



**SERC Board of Directors  
Retreat Minutes**

**William Caspar Graustein Memorial Fund  
Hamden, CT**

**Monday, April 29, 2019  
12:00 p.m. – 4:00 p.m.**

**Present:** Elizabeth Brown, George A. Coleman, Charlene Russell-Tucker, Agnes Quinones and Tom Swan (left the retreat at 1:46 p.m.), and Richard Porth.

**Absent:** Samia Hernandez Mounds, Jeff Leake and Salvatore Menzo.

**Others Present:** Ingrid M. Canady, Executive Director, Stephen Proffitt, Director for Special Education Programs & Instructional Design, Michelle Weaver, Consultant/Legal Counsel/ Legislative Liaison, and Jennifer LeBrun, SERC Executive Assistant.

**I. Call to Order**

The retreat was called to order by George A. Coleman at 12:25 p.m.

Mr. Coleman thanked SERC for all of the hard work that went into planning the Dismantling Systemic Racism Conference held on April 26, 2019 at the CT Convention Center.

Michelle Weaver and Stephen Proffitt were introduced as the facilitators for the retreat.

The retreat objectives were reviewed and identified as the following:

- 1) To review SERC's programs and services and delineate their alignment with the agency's vision.
- 2) Identify the role that equity plays as the development of program and services are marketed to the field.
- 3) To develop common language regarding SERC's values-added to the state.

**“Motion to move out of order on the agenda.”**

Motion: Dr. Quinones

Second: Ms. Russell-tucker

Vote on Motion:

In favor: 6 (Brown, Coleman, Porth, Russell-Tucker, Quinones, Swan)  
Opposed: 0  
Abstained: 0

II. **“Motion to change the frequency and day of the Regular Meetings of the SERC Board of Directors.”**

Board Members discussed changing the frequency of the Regular Meeting schedule to every other month instead of monthly. These meetings will now be held on the last Tuesday of the month.

Motion: Mr. Coleman  
Second: Dr. Quinones

Vote on Motion:

In favor: 6 (Brown, Coleman, Porth, Russell-Tucker, Quinones, Swan)  
Opposed: 0  
Abstained: 0

III. SERC’s Vision and Mission

Ms. Weaver reviewed SERC’s Vision/Mission and SERC’s definitions of Equity, Excellence and Education.

There was detailed discussion and members participated in an activity facilitated by Ms. Weaver and Mr. Proffitt.

Members proposed the following idea/changes:

- 1) Add more emphasis on equity as a concept rather than an achieved status
- 2) Focus on the three constituencies; Educators, Families, and Community Members
- 3) Remove the word ‘entitled’ from SERC’s equity definition
- 4) Indicate what equity means to SERC
- 5) SERC to revisit all definitions

VI. SERC’s Funding Sources

Ms. Canady identified the 2019-2020 Executive Director Priorities as Board Relations, Operational Program Effectiveness, Resource Development-Funding, and Organizational Management.

Board Members engaged in detailed conversation around SERC’s revenue and funding sources.

Mr. Coleman shared that the meeting with the Chairs of the Education Committee went well and was optimistic.

V. SERC Program Focus & Future Opportunities  
Agenda item not discussed.

VI. S.W.O.T. Analysis (Strengths, Weaknesses, Opportunities, Threats)

Ms. Weaver and Mr. Proffitt lead members in an activity around SERC's Strengths, Weaknesses, Opportunities and Threats.

VII. Final Comments/Next Steps

Ms. Coleman and Ms. Canady will meet to complete 2019-2020 Dashboard.

Retreat was adjourned at 4:00 p.m.