

LEARN Board of Directors

June 9, 2022

Minutes

**8:15 am – 8:30 am Board of Directors Breakfast, room 118**  
**8:30 am - 9:00 am State of the Agency Presentation (not available remotely), rooms 112-115**  
**9:00 am – 11:00am Regular Business meeting, room 107 & via Zoom**

1. **Call to order:** Chairman Esposito informed members that in compliance with Governor Lamont’s Executive Order No. 7B and 9H, an audio recording of LEARN’s monthly virtual board meetings will be posted on the LEARN website until further notice. Members are asked to identify themselves by name and district prior to speaking. Introduction of board members and guests.

2. **Present:** Chester; Dale Bernardoni, Groton; Rita Volkmann, East Lyme; Catherine (Cate) Steel, LEARN; Kate Ericson, Ledyard; Mary Harris, Montville; Robert Mitchell, Norwich; Al Daniels, Preston; Cindy Luty, Region # 17; Jen Favallora, Region #18; Steven Wilson, Stonington; Craig Esposito

**Not Attending and Not Represented:** Clinton; Michael Hornyak, Deep River; vacant, East Haddam; Bryan Perry, East Hampton; Amy Ordonez, Essex; Carolyn Rotella, Guilford; Kristen Peck, Madison; Mary Ann Connelly, New London; Jefferey Hart, North Stonington; Phil Mendolia, Old Saybrook; Trevor Nichols, Salem; Sean Reith, Stonington; Craig Esposito, Waterford; Michele Devine, Westbrook; Zack Hayden

**Presenters Staff and Other Guests:** Michael Belden, Christine Pemberton, Donna Worst

3. Public Comment: no public comment

4. Reading/Review of Correspondence: 1. Letter from Workers Compensation Trust regarding operations

5. Superintendent’s Perspective: included in the agency-wide presentation

6. Consent Agenda:

6.1 Approval of the Minutes: Regular Business meeting: May 12, 2022

6.2 Approval of 2021-2022 Budget

6.3 Approval of Grant Applications: there are no grant applications included in packet

**Motion to Approve the Consent Agenda by Daniels, second by Mitchell**

**Motion passed unanimously**

7. Information from the Executive Director:

7.1 Hiring

7.2 Distributions

7.3 Executive Committee meeting minutes – Special meeting May 20, 2022

7.4 SSS Building Committee meeting minutes – Special meeting May 20, 2022

7.5 Legislative Update

7.6 LEARN Agency Update

8. Old Business:

8.1 Presentation of the proposed slate of officers for 2022-2023 per policy #9200; Election of Officers (Policy included in packet). The Nominating Committee has put forth the following slate of officers for 2022-2023.

Chair- Craig Esposito

Vice Chair- Aaron Daniels

Fiscal Officer- Robert Mitchell

Secretary- Rita Volkmann

**Nominations may also be taken from the floor at this time:**

If there are no other members to add to the slate, then we will proceed to vote

**Move to close nominations from the floor by Daniels, second by Steel**

**Motion passed unanimously**

**Motion to approve the Slate of Officers for the 2022-2023 Board of Directors: Chair; Craig Esposito, Vice Chair; Aaron Daniels, Fiscal Officer; Robert Mitchell, and Secretary; Rita Volkmann by Luty, second by Favalora**

**Motion passed unanimously**

8.2 Approval of 2022-2023 Budget book as presented and distributed at the May business meeting and forwarded electronically.

**Motion to approve the proposed 2022-2023 LEARN budget as presented by Mitchell, second by Daniels**

**Motion passed unanimously**

9. New Business:

9.1 Restructuring the LEARN Retirement Plan- LEARN CFO, Michael Belden, will present on the new Retirement Savings Plan (effective 7/1/2022). Upon completion of the presentation and discussion, The following motions are requested:

**Motion 1: Motion to approve, US OMNI & TSACG Compliance Services, as the Third Party Administrator for LEARN effective July 1, 2022 (Authorization of Agency form & Services Agreement) by Daniels, second by Mitchell**

**Motion passed unanimously**

**Motion 2: Motion to approve LEARN's 403(b) Retirement Plan and Adoption Agreement as presented by Luty, second by Favalora**

**Motion passed unanimously**

**Motion 3: Motion to approve LEARN's 457(b) Plan document and Adoption Agreement by Mitchell, second by Daniels**

**Motion passed unanimously**

**Motion 4: Motion to approve LEARN's Approved Providers (effective July 1, 2022) for the 403(b) and 457 (b) plans as shown by Daniels, second by Mitchell**

**Motion passed unanimously**

9.2 Request approval of additional Admin position, Special Education Supervisor. (Job description enclosed, salary set by LEARN Education Association contract)

**Motion to approve an additional Admin position; Special Education Supervisor, by Steel, second by Bernardoni**

**Motion passed unanimously**

9.3 Request approval of additional Admin position, Assistant Director of Specialized Programs (Job description enclosed, salary set by LEARN Administrators Organization contract)

**Motion to approve an additional Admin position, Assistant Director of Specialized Programs by Bernardoni, second by Steel**

**Motion passed unanimously**

9.4 Approval of Food Service Provider- request approval to extend the current food service contract with SLA for one additional year (2022-2023)

**Motion to approve the extension of current food service contract with SLA for one additional year (2022-2023) by Mitchell, second by Daniels**

**Motion Passed Unanimously**

- 9.5 Evaluation of the Executive Director\* per policy #2400; Administration, “*Evaluation of Administrators and Administration*”, \***will be held in Executive Session** (Executive Directors End of Year Reflection included in packet)

**Motion to begin Executive Session by Steel, second by Harris**

**Motion approved unanimously**

**Begin Executive Session: 9:57 am**

**End Executive Session: 10:13 am**

- 9.6 Executive Director Salary & Benefits

**Motion to raise the Executive Director’s salary by 3.5% and extend the current contract by one year for outstanding performance in recognition of the unprecedented and difficult challenges you faced in this pandemic year and your successful engagement with those challenges by Luty, second by Mitchell.**

**Motion passed unanimously**

10. Educational Perspective: included in the agency-wide presentation

11. Roundtable/Future Agenda Items: Discussion of Public Act 22-80 regarding; 30-minute lunch; prohibiting dual instruction

12. Adjournment:

**Motion to adjourn @ 10:50 am by Mitchell/Luty-passed unanimously**

**MISSION STATEMENT LEARN** is a Regional Educational Service Center working with, and for, its member districts to improve the quality of public education for all learners. We provide leadership for teaching and learning; We provide high quality, innovative schools and programs; We identify and deliver customized and cost effective programs and services; and, We promote collaborative partnerships and regional cooperation.