	CHRISTY	TEACHER	TFS	07/16/2026	SALARY	\$63,148.00	REPLACEMENT
GUYTON	DEVANSHAY	SPEECH/LANGUAGE PATHOLOGY ASSISTANT	SSS	08/31/2026	HOURLY	\$31.50	REPLACEMENT
HOLT	KIERRA	INTERVENTION SPECIALIST	SSS	07/01/2026	HOURLY	\$20.99	REPLACEMENT
HYDE	JULIA	REGISTERED BEHAVIOR TECHNICIAN	SSS	08/24/2026	HOURLY	\$23.31	REPLACEMENT
JARRETT	HAYLEY	SPEECH/LANGUAGE PATHOLOGY ASSISTANT	SSS	08/20/2026	HOURLY	\$33.07	NEW POSITION
KENYON	MARGARET	SPEECH/LANGUAGE PATHOLOGIST	SSS	07/01/2026	SALARY	\$54,066.00	REPLACEMENT
LOSIER	COURTNEY	TEACHER	MSMHS	06/10/2026	SALARY	\$54,066.00	REPLACEMENT
MCANALLY	DONNA	ASSOCIATE INSTRUCTOR	TFS	08/24/2026	HOURLY	\$21.24	REPLACEMENT
MOORE	JACQUELYN	MEDICAL ASSISTANT SPECIALIST	SSS	07/22/2026	HOURLY	\$22.93	REPLACEMENT
MORRIS	GABE	TEACHER	SSS	08/13/2026	SALARY	\$49,292.00	REPLACEMENT
PENNELLA	EMMA	SCHOOL SOCIAL WORKER	SSS	07/01/2026	SALARY	\$58,418.00	NEW POSITION

LAST NAME	FIRST NAME	POSITION	DEPT	DATE	PAY	RATE	COMMENTS
PERNAL	AMANDA	REGISTERED BEHAVIOR TECHNICIAN	SSS	06/29/2026	HOURLY	\$27.75	REPLACEMENT
PERNEREWSKI	AMANDA	SPEECH/LANGUAGE PATHOLOGIST	SSS	07/01/2026	SALARY	\$58,418.00	NEW POSITION
REED	ELIZABETH	INTERVENTION SPECIALIST	SSS	08/24/2026	HOURLY	\$18.88	REPLACEMENT
RHEAUME	MYA	TEACHER	TFS	06/04/2026	SALARY	\$52,808.00	REPLACEMENT
ROWLAND	AMELIA	PHYSICAL THERAPIST	SSS	08/20/2026	SALARY	\$50,176.00	REPLACEMENT
RUSSELL	GRETA	BCBA	SSS	08/20/2026	SALARY	\$92,730.00	REPLACEMENT
SCHERER	COURTNEY	TEACHER	SSS	06/25/2026	SALARY	\$57,883.00	REPLACEMENT
SULLIVAN	MOLLY	SPECIAL EDUCATION SUPERVISOR	SSS	08/05/2026	SALARY	\$110,813.00	REPLACEMENT
TUCKER	EMILY	SUBSTITUTE TEACHER	MSMHS	08/27/2026	PER DIEM	\$150.00	REPLACEMENT
VIDAL VENTURA	RANDY	INTERVENTION SPECIALIST	SSS	07/01/2026	HOURLY	\$22.25	ESY ONLY
WALSH	MEGAN	REGISTERED BEHAVIOR TECHNICIAN	SSS	08/31/2026	HOURLY	\$28.30	REPLACEMENT
WILSON	REBECCA	ELIP / SPED COORDINATOR	SSS	08/20/2026	SALARY	\$104,509.49	NEW POSITION



Resignation Trend Report June - August 2026



JUNE - AUGUST 2026

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>JOB TITLE</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>	<u>COMMENTS</u>
ACAMPORA	ISABEL	SPEECH/LANGUAGE PATHOLOGIST	SSS	06/30/2026	RESIGNED - RELOCATION
ACOSTA	VICKI	CERTIFIED OCCUPATIONAL THERAPY ASSISTANT	SSS	06/30/2026	RESIGNED - RELOCATION
AFFAINIE	NANA EKUA	SPEECH/LANG PATHOLOGY ASSISTANT	SSS	08/05/2026	RESIGNED
APPOLON	PETERSON	INTERVENTION SPECIALIST	SSS	08/05/2026	RESIGNED
BENITEZ	GISSELLE	ASSOCIATE INSTRUCTOR	TFS	06/30/2026	RESIGNED
BENSON	JOHN	REGISTERED BEHV TECHNICIAN	SSS	08/05/2026	HIRED FOR ESY
BOYER	DARCY	INTERVENTION SPECIALIST	SSS	08/07/2026	RESIGNED - NEW POSITION
BOYLE	AMY	ASSOCIATE INSTRUCTOR	TFS	06/30/2026	RESIGNED
BROWN	RACHEL	ACCOUNTING COORDINATOR	BUS	07/02/2026	RESIGNED - NEW POSITION
BRUMET	BARBARA	PHYSICAL THERAPIST	SSS	06/11/2026	RESIGNED
CARNEY	ABBIGAIL	SPEECH/LANG PATHOLOGY ASSISTANT	SSS	07/22/2026	RESIGNED
CAYANGYANG	NOAH	TEACHER	MSMHS	06/30/2026	RESIGNED - NEW POSITION
COUGHLIN	MARY	REGISTERED NURSE	SSS	06/30/2026	RETIREMENT
CRUZ	SELENA	ASSOCIATE INSTRUCTOR	TFS	06/23/2026	RESIGNED
DIPASQUALE	JENNIFER	CERT OCCUPATIONAL THERAPY ASSISTANT	SSS	06/30/2026	RESIGNED
ESPOSITO	KRISTINA	TEACHER	RMMS	08/04/2026	RESIGNED
FALL	KAYLA	TEACHER	TFS	08/05/2026	RESIGNED - NEW POSITION
FAUNTLEROY	ROBERTA	ACCOUNT PAYABLE ASSOCIATE	BUS	06/30/2026	POSITION ELIMINATED
IORE	EMILY	INTERVENTION SPECIALIST	SSS	06/18/2026	RESIGNED
FLAHERTY	AMANDA	TEACHER	SSS	08/05/2026	HIRED FOR ESY
GALINDO CAMARGO	PAULA	ASSOCIATE INSTRUCTOR	TFS	06/30/2026	RESIGNED
GARCIA VAZQUEZ	ADRIANA	ECE TEACHER	CCELC	08/28/2026	RESIGNED - NEW POSITION
GONZALEZ	ELIZABETH	L / T SUB TEACHER	SSS	06/22/2026	TEMPORARY POSITION
GOODWIN	EMMA	ECE SUPPORT STAFF	CCELC	06/05/2026	RESIGNED - NEW POSITION
GRILLS	LYNN	TEACHER	MSMHS	06/30/2026	RETIREMENT
HERNANDEZ	ELDA	L / T SUB TEACHER	SSS	06/30/2026	TEMPORARY POSITION
HIBSON	ROBERT	TEACHER	MSMHS	06/30/2026	RETIREMENT
HOLLEY	PAMELA	TEACHER	TFS	06/30/2026	NON-RENEWED
HORTON	ALLISON	HUMAN RESOURCES GENERALIST	HR	06/30/2026	POSITION ELIMINATED
IVERSON	RACHAEL	SPEECH/LANG PATHOLOGY ASSISTANT	SSS	08/07/2026	RESIGNED
KENTNER	AUDREY	TEACHER	SSS	08/03/2026	RESIGNED
KNUDSEN	MICHELE	SPEECH/LANGUAGE PATHOLOGIST	SSS	06/30/2026	RETIREMENT
LAROSE	REBECCA	REGISTERED BEHAVIOR TECHNICIAN	SSS	08/12/2026	RESIGNED
LEE	REBECCA	INTERVENTION SPECIALIST	SSS	08/21/2026	RESIGNED - NEW POSITION
LITTLEFIELD	ALBERT	INTERVENTION SPECIALIST	SSS	08/23/2026	RESIGNED - NEW POSITION
MANN	AMANDA	TEACHER	MSMHS	06/30/2026	RESIGNED - RELOCATION
MAY	FABIAN	INTERVENTION SPECIALIST	SSS	08/18/2026	RESIGNED - BACK TO SCHOOL

JUNE - AUGUST 2026

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>JOB TITLE</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>	<u>COMMENTS</u>
MCDOWELL	ETHAN	INTERVENTION SPECIALIST	SSS	06/30/2026	RESIGNED - NEW POSITION
OSODIPE	GRETCHEN	EDUCATIONAL CONSULTANT	OTL	06/26/2026	RESIGNED
OUTLER	MALIQ	REGISTERED BEHAVIOR TECHNICIAN	SSS	06/30/2026	RESIGNED
PAGAN ACEVEDO	MARIA	MEDICAL ASSISTANT SPECIALIST	SSS	06/29/2026	RESIGNED
PAGAN RIVERA	ANGELIKA	INTERVENTION SPECIALIST	SSS	06/30/2026	RESIGNED
PATEL	JANKI	SPECIAL ED/SYSTEMS MANAGER	SSS	06/30/2026	RESIGNED
PLUNGIS	ELISABETH	INTERVENTION SPECIALIST	SSS	06/03/2026	RESIGNED
POPOOLA	KAYODE	INTERVENTION SPECIALIST	SSS	07/30/2026	RESIGNED
REID	JULIA	TEACHER	SSS	06/30/2026	RESIGNED
RODRIGUEZ	EDDIE	TECHNOLOGY SPECIALIST	IT	08/03/2026	RESIGNED
RYAN	SAMANTHA	TEACHER	SSS	08/06/2026	RESIGNED - NEW POSITION
SCHENK-BELISLE	JULIA	TEACHER	TFS	06/05/2026	RESIGNED
SHAW	CHELSEA	SPECIAL EDUCATION SUPERVISOR	SSS	06/30/2026	RESIGNED
SLOANE	ALEXANDRA	BCBA	SSS	06/18/2026	RESIGNED - NEW POSITION
SMITH	EARL	TEACHER	SSS	06/30/2026	RESIGNED - NEW POSITION
SWANSON	KARLI	TEACHER	TFS	06/30/2026	NON-RENEWED
THOMAS	LANIYA	INTERVENTION SPECIALIST	SSS	08/21/2026	RESIGNED
TOBEY	YVONNE	SECRETARY	ADMIN	06/30/2026	POSITION ELIMINATED
VARELA	JENISSA	INTERVENTION SPECIALIST	SSS	08/05/2026	RESIGNED
VEZINA	NICOLE	INTERVENTION SPECIALIST	SSS	06/05/2026	RESIGNED
VIDAL VENTURA	RANDY	INTERVENTION SPECIALIST	SSS	08/05/2026	HIRED FOR ESY
WILSON	ASHLEY	SPEECH/LANGUAGE PATHOLOGIST	SSS	06/30/2026	RESIGNED
<u>LOCATION KEY</u>					
ADMIN - ADMINISTRATIVE SERVICES					
BUS - BUSINESS OFFICE					
CCELC - CREATING CONNECTIONS EARLY LEARNING CENTER					
HR - HUMAN RESOURCES DEPARTMENT					
IT - INFORMATION TECHNOLOGY DEPARTMENT					
MSMHS - MARINE SCIENCE MAGNET HIGH SCHOOL					
RMMS - REGIONAL MULTICULTURAL MAGNET ESCHOOL					
SSS - STUDENT SUPPORT SERVICES					
TFS - THE FRIENDSHIP SCHOOL					



Executive Committee

SPECIAL MEETING SUMMARY

Date: July 24, 2026
Time: 9:30 – 10:00 a.m.
Location: LEARN, Conference Room 107/ 44 Hatchetts Hill Road, Old Lyme, CT 06371

Present: Robert Mitchell, Chair; Dale Bernardoni, Vice Chair; Jennifer Favalora, Fiscal Officer (Teams); 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

Guests:

Meeting began at 9:31 a.m.

1. Appointment to Leadership Position: Supervisor, Student Support Services

Motion to approve the appointment of Molly Sullivan to the position of Special Education Supervisor for Student Support Services, at step 1 of the Administrators' Contract, with an annual salary of \$110,813.00.

- Presented by Beverly Washington
- Second by Robert Mitchell
- Motion Passed unanimously, 4-0

2. Adjournment

Motion to adjourn at 9:45 a.m.

- Presented by Robert Mitchell
- Second by Dale Bernardoni
- Motion Passed unanimously, 4-0

Respectfully submitted by: Jamella A. A. Etienne



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

Date: June 26, 2026

Time: 10:00 a.m.

Location: LEARN, 44 Hatchetts Hill Rd. Old Lyme

Meeting Minutes

Building Committee Members: Robert Mitchell, Chair LEARN Board of Directors; Dale Bernardoni, Vice Chair LEARN Board of Directors; Jennifer Favalora, Fiscal Officer LEARN Board of Directors; Craig Esposito, Past Chair LEARN Board of Directors; Kate Ericson, LEARN Executive Director

Meeting Attendees: Julie Pendleton, LEARN Coordinator of Special Projects; Gary Cymbala, SSC Building Committee Staff; Erica Pudvelis, Colliers Engineering and Design; Nick Conti, Gilbane, Inc.; Taylor Crouse, Gilbane, Inc.

Agenda

1.0 Approval of Minutes for Discussion and Possible Action

2.0 Updates & Reports

3.0 Financial Update

4.0 Other Reports

5.0 Old Business

6.0 New Business

7.0 Adjournment

1.0 Approval of Minutes for Discussion and Possible Action

- Presented by Dale Bernardoni
- Seconded by Robert Mitchell
 - Vote: Motion carried unanimously

2.0 Updates & Reports

- Architects: Newman Architects, PC/RDG Architects:
The FF& E is being finalized for review with the state and the bid documents are being prepared. Package includes IT/Computers, Furniture and Playground equipment
- Construction Manager: Gilbane

Discussion and possible action for Independent Material Testing Lab Proposed motion: To approve a not-to-exceed amount of \$150,000 for additional testing through the Independent Material Testing Lab
Motion to approve IMTL not to exceed \$150,000 for additional testing:

Presented: Dale Bernardoni

Seconded: Craig Esposito

- Vote: Motion carried unanimously

Discussion and possible action for ATP-0010 ASI-001 Light Fixture Coordination Proposed motion: To approve ATP-0010 for ASI-001 Bathroom Light Fixture Coordination in the amount of (\$876)

Motion to approve ASI-001 light Fixture Coordination in the amount of \$876 credit

Presented: Robert Mitchell

Seconded: Katherine Ericson

- Vote: Motion carried unanimously

Discussion and possible action for ATP-0011 PR-003 Photovoltaic Utility Disconnect

Motion: To approve ATP-0011 for PR-003 Photovoltaic Utility Disconnect in the amount of \$37,152.

Presented: Robert Mitchell

Seconded: Dale Bernardoni

- Vote: Motion carried unanimously

Discussion and possible action for ATP-0021 PR-004 Painting Credit Proposed motion: To approve ATP-0021 for the painting credit associated with PR-004 Exterior Doors HM to SF in the amount of (\$5,104) as a credit .

Motion to approve ATP-0021 Exterior door credit in the amount of \$5,104.

Presented: Dale Bermardpmi

Seconded: Katherine Ericson

- Vote: Motion carried unanimously

Discussion and possible action for ATP-0026 RFI #CST-052 & 53 Ceiling Speaker Modifications

Motion: To approve ATP-0026 for ceiling speaker modifications per RFIs #CST-052 & #CST053 in the amount of \$1,042.

Presented : Robert Mitchell

Seconded: Craig Esposito

- Vote: Motion carried unanimously

Discussion and possible action for OCO-0005 Layout and Dig Test Pits for Soil Characterization.

Motion: To approve OCO-0005 for the layout and digging of test pits for Langan's soil characterization program in the amount of \$4,051.

Presented: Dale Bermardoni

Seconded: Katherine Ericson

- Vote: Motion carried unanimously

Discussion and possible action for OCO-0006 Offsite Disposal of Polluted Topsoil at WC-18

Motion: To approve OCO-0006 for offsite disposal of polluted topsoil at WC-18 in the amount of \$104,408. Note: This OCO-0006 supersedes the previously submitted ATP-0009, which was approved on 4/9/2026 in the amount of \$97,782

Presented: Craig Esposito

Seconded: Robert Mitchell

- Vote: Motion carried unanimously

- Owner's Rep.: Collier's Engineering & Design
- Project is progressing well and financials are on budget

3.0 Financial Update

- Contracts and Payment Applications for Discussion and Possible Action
 - Motion: To approve the invoices for Project #245-0090MAG/N/PF in the amount of \$2,954,071.24 as presented
- Presented: Katherine Ericson
- Seconded: Robert Mitchell
- Vote: Motion carried unanimously

4.0 Other Reports

- Update from Town of Waterford – reports being shared when requested with the conservation commission.
- Conversations between Kate and the Town have started regarding the move from TFS

5.0 Old Business

- Furniture, Fixture, & Equipment (FF&E)
- Newman/RDG are preparing documents and finalizing outstanding questions

6.0 New Business

N/A

7.0 Adjournment

Presented: Robert Mitchell

Seconded Dale Bernardoni

- Vote: Motion carried unanimously



SUPPLEMENTAL MEETING

Date: July 9, 2026

Time: 11:16-11:26 a.m.

Location: VIRTUAL

Meeting Minutes

Building Committee Members: Robert (Bob) Mitchell, Chair LEARN Board of Directors; Dale Bernardoni, Vice-Chair LEARN Board of Directors; Jennifer (Jen) Favalora, Fiscal Officer LEARN Board of Directors; Craig Esposito, Past-Chair LEARN Board of Directors

Meeting Attendees: John Holden, Newman Architects; Taylor Crouse, Gilbane, Inc.; Charles (Chuck) Warrington, Colliers Engineering and Design; Lance Hagen, LEARN Director of IT

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

Agenda

1.0 Change Orders/ATPs

Change Orders/ATPs for Discussion and Possible Action

1.0 Change Orders/ATPs

A. ATP-0012

Motion: To approve PR-006 TV at Assistant Principal 107 in the amount of \$5,779.00

- Presented by: Bob Mitchell
- Seconded by: Jen Favalora
- Motion carried unanimously

B. ATP-0019

Motion: To approve interchangeable cores in the amount of \$3,874.00

- Presented by: Bob Mitchell
- Seconded by: Craig Esposito
- Motion carried unanimously

C. ATP-0022

Motion: To approve footing revision for MEP coordination in the amount of \$13,499

- Presented by: Jen Favalora
- Seconded by: Bob Mitchell
- Motion carried unanimously

D. ATP-0023

Motion: To approve PR-009 TV at SPED Supervisor 111 in the amount of \$6,499

- Presented by: Bob Mitchell
- Seconded by: Dale Bernardoni
- Motion carried unanimously



E. ATP-0025

Motion: To approve PR-018 NRES incentives in the amount of \$9,831

- Presented by: Dale Bernardoni
- Seconded by: Jen Favalora
- Motion carried unanimously

2.0 Adjournment

- Presented by: Craig Esposito
- Seconded by: Bob Mitchell
- Motion carried unanimously



Date: July 24, 2026

Time: 10:00 a.m.

Location: LEARN, 44 Hatchetts Hill Rd. Old Lyme

Meeting Minutes

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

Meeting Attendees: Charles (Chuck) Warrington, Collier's Engineering and Design; Erica Pudvelis, Colliers Engineering and Design; Nick Conti, Gilbane, Inc.; Taylor Crouse, Gilbane, Inc.; John Holden, Newman Architects; Lance Hagen, LEARN Director of IT; Gary Cymbala, SSC Building Committee Staff

Building Committee Staff: Julie Pendleton, LEARN Coordinator of Special Projects

Agenda

1.0 Approval of Minutes for Discussion and Possible Action

2.0 Updates & Reports

3.0 Financial Update

4.0 Other Reports

5.0 Old Business

6.0 New Business

7.0 Adjournment

1.0 Approval of Minutes for Discussion and Possible Action

- Motion: To approve meeting minutes of June 26, 2026
Presented by Robert Mitchell
Seconded by Beverly Washington
Motion carried unanimously
- Motion: To approve meeting minutes of July 9, 2026
Presented by Beverly Washington
Seconded by Robert Mitchell
Motion carried unanimously

2.0 Updates & Reports

- Architects: Newman Architects, PC/RDG Architects
 - Update FFE for furniture & technology, as well as playgrounds to bring to the Building Committee.
- Construction Manager: Gilbane
 - Wing A. This wing is wrapped up.
 - Wing B. The slab on grade is being finished this week. The steel erection is beginning.
 - Wing C. Roof decking is in progress.

- Wing D. The metal roof framing for the metal walls is being installed.
- Wing E. The exterior walls have been completed. The supports for the conduit and piping, as well as the air and vapor barrier, are being done now.
- Wing G. The steel erection is on-going. Roof decking is beginning.
- Storm drainage and sewer lines are in process. Additional utilities will follow upon completion of the sewer.

Discussion and Possible Action	Amount	Proposed Motion	Vote
PR-010 Classroom Door Leaf	\$ 15,453	To approve PR-010 Classroom Door Leaf HM to WD ATP-0018 in the amount of \$15,453.00 from Owner Contingency	<ul style="list-style-type: none"> • Presented by Kate Ericson • Seconded by Dale Bernardoni • Motion carried unanimously
RFI #CST-057 Door Hardware Revisions ATP-0020	\$ 7,005	To approve RFI #CST-057 Door Hardware Revisions at 100.2, 100.4 & 190.2 ATP-0020 in the amount of \$7,005.00 from Owner Contingency	<ul style="list-style-type: none"> • Presented by Robert Mitchell • Seconded by Dale Bernardoni • Motion carried unanimously
PR-007 Carpet	\$ 448	To approve PR-007 Carpet to LVT in MLL 139 ATP-0028 in the amount of \$448.00 from Owner Contingency	<ul style="list-style-type: none"> • Presented by Robert Mitchell • Seconded by Beverly Washington • Motion carried unanimously
Tapered Roof Edge ATP-0030	\$ (10,878)	To approve Tapered Roof Edge WD to ISO (RFI #CST-160) ATP-0030 in the amount of \$(10,878.00) from Owner Contingency	<ul style="list-style-type: none"> • Presented by Beverly Washington • Seconded by Dale Bernardoni • Motion carried unanimously
PR-023R1 Mineral Wool/Foam ATP-0031	\$123,670	To approve PR-023R1 Mineral Wool/Foam at Roof Deck Overhangs ATP-0031 in the amount of \$123,670.00 from Owner Contingency (pending building envelope specialist review)	<ul style="list-style-type: none"> • Presented by Beverly Washington • Seconded by Dale Bernardoni • Motion carried unanimously

3.0 Financial Update

Discussion and Possible Action	Amount	Proposed Motion	Vote
Invoices for Project #245-0090MAG/N/PF	\$2,298,195.12	To approve the invoices for Project #245-0090MAG/N/PF as presented	<ul style="list-style-type: none"> • Presented by Beverly Washington • Seconded by Robert Mitchell • Motion carried unanimously
Additional services by Langan CT, Inc. and E2 Structural Engineers	\$ 17,000	To approve additional services by Langan CT, Inc. and E2 Structural Engineers for Supplemental Construction and Site coordination Services (Langan CT, Inc. and Blasting Review Related Services (E2 Structural Engineers) in the	<ul style="list-style-type: none"> • Presented by Robert Mitchell • Seconded by Dale Bernardoni • Motion carried unanimously

		total of \$17,000 to be added to Newman's Contract	
Additional Commissioning Services for Post Occupancy Verification of the building' operation and performance	\$ 5,700	To approve Additional Commissioning Services for Post Occupancy Verification of the building' operation and performance per Eversource incentive verification program performed by Sustainable Engineering Services (SES) in the amount of \$5,700.	<ul style="list-style-type: none"> • Presented by Beverly Washington • Seconded by Dale Bernardoni • Motion carried unanimously

4.0 Other Reports

- None

5.0 Old Business

- None

6.0 New Business

- None

7.0 Adjournment

- Presented by Beverly Washinton
- Seconded by Dale Bernardoni
- Motion carried unanimously



SUPPLEMENTAL MEETING

Date: August 13, 2026

Time: 11:17-11:42 a.m.

Location: VIRTUAL

Building Committee Members: Robert (Bob) Mitchell, Chair LEARN Board of Directors; Jennifer (Jen) Favalora, Fiscal Officer LEARN Board of Directors

Meeting Attendees: Katelyn Chapin, Newman Architects; John Holden, Newman Architects; Nick Conti, Gilbane, Inc.; Taylor Crouse, Gilbane, Inc.; Charles (Chuck) Warrington, Colliers Engineering and Design

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

Agenda

1.0 Change Orders/ATPs

A. OCO-0011: Unsuitable Soils Within Building Footprint

- a. *Motion:* To approve OCO-0011 for Unsuitable Soils Within the Building Footprint in the amount of \$59,645.00

- Presented by: Bob Mitchell
- Seconded by: Jen Favalora
- Motion carried unanimously

B. ATP-0016R2 PR-002 Card Reader 322A.1

- a. *Motion:* To approve ATP-0016R2 for PR-002 Card Reader at 322A.1 in the amount of \$7,681.00

- Presented by: Bob Mitchell
- Seconded by: Jen Favalora
- Motion carried unanimously

C. ATP-0024R1 PR-011 Gymnasium Projector Connectivity

- a. *Motion:* To approve ATP-0024R1 for PR-011 Gymnasium Projector Connectivity in the amount of \$3,552.00

- Presented by: Bob Mitchell
- Seconded by: Jen Favalora
- Motion carried unanimously

D. ATP-0029 PR-019 Bathroom/Counter Receptacles

- a. *Motion:* To approve ATP-0029 for PR-019 Bathroom/Counter Receptacles in the amount of (\$4,419.00)

- Presented by: Bob Mitchell
- Seconded by: Jen Favalora
- Motion carried unanimously



- E. ATP-0033 ASI-018 Topical Moisture Mitigation System
- a. *Motion:* To approve ATP-0033 for ASI-0018 Topical Moisture Mitigation System in the amount of \$0.00.
- Presented by: Bob Mitchell
 - Seconded by: Jen Favalora
 - Motion carried unanimously
- F. ATP-0035 PR-014 RTU-GYM Vibration Isolation
- a. *Motion:* To approve ATP-0035 for PR-014 RTU-GYM Vibration Isolation in the amount of \$5,485.00
- Presented by: Bob Mitchell
 - Seconded by: Jen Favalora
 - Motion carried unanimously
- G. ATP-0037 Increase Panelboard KAIC Ratings per Coordination Study
- a. *Motion:* To approve ATP-0037 to Increase Panelboard KAIC Ratings per the Coordination Study in the amount of \$5,501.00
- Presented by: Bob Mitchell
 - Seconded by: Jen Favalora
 - Motion carried unanimously
- H. ATP-0038 RFI #CST-159 Fascia Blocking Support (CM Cont.)
- a. *Motion:* To approve ATP-0038 for RFI #CST-159 Fascia Blocking Support in the amount of \$22,936.00
- Presented by: Bob Mitchell
 - Seconded by: Jen Favalora
 - Motion carried unanimously
- I. ATP-0039 PR-030 VRF A2L Compliance – Coordination Effort Only
- a. *Motion:* To approve ATP-0039 PR-030 VRF A2L Compliance – Coordination Effort Only in the amount of \$42,519.00
- Presented by: Bob Mitchell
 - Seconded by: Jen Favalora
 - Motion carried unanimously

2.0 Adjournment

- Presented by: Bob Mitchell
- Seconded by: Jen Favalora
- Motion carried unanimously

LEARN: BUILDING COMMITTEE MEETING, 51 DANIELS AVE., WATERFORD

Date: August 28, 2026

Time: 10:02-10:40 a.m.

Location: LEARN, 44 Hatchetts Hill Rd. Old Lyme

Meeting Minutes

Building Committee Members: Robert Mitchell, Chair LEARN Board of Directors; Jennifer Favalora, Fiscal Officer LEARN Board of Directors; Craig Esposito, Past Chair LEARN Board of Directors; Kate Ericson, LEARN Executive Director

Meeting Attendees: Charles (Chuck) Warrington, Collier's Engineering and Design; Erica Pudvelis, Colliers Engineering and Design; Margaret Molnar-Ryan, Collier's Engineering and Design; Nick Conti, Gilbane, Inc.; Taylor Crouse, Gilbane, Inc.; John Holden, Newman Architects; Katelyn Chapin, Newman Architects; Lance Hagen, LEARN Director of IT; Gary Cymbala, SSC

Building Committee Staff: Julie Pendleton, LEARN Coordinator of Special Projects and Lisa Cooney, LEARN Coordinator of Communications

Agenda

1.0 Approval of Minutes - Discussion and Possible Action

2.0 Updates & Reports

3.0 Financial Update

4.0 Other Reports

5.0 Old Business

6.0 New Business

7.0 Adjournment

Addition to the Agenda

After calling the meeting to order, Julie Pendleton noted that SES had submitted a \$5,700 proposal for inspection-related services. A motion was made to add discussion and possible action on the proposal to the agenda.

Motion presented by: Kate Ericson

Motion seconded by: Craig Esposito

Motion carried unanimously

1.0 Approval of Minutes - Discussion and Possible Action

- Motion: To approve meeting minutes of July 24, 2026
Presented by Craig Esposito
Seconded by Robert Mitchell
Motion carried unanimously
- Motion: To approve the supplemental meeting minutes of August 13, 2026
Presented by Kate Ericson
Seconded by Jennifer Favalora
Motion carried unanimously

2.0 Updates & Reports

- Architects: Newman Architects, PC/RDG Architects
 - Design phase is wrapping up.
 - Updating FFE for furniture & technology, as well as playgrounds and will bring that to the Building Committee in September.

- Construction Manager: Gilbane

General Updates

- Slide deck on construction progress along with drone footage was shown to the committee.
 - Wing A
 - Foundations and steel erections are complete.
 - Installation of underground utilities is ongoing.
 - Slab placement is scheduled for mid-September.
 - Installation of metal roof deck & welding will follow slab placement and is expected to be complete by late September.
 - Wing B
 - Slab placement is complete.
 - Steel erection is complete.
 - Installation of metal roof deck and welding are ongoing.
 - Wing G
 - All structural steel work is complete.
 - Layout of exterior metal wall framing is ongoing; installation will begin the week of August 31.
 - Layout of hangers for overhead plumbing & mechanical piping is ongoing; installation will begin in the week of August 31.
 - Installation of hangers for overhead ductwork is ongoing.
 - Wing C
 - Installation of metal roof deck and welding is complete.
 - Installation of hangers for overhead ductwork is complete.
 - Installation of hangers for overhead plumbing and mechanical piping is ongoing.
 - Installation of overhead electrical conduit is ongoing.
 - Exterior metal wall framing is ongoing.
 - Wing F
 - Installation of metal roof deck and welding is complete.
 - Installation of exterior metal wall framing is complete.
 - Installation of exterior sheathing and window blocking is ongoing.
 - Install of hangers for overhead ductwork, plumbing and mechanical piping is complete.
 - Installation of overhead electrical and plumbing will begin the week of August 31.
 - Installation of interior framing will begin the week of August 31.
 - Installation of roof blocking and TPO roofing will be completed in September.
 - Wing D
 - Installation of exterior metal wall framing, sheathing, and blocking is complete.
 - Installation of AVB and roofing in ongoing.
 - Installation of masonry is expected to begin in September.
 - Installation of overhead utilities is ongoing.
 - Installation of interior framing is ongoing.
 - Installation of in-wall utilities will begin in September.
 - Wing E
 - Installation of exterior sheathing and window blocking is complete
 - Installation of roofing is nearing completion.
 - Installation of AVB and masonry is ongoing.
 - Installation of glazing systems will begin in September.

- Installation of overhead utilities, including ductwork is ongoing.
- Interior metal wall framing is ongoing.
- Installation of in-wall utilities will begin the week of August 31.

Discussion and possible action

Discussion and Possible Action	Amount	Proposed Motion	Vote
Third-Party Playscape Review	\$ 2,000	To approve the Versteeg Associates Third-Party Playscape Review in the amount of \$2,000	<ul style="list-style-type: none"> • Presented by Kate Ericson • Seconded by Robert Mitchell • Motion carried unanimously
SES additional service proposal related to inspections	\$ 5,700	To approve the additional service proposal from SES for \$5,700	<ul style="list-style-type: none"> • Presented by Kate Ericson • Seconded by Jennifer Favalora • Motion carried unanimously

3.0 Financial Update

Discussion and Possible Action	Amount	Proposed Motion	Vote
Invoices for Project #245-0090MAG/N/PF	\$4,116,999.53	To approve the invoices for Project #245-0090MAG/N/PF	<ul style="list-style-type: none"> • Presented by Jennifer Favalora • Seconded by Craig Esposito • Motion carried unanimously

4.0 Other Reports

- None

5.0 Old Business

- FF& E: Delivery of FF & E between June 15 and July 15.

6.0 New Business

- None

7.0 Adjournment

- Presented by Kate Ericson
- Seconded by Robert Mitchell
- Motion carried unanimously

