

Minutes

ACES Governing Board May 10, 2018

205 Skiff Street
Hamden, CT 06517

Present: Jana Balsamo, North Branford; Robyn Berke (12:25pm), Regional District #5; Elizabeth Brown, Waterbury; Lynn Campo, Hamden; Michele DeLucia, East Haven; Fran DiGiorgi, Ansonia; Ethel Grant, Naugatuck; Norm Hicks, Regional District #13; Inez Kelso, Bethany; John Lineen, Meriden; Dorothy Logan, North Haven; Ken Marcucio, Derby; Ellen Michaels, Branford; Susan Riccio, Orange

ACES: Carol Bunk, Thomas Danehy, Tim Howes, William Rice, Nadine Savage, Elaine Sein, Rachel Sexton

Not Present: Cheshire, Middletown, Milford, Oxford, Wallingford, West Haven, Wolcott

1. Call to Order

Norm Hicks called the ACES Governing Board meeting to order at 12:17 PM after determining a quorum was present.

2. Pledge of Allegiance

Ms. Grant led the Pledge of Allegiance.

3. Public Participation/Communications

- Mr. Hicks commended Dr. Rossetti-Ryan for her work organizing the ACES day at the New Britain Bees on May 4, 2018 and continued marketing efforts.
- Mr. Hicks welcomed new Board Members Michele DeLucia and Ellen Michaels representing East Haven and Branford respectively.
- Mr. Hicks congratulated Elizabeth Brown for the recent award from United Way of Greater Waterbury for her volunteer efforts.

4. Approval of Minutes

Ms. Riccio moved to accept the ACES Governing Board minutes of April 12, 2018.

Ms. DiGiorgi seconded.

In favor: Ansonia, Bethany, Branford, Derby, East Haven, Hamden, Meriden, Naugatuck, North Branford, North Haven, Orange, Regional District #13, Waterbury

Abstention: None

Opposed: None

VOTE

5. Executive Director's Report

- 1) Paycom: Dr. Danehy announced that ACES was in the process of transitioning to a new payroll system which will allow for greater efficiencies with time management, streamline the process for support staff, and provide accountability and security elements.
- 2) ASPIRE/Urban Youth: Dr. Danehy reported that ACES is exploring transitioning the ASPIRE program to Mill Road School and moving the younger Mill Road School students to St. Stephen's School in Hamden. This move will better serve both programs and meet programming demands.
- 3) Status of Wintergreen School Facility: Dr. Danehy reported that Hamden will propose to take back the Wintergreen building. Hamden would need to give ACES a one year notice. ACES is committed to Wintergreen and would look for new space for the school in preparation for the 2019-2020 school year if needed.
- 4) Six Bold Steps Update: A written report was provided to the Board.

6. New Business

- 1) Possible approval of revised pay rates for substitute teacher assistants.

Mr. Lineen moved to approve the pay rates for substitute teacher assistants from \$65.00 to \$85.00 per day and the substitute secretaries from \$16.99 to \$17.50 per hour.

Ms. Brown seconded.

In favor: Ansonia, Bethany, Branford, Derby, East Haven, Hamden, Meriden, Naugatuck, North Branford, North Haven, Orange, Regional District #5, Regional District #13, Waterbury

Abstention: None

Opposed: None

VOTE

Ms. Bunk explained that the substitute custodians are retained from a service provider.

2) Approval of Calendars

The Executive Director recommended the approval of the SAILS/EIBI and TEMS calendars for 2018-2019.

Ms. Riccio moved to approve the SAILS/EIBI and TEMS calendars for 2018-2019.
Ms. Grant seconded.

Abstention: None

Opposed: None

VOTE

In favor: Ansonia, Bethany, Branford, Derby, East Haven, Hamden, Meriden, Naugatuck, North Branford, Orange, Regional District #5, Regional District #13, Waterbury

Abstention: None

Opposed: North Haven

VOTE

7. Old Business

1) Approval of Budgets for 2018-2019

- a. International Programming
- b. Educational Center for the Arts
- c. Thomas Edison Middle School
- d. Wintergreen Interdistrict Magnet School
- e. Professional Development & School Improvement

Ms. Riccio moved to approve the Budgets for 2018-2019 as presented.
Mr. Lineen seconded.

In favor: Ansonia, Bethany, Branford, Derby, East Haven, Hamden, Meriden, Naugatuck, North Branford, North Haven, Orange, Regional District #5, Regional District #13, Waterbury

Abstention: None

Opposed: None

VOTE

The overall budget increase is 1.95%.

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 in May, ACES continued the positive upswing with the financials. The surplus the past month had climbed over \$700,000 over the previous month with strong growth in Transportation Services and Magnet School Funding. The State tallied its final funding decrease for the magnet schools and the tuition cut was not as substantial as the State first

predicted. The ending percentage decrease to magnet school funding was slightly over 5%, which is down from the previous forecast of 7.5%. As the year winds down, ACES will continue to effectively monitor expenses, fulfill existing contracts and seek new business to maintain our surplus position.

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

In favor: Ansonia, Bethany, Branford, Derby, East Haven, Hamden, Meriden, Naugatuck, North Branford, North Haven, Orange, Regional District #5, Regional District #13, Waterbury

Abstention: None

Opposed: None

VOTE

9. 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 the retirement, and grant the leaves as detailed on the Human Resources Report.

Ms. Bunk reviewed the Human Resources report indicating few replacement hires to cover leaves and individual aides for new students. The remainder of report was routine.

Ms. Bunk indicated the recruitment process for next school year has begun.

Ms. Logan moved to 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. Kelso seconded.

In favor: Ansonia, Bethany, Branford, Derby, East Haven, Hamden, Meriden, Naugatuck, North Branford, North Haven, Orange, Regional District #5, Regional District #13, Waterbury

Abstention: None

Opposed: None

VOTE

10. Curriculum & Instruction

Mr. Rice reported:

- Enrollment data trends are in alignment with historical trends
- The Theatre at the Green performance of Beauty and the Beast, Jr. will be held on Friday, May 11th starting at 7:00 PM and again Saturday, May 12th starting at 2:00PM at the Educational Center for the Arts located at 55 Audubon Street in New Haven.
- Wintergreen International Fair was held on May 5 and was well attended.
- Wintergreen Math night is tonight from 6-7:30 pm.
- Wintergreen working with SCSU through a grant they want WIMS to participate in with the school to form a more intense collaboration between the agency, school and SCSU. We would

provide feedback to SCSU in how they can improve their field work with students at SCSU who are preparing for student teaching with a focus on classroom management and supporting new teachers with tools to work with students who are dealing with increased trauma and mental health related issues. WIMS would be the lab site for the work and also receive a grant of \$2000.00.

- The New Haven Science Fair will be held at the Floyd Little Athletic Center located at Hillhouse High School on Tuesday, May 15th from 8:30-1:00.
- Thomas Edison was PLTW grant award! A two-year, \$20,000 grant opportunity, made possible by Verizon, will support the implementation of two PLTW Gateway units – App Creators and Computer Science for Innovators and Makers – at eligible middle schools for the 2018-19 school year.
 - Successful completion of these units helps students easily transition into PLTW high school-level computer science courses. In addition, the units serve as the middle school portion of PLTW's complete K-12 computer science pathway.
 - These grants, disbursed to each school over a two-year period, will assist in offsetting startup costs associated with implementing the units.
- TEMS students will be presenting at the Expo Fest May 18-19 at Oakdale
 - The students were challenged to “Take a Closer Look” and create a product or service. They focused on the crumbs at the bottom of cereal boxes. They created a prototype to change the inside packaging of cereal, thereby reducing wasted food. Inside the box there are air bubbles made of biodegradable plastic and a biodegradable zip seal bag to hold the cereal. Their findings were very promising, the packaging created between 8-9 times fewer crumbs than traditional packaging. Their project was due today and the electronic portion has been submitted. They still have booth set up and presentation to prepare for, but we are in the home stretch.
 - The Skills 21 Expo Fest will take place on Saturday May 19th from 9am-3pm at the Toyota Presents Oakdale Theater in Wallingford. There will be over 100 high schools competing and we are one of only 4 middle schools competing for the first time this year. Your support and presence would be greatly appreciated if you are available. They created a website with corresponding social media for this project. Please take time to view the website for the prototype they created.
- Watch their commercial here

https://drive.google.com/file/d/11OYD7KHdTwnNW02cEqKiStk6_Dp9Wde5U/view?usp=sharing

- Check out their website here <https://sites.google.com/aces.org/crushnomore>
- Learn more about the Expo Fest here

<https://www.skills21.org/expofest/main>

- Evelyn; the Marketing and Outreach Department and TEMS connected and were able to procure Wepawaug Flag to provide financial literacy courses to TEMS 8th graders this year.
- Testing is ongoing
 - Village school we had Abe Christ from the state and others observing student completing the CTAA and the new CTAA Science. One of the administrators Jenn Santarcangelo is on the committee for the science test.
- Village also held their annual Cinco De Mayo Celebration.
- Mill Road had family fun night last week that well attended.
- Rachel Sexton, Chief of ACES Institute - followed up and is finalizing the program work for the trauma informed classroom at Mill as well as other grant work with the schools.

- Students from North went to Washington D.C. last week and all returned.
- Analysis of nursing needs is ongoing
 - Director of HR met with our Lawyer and there will be some improvements to our nursing contracts.
- Mr. Rice gave testimony at the State Board of Education meeting on May 2 on behalf of the Agency in support of the Connecticut Global Competency Certificate.
 - The certificate was approved by the State Board
 - Certificate is a way to acknowledge students passion and interest in global affairs
 - Committee led by Sal Menzo of Wallingford
 - Pilot this year (Meriden, E. Granby, Milford, Masters School, Wallingford)
 - Reviewing student projects from our pilot group at our meeting on Monday
 - First certificates for first group will be awarded on June 5, 2018 in Hartford
- Mr. Rice connected Dr. Rossetti-Ryan with the contact at the Non-Profit called Everyone whose mission is to decrease the barriers to connectivity in the US. Her team is in process of getting the information on our website and promotion. Contact Mr. Rice if you would like to me to introduce you to Kurt Peloso.

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:
 - 56 children and 4 expectant families enrolled
- The program received 5 new referrals (4 Middletown, 1 Westbrook) and completed 4 eligibility intakes
- There are 4 families pending eligibility determination.
- The program has 0 income eligible families on the wait list. There 5 Over Income families on a waitlist.
- The program has 11 children enrolled with IFSPs, meeting and exceeding the 10% requirement.
- 4 children exited the program during this period. (1 child transitioned to preschool SPED, 3 children closed because of attendance issues).
- Recruitment and community outreach is a priority in the shoreline communities. Enrollment has declined in those communities.

Policy Council Updates

- Policy Council met April 25th at the ACES Education Center 300 Washington, Middletown. There was no quorum but there was great discussion on pressing business. Members participated in the review of the program's selection criteria that is due to be revised in May 2018
- Members of the policy council received the status report on program goals and objectives from the period of September 1st to January 31st 2018.
- The ACES Fiscal audit is in progress and members were informed of staff engagement in the process that started for Early Head Start on April 16th.

Program Updates/Activities

- Early Head Start hosted a community partner's breakfast on April 27th. Programs like Nurturing families, Community Renewal Team, the Connection, and Birth to Three joined in planning discussions on how to continue supporting families and identify specific roles that each can take in moving the mission and focus of the program.
- The Early Head Start socialization playgroups were held at our three locations (Middletown Community Education Center/EHS Site, Russell Library, and Grace Episcopal).
- The Early Head Start program hosted weekly Circle of Security sessions facilitated by Nurturing Families.
- The CT Birth to Three Program - Rehabilitation Associates facilitated their weekly therapeutic playgroups onsite.
- The Grow Truck has continued to provide nutritious food and learning seminars to the families in Early Head Start. The Grow Truck is a result of a partnership between the CT Food Bank and Early Head Start for 6 months out of each year.

Governing Board Approvals

1. None at this time

Attachments

1. Updated Fiscal Report

Mr. Marcucio moved to approve the monthly Early Head Start Reports.
Ms. Brown seconded.

In favor: Ansonia, Bethany, Branford, Derby, East Haven, Hamden, Meriden, Naugatuck, North Branford, North Haven, Orange, Regional District #5, Regional District #13, Waterbury

Abstention: None

Opposed: None

VOTE

12. Appointment of Nominating Committee

Ms. Logan and Ms. Riccio volunteered to serve on the nominating committee and will provide recommendations for Board Officers/Executive Committee members for 2018-2019 at the next meeting.

13. Other

- Next meeting: After discussion, the Board agreed to move the meeting to June 7, 2018.
- Mr. Hicks indicated that mileage reimbursement forms would be distributed.
- Mr. Hicks inquired about End of Year Activities. Dr. Danehy will include dates with his next Board update.

14. Request for Executive Session

The Executive Director requested an Executive Session for the purposes of evaluation of the Executive Director and salary and benefits for members of Executive Leadership Council for 2018-2019.

Ms. Brown moved to go into Executive Session.
Ms. DiGiorgi seconded.

In favor: Ansonia, Bethany, Branford, Derby, East Haven, Hamden, Meriden, Naugatuck, North Branford, North Haven, Orange, Regional District #5, Regional District #13, Waterbury

Abstention: None
Opposed: None

VOTE

Return to Regular Session.

The Board returned to regular open session and a motion was made by Liz Brown, seconded by Susan Riccio, to approve salary increases of ELC members at 2%, unless otherwise noted, to keep in line with pay for gender equity and increases by Administrators' Association; as well as a 3% annuity; and doctoral stipend rate of \$2500; with Teachers' High Deductible Health Insurance Plan at a \$2,000/\$4,000 deductible, 50% funded by Board with 17% co-share premium with a reduction of 3% if they elect to participate in the Wellness Plan requiring annual physical, colonoscopy, mammogram and prostate test as prescribed by physician, two dental visits per year and submission of quarterly physical activity log for self and spouse . Salaries are as follows:

AED Finance and Operations \$168,065
AED Schools and Programs \$162,740
Director of Human Resources \$164,401
Chief ACES Institute \$160,680
Chief of Marketing and Outreach \$146,384

VOTE: Motion carried unanimously.

For the Executive Director, a motion was made by Dot Logan, seconded by Susan Riccio, to extend the existing Executive Director contract by one year to June 30, 2021; provide a 2.5% salary increase; offer Teachers' Health Plan same as ELC members; and increase the doctoral stipend rate to \$2,500.

VOTE: Motion carried unanimously.

15. Adjournment

The ACES Governing Board meeting adjourned at 2:30pm.

Sincerely,

Elaine Sein
Secretary to the ACES Governing Board