

Minutes

ACES Governing Board November 9, 2017

205 Skiff Street
Hamden, CT 06517

Present: Lynn Campo, Hamden; Sue Cohen, Regional District #5; Ethel Grant, Naugatuck; Paula Guillet, Oxford; Cathy Hellreich, Cheshire; Norm Hicks, Regional District #13; Karen Hlavac, Wallingford; Inez Kelso, Bethany; Vincent Loffredo, Middletown; Dorothy Logan, North Haven; Kenneth Marcucio, Derby; Sara Querfeld, North Branford; Susan Riccio, Orange; Earl Whiskeyman, Milford

ACES: Thomas Danehy, Carol Bunk, Tim Gunn, Tim Howes, William Rice, Evelyn Rossetti-Ryan, Elaine Sein, Rachel Sexton
Technology Services Staff: Scott Olm

Not Present: Ansonia, East Haven, West Haven, Wolcott, Woodbridge

Guests: Attorney Joe Fasi, Attorney Jared Lucan, Robyn Berke, Regional District #5

1. Call to Order

Norm Hicks called the ACES Governing Board meeting to order at 12:17 PM after it was determined that a quorum was present. Mr. Hicks thanked the Board for the well wishes and arrangement after his recent surgery.

2. Pledge of Allegiance

Mr. Loffredo led the Pledge of Allegiance.

3. Public Participation/Communications

Mr. Hicks shared that he attended the annual Business Advisory Council (BAC) awards dinner in October and had a wonderful evening. The dinner recognizes local business partners who employ our students and clients.

Mr. Hicks indicated he greeted staff and spoke on behalf of the ACES Governing Board at the recent ACES Convocation Day.

Dr. Danehy thanked exiting Board Members Sue Cohen, Paula Guillet, Vincent Loffredo and Earl Whiskeyman for their contributions to ACES and the students and clients it serves. Each were presented with a token of gratitude and appreciation.

4. Approval of Minutes

Ms. Cohen moved to accept the ACES Governing Board minutes of October 12, 2017.
Ms. Riccio seconded.

In favor: Bethany, Cheshire, Derby, Hamden, Milford, Middletown, Naugatuck, North Branford, Orange, Oxford, Regional District #5, Regional District #13, Wallingford

Abstention: North Haven

Opposed: None

VOTE

5. Executive Director's Report

- 1) Convocation: Dr. Danehy reported that the ACES Convocation was a great day to compliment staff. The day featured two speakers including former ACES Executive Director Peter Young who provided a history of ACES. The afternoon provided break-out professional development sessions.
- 2) Mission, Vision, Tagline: Dr. Danehy reported that convocation offered 16 break-out sessions and provided staff with an opportunity to draft language and make recommendations for the new ACES mission, vision and tagline.
- 3) Bold Steps Update: Dr. Danehy reported that the Design Team will reconvene on December 8 to review the Bold Steps and determine which steps have been completed and can be removed from the plan, which steps need continued work, and any new steps that need to be added to continue the work of the plan.
- 4) Leeder Hill Resolution: Dr. Danehy reported that the resolution was revised to remove references to Boards of Education and other recommendations from the previous meeting.
- 5) Rates and Tuition for 2108-2019: Dr. Danehy reviewed the rates and tuition and reported there was an overall freeze on service rates, provided 5 year average increases for tuitions, and indicated that the top budget drivers were for health insurance increase, staffing needs for special education school, and wage and labor costs and obligations.
- 6) NBC Commercial – Dr. Danehy shared a commercial that aired on NBC which featured special education programming.

6. Old Business

Resolution for Leeder Hill

Mr. Whiskeyman moved to approve the resolution appropriating \$61.43 million (\$46 million which is expected to be paid from state grants) for the conversion of 130 Leeder Hill Drive, Hamden and so state in the attached resolution dated November 8, 2017.

Ms. Querfeld seconded.

In favor: Bethany, Cheshire, Derby, Hamden, Milford, Middletown, Naugatuck, North Branford, North Haven, Orange, Oxford, Regional District #5, Regional District #13, Wallingford

Abstention: None

Opposed: None

VOTE

7. New Business

1) Approval of Tuition Rates and Fees

Mr. Marcucio moved to approve the proposed ACES rates, tuitions, and fees for the 2018-2019 fiscal year as proposed on the attachment entitled ACES Rates, Tuitions and Fees dates November 9, 2017.

Ms. Riccio seconded.

In favor: Bethany, Cheshire, Derby, Hamden, Milford, Middletown, Naugatuck, North Branford, North Haven, Orange, Oxford, Regional District #5, Regional District #13, Wallingford

Abstention: None

Opposed: None

VOTE

2) Approval of Wages, Health Plan and Insurance Premiums

Ms. Cohen moved to approve a 2% general salary and wage increase with no step advancement for non-bargaining members employed at ACES as well as offering only the High Deductible Health Insurance Plan with Health Savings Account at a premium of 15.5% effective July 1, 2018.

Ms. Hellreich seconded.

In favor: Bethany, Cheshire, Derby, Hamden, Milford, Middletown, Naugatuck, North Branford, North Haven, Orange, Oxford, Regional District #5, Regional District #13, Wallingford

Abstention: None

Opposed: None

VOTE

8. Approval of Human Resources Report

The Executive Director recommended that the ACES Governing Board authorize the hirings and/or transfer/position changes, accept the resignations and retirements, and grant the leaves as detailed on the Human Resources Report.

Ms. Bunk reviewed the Human Resources report indicating the hiring of individual aides were as a result of increased special education enrollment, other hiring was to back-fill vacancies such as the job

coach, special education teacher and assistive technology specialist, six retirements. The remainder of the report was routine.

Ms. Hlavac moved to approve authorize the hirings and/or transfer/position changes, accept the resignations and retirements, and grant the leaves as detailed on the Human Resources Report.
Ms. Logan seconded.

In favor: Bethany, Cheshire, Derby, Hamden, Milford, Middletown, Naugatuck, North Branford, North Haven, Orange, Oxford, Regional District #5, Regional District #13, Wallingford

Abstention: None

Opposed: None

VOTE

Ms. Querfeld inquired about the Fiscal Analyst position. Mr. Howes indicated that it was a structured position with a decrease in salary. Ms. Logan highlighted that the retiring staff has extensive experience working with our population of students.

9. Filing of Fiscal Report (subject to audit)

The Executive Director recommended that the ACES Governing Board approve the filing of the Fiscal Report (subject to audit).

Ms. Riccio reviewed the Fiscal Report and indicated that ACES continues to strengthen its fiscal position. Enrollments continue to hold steady for some and increase for others, all the while meeting budgeted enrollment expectations. New contracts for services continue to arrive as well as the development of new lines business, which will help strengthen our financials. ACES continues to monitor expenses to ensure that we are examining expenditures against the budget to identify which sources of funds are showing surpluses or deficits. As new business and enrollments continue to rise, ACES is hopeful we will end the year in a surplus position.

Ms. Riccio moved to approve the filing of the Fiscal Report (subject to audit).
Ms. Grant seconded.

In favor: Bethany, Cheshire, Derby, Hamden, Milford, Naugatuck, North Branford, North Haven, Orange, Oxford, Regional District #5, Regional District #13, Wallingford

Abstention: None

Opposed: None

VOTE

10. Curriculum & Instruction Update

Mr. Rice reported:

- 1) Schools and programs are close to meeting their budgeted enrollment targets with student files for enrollment on site at many schools.
- 2) The special educations schools are finding that they are receiving students with more significant challenges than they have had in the past.

- 3) Convocation was very successful. The schools and programs reported they related very well to the speakers. They early reports from schools and programs is that they very rich conversations about the vision, mission and slogan.
- 4) Meeting with Teacher Assistant Drivers at the schools and programs as part of his goal to meet with every constituent group at the schools to get ideas from, challenges and opportunities for increased efficiencies that we may be able to capture.
- 5) Schools are hosting their parent conferences.
- 6) ACES STEM Magnet hosted an open house with all their STEM work on display. Students ran the sessions which included student made robots that can follow a line traced on the floor, robotic arms that can pick up objects, virtual reality programming. The contingent was made up of 8th grade students from Region 13, Meriden, and Wallingford. There were 3 males and 3 females and multiple ethnic groups were representing. Most awesome thing was that the students were chosen by their peers. School plans to interview students and put it out on their social media platform.
- 7) ECA hosted a contingent from China. Which included the Deputy Director of the Chinese Palace, and a number of Directors from the Palace. They toured ECA, TEMS and Yale. They were here to learn more about our STEM/STEAM initiatives and how ECA operates.
- 8) Thanked Lynn Campo for the donated coats.

11. Early Head Start Update

The Executive Director requested the approval of the Early Head Start monthly report.

Eligibility, Recruitment, Selection, Enrollment, and Attendance

- Monthly Early Head Start (EHS) enrollment was 60 for the period:
 - 58 children and 2 expectant families enrolled
- The program received 11 new referrals (9 Middletown, 2 Portland) 8 intakes
- There are 2 families pending eligibility determination.
- The program has 0 eligible family on the wait list.
- The program has 7 children enrolled with IFSPs, meeting the 10% requirement.
- 11 children exited the program during this period. 3 aged out of the program (All 3 attending preschool, 3 were discharged for attendance issues, 3 closed due to poor attendance.

Policy Council Updates

- Policy Council met October 25, 2017, 2:00-3:30pm at the ACES Middletown Community Education Center.
- Monique Hennessey, the PC Chairperson has resigned. The policy council has elected Johnny Lopez as the new PC chairperson and Amanda Cistulli as vice chairperson. Ms. Hennessey will continue as a member to policy council.
- The policy council received training information on the governance policy. Roles and Responsibilities and EHS System of Governance Policy was also shared and reviewed.
- The monthly fiscal report was reviewed and approved.
- The PC was informed that the EHS 2018 continuing application was approved by the governing board and submitted to the Office of Head Start.

Program Updates

- The Early Head Start socialization playgroups were held at two locations (Middletown Community Education Center, & Russell Library). Due to the renovations at 300 Washington Street, 1 socialization for infants has relocated to Russell library.
- The Early Head Start facility at 300 Washington Street, Middletown continues to undergo renovations. It is projected to be completed towards the end of November 2017.
- Early Head Start Staff attended the Practiced Based Coaching Academy in Waterbury October 17-19. The goal of PBC is to support education staffs' use of high quality teaching practices with confidence and competence. Our leadership team included Becky Cuevas, Sherri O'Shea, Cindy Smernoff, and Connor Walsh. The leadership team worked hard on developing next steps on a plan for implementation and sustainability of PBC in our EHS.
- The Early Head Start Coordinator attended Head Start's Enrollment Summit on Wednesday October 25th and October 26 in Lowell, MA. This opportunity focused on methods to determine sustainability of current program operations, strategies for maintaining full enrollment, marketing recruitment priorities, and improved service delivery methods. Becky Cuevas served on the panel to discuss successful partnerships with community providers and lend her experience on strategies that reach families and help to maintain full enrollment.
- The Early Head Start Staff and Interview Committee have concluded interviews for the ERSEA position and have offered the position to a very strong candidate Rommy Nelson. The next step will be to receive policy council approval in November to hire Ms. Nelson.

Governing Board Approvals

1. None needed at this time.

Attachments

1. Updated Fiscal Report

Ms. Cohen moved to approve the monthly Early Head Start Report.

Ms. Querfeld seconded.

In favor: Bethany, Cheshire, Derby, Hamden, Milford, Naugatuck, North Branford, North Haven, Orange, Oxford, Regional District #5, Regional District #13, Wallingford

Abstention: None

Opposed: None

VOTE

12. Next meeting: December 14, 2017.

13. Request for Executive Session

Ms. Riccio moved to go into Executive Session for the purposes of discussing pending litigation and negotiations.

Ms. Campo seconded.

In favor: Bethany, Cheshire, Derby, Hamden, Milford, Naugatuck, North Branford, North Haven, Orange, Oxford, Regional District #5, Regional District #13, Wallingford

Abstention: None
Opposed: None

VOTE

Executive Session.

Ms. Cohen moved to return to regular session.
Ms. Guillet seconded.

In favor: Bethany, Cheshire, Derby, Hamden, Milford, Naugatuck, North Branford, North Haven,
Orange, Oxford, Regional District #5, Regional District #13, Wallingford

Abstention: None
Opposed: None

VOTE

14. Adjournment

The meeting adjourned 2:00pm.

Sincerely,

Elaine Sein
Secretary to the ACES Governing Board