

CAACE Board of Directors' Meeting  
May 19, 2017  
CREC, 55 Van Dyke Avenue, Hartford, CT

Present: Mayela Aguirre-Ernest, Karen Boluch, Larry Covino, David Downes, Sarah Dudzic, Paul Dzialo, Roszema Haskins, Kristin Hempel, Diane Kearney, Kelley Lanahan, Joe Lawler, Anthony Mangiafico, Reina Marasco, Maryanne Pascone, Heather Pelletier, Mary Grace Peak, Glen Peterson, Steven Phelps, Gabriel Riccio, Richard Tariff, Angela Thomas- Graves, Lori Wyrebek

**1. Minutes**

Motion to accept made by Richard Tariff; seconded by Anthony Mangiafico. Vote was unanimous.

**2. Treasurer's Report**

Lori Wyrebek presented the Treasurer's Report thru the end of March and then thru the end of April. All was reconciled at the end of April. A motion to accept was made by Kristin Hempel and seconded by Reina Marasco. Vote was unanimous.

**3. State Department of Education**

Glen Peterson reported on the following items.

- The GED® Advisory Group met and discussed the possibility of requiring the GED® Ready passing score before being approved to test. A discussion followed and all seemed to be in agreement. However, the state would need to make a policy and work with the GED® Testing Service to make this work especially for walk-ins. It is hoped that this will be resolved by the September policy Forum. This will also be brought up at the June Policy Forum.
- The PEP recipients will hopefully be notified in early August.
- Bill Davenport, a member of the State Board, has brought up the issue of fingerprinting and background checks for instructors of non-mandated courses. This will have an effect on Enrichment Programs.
- Adult Education seems to be level funded, but Adult Ed Action is cut by \$11,000.
- There have been many changes in the Department with Gina Hoag's retirement and the layoff of eight people. Glen asked for our patience as the loss of staff means things will move forward more slowly.
- Payments to the towns are moving forward. The cap will probably remain at 11%.
- Gabe commented on the wonderful Naturalization Ceremony that was held at Shelton Intermediate School.

**4. Committee Reports**

• **Conference**

Heather Pelletier reported that the 2017 Conference was great! The committee will debrief following the Board meeting. A "jump start" meeting is scheduled in July.

• **Advocacy**

Dave Downs and Mary grace peak reported on the budget; the Adult Ed Action line is a concern. Dave Adult Ed has good relationships with both sides of the aisle.

Dave asked programs to report on the contacts they have made with legislators.

Art Ellison is no longer the advocacy person for directors.

There are some bills dealing with education that are of some concern. These bills include PA-1240, the 25 credits, Two Generation, and the Study Bill for Workforce Investment Boards.

CAACE student learner awardees will attend a ceremony at the Capitol on June 1, 2017.

• **Membership**

Invoices for next year's conference will be sent out.

• **Finance**

Conference showed a profit. It was not as much as last year, but there were more expenses this year.

### **Budget 2017/2018 proposal went into Executive Session.**

A motion was made to move into Executive Session.

A motion was made to accept the budget as modified. The vote was unanimous. There will be a 2.5% increase for the Program Administrator and the Administrative Assistant.

A motion was made to go back to Regular Session.

- **Nominating**

Reina Marasco presented the 2017-2018 proposed Executive Board and Board of Directors slate. Twenty-three of the twenty-five positions are filled. Gabriel Riccio will be the new Secretary. The Board members who are leaving are Andy Tyskiewicz and Karen Boluch. New Board members are Kymbel Branch, Manager of Career Development Services, Workforce Alliance, New Haven and Antonio Musto, Director, Waterbury Adult Education. A motion to accept was made by Paul Dzialo and seconded by Anthony Mangiafico. Kelley will send out a survey monkey so all members can vote on the slate and Larry will announce the results at the May policy Forum.

5. **Public Comment** – N/A

6. **Old Business**

- **PD Update**

Kristen Hempel reported that the feedback from the May 5<sup>th</sup> workshop was very positive. She and Risa will be meeting over the summer to sketch out a PD plan for next year.

- **Marketing Update – See New business**

7. **New Business**

- A discussion was held regarding a new membership level for non-mandated service providers and what the added value of this level would be for both parties. The membership fee is the issue and there is a need for a new marketing tool to roll this out. Larry suggested a commission type model whereby a person is designated to reach out to such entities as the GED® testing Service to bring in corporate sponsors. A motion was made by Rich Tariff to direct the President to pursue the legality of this issue so a formalized proposal might be made at the next Board meeting. This was seconded by Kristin Hempel. Paul Dzialo made a motion to amend the prior motion to include ethical as well as legal. This was seconded by Reina Marasco.
- Sarah Dudzic agreed to attend CT Voices for Children meetings.

8. **Correspondence**

Larry Covino read Karen Boluch's letter of resignation.

9. **Good & Welfare** – N/A

Heather Pelletier made a motion to adjourn, seconded by. Kristin Hempel.

Respectfully Submitted,  
Karen A. Boluch  
May 19, 2017