



SERC Board of Directors Virtual Regular Meeting
Draft Meeting Minutes
February 28, 2023
12:00 p.m. – 2:00 p.m.

Present: Vice-Chairperson Agnes Quinones, Jeff Leak, Richard Porth, Jr., Bryan Klimkiewicz, Erin Benham (joined by telephone and left the meeting at 1:00 p.m.), and Tom Swan.

Absent:

Others Present: Ingrid M. Canady, Executive Director; Marjorie Davis, Associate Director; Kristy Giacco, Program Services Director; Krystal Hewitt, Human Resources Manager; Michelle Weaver, Legal Counsel; Jackie Teulings, Chief Financial Officer and Jennifer LeBrun, SERC Executive Assistant

I. Call to Order

Vice-Chairperson Quinones called the meeting to order at 12:04 p.m.

II. Public Comment*

No Public Comment

III. Approval of Draft Minutes (Recording) of the December 20, 2022, Regular Meeting

“Motion to approve recorded draft minutes from the December 20, 2022, Regular Board Meeting.”

Motion: Mr. Leake

Second: Mr. Porth

Vote on Motion:

In favor: 6 (Benham, Quinones, Klimkiewicz, Leake, Porth, Swan)

Opposed: 0

Abstained: 0

SERC will resume written transcription for future Board of Director Meetings.

IV. Executive Session

No Executive Session

V. Action Item(s)

a. Approval of Director of Marketing and Public Relations

“Motion to approve the Director of Marketing and Public Relations position.”

Motion: Mr. Porth
Second: Mr. Swan

Vote on Motion:

In favor: 6 (Benham, Quinones, Klimkiewicz, Leake, Porth, Swan)

Opposed: 0

Abstained: 0

VI. Updates from Ingrid M. Canady, Executive Director

a. SERC's New Location Update

Ms. Canady shared that phase one of the transition to the new location is going well. The Leadership Team is in the new space daily, and staff will return gradually. The telework policy allows for hybrid positions. Those staff members will be in the office twice to three times weekly. Ingrid hopes the SERC office will be fully operational by April 3. During the transition, SERC has not stopped working and supporting school districts.

Phase two will focus on the outdoor aesthetics of the building. The Equity. Excellence. Education. building banners have been installed and look fantastic. The next step is installing the SERC name on the building and replacing some currently boarded windows.

b. Office of Strategic Planning and Partnership: Section 10-266aa as amended by Public Act 22-80 § 28 of the Connecticut General Statute

Ms. Canady shared positive news that at the last Legislative Session, SERC had extensive advocacy and support campaigning to change the language in our legislation in addition to the request for the support and funding.

Senator McCrory, Co-Chair of the Education Committee, put forth Public Act 22-80 to specifically provide SERC with up to \$500,000 in funding from Choice Programs for the purpose of professional development and technical assistance. Ms. Canady is happy to report that SERC will receive these funds this fiscal year to provide professional development for certified staff and other members of school districts. She is thrilled because this funding is now in legislation meaning there is a possibility that SERC could receive these funds every fiscal year.

These funds must be used by June 30, 2023. SERC has applied and outlined how the funds will be spent and is excited to work with the Office of Strategic Planning and the State Department of Education on this project. Once the department approves this outline, they will release the funds.

Mr. Leake congratulated Ms. Canady on her work with Senator McCrory and said he advocates for Choice Schools. Ms. Canady shared the exact programs identified in the legislation with members of the Board.

Conversation ensued.

c. Upcoming Open House

SERC will host its inaugural grand opening for the SERC Board of Directors and members of the Waterbury community on April 24, 2023. Ms. Canady hopes that all can attend.

Ingrid will share additional details as they become available.

d. New Position: Director of Marketing and Public Relations

Ms. Canady requested approval to hire a Director of Marketing and Public relations. This position will assist with marketing SERC's Equity efforts and the support provided to state and out-of-state districts/agencies. This position will allow SERC's leadership team to ensure its effectiveness and efficiency regarding its services and programs and consistently remain on the cutting edge.

This position will supervise three staff members. SERC will stay within its goal of 50 staff and remain in line with its budget for recruitment. The agency will benefit from having a Public Relations and Marketing person on demand as it often receives requests to attend public events requiring press releases. This new position will ensure a quick turnaround of these releases.

VII. Committee Reports

a. Finance Committee

Ms. Teulings shared the December 2022 fiscal reports with Board Members. She reviewed the statement of revenue and expenditures and balance sheet in detail and shared that the agency has a consistent and strong cash position.

The fiscal reports are available for review on the SERC website.

b. Program Committee

Ms. Davis shared the February Program Report and reviewed the current programs SERC and the CSDE are working on together. SERC continues to be responsive to support the CSDE with any requests for project coordination/facilitation/technical assistance to support their efforts on behalf of students, educators, and families.

Marjorie provided an update on the Black/African American, Puerto Rican/Latino, Course of Studies, and new programming, including DMHAS School-Based Center for Prevention, Education and Advocacy ("The Center") and English/Multilingual Learner Programming.

There was a discussion about the roll-out of the new IEP system and /SERC's involvement and capacity to assist.

The February Program Report is available for review on the SERC Website.

c. Operations Committee

Michelle Weaver shared that the Operations Committee met briefly to discuss how they will operate. Committee members reviewed its current description, and a discussion ensued around the workflow. No official business was conducted at this time.

Ms. LeBrun will resend the Committee Descriptions to all Board Members.

VIII. Updates from Dr. Agnes Quinones, Vice-Chairperson

a. Letter to Appointing Authorities: Board Open Seats

Ms. Weaver has sent letters to the appointing authorities requesting their appointments to the SERC Board of Directors. Vice-Chairperson Quinones hopes SERC will begin to receive the appointments once the Legislative Session closes.

IX. SERC Foundation Update

a. Update from Jeffrey Leake, Chairperson, SERC Foundation

Due to connection issues, Mr. Leake asked Ms. Davis to provide the update for the SERC Foundation. Ms. Davis shared the exciting news that the Foundation was awarded an unexpected and unrestricted grant of \$100,000 from the Graustein Foundation in December. This grant is separate from, and in addition to \$135,000, the SERC Foundation has already received from Graustein for equity work.

This will be on the agenda for discussion at the March Foundation Board meeting.

The Dismantling Systemic Racism Conference is on May 5, 2023. The conference will be in-person at the Connecticut Convention Center. Please save the date!

Mr. Leake said he is very excited that the conference will return in person after three years!

X. Adjournment

“Motion to adjourn at 1:24 p.m.”

Motion: Mr. Porth

Second: Mr. Leake

Vote on Motion:

In favor: 5 (Quinones, Klimkiewicz, Leake, Porth, Swan)

Opposed: 0

Abstained:0

The next meeting is on April 25, 2023, from 12:00 p.m. to 2:00 p.m.

If you wish to join the public meeting and/or speak during public comment, please email Jennifer LeBrun at lebrun@ctserc.org for the meeting link. If you would like Board Members to receive a copy of your remarks, please email them to Ms. LeBrun 24 hours before the meeting. Each speaker is limited to three minutes.