



EdAdvance
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BOARD OF DIRECTORS MEETING

June 7, 2018

MINUTES

On June 7, 2018, EdAdvance's Board of Directors held a meeting during which a quorum was present. President Chris Sanders called the meeting to order at 7:30 PM and recorded the following members in attendance:

1. Roll Call:

Name (District):	Frederick Karrat, Danbury	Lynn Stone, Litchfield
	Eileen Monaghan, New Milford	Michelle Ku, Newtown
	Chris Sanders, Region 6	Janelle Wilk, Watertown

EdAdvance

Personnel: Jeffrey Kitching, Executive Director
Richard Carmelich, III, Chief Operations Officer
Jennifer Douglas, Director of Special Education, South

2. Approval of May 3, 2018 Minutes:

Upon a motion by Lynn Stone, duly seconded by Janelle Wilk, the Board approved the minutes for the May 3, 2018 meeting with 5 in favor and 1 abstention.

3. Questions and Comments from the Public: None

4. Communications:

Written:

Jeff passed around the Board Communications. He shared:

- ✓ congratulation letters sent to our scholarship winners.
- ✓ copy of webpage with Tracey Lay as keynote speaker at National After School Program event.
- ✓ thank you letter to Jennifer Douglas from a former student of ACCESS South who went on to work for the program.
- ✓ thank you email sent to Abby Peklo, Director of Student and Community Programs, thanking her for work on a Youth Mental Health training she recently conducted in the region.

5. Old Business: None

6. New Business:

(a) Tour of Renovated ACCESS South School

Jeff and Jennifer Douglas, Director of Special Education South, gave the Board a tour of the renovated ACCESS School.

(b) Action Item: Approval of Head Start: Prenatal to Five's 2018-2019 Annual Program Self-Assessment

Upon a motion by Frederick Karrat, duly seconded by Janelle Wilk, the Board of Directors approved of EdAdvance's 2018-2019 Head Start: Prenatal to Five Annual Program Self-Assessment with 5 in favor and 1 abstention.

(c) Action Item: Approval of Head Start: Prenatal to Five Program Recruitment, Selection, and Enrollment Priorities (ERSEA) for 2018-2019

Upon a motion by Frederick Karrat, duly seconded by Michelle Ku, the Board of Directors approved of EdAdvance's 2018-2019 Head Start: Prenatal to Five program's selection and enrollment priorities (ERSEA) for the 2018-2019 program year with 5 in favor and 1 abstention.

(d) Action Item: Approval of Head Start: Prenatal to Five's Annual Grant Renewal Application

Upon a motion by Janelle Wilk, duly seconded by Lynn Stone, the Board of Directors approved of EdAdvance's annual grant renewal application for Head Start: Prenatal to Five with 5 in favor and 1 abstention.

(e) Action Item: Approval of Head Start: Prenatal to Five's COLA Funds Grant Application

Upon a motion by Michelle Ku, duly seconded by Lynn Stone, the Board of Directors approved of EdAdvance's submission of a grant application for Head Start: Prenatal to Five COLA funds of 2.6% and an increase in T/TA funds retroactive for FY'18 with 5 in favor and 1 abstention.

(f) Approval: Personnel Report for May 2018

Upon a motion by Michelle Ku, duly seconded by Janelle Wilk, the Board unanimously approved the Personnel Report for May 2018 as submitted with 5 in favor and 1 abstention.

7. Reports/Updates

i. Executive Director's Report – *Jeffrey C. Kitching*

- Archdiocese properties are moving forward for our purchase, hopefully by mid-summer. Due to another set of delays and UCONN bureaucratic issues, our quest for the UCONN campus is over.
- Shared a copy of the slides from the Leadership Council retreat, setting agency goals
- Spoke about redesign of central office team to get further away from a linear structure.

ii. Business and Operations - *Richard Carmelich*

- Shared information on changes to lobby area.
- Discussed Chromebook bid.
- Discussion on the continuing efforts to move to self-funding for health insurance.

8. Adjournment

With the agenda completed and no further business to discuss, President Chris Sanders adjourned the meeting at 8:15 p.m.

Minutes recorded by:

Richard Carmelich

Deb Bell, Secretary