



BOARD OF DIRECTORS MEETING

February 2, 2017

MINUTES

On February 2, 2017, EdAdvance's Board of Directors held a meeting during which a quorum was present. President, Chris Sanders, called the meeting to order at 7:00 PM, and recorded the following members in attendance:

1. Roll Call:

Name (District):	Melissa Miller, Colebrook	Gayle Carr, Litchfield
	Michelle Lucian, Plymouth	Chris Sanders, Region 6
	Deb Bell, Region 7	Joanne Brogis, Torrington

EdAdvance

Personnel: Jeffrey Kitching, Executive Director
Jonathan P. Costa, Sr., Assistant Executive Director
Richard Carmelich, III, Chief Operations Officer
Joyce DeAngelo, Board Clerk
Tony DiLeone, Technology Operations Manager

Guests: Patrice McCarthy, CABA

Upon calling the meeting to order, Board President Chris Sanders welcomed Patrice McCarthy, CABA to the meeting.

Upon a motion by Melissa Miller, duly seconded by Joanne Brogis, the Board unanimously approved to amend the agenda to add item under New Business – 6i - Cancellation of March 2017 Board Meeting.

2. Approval of November 3, 2016 Minutes:

Upon a motion by Melissa Miller, duly seconded by Deb Bell, the Board approved the minutes of the November 3, 2016 meeting with 5 in favor and 1 abstention.

3. Questions and Comments from the Public: None

4. Communications:

a) Written:

Jeff passed around the Board Communications. He shared the following:

- letter from Dr. Tom McMorran, Superintendent of Easton, Redding, and Region 9. At the

Region 9 BOE meeting on December 6, 2016, a motion passed to transfer the Redding School District from the EdAdvance RESC to the C.E.S. RESC community.

- In the CAFE Journal November 2016 edition, Jonathan Costa is referenced in an article on “How Principals Use Their Time.”
- Republican American article where Dr. Kitching presented an overview to the Northwest Hills Council of Governments (COG) at their December meeting on the educational services EdAdvance offers to the 30 school districts in northwestern and western Connecticut. EdAdvance and COG plan a future meeting to explore opportunities for partnering on initiatives that would benefit the municipalities they serve.

b) Oral – None

5. Old Business: None

6. New Business:

- a) Appointment of Executive Committee Officers

Upon a motion by Melissa Miller, duly seconded by Gayle Carr, the Board unanimously approved the following appointments to the Executive Committee:

Michelle Ku - Vice President
Joanne Brogis - Member at Large

- b) Action Item: Agency agreement for participation in the 2016-2017 grant cycle with the United Way of Western CT “Strong Start Neighborhood Pilot” at Park Avenue School.

Upon a motion by Gayle Carr, duly seconded by Joanne Brogis, the Board of Directors approved of EdAdvance’s participation in the 2016-2017 grant cycle for the United Way of Western CT “Strong Start Neighborhood Pilot” at Park Avenue School.

- c) Patrice McCarthy from the CT Association of Boards of Education (CABE)

Patrice gave a brief update on the State budget which is not encouraging. She reported that the Governor will be giving his budget address next week and that there will be a CABE webinar on Thursday at 9:30 a.m. to give an overview of the budget and what it means for us.

On a positive note, she stated that legislators have an increased knowledge of the special education costs to districts.

She spoke of a list of proposed bills that legislators may consider. She reported that they may restore the ECS grant. She also reported that the legislators were unanimously in agreement in streamlining some of the state requirements for professional mandates.

Patrice indicated that the new student data privacy law’s effective date may be postponed. It seems that it is more difficult to implement than anticipated; we will probably see relief on this issue.

Her team met with the CT delegation in Washington D.C. last week. The team was very supportive to the CT delegation that is currently in a very difficult environment. They spoke to

the delegation and reminded them of all the school choices we currently have in CT.

She encouraged us to watch for periodic emails from CABA titled “Advocacy Highlights” – these will be updates as things happen.

She also encouraged members to communicate with their legislators on relevant educational issues. She recommended sending them emails, bring your students, testify - our legislators need to hear from us.

d) Update: Agency Financial Position

Jeff reviewed the Second Quarter Actuals / End of Year Projection 2016-2017 Report with the Board. Currently we are looking at a positive year-end balance of approximately \$135,968.

Jeff updated the Board on the agency’s financial status reviewing our Current Banking Asset Summary - reflecting our checking/savings and CD accounts, our on-hand assets, and our net available after current debts.

He reviewed benchmarking the agency’s financial position. He shared a handout with the Board reflecting the Level 1) Operating Reserves, Level 2) Building and Capital Asset Reserves, Level 3) Opportunity Reserves and an overview with “How Would the Reserve Targets Look Now?”

e) Presentation: Audit Report

Rich reported that the agency audit showed no material weaknesses.

f) Update: Progress on The Dr. Danuta M. Thibodeau Education Center

Jeff reported that A. Secondino & Son are in the final stages of the renovation. He shared a color coded slide reflecting the areas redesigned, renovated and refurbished. He reported the following work is done: new natural gas feed to the building; upgraded electrical service, panels, wiring; new windows and lighting throughout; boiler/HVAC upgrades; painting interior and exterior; new flooring in renovated and commons, gym/café; new ceilings in renovated areas and commons. Staff and students are expecting to move back into the classrooms within a couple of weeks.

g) Presentation/Approval: 2018-2019 Uniform Regional School Calendar

Upon a motion by Melissa Miller, duly seconded by Michelle Lucian, the Board of Directors approved the 2018-2019 Uniform Regional School Calendar as submitted.

h) Approval: Personnel Report – November 2016 thru January 2017

Upon a motion by Joanne Brogis, duly seconded by Michelle Lucian, the Board unanimously approved the Personnel Report for November 2016 thru January 2017 as submitted.

i) Cancellation of March 2017 Board Meeting

Upon a motion by Gayle Carr, duly seconded by Joanne Brogis, the Board unanimously approved to cancel the March 2017 Board Meeting.

7. Reports/Updates

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

Jeff reported that he has met with the Mayors of both Torrington and Winsted. He indicated that he would like to better serve our students and families and has been looking at various properties in these areas for future possibilities.

He reported that we currently own 26 acres of land at our Litchfield facility that is problematic and of no use to us programmatically. He has met with realtors to discuss the possibility of selling this land, which would help fund a future property purchase in either Torrington or Winsted.

Jeff explained that in meeting with our member districts in his first 6 weeks on the job, there was a very clear message from the superintendents that they were in need of assistance in the area of special education. Jeff indicated that he would like to duplicate our special education program in Danbury in either the Torrington or Winsted area.

Jeff announced that he will be representing the RESC Directors in Washington, D.C. at the AESA Federal Advocacy Committee Meeting. He will also be meeting with our CT legislators to discuss the CAFE and CAPSS agendas.

ii. School/Program Services – *Jonathan P. Costa, Sr.*

Jonathan reported that EdAdvance has increased their scholarship offerings this year. EdAdvance will now be offering four (4) \$1,500 scholarships this year. Two (2) scholarships will be awarded to our southern districts and two (2) scholarships will be awarded to our northern districts. Scholarship winners will be announced at our May meeting; applications must be submitted by April 7, 2017.

Jonathan reported that there was a ThoughtExchange survey sent to key district representatives that they could fill out online. Four questions were asked of the participants:

- 1) What programs or services does EdAdvance provide that have the greatest value to your district?
- 2) What are the most important issues that your district and the state of Connecticut face in the next three to five years?
- 3) What new or expanded programs and services would you like EdAdvance to offer to your district that might provide solutions to some of these issues?
- 4) How satisfied are you with EdAdvance?

The participant responses are then organized and everyone is then invited to go back into the program and express their priorities within each category. This will help us determine what our customers are most focused on as we enter into this most difficult budget season. These results will be compiled and reported back to the district contacts.

Jonathan reported that he has been working closely with the SDE and believes there will be mandate relief that will lead to more local control as a small return on what most certainly will be fewer state resources available to support local LEAs.

iii. Business and Operations – *Rich Carmelich*

Rich introduced Tony DiLeone, Technology Operations Manager to the Board and explained his role in the agency.

As a member of the Small Schools Collaborative, Rich reported there has been discussion regarding collaboration in the area of health insurance. Rich stated that he will be meeting with Mary Glassman, CREC who has done much research in this area and will bring this information back to the collaborative.

Rich reported that our Food Service Program was recently audited and passed with flying colors.

Rich reported that superintendents were recently informed of new fingerprinting mandates. He said we are currently trying to provide districts with as much information as we can.

8. Adjournment

Upon a motion by Melissa Miller, duly seconded by Joanne Brogis, the meeting was adjourned at 8:40 PM.

*Minutes recorded by:
Joyce DeAngelo, Board Clerk*

Deb Bell, Secretary