



LEARN BOARD OF DIRECTORS MEETING

Thursday, October 8, 2026

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

Hybrid Meeting: [TEAMS LINK](#) (Meeting ID: 210 658 605 818 29 Passcode: QK6uQ6Cb)

*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 Resignation of Board Member W. Scott Brown from the Board
of Education of Regional School District 18, effective September 30, 2026.
 - 4.2 Notice of American Rescue Plan Act (ARPA) Operations Grant Award
- 5 SUPERINTENDENT'S PERSPECTIVE – Dr. Paul Freeman, Superintendent of Guilford
Public Schools, 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 of September 10, 2026
 - 6.2 Approval of Budget Summary as of September 30, 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

7.2.1 Executive Director Ericson OpEd: Regional Cooperation in Southeastern CT

7.3 Executive Committee Meeting Minutes

7.3.1 Regular Business Meeting of September 25, 2026

7.4 The LEARN Project, Inc. Meeting Minutes

7.4.1 Annual Regular Business Meeting of September 25, 2026

7.5 LEARN Building Committee Meeting Minutes

7.5.1 Supplemental Business Meeting of September 10, 2026

7.5.2 Regular Business Meeting of September 25, 2026

7.6 Legislative Updates

7.7 LEARN Agency Updates

8 OLD BUSINESS

9 NEW BUSINESS

9.1 Updated Drone Footage: Early LEARNing Magnet School Project 9/8/26

10 EDUCATIONAL PERSPECTIVE: Sarah Moon, LEARN Director of Special Services, and

Adrenna Paolillo, LEARN Assistant Director, to present an overview and update on

Local Governance Partnerships (LGP).

11 ROUNDTABLE DISCUSSION: Technology use

12 FUTURE ROUNDTABLE TOPICS

13 ADJOURNMENT



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AGENDA **NOTES**

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Motion to approve the Consent Agenda as presented.

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11 ROUNDTABLE DISCUSSION: Technology use

12 FUTURE ROUNDTABLE TOPICS

13 ADJOURNMENT

Motion to adjourn meeting.

September 10, 2026

LEARN
44 Hatchetts Hill Road
Old Lyme, CT 06371

RE: Notice of ARPA Operations Grant Award

The Office of Early Childhood (OEC) hereby makes the following grant award in accordance with P.A. 22-118 that appropriated American Rescue Plan Act (ARPA) funding for an emergency stabilization grant program for state-funded early care and education programs. The OEC was charged with developing (1) criteria to determine eligibility to receive a grant, and (2) guidelines for the expenditure of funds.

Grant award amounts were predetermined by the OEC based on the number of Early Start Connecticut (ESCT) funded spaces (i.e., capacity) at each ESCT funded site. To determine grant award amount and eligibility, OEC used data from the ECE Reporter for the reporting period of April 2026.

LEARN is eligible to receive a grant in the amount of: \$5,000.00

The OEC has determined that both required eligibility criteria have been met.

- ✓ ECE site currently receives funding from the OEC for Early Start Connecticut (ESCT) spaces; and
- ✓ In April 2026, more than 50% of children enrolled in ESCT funded spaces are at or below 300% of the Federal Poverty Level.
 - To calculate this percentage, the OEC pulled enrollment data for each ESCT funded site then (1) determined the number of children who are at or below 300% of the Federal Poverty Level, and then (2) divided this number by the ESCT capacity.

LEARN must use ARPA Operations Grant funds to support the operations of providing early care and education services. Funds must be expended by **December 31, 2026**. That includes expenses related to:

- Personnel costs, including payroll and salaries or similar compensation for any employee (including any sole proprietor or independent contractor), and benefits

- Premium pay, or costs for employee recruitment and retention, including but not limited to staff bonuses, wage increases, costs of insurance coverage, retirement, educational advancement, tuition reimbursement and child care costs
- Rent (including under a lease agreement) or payment on any mortgage obligation, utilities, or insurance
- Facility maintenance or improvements, including outdoor learning spaces/playgrounds
- Personal protective equipment, cleaning and sanitization supplies and services, or training and professional development related to health and safety practices
- Purchases of, or updates to, equipment and supplies
- Goods and services necessary to maintain child care services
- Mental health supports for children and staff
- Professional development for staff

LEARN is required to retain records on expenditure of these funds, including receipts of payments towards business expenses, for auditing purposes. All funds are subject to state and federal audit requirements.

You will also find grant agreement attached to this email. Please sign and return to the inbox provided in the grant agreement.

If you have any questions, please contact your ESCT Program Manager.

Thank you for your support of the children and families of Connecticut.

In Partnership,



Elena Trueworthy, Commissioner
Office of Early Childhood



LEARN BOARD OF DIRECTORS MEETING – DRAFT MINUTES

Meeting Date: September 10, 2026

Draft Posted: September 14, 2026

Present: Dale Bernardoni, Chester (Grades K-6); Katherine Ericson, LEARN; Jennifer Favalora, Haddam & Killingworth (Region 17); Elizabeth Fernandes, Westbrook; Katie Gauthier, Stonington (TEAMS); Marijke Kehrhahn, Old Saybrook; Robert Mitchell, Montville; Beverly Washington, Groton (Teams); and Laurie Wolfley, Waterford

Not Attending and Not Represented: Eric Bauman, East Lyme; Scott Brown, Lyme - Old Lyme (Region 18); Galen Cawley, Madison; Thomas Danehy, Clinton; Scott Garbini, New London; Terri Garrity, East Haddam; Mary Harris, Ledyard; Gregory Perry, Norwich; Chet Stefanowicz, North Stonington; Vacant, Chester, Deep River, Essex/Region (Region 4, Grades 7-12); Vacant, Deep River (Grades K-6); Vacant, East Hampton; Vacant, Essex (Grades K-6); Vacant, Guilford; Vacant, Preston; and Vacant, Salem

Guests: Tara Amatrudo, LEARN Marine Science Magnet High School (MSMHS) Principal; Elizabeth Ayala, LEARN Teacher of the Year; Michael Belden, LEARN Chief Financial & Operations Officer; Dr. Ryan Donlon, LEARN Associate Executive Director; Kristin Gemaly, Regional Multicultural Magnet School (RMMS) Literacy Instructional Coordinator & LEARN LEA President (Teams); Cynthia Gluck, LEARN Paraeducator of the Year; Bridgette Gordon-Hickey, LEARN Deputy Executive Director; Amy LeQuire, LEARN Director Of Behavioral Programs; Joanne Lund, LEARN Assistant Director of Business; and Elizabeth McCaffery, LEARN Director of Human Resources

Meeting began at 9:01 a.m.

AGENDA

- 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

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

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.
- Per Dr. Donlon's report, LEARN continues its transition toward operating as a family of schools and is in the second year of a three-year grade-level restructuring, with The Friendship School (TFS) expanding to pre-K through grade 1 and the Regional Multicultural Magnet School (RMMS) expanding through grade 7. The long-term plan is to establish a connected pathway from TFS through RMMS and into Marine Science Magnet High School (MSMHS). Dr. Donlon reported strong enrollment interest, continued federal Magnet Schools Assistance Program (MSAP) funding, and positive academic and school climate outcomes across LEARN schools. He highlighted new curriculum development, reductions in behavioral incidents, strong graduation and college-credit outcomes, and increased participation in culture and climate surveys. TFS and MSMHS were also recognized as National Magnet Schools of Excellence.

School-based priorities for 2026-2027 include supporting grade-level transitions, strengthening curriculum and instructional practices, expanding project-based and multicultural learning, continuing development of the Puentes Dual-Language Program, and strengthening student agency, self-direction, and academic discourse. LEARN is also continuing work in literacy, numeracy, social-emotional learning, executive functioning, and multi-tiered systems of support. Agencywide initiatives include transition planning, school leader development, middle school design, an emerging artificial intelligence practice group, and continued leadership development through the Germán Group. Dr. Donlon noted that lessons learned from the first year of grade-level transitions have resulted in more comprehensive planning and communication processes, contributing to a smoother transition this school year.

Dr. Donlon concluded by highlighting LEARN's efforts to provide increased opportunities for student clubs, activities, and leadership experiences during the school day in response to transportation challenges affecting after-school programming.

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.

- **Presented by Dale Bernardoni**
- **Second Jennifer Favalora**
- **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): Executive Director Ericson reported that all LEARN certified positions are currently filled, noting recruitment success of bilingual educators.

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: LEARN continues its state and federal advocacy Efforts through engagement with legislators, policymakers, and regional education leaders regarding the role of Regional Educational Service Centers (RESCs) and their regional special education programs. LEARN recently hosted tours for state representatives and regional superintendents to highlight its regional special education services and broader role in supporting local school districts. LEARN also participated in a state Blue Ribbon Commission focused on pre-K through grade 12 education, with

discussions addressing regional service models and opportunities for collaboration and efficiency in areas such as business operations, information technology, and human resources. The Executive Director, Deputy Executive Director, and Associate Executive Director will participate in an upcoming visit to Washington, D.C., hosted by the Association of Educational Service Agencies (AESA) in September.

- 7.6 LEARN Agency Updates: LEARN recently held its annual administrative retreat, with a new format focused on strengthening collaboration, relationships among its administrators, textured leadership, and developing a deeper understanding of the experiences of students, staff, and families. A new nursing supervision partnership has been established with Madison Public Schools, increasing the total number of district partnerships; LEARN is celebrating its 60th anniversary kicking off the new school year with convocation leadership visits to individual schools and programs; and the annual Disability Conference will be held March 20 from 10:00 a.m. to 2:00 p.m. at the Mystic Marriott Hotel & Spa in Groton.

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: LEARN has four current contracts with community-based organizations providing services across schools and programs. Community partners include the Child & Family Agency, Thames

Valley Council for Community Action (TVCCA), and Carelot Children's Center.

- 9.3 Workforce Development Report: LEARN currently boasts ten programs, 17 Organizations, and approximately 288 students in a variety of workforce development experiences, including apprenticeships, career exploration, in-school training, internships, and other work-based learning opportunities, such as students working in food preparation, retail and donation centers, packaging, and veterinary technology and phlebotomy certification courses. In partnership with the University of Connecticut, LEARN is developing an assessment tool to help identify student preferences and satisfaction with different employment experiences, particularly for students with limited communication skills. LEARN has also established a new nursing supervision contract with Madison Public Schools, representing the agency's fourth nursing supervision partnership.
- 9.4 Staff Attrition Report: Executive Director Ericson reviewed trends among certified and non-certified staff. LEARN continues to focus on staff retention through professional growth opportunities, career pathways, compensation and benefits, and efforts to strengthen workplace culture and climate.

10 EDUCATIONAL PERSPECTIVE

11 ROUNDTABLE DISCUSSION

12 FUTURE ROUNDTABLE TOPICS: Technology use, artificial intelligence (AI) in schools, cashless payment systems, and preschool expansion.

13 ADJOURNMENT

Motion to adjourn meeting at 10:40 a.m.

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

Respectfully submitted by:

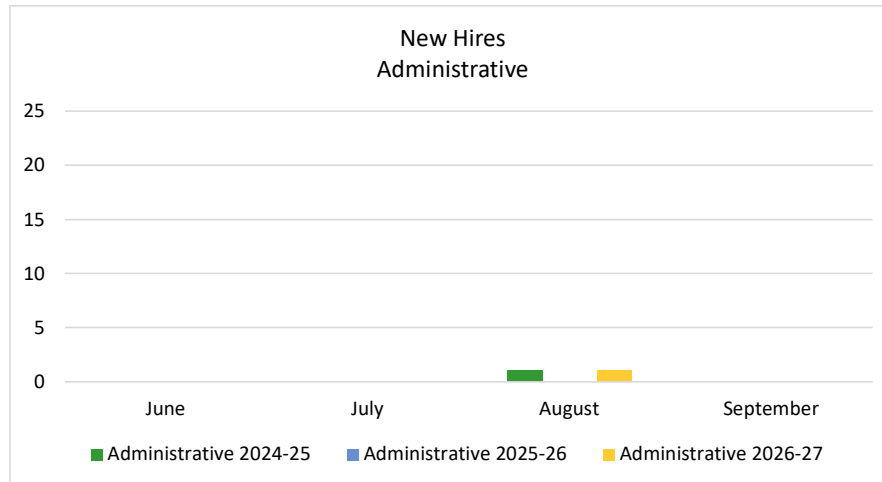
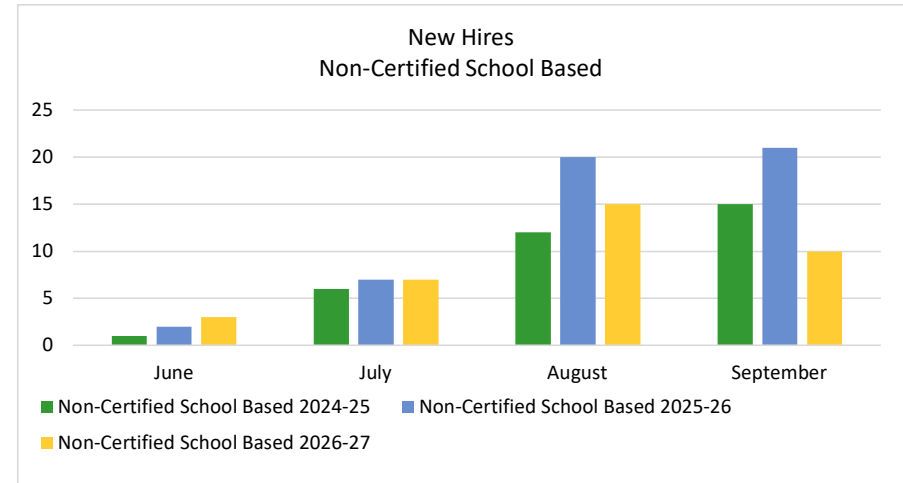
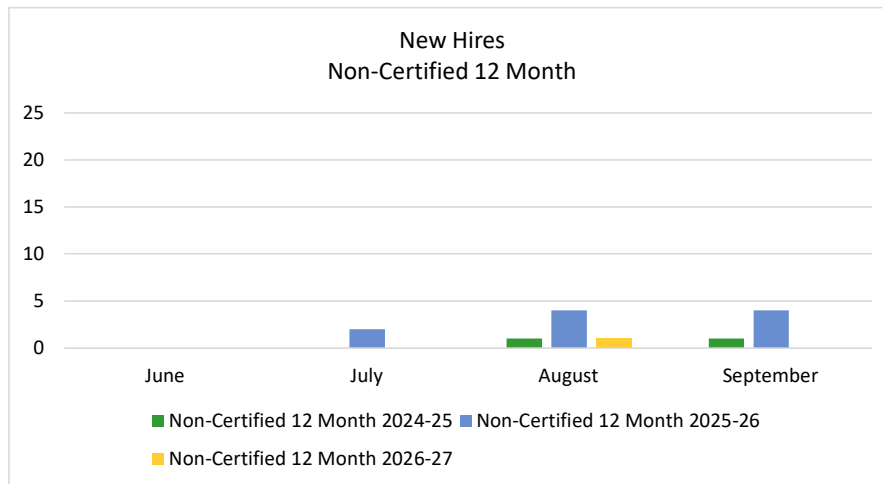
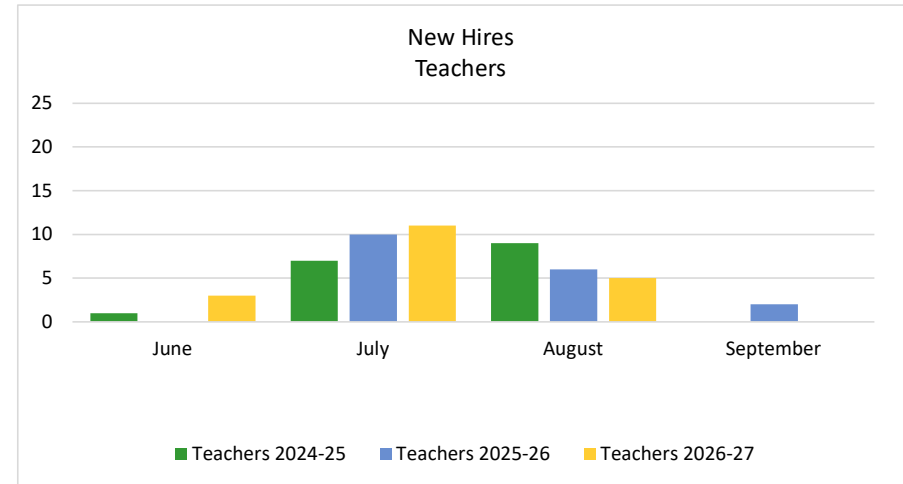
Jamella A. A. Etienne

Notes

Variances: Revenues & Expenditures



New Hires Trend Report September 2026

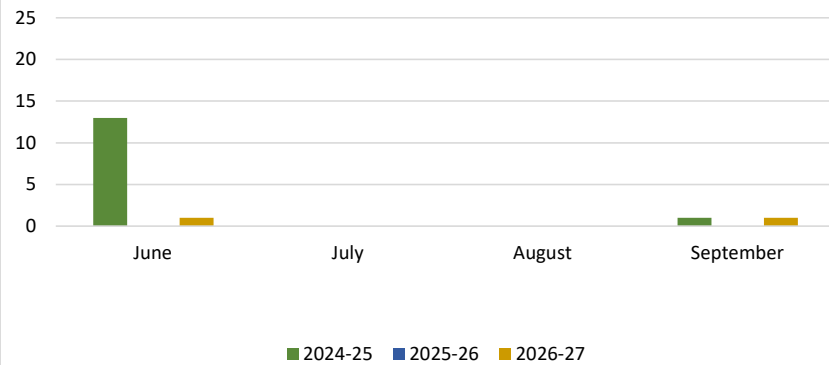


LAST NAME	FIRST NAME	POSITION	DEPT	DATE	PAY	RATE	COMMENTS
ACOSTA PASCUAL	ARIANNA	INTERVENTION SPECIALIST	SSS	09/09/2026	HOURLY	\$18.51	REPLACEMENT
BROWN	ALIZE	INTERVENTION SPECIALIST	SSS	09/25/2026	HOURLY	\$20.04	REPLACEMENT
COLMENARES	ALEXIS	INTERVENTION SPECIALIST	SSS	09/14/2026	HOURLY	\$18.51	REPLACEMENT
GABRYNOWICZ	ALLY	SPEECH/LANG PATHOLOGY ASSISTANT	SSS	09/03/2026	HOURLY	\$27.70	REPLACEMENT
GONZALEZ	EMILY	ECE TEACHER	CCELC	09/14/2026	HOURLY	\$24.00	REPLACEMENT
LITTLEFIELD	MALCOLM	SUBSTITUTE TEACHER	MSMHS	09/17/2026	PER DIEM	\$150.00	REPLACEMENT
MILLER	TAWANDA	INTERVENTION SPECIALIST	SSS	09/03/2026	HOURLY	\$20.22	REPLACEMENT
OLIVERAS	PAMELA	SUBSTITUTE INTERVENTION SPECIALIST	SSS	08/31/2026	PER DIEM	\$130.00	REPLACEMENT
SMITH	VICTORIA	INTERVENTION SPECIALIST	SSS	09/02/2026	HOURLY	\$20.18	REPLACEMENT
TUTILLO	PABLO	JOB COACH	SSS	09/02/2026	HOURLY	\$29.11	REPLACEMENT
DEPARTMENT KEY							
CCELC - CREATING CONNECTIONS EARLY LEARNING CENTER							
MSMHS - MARINE SCIENCE MAGNET HIGH SCHOOL							
SSS - STUDENT SUPPORT SERVICES							

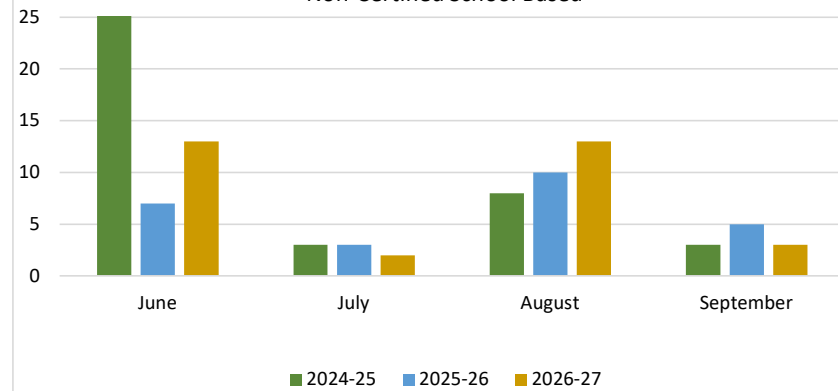


Resignation Trend Report September 2026

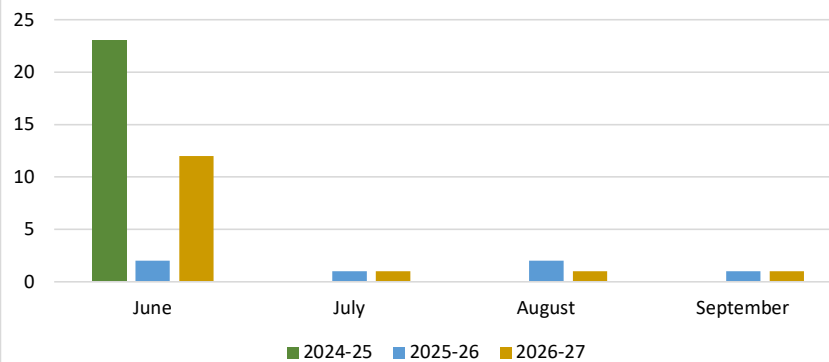
Resignations
Administrative



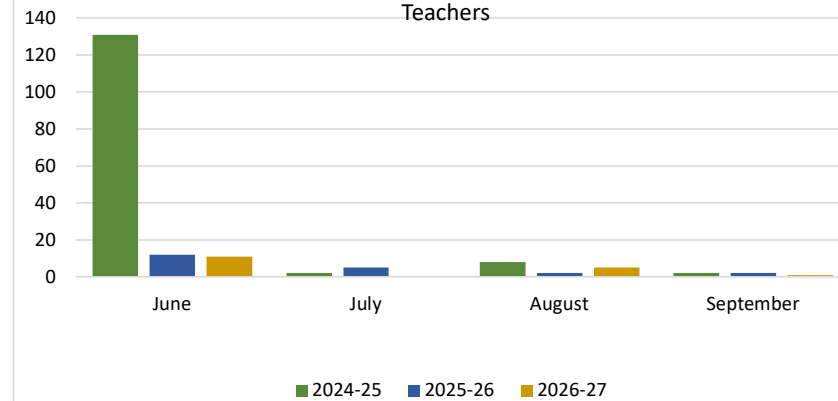
Resignations
Non-Certified School Based



Resignations
Non-Certified 12 Month



Resignations
Teachers



JUNE - AUGUST 2026

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>JOB TITLE</u>	<u>DEPARTMENT</u>	<u>EFFECTIVE DATE</u>	<u>COMMENTS</u>
ALLEN	PATRICIA	INTERVENTION SPECIALIST	SSS	09/04/2026	RESIGNED
CUMMINGS	LAUREL	REGISTERED BEHV TECHNICIAN	SSS	09/08/2026	RESIGNED
FOLEY	GRETCHEN	BCBA	SSS	09/30/2026	RESIGNED
PATEL	SONAL	INTERVENTION SPECIALIST	SSS	08/31/2026	RESIGNED
RIFFLE	SHEILA	EDUCATIONAL CONSULTANT	OTL	09/04/2026	RESIGNED - NEW POSITION
ZINNO	ANTHONY	TEACHER	MSMHS	09/24/2026	RESIGNED - NEW POSITION
<u>DEPARTMENT KEY</u>					
MSMHS - MARINE SCIENCE MAGNET HIGH SCHOOL					
OTL - OFFICE OF TEACHING & LEARNING					
SSS - STUDENT SUPPORT SERVICES					

CT VIEWPOINTS

Opinion: Regional cooperation is delivering real results for southeastern Connecticut



by Katherine Ericson

September 30, 2026 @ 12:01 am



CREDIT: JACQUELINE RABE THOMAS

As school districts across Connecticut confront rising costs, increasingly complex operational demands, and continued pressure to use public resources responsibly, the conversation often turns to what districts can cut, consolidate, or simply do without.

There is another option.

Across southeastern Connecticut, school districts are demonstrating that voluntary regional cooperation can help communities stretch resources further, access specialized expertise, and strengthen local schools without sacrificing local identity or local decision-making.

That distinction matters.

Regional cooperation does not have to mean consolidation. It does not require every district to operate the same way or give up control over decisions that belong to its community. It means recognizing that not every school district needs to build and maintain every operational function on its own.

Sometimes, the better answer is to share.

We are seeing that approach produce measurable results through LEARN's Regional Shared Service Solutions Program.

More than a year ago, LEARN partnered with area superintendents to pursue a funding opportunity through Connecticut's Office of Policy and Management's Regional Performance Incentive Program, which supports voluntary regional shared-services projects designed to improve service delivery and reduce costs. The opportunity focused on improving efficiency and enhancing services in operational areas such as instructional technology, human resources, and business office functions.

The premise was straightforward: make it easier and more affordable for districts to share expertise and operational capacity.

Through the grant, districts already using LEARN shared services received a 25 percent discount, while reduced rates over a three-year period provided an affordable entry point for districts new to the model.

The value of the initiative was never simply about lowering a bill, though.



Katherine Ericson

School district operations have become increasingly specialized. Technology systems evolve quickly. Human resources requirements can be complex. Business operations demand certain expertise. Recruiting and retaining professionals with specialized skills can be difficult, particularly when an individual district may not need or be able to support a full-time position in every area.

Regional shared services allow districts to access that expertise collectively.

By the end of the program's first year, 14 school districts across eastern Connecticut had participated in one or more shared service areas. Some needed support with human resources functions. Others partnered with LEARN around technology or business operations.

Their individual needs were different, but the question behind them was largely the same: Why duplicate infrastructure, expertise, and cost when collaboration can provide another way?

The financial results are significant. Based on first year projects, participating districts were expected to realize more than \$325,000 in collective savings.

Those dollars matter. They are public resources that can remain in local school communities rather than being absorbed by duplicative administrative and operational costs.

However, savings tell only part of the story.

When a superintendent can rely on regional expertise to address a complicated operational need, that leader has greater capacity to focus on educational leadership. When a district can access an established system rather than create one independently, staff time and resources can be directed elsewhere. When several districts share specialized expertise, smaller communities can gain access to capacity that might otherwise be difficult or too costly to maintain.

Ultimately, stronger systems behind our schools provide stronger support for the educators and students those systems exist to serve.

This is precisely why Connecticut created Regional Educational Service Centers. RESCs give districts a mechanism for working together voluntarily-sharing expertise, building capacity, and creating efficiencies while preserving local governance.

That model may be even more relevant today than it was when LEARN was founded 60 years ago.

Connecticut's school districts will continue to face difficult financial and operational decisions. There will be legitimate conversations about costs, efficiencies, and how public education should adapt to changing circumstances.

Regional cooperation should be a larger part of those conversations.

The first year of this initiative offers a useful example of how state government, regional organizations, and local school districts can work together. The state created an incentive for collaboration. LEARN and area superintendents developed a regional approach. Individual districts then chose whether and where participation made sense for their communities. Fourteen districts participated. More than \$325,000 was saved in the first year. Local decision-making remained intact.

That is not consolidation. It is cooperation with measurable results.

As LEARN celebrates 60 years of Supporting Students, Strengthening Systems, and Serving Communities, the principle on which much of our work was built remains remarkably current: school districts can achieve more together than they can alone.

Connecticut should continue investing in opportunities that make voluntary regional collaboration possible.

When collaboration preserves local choice, expands access to expertise, and makes public dollars work harder, regional cooperation is not simply a good idea.

It is good public policy.

Katherine Ericson is executive director at LEARN, southeastern Connecticut's Regional Educational Service Center.

7.2e



Executive Committee

MEETING AGENDA SUMMARY

Friday, September 25, 2026

44 Hatchedts Hill Road, Old Lyme, CT 06371 | 8:30 – 9:45 AM

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 Katherine Ericson, LEARN Executive Director

Not Attending: N/A

Guests: N/A

Meeting began at 8:32 a.m.

1. Review October 2026 Board of Directors' Agenda

The Executive Committee reviewed the contents of the Board agenda. Executive Director Ericson highlighted the speakers who will be addressing the LEARN Board of Director in October.

2. Washington, D.C. Federal AESA Advocacy Update

Executive Director Ericson shared that she attended the 2026 AESA Advocacy in Action Conference in Washington D.C. The conference held informational sessions regarding the federal legislative priorities for Educational Service Agencies (ESAs) across the country. Issues ranged from maintaining the Department of Education as a cabinet-level priority, protecting Medicaid in schools, supporting full funding of IDEA, fighting to hold on to E-Rate funding, supporting federal expectations that social media platforms build child protections into their products, and promoting the reauthorization of student data privacy. Executive Director Ericson joined the LEARN Executive Leadership Team and ACES staff members in visits with congressional staffers in both the House of Representatives and the Senate. All the meetings were productive conversations on the topics outlined above.

3. Magnet School Assistance Program (MSAP)

LEARN is happy to report that both federal grants (SOARS and LEAP) have been funded for the new federal fiscal year. All LEARN schools participating in these grants are expected to receive approximately \$400,000 in combined funding this year. LEARN was also able to successfully revise the SOARS grant to adjust for the closure of a New London school that was a partner in the grant. The revised grant will allow all New London elementary schools to benefit from the MSAP program.



4. Bid Waiver Request: Three Rivers Community College

Motion to approve the bid waiver pursuant to LEARN Purchasing Policy 3323 to approve LEARN's continued partnership with Three Rivers Community College in support of the operation of Three Rivers Middle College Magnet High School (TRMC), at an estimated annual cost of \$270,805.20.

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

5. Bid Waiver Request: MDR to protect LEARN devices

No Bid Waiver needed.

6. Quote Request Summary: New England Science and Sailing – MSMHS Programming

Executive Director Ericson reviewed with the Executive Committee a quote request for New England Science and Sailing (NESS) for programming at MSMHS. NESS is identified as the sole-source provider for the proposed programming. The total quoted amount is \$25,760.00, with funding identified as MSMHS LEAP MSAP.

7. Adjournment

Motion to adjourn at 9:32 a.m.

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

Respectfully submitted by: Jamella A. A. Etienne



THE LEARN PROJECT, INC. (TLP) MEETING SUMMARY

Friday, September 25, 2026

44 Hatchetts Hill Road, Old Lyme, CT 06371 | 9:45 AM

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

Not Attending: Michael Belden, LEARN Chief Financial Officer

Guests: N/A

Meeting began at 9:48 a.m.

1 Review Fiscal 2025-2026 Financial Activity

Joanne Lund presented the 2025-2026 Financial Activity for the LEARN Project. The Graustein Memorial Funds, Children First (Groton), and Youth Services Prevention Grant were the programs with dedicated funds. Last year the CHEFA loans for the Early LEARning Magnet School were also passed through The LEARN Project.

Motion to approve the Fiscal 2025-2026 Financial Activity as reviewed.

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

2 ADJOURNMENT

Motion to adjourn at 9:55 a.m.

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

Respectfully submitted by: Jamella A. A. Etienne

SUPPLEMENTAL MEETING**Date:** September 10, 2026**Time:** 12:00 p.m.**Location:** VIRTUAL**Meeting Minutes**

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

Meeting Attendees: Kaitlyn Chapin, Newman Architects; John Holden, Newman Architects; Nick Conti, Gilbane, Inc.; Joe Holleran, Gilbane, Inc.; Margaret Molnar-Ryan, Colliers Engineering and Design; Erica Pudvelis, Colliers Engineering and Design

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

Agenda

1.0 Change Orders/ATPs

Change Orders/ATPs for Discussion and Possible Action

1.0 Change Orders/ATPs

A. ATP-0034 Credit, Dock Bumpers (Double Buy)

- Motion to approve ATP-0034 for Credit, Dock Bumpers (Double Buy) in the amount of (\$2,510.00)
 - Presented by: Robert Mitchell
 - Seconded by: Kate Ericson
 - Motion carried unanimously

B. ATP-0040 PR-0029, Brick Coursing Coordination RFI #154

- Motion: Motion to approve ATP-0040 for PR-0029, Brick Coursing Coordination RFI #154 in the amount of \$2,068.00
 - Presented by: Robert Mitchell
 - Seconded by: Craig Esposito
 - Motion carried unanimously

C. ATP-0042 PR-0032, Roof Overhang Support Steel

- Motion: Motion to approve ATP-0042 for PR-0032, Roof Overhang Support Steel in the amount of \$4,723.00
 - Presented by: Craig Esposito
 - Seconded by: Robert Mitchell
 - Motion carried unanimously



D. ATP-0044 RFI CST#163 Deflection Track Inclusion at Curtainwall and Storefront Systems

- Motion: T Motion to approve ATP-0044 for RFI CST#163 Deflection Track Inclusion at Curtainwall and Storefront Systems in the amount of \$34,705.00
 - Presented by: Robert Mitchell
 - Seconded by: Craig Esposito
 - Motion carried unanimously

E. ATP-0045 PR-0033 OT PT Swing Support

- Motion: Motion to approve ATP-0045 for PR-033 OT PT Swing Support in the amount of \$9,724.00
 - Presented by: Craig Esposito
 - Seconded by: Kate Ericson
 - Motion carried unanimously

2.0 Adjournment

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



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

Date: September 25, 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: Margaret Molnar-Ryan, Collier's Engineering and Design; Molly Haas, RDG; Sam Wahman, RDG; Emily Hemseth, RDG; 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

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

1.0 Approval of Minutes - Discussion and Possible Action

- Motion: To approve meeting minutes of August 28, 2026
Presented by Craig Esposito
Seconded by Kate Ericson
Motion carried unanimously
- Motion: To approve the supplemental meeting minutes of September 10, 2026
Presented by Robert Mitchell
Seconded by Dale Bernardoni
Motion carried unanimously

2.0 Updates & Reports

- Architects: Newman Architects, PC/RDG Architects
 - General updates
 - RDG presented updates on the playgrounds.
 - Furniture plan drawings were shared, along with an overview of the furniture and equipment planned for each room.
 - The technology package includes servers and wireless access points (WAPs), which comprise the technology infrastructure. Phones are also included in the package.

- Discussion and possible action
 - Newman's previously omitted 10% fee
Motion: To approve Newman's previously omitted 10% fee of \$1,700 for the previously approved additional services related to topsoil reuse, shed coordination, and DEEP permit resubmission, bringing the total contract amount to \$18,700.
 - Presented by Kate Ericson
 - Seconded by Robert Mitchell
 - Motion carried unanimously
 - Phase 4 Drawings & Specifications
Motion: To approve the plans, specifications, and cost estimates for Phase 4: FF&E, Technology, and Playground Equipment for Project 245/0090/MAG/N/PF, dated 9/4/2026
 - Presented by Craig Esposito
 - Seconded by Dale Bernardoni
 - Motion carried unanimously
- Construction Manager: Gilbane
 - General Updates
 - Gilbane provided a detailed, wing-by-wing update on construction progress to date. A slide deck was shown to the committee.

3.0 Financial Update

- Colliers reported the project remains in a strong fiscal position.

Discussion and Possible Action	Amount	Motion	Vote
Invoices for Project #245-0090MAG/N/PF	\$3,491,391.11	To approve the invoices for Project #245-0090MAG/N/PF	<ul style="list-style-type: none"> • Presented by Dale Bernardoni • Seconded by Jennifer Favalora • Motion carried unanimously

4.0 Other Reports

- None

5.0 Old Business

- None

6.0 New Business

- None

7.0 Adjournment

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

