

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

**Minutes
Full Board
March 15, 2023**

Pursuant to notice filed with the Secretary of the State, the Connecticut Technical Education and Career System (hereafter "Board") met on March 15, 2023, at 39 Woodland Street, Hartford, Connecticut.

I. Call to Order

Mrs. Patricia Keavney-Maruca

- Pledge of Allegiance

Chairperson Patricia Keavney-Maruca called the meeting to order at 9:00 A.M.

Present: Patricia Keavney-Maruca, Chairperson
George Anderson, Board Member
Jeff Aucker, Board Member
Christine Benz, Board Member
Todd Berch, Board Member
Jim Gildea, Board Member
Lance Hall, Board Member
Paul Lavoie, Board Member
Kelli-Marie Vallieres, Board Member
Karen Wosczyzna-Birch

Absent: Charlene M. Russell-Tucker, Board Member

Chairperson Patricia Keavney-Maruca welcomed Board members and lead the pledge of allegiance.

II. Public Participation

There was no public participation.

III. Consideration of Minutes

Mrs. Patricia Keavney-Maruca

Chairperson Mrs. Patricia Keavney-Maruca motioned, Mr. Berch moved, Dr. Vallieres seconded to approve the February 15, 2023 meeting minutes.

Vote: In Favor: Anderson, Aucker, Benz, Berch, Gildea, Hall, Lavoie, Vallieres, Wosczyzna-Birch
Opposed: 0
Abstained: 0

Absent: Charlene M. Russell-Tucker, Board Member

Motion carried unanimously.

IV. Superintendent Search Workshop

Mrs. Patricia Keavney-Maruca
Dr. Ellen Solek

Executive Director of CTECS, Dr. Solek welcomed everyone to the meeting. She gave an overview of the presentation and expanded on specifics that related to the role's responsibilities such as certification requirements and future legislative meetings. She asked Attorney Scott to clarify the "Legislative C.G.S 10-95h" portion of the requirements.

Mrs. Susan Scott, Attorney for CTECS clarified that the November legislative meetings are a past practice of CTECS as well as a part of the CTECS statutes. In summary it is stating that both the Superintendent and Executive Director will periodically report on the goings-on of CTECS to legislature.

Dr. Solek introduced Mr. Emmitt Riley, Legal Liaison for CTECS to the Board.

Mr. Riley thanked Dr. Solek for the introduction. He further clarified that the "Legislative C.G.S 10-95h" portion of the requirements is the periodic reporting of events before each legislative session begins.

Dr. Solek continued to share various marketing material related to similar state and national searches for the Board to review. She shared that the state of Connecticut does have strict rules related to confidentiality that must be considered while conducting the search.

Attorney Scott clarified that it is part of Freedom of Information Act and is in place to allow the Board to meet in executive session while discussing possible candidates and similar topics. Or, when meeting about a search committee for an executive level position.

Dr. Solek thanked Attorney Scott for clarifying. She further shared some literature on searching for an executive level position and went over the stages for recruitment and hiring. Whether the Board decides to work with a search firm or conduct the search themselves, the search will be thorough.

Questions/Discussion included:

Mrs. Keavney-Maruca asked Dr. Solek about what the cost of using these firms would be?

Dr. Solek explained that the cost has a broad range depending on what the Board may choose to do moving forward. Whether conducting the search as a sole agency, out-sourcing the search or splitting the search duties between the two it could range from anywhere from \$10,000.00-\$30,000.00+ in total.

Dr. Solek agreed with Mrs. Keavney-Maruca. She continued by stating that the Board will of course have time to make the final decision, and does have the option to put in an interim position while deciding on how to search for a permanent candidate.

Mrs. Richardson stated that CTECS is prepared to use whatever funding is needed in order to get the position filled.

Commissioner Danté Bartolomeo asked if anyone on the CTECS legal team checked with DAS for search parameters, specifically on engaging with an outside search company.

Dr. Solek shared that they are being employed by the Board to meet the needs of the search. Going forward, the Board could set the expectations to follow the standards set forth by DAS. Additionally, one of the roles the Board would take on initially would be to interview the firms, to see what type of options are available for the search.

Mr. Sartoris stated that he wanted to mention that CTECS will have to work very closely with DAS, but it shouldn't pose any sort of problem if the Board decides to engage a search firm. The process is very strict and must be followed properly as Mr. Berch pointed out previously. The Board will want to be aware of where the state requirements for hiring may conflict with the Connecticut statutes for confidentiality.

Mr. Hall asked if the Board or the possible search committee would be signing anything like a "Code of Conduct" which would not only protect the search committee, but the interviewees as well.

Dr. Solek thanked Mr. Hall and stated that would be a key piece of the search in engaging a search firm.

Mrs. Ronke Stallings, Chief of Staff for CTECS reiterated that the search would be a collaborative effort between DAS and CTECS fiscal department to ensure CTECS follows the state hiring practices. Using a firm would not be in lieu of, but in collaboration, a contract for services within the guidelines of state regulations.

Dr. Solek gave thanks to Mrs. Stallings for that statement.

Mr. Hall asked about how will CTECS establish a salary range for the position and what similar positions are out there to weigh it against?

Dr. Solek shared that the salary range is something that the Board should look to other similar positions and entities for information, like the Connecticut Association of Public School Superintendents (CAPSS), which collect data for the entire range of Connecticut Superintendents. Furthermore, reaching out to agencies at both the state and national level to garner more information on what their respective salary ranges may be for similar positions.

Mr. Sartoris the Salary is set by DAS. Mr. Sartoris stated that it is a pretty large range, but the highest he has seen was approximately \$188,000 for a district of similar size, but that is not highly competitive.

Commissioner Bartolomeo shared that if they are from outside the agency they start at the minimum and that a transfer from within the system would receive a maximum of a 5% bump in salary of their current position.

Dr. Vallieres agreed with Commissioner Bartolomeo that lobbying for the higher salaries is not always easy and to be aware there are classifications within the state and would imagine that the job description would fall under that classification. She mentioned that due to the size and scope of duties, the CTECS Superintendent may be in a higher classification than Superintendents who are overseeing a single district.

Mr. Berch commented that it should also be considered that the role of duties between the Executive Director and the Superintendent are individualized and that may appeal to potential candidates in lieu of a higher salary.

Mrs. Keavney-Maruca thanked Mr. Berch for his insightful comment. She continued to state that CTECS will want to reevaluate the expectations for the job and separate the roles of both the Executive Director and Superintendent positions.

Dr. Solek agreed with both Mrs. Keavney-Maruca and Mr. Berch and further clarified what the expectations of someone in that role will entail for not only CTECS, but the community itself.

Mrs. Stallings gave details of Dr. Solek's leadership taking on both roles as the Superintendent and Executive Director and highlighted the fact that CTECS stands out from other educational institutions. She continued to mention that for salary and consideration of what we are offering, it is really second to none.

Dr. Christine Benz stated she just wanted to compliment Mrs. Stallings on her statement.

Mrs. Keavney-Maruca stated that CTECS has a lot of work to do and this is urgent. CTECS must hit the ground running in order to prepare before the next school year begins.

Dr. Solek shared that efforts will be made to facilitate the wishes of the Board and how they would like to proceed. She welcomes any request for information or anything else that may help assist the Board in this monumental task.

V. Report of the Executive Director

Dr. Ellen Solek

Dr. Solek stated that at this point she didn't have any additional updates for the Board other than welcoming Mr. Emmitt Riley, Legal Liaison for CTECS. She further shared that she attended a meeting with the Executive Nominations Committee in regards to the Executive Director appointment and enjoyed the process immensely, ending it with a vote of "Yes". The next step is to go to the Committee of the Senate and the final decision will be made from there. It remains interim until it is not, and she will keep the Board updated.

Mrs. Stalling mentioned that CTECS can now share that there is a new Human Resources Director with the agency.

Dr. Solek stated that CTECS is thrilled to have Ms. Erin Ryan on-board. She has hit the ground running and she will be invited to the next meeting to introduce her to the Board. We also have a new attorney, under Attorney Scott.

Attorney Scott introduced Kelly LeCluzy to the Board and expressed what a relief it will be to have her joining CTECS.

VI. Report of the Chair

Mrs. Patricia Keavney-Maruca

Mrs. Keavney-Maruca shared she feels a great urgency to get the Superintendent search underway. She also shared a meeting with Senator Jan Hochadel and Mr. Paul Angelucci at Prince to discuss options to expand CTECS adult education in Aero Technology at Vinal Tech.

Mr. Lavoie also had an update from the CTECS Outreach and Partnership Committee. The committee has recently received a request to collaborate on historical preservation projects throughout the state. He

shared that they have connected with Mr. Brent McCartney, CTECS Architectural and Building Trades Supervisor and looks forward to the collaborative work ahead.

Mrs. Keavney-Maruca stated that is great news.

Mrs. Stallings thanked Mr. Lavoie for his efforts in making the connection between the two agencies.

VII. Adjourn

Chairperson Mrs. Patricia Keavney-Maruca motioned, Mr. Todd Berch moved, Mr. Lavoie seconded to adjourn the March 15, 2023 meeting.

Vote: In Favor: Anderson, Aucker, Benz, Berch, Gildea, Hall, Lavoie, Vallieres, Wosczyzna-Birch

Opposed: 0

Abstained: 0

Absent: Charlene M. Russell-Tucker, Board Member

Motion carried unanimously. The meeting adjourned at 10:32am.

Prepared by: Mr. Maxwell Waldorf