

**REGIONAL SCHOOL DISTRICT No. 16**  
**Board of Education Meeting**  
**November 16, 2022**

**BOARD MEMBERS PRESENT:**

		<u>Weighted Vote Per Member</u>
<i>Beacon Falls...</i>	Christine Arnold	.7
	Tiffany Burkitt-Lyga	.7
	Ben Catanzaro	.7
	Priscilla Cretella	.7
<i>Prospect...</i>	Robert Dyer	1.3
	Robert Hiscox	1.3
	Karima Jackson	1.3
	Roxann Vaillancourt	1.3

**STAFF MEMBERS PRESENT:** Tony DiLeone, Dir. of Finance and Business Operations  
Michele Raynor, Director of Curriculum

**I. CALL TO ORDER**

The meeting was called to order by Robert Hiscox, at 7:00 p.m. at the District Office, in Prospect, CT.

**A. Pledge of Allegiance**

**B. Roll Call**

Roll was called and a quorum was present.

**C. Revision/Additions to Agenda Order**

A MOTION was made by Roxann Vaillancourt and SECONDED by Tiffany Burkitt-Lyga to add Action Item 6, act to hire Christopher Dailey as new AD/Dean of Students under administrator contract at Step 5, \$120,741 prorated starting 12/15/22.

**ALL IN FAVOR** (weighted vote totals 8.0) **22-169**

A MOTION was made by Priscilla Cretella and SECONDED by Robert Dyer to add Action Item 7, approve budget transfers in the amount of \$37,982.21.

**ALL IN FAVOR** (weighted vote totals 8.0) **22-170**

**II. APPROVAL OF MINUTES**

Minutes of October 26, 2022 Board of Education Meeting (Ex. I)

A MOTION was made by Priscilla Cretella and SECONDED by Ben Catanzaro to approve the minutes of October 26, 2022 Board of Education Meeting (Ex. I)

**ALL IN FAVOR** (weighted vote totals 8.0) **22-171**

### **III. COMMENT**

#### **A. Town Officials**

**B. Public Comments** - *Note: Public Comment will be limited to five (5) minutes per speaker with a maximum of 45 minutes per subject. The BOE will not reply to comments made at a meeting. The Superintendent or Board Chair will respond to a concern within five business days*

### **IV. CORRESPONDENCE**

#### **V. TREASURER'S REPORT**

Tiffany Burkitt-Lyga read the following into the record:

Balance in General Fund as of 11/16/22:	\$6,911,729.09
Tonight's Invoices Total	\$1,137,009.87
General Fund	\$1,107,838.82
Federal and State Grants	\$12,771.97
Adult Ed, Other Grants, Athletic Fund	\$16,399.08
Capital Non-Recurring Project	\$0.00

#### **VI. STUDENT REPRESENTATIVE'S REPORT (Charli Hughes, Kaltrina Ameti)**

Miss Hughes delivered the report this evening.

#### **VII. EXEMPLARY PEOPLE, PROGRAMS and AWARDS**

Ms. Raynor provided some positive comments regarding the following and Ms. Cretella was also happy to receive this recognition within the District.

Joe Fortier and WRHS Athletic Dept. for receiving the 2022-23 CIAC Fred Balsamo

Award for Sportsmanship - thank you from the Superintendent and Board of Education.

NVL champs: volleyball, girls' soccer and swimming; certificates sent to head coaches.

#### **VIII. REPORT OF SUPERINTENDENT**

##### **A. Superintendent's Update**

1. Discussion of police at corner of Lancaster Road and Rimmon Hill Road, \$50/day. The Board and Region expressed their gratitude for this gracious agreement. This will continue for the rest of the year. Ms. Cretella suggested sending a thank you letter to the town.

2. District Strategic Plan.  
Scheduled for a vote tonight.

3. Innovative Grant Awards.  
Ms. Raynor pointed out that these ideas come forward from teaching staff and provided some specifics.  
Ancillary items and Coming Attractions were also quickly reviewed.

##### **B. Director of Finance and Business Operations Report**

- Discuss 2021-2022 enrollment figures
- Budget calendar 2023-2024

Mr. DiLeone reported the following; the Region received a \$40,658 refund on Workers Compensation premiums, which has been applied to this year's premium balance. Following October meal counts, the SMART funds balance will be \$177,565. The audits have discovered a discrepancy which will result in a refund to Prospect this fiscal year. The reason that resulted in the discrepancy has been addressed and adjusted for the following year. Mr. DiLeone discussed options to rectify the discrepancy and reached out to the attorneys. The CSDE has updated their ECS allocations for fiscal year 2022-2023, resulting in higher payments to the two towns and lower required contributions coming from them; updated letters are being generated. Budget procedure manuals were provided to schools and directors. A draft budget calendar has been created and provided to the Board.

### **C. Action Items**

#### **1. Act to approve District Strategic Plan 2022-2027.**

A MOTION was made by Tiffany Burkitt-Lyga and SECONDED by Christine Arnold to approve the Region 16 District Strategic Plan 2022-2027.

**ALL IN FAVOR** (weighted vote totals 8.0)

**22-172**

#### **2. Act to approve budget calendar for 2023-2024.**

A MOTION was made by Tiffany Burkitt-Lyga and SECONDED by Karima Jackson to approve the budget calendar for 2023-2024.

**ALL IN FAVOR** (weighted vote totals 8.0)

**22-173**

#### **3. Act to accept the letter of resignation from Linda Papp, WRHS Guidance Counselor, as of November 25, 2022.**

A MOTION was made by Tiffany Burkitt-Lyga and SECONDED by Priscilla Cretella to accept the letter of resignation from Linda Papp, WRHS Guidance Counselor, effective November 25, 2022.

**ALL IN FAVOR** (weighted vote totals 8.0)

**22-174**

#### **4. Act to approve 2023-2024 school calendar.**

A MOTION was made by Tiffany Burkitt-Lyga and SECONDED by Karima Jackson to approve 2023-2024 school calendar with proposed change (the 10/19/23 Parent/Teacher Conference day moved to 10/16/23).

**ALL IN FAVOR** (weighted vote totals 8.0)

**22-175**

Ms. Jackson raised some questions regarding how October dates were planned out, and a discussion took place among Board members to come up with a better solution. Mr. DiLeone advised BOE members of the teachers' contract language regarding fall conferences. It was agreed upon between Board members to change the Thursday, October 19, 2023, full day of parent/teacher conferences with no school for students to Monday, October 16, 2023, making Thursday of that week a regular school day.

5. Act to hire Lindsey Federico as a Library Media Specialist for LRMS at MA, Step 12, \$90,025 (prorated) for the 2022-2023 school year, starting January 3, 2023.

A MOTION was made by Tiffany Burkitt-Lyga and SECONDED by Priscilla Cretella to hire Lindsey Federico as a Library Media Specialist for LRMS at MA, Step 12, \$90,025 (prorated) for the 2022-2023 school year, starting January 3, 2023.

**ALL IN FAVOR** (weighted vote totals 8.0) **22-176**

6. Act to hire Christopher Dailey as Athletic Director/Dean of Students for WRHS under administrator contract at Step 5, \$120,741 (prorated) starting December 15, 2022.

A MOTION was made by Tiffany Burkitt-Lyga and SECONDED by Robert Dyer to hire Christopher Dailey as the Athletic Director/Dean of Students for WRHS under administrator contract at Step 5, \$120,741 (prorated) starting December 15, 2022.

**ALL IN FAVOR** (weighted vote totals 8.0) **22-177**

It was noted that Christopher Decker would be returning to the classroom as a Social Studies teacher.

7. Act to approve budget transfers in the amount of \$37,982.21.

A MOTION was made by Tiffany Burkitt-Lyga and SECONDED by Priscilla Cretella to approve budget transfers in the amount of \$37,982.21.

**ALL IN FAVOR** (weighted vote totals 8.0) **22-178**

**IX. OLD BUSINESS**

**X. NEW BUSINESS**

**XI. ITEMS for NEXT BOE AGENDA**

Reorganization of District Office staffing.  
Personnel Meeting (Discuss Teacher Retention)

**XII. INFORMATION ITEMS**

Expenditure report (7/1/22 thru 10/31/22) and Budget transfers (10/1/22 - 10/31/22)  
“Operation Believe” at Laurel Ledge School  
Letter of resignation (C. Sardinskas)

**XIII. ENROLLMENT – November 2022.**

**XIV. COMMITTEE REPORTS**

- A. Personnel and Negotiations Committee - **meeting Tuesday, November 22nd, 6:15 p.m. at D.O.**
- B. Facilities and Transportation Committee
- C. Curriculum Committee – **10/26/22 meeting minutes**
- D. Policy Committee
- E. Public Communications – **meeting 12/14/22, 6:15 p.m., D.O. to discuss R16 website**

- F. Technology Committee
- G. Recognition Committee
- H. Liaisons:
  - 1. Schools
  - 2. Wellness Committee
  - 3. Professional Development Committee
  - 4. 2COM
- I. Parent Advisory Council - **10/26/22 meeting minutes**
- J. Interdepartmental Safety Committee

**XV. ADJOURNMENT**

A MOTION was made by Tiffany Burkitt-Lyga and SECONDED by Ben Catanzaro to adjourn the November 16, 2022, Board of Education meeting at 7:47 p.m.

**ALL IN FAVOR** (weighted vote totals 8.0)

**22-179**

**DATE OF NEXT MEETING:** December 14, 2022, District Office, 7:00 p.m.