

LEARN EXECUTIVE COMMITTEE MEETING SUMMARY

October 22, 2017

8:30-10:00

**LEARN
44 Hatchetts Hill Road
Old Lyme, CT 06371**

Called to order 8:31

Present: Rita Volkmann, Groton; Craig Esposito, Stonington; Sheri Cote, Waterford; Chris Goff, East Hampton; Eileen Howley, Executive Director; Guests: Lynn Nenni, LEARN CFO; Michelle Duthrie, LEARN Business office coordinator; Nicoleta McTigue, Blum Shapiro

1.0 Review of the November Agenda

Dr. Howley reviewed the November agenda.

Per the Board, the agenda will be reordered. A LEARN Agency update will be added to the Executive Director's report to allow her to share any current items of interest regarding LEARN schools or programs.

2.0 Presentation of the Draft Audit

Nicoleta McTigue, Blum Shapiro, shared the draft audit. Lynn Nenni helped to answer questions for the board. The audit is on the agenda for the November board meeting.

3.0 Fingerprinting audit: Draft of change

Dr. Howley shared the outcomes of a state audit regarding LEARN fingerprinting procedures. The state will require higher fees paid to the state. Dr. Howley indicated that LEARN will cover the difference at this time, however, fees will need to be increased in the 2018-2019 school year to cover costs.

4.0 Approval of gift

The Board approved unanimously (Goff, Volkmann) Young Chang Studio donation of an upright piano for the Friendship School valued at approximately \$1500-\$2000.

5.0 Draft meeting dates

The draft meeting dates were recommended to move to the full board at the November meeting.

6.0 Consideration of long-term substitute teacher pay modifications.

Dr. Howley notified the board of a recommended change in practice to allow her the discretion to hire certified long term substitute teachers, for shortage or specialty areas at BA or MA Step 1, in lieu of a daily rate. The board supported this change in practice to staff these difficult to fill positions.

7.0 Discussion of Executive Services leadership/organizational design

Dr. Howley shared the need to redefine the position of Director of Executive Services and primarily to redistribute work across both Executive Services and the Business office.

Meeting was adjourned at 10:00 (Esposito, Volkmann)