

## Minutes

### ACES Governing Board October 12, 2017

205 Skiff Street  
Hamden, CT 06517

Present: Lynn Campo, Hamden; Sue Cohen, Regional District #5; Fran Digiorgi, Ansonia; Ethel Grant, Naugatuck (12:30pm); Paula Guillet, Oxford; Margaret Hamilton, Woodbridge; Cathy Hellreich, Cheshire; Norm Hicks, Regional District #13; Karen Hlavac, Wallingford; Judith Hotz, Branford; Inez Kelso, Bethany; John Lineen, Meriden; Vincent Loffredo, Middletown; Kenneth Marcucio, Derby; Sara Querfeld, North Branford; Susan Riccio, Orange; John Theriault, Waterbury (12:25pm); Earl Whiskeyman, Milford

ACES: Thomas Danehy, Carol Bunk, Tim Gunn, Tim Howes, William Rice, Evelyn Rossetti-Ryan, Elaine Sein, Rachel Sexton  
Technology Services Staff: Nate Tavares  
Union Representation: Bill Jacobs

Not Present: East Haven, North Haven, West Haven

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

---

#### 1. Call to Order

Norm Hicks called the ACES Governing Board meeting to order at 12:15 PM after it was determined that a quorum was present.

#### 2. Pledge of Allegiance

Mr. Marcucio led the Pledge of Allegiance.

#### 3. Public Participation/Communications

Mr. Hicks indicated he will be having surgery in October and indicated that Ms. Querfeld would chair the November meeting.

#### 4. Approval of Minutes

Ms. Cohen moved to accept the ACES Governing Board minutes of September 14, 2017.

Ms. Riccio seconded.

In favor: Ansonia, Bethany, Derby, Hamden, Meriden, Milford, Middletown, North Branford,  
Orange, Oxford, Regional District #5, Regional District #13, Woodbridge

Abstention: Branford, Cheshire, Wallingford

Opposed: None

VOTE

#### 5. Executive Director's Report

- 1) **Bold Steps Update:** Dr. Danehy reported that the Design Team will reconvene on October 30 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.
- 2) **MSAP Grant Status:** Dr. Danehy reported that the Magnet Schools Assistant Program grant application was denied and that there were only 3 districts in Connecticut awarded the grant. CREC, LEARN, and New Haven were awarded the grant. All had previously applied and were denied. Dr. Danehy indicated that if the grant opportunity were to become available in the future that he is hopeful that ACES would fare better.
- 3) **Status of Dress Policy:** Dr. Danehy met with CEA union representatives and as a result will draft an advisory letter to staff. The issue was raised to address workers' compensation claims.
- 4) **Status of Drug or Alcohol Testing Policy:** Dr. Danehy met with CEA union representatives and as a result will meet with the Policy Committee to vet language for a revised policy. Once the Policy Committee makes a recommendation the policy will then be brought forward for Board approval.

#### 6. 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 retirement, 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 assistant principal, music and art teaching positions at TEMS. The report also included some transfers, resignations and one early retirement of a long-term staff member. The remainder of the report was routine.

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

Ms. Querfeld seconded.

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

Abstention: None

Opposed: None

VOTE

## 7. Old Business

### 1) Resolution for Leeder Hill

Ms. Riccio moved to postpone the Leeder Hill resolution to the November meeting.  
Ms. Campo seconded.

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

Abstention: None

Opposed: None

VOTE

The motion was made at the recommendation of the Finance Committee and would allow for further discussion. Extensive Board discussion followed. Dr. Danehy indicated that the request for the resolution is strictly for timing purposes, and is needed, in order to avoid delay in payments to vendors. The goal is for ACES to make all necessary payments. ACES would only borrow funds if state reimbursement is delayed. The Board expressed concerns in the language that referred to the financial responsibility to boards of education, therefore, ACES will make the change in the resolution to delete references to member boards of education and the State being responsible for whatever would be borrowed. In addition, the caveat that approval is required by the Board Chair, Vice Chair and Fiscal Officer will be added.

### 2) Curriculum & Instruction

- a) Mr. Rice reported an increase in enrollment for special education students and discussed managing staffing for the increase.
- b) Mr. Rice reported that ACES is in the process of analyzing data from initial testing.
- c) Mr. Rice reported analyzing SBAC data for growth.

## 8. 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 enrollment in the schools continues to increase and meet, and in some cases, exceed the budgeted enrollment expectations for 2017-2018. It is anticipated that the State will have a final budget soon and at that time ACES will have a better

understanding of how it will impact operations. Programs are continuing to receive contracts for services and ACES anticipates this to continue throughout the school year. ACES anticipates at this time we will be in a surplus position by the end of the school year.

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

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

Abstention: None  
Opposed: None

VOTE

#### 9. Approval of Regional Calendar

The Executive Director recommended the approval of the ACES 2018-2019 regional calendar. Dr. Danehy indicated that although recent legislation made the calendar optional to districts ACES still has the obligation to create one. Ms. Guillet expressed her concern of starting school on Monday for students. Board discussion followed.

Ms. Hotz moved to approve the ACES 2018-2019 regional calendar.  
Mr. Lineen seconded.

In favor: Ansonia, Bethany, Branford, Cheshire, Derby, Hamden, Meriden, Milford, Middletown, Naugatuck, North Branford, Orange, Regional District #5, Regional District #13, Waterbury, Woodbridge

Abstention: None  
Opposed: Oxford

VOTE

#### 10. 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 5 new referrals (4 Middletown, and 1 Cromwell) 7 intakes
- There are 2 families pending eligibility determination.
- The program has 0 eligible family on the wait list.
- The program has 8 children enrolled with IFSPs, meeting the 10% requirement.
- 6 children exited the program during this period. 1 aged out of the program (child attending Cromwell preschool program and had an IFSP), 3 moved from service area, and 2 delivered their babies.

##### Policy Council Updates

- Policy Council met September 27, 2017, 2:00-3:30 pm at the ACES Middletown Community Education Center.
- The policy council approved the by-Laws with current performance standard language. Two key changes were the ability for members to be elected to five (1) year terms and the council will meet ten months out of the year.
- The policy council met the new Family Development Supervisor Sherri O'Shea and the new home visitor Melinda Moore.
- The monthly fiscal report with YTD expenditures were reviewed and approved.
- The Policy Council approved continuing application for 2018. Included in the approval were the program goals & indicators, self-assessment update, community assessment update, training & technical assistance plan, and 2016-17 school readiness report.
- Monique Ives Hennessey has resigned as policy council chairperson. She will remain in her role through October 2017.
- Policy Council elections were held September 8<sup>th</sup> and orientation held September 15<sup>th</sup>. There are 3 new members to policy council. Jordan Paisley (parent), Johny Lopez (Parent), and Betsy Cronin (community representative-The Connection, Inc.)

Program Updates

- The Early Head Start socialization playgroups were held at two locations (Grace Episcopal Church & Russell Library). The infant group has been relocated to Russell Library and will return to the 300 Washington site upon completion of the renovation.
- The Early Head Start facility at 300 Washington Street, Middletown is under ongoing renovations. The projected date of completion is November 7, 2017
- The program has received formal notification of a federal monitoring to take place in 2018

Governing Board Approvals

1. Approve the Continuing application 2018
2. Approve the Policy Council By-Laws

Attachments

1. Revised YTD Fiscal Report
2. EHS Continuing Application
3. EHS Policy Council By-Laws
4. Federal Monitoring Notice 2018

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

Mr. Marcucio seconded.

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

Abstention: None

Opposed: None

VOTE

11. New Business

Next meeting: November 9, 2017.

Dr. Danehy invited the Board to the ACES Convocation Day on November 7, 2017. The theme will focus on the ACES mission and vision. Former ACES Executive Director Peter Young will be the guest speaker and will provide a history of ACES work for districts.

12. Adjournment

Ms. Hotz moved to adjourn the meeting at 1:25pm. Ms. Riccio seconded.

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

Abstention: None

Opposed: None

VOTE

Sincerely,

Elaine Sein  
Secretary to the ACES Governing Board