

STATE OF CONNECTICUT
CONNECTICUT EDUCATOR PREPARATION AND CERTIFICATION BOARD

Regulations Ad Hoc Committee Meeting

Friday, September 5th 3:30-4:00p.m.

Microsoft Teams Meeting (Virtual)

Approved Meeting Minutes

Attendance:

Attendees: (All Virtual): Jennifer Rodriguez, Chair, Kristen Basiaga, Cynthia Ritchie, Sarah Lahr Fitzsimons

Guests: Athena McAllenney

Absentees: Patrice McCarthy

- **Review and Approval of Minutes** – (Apr. May, Jun. 2025) 13(a) Ad Hoc Committee – Approved unanimously without edits.
- **Introduction / Purpose** – Scope and goals of the ad hoc committee:
 - Approach to updating /reviewing regulations – The committee discussed the options and systematic avenues viable for updating the groups of regulations.
 - The committee determined that five (5) days is the appropriate lead time for the submission of documents to be reviewed by board members prior to the next ad hoc committee meeting.
- **Meeting Cadence** – The committee decided that its meetings will be scheduled bi-weekly from 3:15 to 4:15p.m.

Kristen Basiaga moved to accept the proposed meeting schedule from 3:15-4:15.

Dr. Katherine Roe seconded the motion.

Kristen Basiaga amended the motion.

Vote: The motion carried by unanimous vote.

Jen Rodriguez appointed herself as Chair of the Regulations Ad Hoc Committee.

Dr. Ritchie was appointed as an alternate.

Action Items: Chair Jen Rodriguez requested that the Administrator forward regulations documents to newly appointed ad hoc committee members.

Dr. Katherine Roe moved to adjourn the meeting.

The motion was seconded by Kristen Basiaga.

Adjournment: The meeting was adjourned at 4:13p.m.