

SERC Board of Directors Virtual Regular Meeting  
Draft Meeting Minutes  
August 29, 2023  
12:00 p.m. – 2:00 p.m.

Present: Chairperson Agnes Quiñones, Diane Clare-Kearney, Jeff Leak, Richard Porth, Bryan Klimkiewicz (joined the meeting at 12:20), Erin Benham, and Tom Swan.

Absent:

Others Present: Ingrid M. Canady, Executive Director; Marjorie Davis, Associate Director; Stephen Proffitt, Director for Special Education Programs and Instructional Design, 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**

Chairperson Quiñones called the meeting to order at 12:09 p.m.

**II. Public Comment\***

No Public Comment

**III. Approval of Draft Minutes of the April 25, 2023, Regular Meeting**

**"Motion to approve the draft minutes of the April 25, 2023, Regular Board Meeting."**

Motion: Ms. Benham

Second: Mr. Swan

Vote on Motion:

In favor: 4 (Benham, Quiñones, Porth, Leake, Swan)

Opposed: 0

Abstained: 1 (Diane Clare-Kearney)

**IV. Action Item(s)**

a.

**V. Updates from Ingrid M. Canady, Executive Director**

a. Dr. Ingrid M. Canady

Dr. Canady thanked Board Members for their support during her Doctoral studies. She officially received her degree from Vanderbilt Peabody College and is now Ingrid M. Canady, Ed.D.

b. Commissioner's Back to School Meeting, Woman's Equality Day, Sparkler Summer Series

Dr. Canady shared that she has been busy representing SERC at many events.

Examples shared included:

- The Commissioner of Education invited Dr. Canady to be a guest speaker at her back-to-school message for Connecticut's Superintendents. She shared a two-minute speech on her journey and continues receiving calls and media requests.
- A request came from the Lieutenant Governor's office to participate in the Women's Equality Day press conference. Dr. Canady stated it was an honor to participate in the event with an incredible group of powerful women supporting the State and its children and families.
- An invitation to deliver keynote remarks at the Sparkler Summer Series, organized by the community group Bridges to Success. Dr. Canady spoke at the all-day event at Quassy Amusement Park.

Conversation ensued.

c. Executive Director 22-23 Goals-Report

Dr. Canady shared a report outlining her 2022-2023 Goals.

Goal #1 – By June 2023, SERC will have identified a firm to conduct SERC's finance department assessment needs.

Goal #2 – During the FY year 2022-2023, SERC will initiate the evaluation of all current racial equity and social justice content to assess the essential components of its *Racial Equity and Social Justice Program Model*.

Goal #3 – During the fiscal year 2022-2023, the Executive Director will build community relationships with multiple organizations, programs, and services in the Waterbury area and surrounding communities.

A detailed conversation ensued around each goal.

Ms. Canady shared that she is meeting with Waterbury community organizations to discuss future collaboration opportunities. The meetings have been very positive. She has met with Madre-Latina, New Opportunities, Inc., Waterbury YMCA, and UConn-Waterbury Campus. Meetings with Bridge to Success and Waterbury Public Schools are scheduled.

The full report will be available on the SERC Board of Directors webpage.

Conversation ensued.

d. Courageous Conversation Summit – Austin, TX (Nov. 6<sup>th</sup>-8<sup>th</sup>)

Dr. Canady shared that a large number of SERC staff are going to be able to attend the annual Summit. Courageous Conversation about Race Protocol™ is the framework that SERC has been using for the past 20 years and continues to be an anchor for us. We have worked in a close partnership with Pacific Educational Group to be able to extend an invitation to many of our staff members and also any Board Members who may be interested in participating in the Summit.

e. Legislative Update

Ms. Weaver shared the following legislation passed that specifically mentioned SERC.

Conversation ensued.

Bill #	PA #	Impact on SERC	Effective/By
5001	23-137	<ul style="list-style-type: none"> <li>Publish notice on safe use of commuter railroad and public transit as received from DOT</li> </ul>	January 2024
		<ul style="list-style-type: none"> <li>Review each public transition program and submit report to GA</li> </ul>	February 1, 2024
		<ul style="list-style-type: none"> <li>Collaborate with CSDE, DDS, SSADS, Workforce Strategy, and Policy Management to develop and maintain an accessible and navigable online listing of transition resources, services, and programs</li> </ul>	January 1, 2024
		<ul style="list-style-type: none"> <li>Receive information from CSDE regarding transition programs to include in listing</li> </ul>	July 1, 2024
6880	23-159	<ul style="list-style-type: none"> <li>SERC is exempt from a 10-year limit of TRB credit for service before 7/1/2007</li> </ul>	July 1, 2023
6882	23-160	<ul style="list-style-type: none"> <li>Modifies SERC's enabling statute to remove state procurement requirements</li> </ul>	July 1, 2023
6903	23-91	<ul style="list-style-type: none"> <li>Mentions SERC as a state contracting agency – not new</li> </ul>	
6941	23-204	<ul style="list-style-type: none"> <li>TRB is only available to staff employed before 7/1/22 – technical change in definition</li> </ul>	July 1, 2023
0001	23-167	<ul style="list-style-type: none"> <li>Up to \$500,000 from the Commissioner after 3/1 if interdistrict public school attendance program attendance is below appropriation and after supplemental grants up to \$1000 per student to districts with at least 10 out-of-district students (technical change regarding fund description)</li> </ul>	July 1, 2023
		<ul style="list-style-type: none"> <li>Model curriculum in collaboration with CSDE</li> </ul>	January 1, 2024
1151	23-37	<ul style="list-style-type: none"> <li>Technical updates to the definition of quasi-public agency</li> </ul>	October 1, 2023

**VI. Committee Reports**

a. Finance Committee

Ms. Teulings shared preliminary financial information through June 13, 2023. The Board was informed that the accounting application has presented system variances,

which SERC is addressing. Ms. Teuling reviewed the revenue, expenditures, and balance sheet statements.

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

b. Program Committee

Ms. Davis and Mr. Proffitt shared the August 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.

Ms. Davis shared information about the National Summit for Courageous Conversation®. SERC staff will attend the 13<sup>th</sup> Annual National Summit for Courageous Conversation® in Austin, Texas, from November 5-8, 2023.

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

Conversation ensued.

c. Operations Committee

Michelle Weaver shared that the Operations Committee met in early August and used the meeting time to re-establish themselves, understand how the Committee should operate, and clarify their role.

The Committee agreed to revisit the Bylaws and update the Employee Handbook.

Conversation ensued.

**VII. Updates from Dr. Agnes Quiñones, Chairperson**

a. Update on SERC Board of Director Appointments

Dr. Quiñones reported that the Legislature appointed her and Dr. Diane Clare-Kearney as official SERC Board of Directors members. Dr. Quiñones was selected to become Chairperson. There is an additional appointment in the works on an interim basis.

More information will be provided as it becomes available.

Conversation ensued.

b. Board Retreat – Future date

Chairperson Quiñones requested a full-day retreat for Board Members to discuss SERC's Mission and Vision with an external facilitator. Ms. LeBrun will send a doodle poll to secure a retreat date.

c. CT-N to Livestream the October Regular Meeting

CT-N contacted Dr. Canady with a request to livestream one of the upcoming SERC Board of Directors meetings. CT-N will confirm with Ms. LeBrun if they will select the October meeting.

If any member of the Board has questions or concerns, please contact Chairperson Quiñones or Dr. Canady.

**VIII. SERC Foundation Update**

a. Update from Marjorie Davis, Associate Director, SERC

Ms. Davis shared that the current grant under the Gaustein Fund will continue to support the Social Justice Community coalition building. The Foundation is currently working with RSD #15.

The planning for the 2024 DSR conference has begun. The Convention Center had limited availability in May. We have a tentative hold on May 6, 2024.

Conversation ensued.

**IX. Executive Session**

**"Motion to enter into Executive Session at 1:40 p.m."**

Motion: Ms. Benham

Second: Mr. Leake

Vote on Motion:

In favor: 7 (Clare-Kearney, Benham, Klimkiewicz, Leake, Porth, Quiñones, and Swan)

Opposed: 0

Abstained: 0

Board Members Ms. Benham, Mr. Klimkiewicz, Mr. Leake, Mr. Porth, Chairperson Quiñones, and Mr. Swan were present. Ms. Weaver also joined the Executive Session.

**"Motion to exit Executive Session at 2:24 p.m."**

Motion: Ms. Benham

Second: Mr. Leake

Vote on Motion:

In favor: 7 (Clare-Kearney, Benham, Klimkiewicz, Leake, Porth, Quiñones, and Swan)  
Opposed: 0  
Abstained: 0

**X. Adjournment**

The meeting adjourned at 2:24 p.m.

The next meeting is on October 31, 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](mailto: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.**