



**Wallingford Board of Education - Central Office
100 South Turnpike Road
Wallingford, CT 06492
Monday, January 22, 2018
1:00 p.m. – 3:30 p.m.**

**SERC Board of Directors
Regular Meeting Minutes**

Present: Elizabeth Brown, George A. Coleman, Jeffrey Leake (left the meeting at 3:16 p.m.), Salvatore Menzo, Richard Porth (joined the meeting by telephone at 2:16 p.m.), Agnes Quinones (joined the meeting by telephone at 1:00 p.m. and left the meeting at 2:55 p.m.), Charlene Russell-Tucker, Tom Swan (left the meeting at 2:44 p.m. and joined the meeting by telephone at 2:50 p.m.) and Jennifer Tooker (joined the meeting by telephone at 1:00 p.m.).

Absent:

Others Present: Ingrid M. Canady, Executive Director, Carol Sullivan, Director of Library Programs and Services, Wendy Simmons, Director of Development, Community Affairs & Equity, Michelle Weaver, Legislative Liaison, Sonja Pasquantonio, Human Resources Coordinator, Thomas Pesce, Controller, Kristy Giacco, Program Services Manager, and Jennifer LeBrun, SERC Executive Assistant.

I. Call to Order at 1:04 p.m.

The meeting was called to order by George A. Coleman, Interim Chair, at 1:04 p.m.

II. Public Comment*

1. Michelle LeBrun-Griffin, Consultant, SERC, spoke on her support for the State Education Resource Center (SERC). A copy of Ms. LeBrun-Griffin's written statement is included in the official file of this meeting.

2. Nitza Diaz, Consultant, SERC, spoke on her support for the State Education Resource Center (SERC). A copy of Ms. Diaz's written statement is included in the official file of this meeting.

III. Approval of the Draft Minutes of the November 27, 2017 Regular Board Meeting

“Motion to approve minutes from the November 27, 2017 Regular Board Meeting.”

Motion: Ms. Brown

Second: Dr. Menzo

Vote on Motion:

In favor: 8 (Brown, Coleman, Leake, Menzo, Quinones, Russell-Tucker, Swan
and Tooker)

Opposed: 0

Abstained: 0

IV. Agency Updates from Ingrid M. Canady, Executive Director

a. Agency Furloughs - Implementation

Ms. Canady shared information regarding SERC furlough days. She explained that four out of the ten days have been implemented. There is very specific protocol in place when the agency is on a furlough day. Public is notified by an automated voicemail message when calling the office and a message is posted on SERC's website. Additionally, the server is shut down completely to ensure the no work policy.

Ms. Brown shared her thanks to the SERC staff for agreeing to these furlough days. Mr. Coleman thanked the Finance Committee for working with Ms. Canady on cost saving measures for the agency.

Ms. Canady reported that the requested six month lease extension was granted with no increase in rent or changes to the lease agreement.

There was general conversation.

b. SERC Policy Update - *Sonja Pasquantonio*

Ms. Pasquantonio shared updates to the SERC Telework Policy. Suggested updates were provided by the Operations Committee and Mr. Coleman. SERC currently has 13 staff members that telework.

There was general conversation.

c. Budget Update – *Tom Pesce*

Mr. Pesce reviewed the revenue and expenditures spreadsheet in detail and discussed the current budget status.

There was general conversation.

V. Updates from George Coleman, Interim Chair

a. Update from January 18, 2018 Meeting with Commissioner of Education

Mr. Coleman provided information from the January 18, 2018 meeting with the Commissioner of Education, Dianna Wentzell. Ms. Brown, Mr. Leake, Ms. Russell-Tucker and Ms. Canady were also in attendance at this meeting which took place in Hartford.

Mr. Coleman shared that the meeting went well. He was given the opportunity to share his thoughts and concerns around the agency and its future. It was shared with the Commissioner that a commitment for level funding for the 18-19 fiscal year would mean a reorganization of SERC to operate within that budget.

Conversation ensued.

VI. Executive Session

- a. Legal Matters
Agenda Item Tabled.

VII. Items for Discussion

- a. SERC's Contingency Plan/Timeline

There was consideration about whether, under the current budget constraints; SERC can operate through the end of the 18-19 fiscal year in a reorganized structure with level funding provided by the State Department of Education under the IDEA federal grant, or whether the agency will only be viable until the end of the current fiscal year and be obligated to end its operations.

It was determined by Mr. Coleman, that an assessment of the options available for SERC is crucial in order to render a decision regarding the future of the agency during the next board of directors meeting scheduled for February 26, 2018. It was suggested that Board Members meet in a special meeting to review feasibility information aligned with program development and fiscal responsibilities for the next six months and 18 months respectively.

Ms. LeBrun will poll Board Members for a meeting date.

VIII. Action Items

- a. Approval of Revised Telework Policy

“Motion to approve Revised Telework Policy”.

Motion: Mr. Leake

Second: Mr. Swan

Vote on Motion:

In favor: 8 (Brown, Coleman, Leake, Menzo, Quinones, Russell-Tucker, Swan
and Tooker)

Opposed: 0

Abstained: 0

- b. Decision Regarding Agency's Operation Beyond July 1, 2018

Agenda Item Tabled.

IX. SERC Foundation Update

- a. Update from Wendy Simmons, Ph.D., SERC
Dr. Simmons shared information on the following:

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Dismantling Systemic Racism: 2018 Conference on Race, Education and Success
- 3rd Annual conference scheduled for May 11, 2018.

Developing Tomorrows Professionals

- Members of the Developing Tomorrow's Professionals Program requested a joint presentation to the SERC and SERC Foundation Board of Directors.

Potential Grants

- The SERC Foundation has submitted grant applications to Templeton Foundation and the Nellie Mae Foundation.

X. **Adjournment**

Meeting adjourned 3:43 p.m.