

**CONNECTICUT TECHNICAL EDUCATION AND CAREER SYSTEM BOARD  
Hartford, CT**

**Minutes  
Subcommittee on Quality and Policy Meeting  
November 20, 2019**

**Draft**

Pursuant to notice filed with the Secretary of the State, the Connecticut Technical Education and Career System (hereafter "Board") met on November 20, 2019 at Ella T. Grasso Technical High School, 189 Fort Hill Road, Groton, Connecticut.

**I. Call to Order**

Ms. Eichstaedt called the meeting to order at 8:33am.

Present: Robert Trefry, Board Member  
Patricia Keavney-Maruca, Board Member  
Karen Eichstaedt, Board Member  
Lindy Lee Gold, Board Member  
Jeffrey Wihbey, Superintendent of Schools

Dial in: Daisy Cocco De Filippis, Board Member  
Fitz Walker, Board Member  
Peter Hoecklin, Board Member

Absent: Commissioner Kurt Westby, Board Member

**II. Public Participation**

There was no public participation.

**III. Consideration of Minutes**

**A. October 16, 2019, Subcommittee on Quality and Policy Meeting**

Ms. Eichstaedt moved, Ms. Keavney – Maruca seconded, that the Board adopt the minutes of the October 16, 2019, Subcommittee on Quality and Policy Meeting.

Vote: In Favor: De Filippis, Eichstaedt, Gold, Hoecklin, Keavney-Maruca, Trefry, Walker  
Opposed: 0

Abstained: 0  
Absent: Westby

Motion carried unanimously.

#### **IV. Strategic Planning for the Connecticut Technical Education and Career System (CTECS)**

##### **A. School Construction**

Ms. Karen Eichstaedt introduced CTECS Assistant Superintendent, Mr. Richard Cavallaro to the committee members who shared an update on the Platt Tech construction project.

Mr. Cavallaro walked committee members through the construction project and reviewed meeting minutes. Information in the document included the bidding process, obstacles, and delays in the project.

##### Questions/Discussion included:

*Mr. Hoecklin shared his thoughts on escalation cost and additional fees due to delays.*

*Mr. Cavallaro shared that combining shops makes room for redesigns that significantly reduce costs towards the budget.*

*Dr. Menounos explained the senior phases out of the electrical program into the mechatronics shop in order to reduce costs since the curricula are similar.*

*Mr. Wihbey added Platt Tech's budget was smaller than Windham Tech and Bullard-Havens Tech's construction budgets. So there should be less need to phases out and consolidate shops for their school construction projects.*

A copy of all handouts are included in the official file of this meeting.

##### **B. Separation Committee**

Ms. Karen Eichstaedt introduced CTECS Legal Director, Ms. Susan Scott, and CTECS Assistant Superintendent, Mr. Richard Cavallaro to committee members to share general plans for the CTECS separation from CSDE.

Ms. Scott shared the Separation Committee consists of internal CTECS staff, and the committee held its first meeting.

A few obstacles:

- The current consolidation of DAS and OLR for Human Resources - affects all aspects (Affirmative Action, HR, Payroll, Hiring and Onboarding, and Labor Relations)
- Staffing – looking into other agencies organizational charts to see what CTECS may need to incorporate as a separate entity.
- Office Space - as more employees are hired space is limited.
- Collective bargaining unit contract negotiations for administrators and teachers
- 2020 silver tsunami – a large number of potential retirements.

Questions/Discussion included:

*Mr. Trefry commended Ms. Scott and all members of the Separation Committee for their early efforts in ensuring a smooth transition for the CTECS separation.*

**C. Vacancy Update**

Ms. Karen Eichstaedt introduced CTECS Management Analyst, Joe Uccello to present the latest vacancy update report to committee members. Mr. Uccello shared full-time general fund position data as of November 2019 as follows: There currently are 143 vacancies – 72 of which are instructional – 71 remaining are made up of admin, food services, fiscal, clerical, plant, consultants, etc. In addition to the 143 vacancies, there are 12 on hold. Leaving 131 positions, and of those 131, OPM has authorized 75 positions. Of the 75 approved positions, 39 are instructional, 17 are academic, 18 are trade, and 4 are student support.

Mr. Uccello shared the annual salary for the 143 positions as \$9,917,080.00.

Questions/Discussion included:

*Mr. Uccello shared there is an anticipated deficit if CTECS were to fill all vacancies for the 2019-2020 school year.*

*Mr. Wihbey shared the district recoups funds each pay period positions are vacant.*

*Ms. Gold requested clarification on how the number of vacancies dropped from last month. She also inquired about how the budget is impacted if funds allocate for positions are not used.*

*Mr. Wihbey shared discussions with Deputy Commissioner Russell-Tucker to ensure appropriate staffing of business partners and labor relations staff.*

*Discussions on legislation to ensure the possibility to bring back retired staff members.*

A copy of the Vacancy Report is included in the official file of this meeting.

**V. Adjourn**

Ms. Eichstaedt moved, Ms. Gold seconded, for the Subcommittee on Quality and Policy Meeting to adjourn.

Vote:	In Favor:	De Filippis, Eichstaedt, Gold, Hoecklin, Keavney-Maruca, Trefry, Walker
	Opposed:	0
	Abstained:	0
	Absent:	Westby

Motion carried unanimously.

The meeting was adjourned at 9:24am.

Prepared by: Ms. Ronke Stallings, CTECS