



Board of Education Meeting
Prospect and Beacon Falls, CT
30 Coer Road, Prospect, CT 06712
203-758-6671

Date: March 27, 2024
Place: District Office
Time: 7:00 p.m.

NOTE: There will be a budget discussion starting at 7:00 p.m. which may last up to one hour before the regular business.

AGENDA

The order of business shall be at the discretion of the Chairman.

- I. CALL TO ORDER**
 - A. Pledge of Allegiance**
 - B. Roll Call**
 - C. Revision/Addition to Agenda Order**

- II. APPROVAL OF MINUTES**

Minutes of March 13, 2024, Board of Education Meeting (Ex. 1)

- 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.***

- IV. CORRESPONDENCE**
 1. Correspondence to state - Testimonial against Bill No. 363.
 2. Correspondence to state regarding HB 5437 An Act Concerning Mandate Relief.
 3. SAT day at WRHS to change hours to a single session day.
 4. Correspondence presented proposed BOE 2024-2025 Budget to Prospect Town Council on March 19th and will be presented to Beacon Falls on April 9th.

- V. TREASURER'S REPORT**

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

- VII. EXEMPLARY PEOPLE, PROGRAMS and AWARDS**
 - ★ Laurel Ledge PTO officers for all that they do for the Laurel Ledge community.
 - Katie DeLeo - President

- Dana Webb - Vice President
- Tiffany Swiatlon - Treasurer
- Stephanie Rosa - Corresponding Secretary

VIII. REPORT OF THE SUPERINTENDENT

1. Superintendent's Update

- A. Discuss the 2024-2025 BOE approved school year calendar.
- B. Discuss the proposed UPSEU contract 2024-2027.
- C. Capital Improvement Project update.
 - a. Track
 - b. Field
 - c. Weight room

2. Director of Finance and Business Operations Report

3. Action Items

1. Act to accept Christine Sergi's letter of resignation.
2. Act to approve UPSEU contract 2024-2027.
3. Act to authorize the Superintendent to hire certified staff for the school year 2024-2025 as necessary.
4. Act to hire Ashley Bell, Teacher for Prospect Elementary School at MA, Step 11, \$81,213 for the 2024-2025 school year.
5. Act to change April 3, 2024 to a single session day at Woodland Regional High School for SAT testing.
6. Act to accept revision of job description for the Principal to Elementary Principal.
7. Act to accept revision of job description for the Assistant Middle School Principal.
8. Act to accept the new job description for a crossing guard.

IX. OLD BUSINESS

X. NEW BUSINESS

- Pre-School Program proposal
- Security grant updates

XI. ITEMS FOR NEXT BOE AGENDA

- Superintendent's Evaluation - May 1st.
- Discuss live recordings of BOE meetings - Lisa Mariano.

XII. INFORMATION ITEMS

1. Coming Attractions - April.
2. Unified Sports.
3. ED Advance Food Service Contract.

XIII. COMMITTEE REPORTS

- Personnel and Negotiations Committee - **Minutes of March 20, 2024 meeting**
- Facilities and Transportation Committee - **Meeting, March 27th at 6:00 p.m., District Office**

- Curriculum Committee
- Policy Committee - **Meeting April 10th at 6:00 p.m., LRMS**
- Public Communications
- Technology Committee
- Recognition Committee
- Liaisons:
 - Schools
 - Wellness Committee
 - Professional Development Committee
 - 2COM
- Parent Advisory Council
- Interdepartmental Safety Committee
- Leadership Team -**Meeting March 26th at District Office at 5:30 p.m.**

VIV. ADJOURNMENT

DATE OF NEXT MEETING: April 10, 2024, Long River Middle School, 7:00 p.m.

REGIONAL SCHOOL DISTRICT No. 16
Board of Education Meeting
March 13, 2024

BOARD MEMBERS PRESENT:

		<u>Weighted Vote Per Member</u>
<i>Beacon Falls...</i>	Tiffany Burkitt-Lyga	.7
	Douglas Bousquet	.7
	Christine Arnold	.7
	Lisa Mariano	.7
<i>Prospect...</i>	Karima Jackson	1.3
	Robert Hiscox	1.3

STAFF MEMBERS PRESENT:

Michael P. Yamin, Superintendent
 Tony DiLeone, Dir. of Finance and Business Operations
 Michele Raynor, Director of Curriculum
 Amy Filippone, Asst. Dir. of Special Education and Pupil Services
 Michelle Fortuna, Dir. of Special Education and Pupil Services
 Jeffrey Haddad, Asst. Principal PES
 Rima McGeehan, Principal PES
 Regina Murzak, Principal LLES
 Derek Muharem, Principal LRMS
 Kurt Ogren, Principal WRHS
 Dana Mulligan, Asst. Principal WRHS
 Mark Parrino, Dir. of Facilities
 Matthew Brennan, Director of Technology

I. CALL TO ORDER

The meeting was called to order by Tiffany Burkitt-Lyga at 7:00 p.m. in the Library at WRHS, in Beacon Falls, CT.

A. Pledge of Allegiance**B. Roll Call**

Roll was called and a quorum was present.

C. Revision/Addition to Agenda Order

A MOTION was made by Doug Bousquet and SECONDED by Robert Hiscox to add Action Item 10, to accept the letter of resignation from Stephanie Borowy for the end of the school year.
ALL IN FAVOR (weighted vote totals 5.4) **24-019**

At this time the Budget Portion of the Meeting took place.

Mr. Yamin started with the School Budget Calendar review. In his presentation, Mr. Yamin also reviewed the following:

General overview, Curriculum & Technology, Long Draft Annual Presentation Sheet which is revised 3-4 times per week, Summary of 3 year overview, CASBO Proposed Budget by District, Collaborative Process, Alignment of resources to core values/goals/beliefs. In his Powerpoint which was shared among Board members and available to the public he also covered District Goals, Commitments, Academic Improvement Targets, Theory of Action, Recent History, Budget Drivers and Highlights, Proposed Staffing Reductions/Additions, Projected Enrollment, Per Pupil Expenditure, Student Achievement, Expenditure by Category, Sources of Operating Revenue and Estimated Net Expenses by Towns. Mr. Yamin was also sure to thank Administrators and Support Staff at the District Office for their efforts towards the Budget. The total proposed budget came in at \$43,903,237 which reflects a 2% increase.

Mrs. Raynor shared information from her Budget Fact Sheet, made available to Board members and the public. Her proposed budget is \$115,111 (offset by grant funding \$37K), thus bringing her Actual Budget in at \$78,111. Lastly, she shared highlights from her year at a glance.

Mr. Brennan then shared information from his Budget Fact Sheet, also made available to Board members and the public. His proposed budget is \$692,656 (offset by grant and 1:1 funds by \$73,482). Mr. Brennan shared information for the year at a glance as well as Technology Budget Costs by Category.

Budget discussions commenced at 7:41 p.m. and a 5 minute break was called.

The meeting was called back to order at 7:46 p.m.

II. APPROVAL OF MINUTES

A MOTION was made by Doug Bousquet and SECONDED by Christine Arnold to approve the Minutes of February 7, 2024 Special Board of Education Meeting (Ex. 1)

ALL IN FAVOR (weighted vote totals 5.4)

24-020

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.*

Dino Verrelli, resident of Beacon Falls, asked for the withdrawal of legal actions.

IV. CORRESPONDENCE

1. R16 Superintendent of Schools update dated February 9, 2024.
 2. Superintendent's letter sent to the Appropriations Committee for the State.
 3. Superintendent's email dated February 14, 2024 regarding an article in Republican-American - R16 rises in the state index.
 4. Superintendent's email dated February 20, 2024 regarding Professional Development.
 5. Letters to First Selectman Gerard Smith and Mayor Robert Chatfield regarding payment schedule for the 2023-2024 fiscal year.
- Mr. Yamin explained that this resulted in savings for each town.

V. TREASURER'S REPORT

Balance in General Fund as of 3/13/24:	\$7,510,895.28
Tonight's invoices total:	\$2,138,282.93
General Fund:	\$1,914,133.55
Federal and State Grants:	\$19,025.00
Adult Ed, Other Grants, Athletic Fund:	\$3,476.88
Capital Non Recurring Project	\$201,647.50

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

Ms. Hughes delivered this evening's report.

VII. EXEMPLARY PEOPLE, PROGRAMS and AWARDS

- ★ WRHS Class of 2024 Valedictorian – Yasmeen Galal; Salutatorian – Abby Bunk.

VIII. REPORT OF THE SUPERINTENDENT**1. Superintendent's Update**

- a. Admin. Leadership Team updated District Strategic Plan 2022-2027. Mr. Yamin reviewed some specifics for the above.
- b. CSDE required Increasing Educator Diversity Plan. Mr. Yamin provided the plan. Mrs. Jackson shared her opinion/concerns being that it was not a District initiative it is mandated by the state. She also stated the towns are not very diverse. More discussions need to be had.
- c. Student Council State-Wide Legislative Panel at WRHS - Charlie Hughes, Board of Education Student Representative.

Mr. Yamin also noted that there would be another edition of the Region 16 Insider this year.

2. Director of Finance and Business Operations Report

Mr. DiLeone shared the following: The result of the new money and refinanced bonds that closed on March 1. A special thank you was given to Tiffany, Nazih and Christine who all made themselves available to execute all required paperwork. Brown & Brown brought back health insurance proposals from United Healthcare, Aetna and Cigna. They are in line with what was expected then Anthem who came in at 29%. The District's workers' compensation NCCI rating was announced at 0.82, an excellent rating. Anything less than 1 will result in a decrease in base premiums for the upcoming fiscal year.

3. Action Items

1. Act to accept Ashley Topazio's letter of resignation.

A MOTION was made by Doug Bousquet and SECONDED by Robert Hiscox to accept Ashley Topazio's letter of resignation.

ALL IN FAVOR (weighted vote totals 5.4)

24-021

2. Act to accept Susan Cameron's letter of retirement.

A MOTION was made by Doug Bousquet and SECONDED by Robert Hiscox to accept Susan Cameron's letter of retirement.

ALL IN FAVOR (weighted vote totals 5.4)

24-022

3. Act to accept Michele Raynor's letter of resignation.

A MOTION was made by Doug Bousquet and SECONDED by Robert Hiscox to accept Michele Raynor's letter of resignation with heavy hearts and gratitude.

ALL IN FAVOR (weighted vote totals 5.4)

24-023

4. Act to hire Frank Posca, School Counselor for Woodland Regional High School at MA, Step 6, \$60,559, prorated.

A MOTION was made by Lisa Mariano and SECONDED by Christine Arnold to hire Frank Posca, School Counselor for Woodland Regional High School at MA, Step 6, \$60,559, prorated.

ALL IN FAVOR (weighted vote totals 5.4)

24-024

5. Act on Healthy Food Certification (HFC) Statement certifying that all food items sold to students (separately from reimbursable meals) in Region 16, pursuant to C.G.S. 10-215f and not exempted from the CT Nutrition Standards (CNS) published by the CSDE, will comply with the CNS during the period July 1, 2024 through June 30, 2025.

A MOTION was made by Doug Bousquet and SECONDED by Robert Hiscox to Act on Healthy Food Certification (HFC) Statement certifying that all food items sold to students (separately from reimbursable meals) in Region 16, pursuant to C.G.S. 10-215f and not exempted from the CT Nutrition Standards (CNS) published by the CSDE, will comply with the CNS during the period July 1, 2024 through June 30, 2025.

ALL IN FAVOR (weighted vote totals 5.4)

24-025

6. Act to adopt the food and beverage exemptions for the period July 1, 2024 through June 30, 2025 allowing the sale in Region 16 to students of food items that do not meet the CT Nutrition Standards and beverages not listed in Section 10-221q of the C.G.S. providing that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the school day or on the weekend, 2) the sale is at the location of an event, and 3) the food and beverage items are not sold from a vending machine or school store.

A MOTION was made by Doug Bousquet and SECONDED by Robert Hiscox to adopt the food and beverage exemptions for the period July 1, 2024 through June 30, 2025 allowing the sale in Region 16 to students of food items that do not meet the CT Nutrition Standards and beverages not listed in Section 10-221q of the C.G.S. providing that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the school day or on the weekend, 2) the sale is at the location of an event, and 3) the food and beverage items are not sold from a vending machine or school store.

ALL IN FAVOR (weighted vote totals 5.4)

24-026

7. Act to approve the service agreement between Region 16 and Education Service Center Region 10 which sponsors the retirement asset management services program ("RAMS") authorizing the establishment or takeover of one or more plans as outlined in the attached resolution agreement.

A MOTION was made by Doug Bousquet and SECONDED by Christine Arnold to approve the the service agreement between Region 16 and Education Service Center Region 10 which sponsors the retirement asset management services program ("RAMS") authorizing the establishment or takeover of one or more plans as outlined in the attached resolution agreement.

ALL IN FAVOR (weighted vote totals 5.4)

24-027

Mr. DiLeone explained/clarified the additional retirement option.

8. Act to accept revision of job description for the Curriculum Director, to Director of Curriculum, Instruction and Assessment.

A MOTION was made by Robert Hiscox and SECONDED by Lisa Mariano to accept revision of job description for the Curriculum Director, to Director of Curriculum, Instruction and Assessment.

ALL IN FAVOR (weighted vote totals 5.4)

24-028

9. Act to approve budget transfers for February in the amount of \$289,786.12.

A MOTION was made by Doug Bousquet and SECONDED by Christine Arnold to approve budget transfers for February in the amount of \$289,786.12.

ALL IN FAVOR (weighted vote totals 5.4)

24-029

10. Act to accept letter of resignation from Stephanie Borowy, effective at the end of the school year.

A MOTION was made by Doug Bousquet and SECONDED by Christine Arnold to accept the letter of resignation from Stephanie Borowy, effective at the end of the school year.

ALL IN FAVOR (weighted vote totals 5.4)

24-030

IX. OLD BUSINESS

X. NEW BUSINESS

- Pre-School Program proposal
- Security update

XI. ITEMS FOR NEXT BOE AGENDA

- Capital Improvement Project Update
- Approve UPSEU contract 2024-2027

XII. INFORMATION ITEMS

1. Expenditure Report - February 2024.
2. Coming Attractions - March 2024.
3. Laurel Ledge Newspaper Club Edition 1: January 2024.

4. Woodland Regional High School earned the College Board AP Computer Science Female Diversity Award.

XIII. ENROLLMENT

- March 2024

VIV. COMMITTEE REPORTS

- Personnel and Negotiations Committee - **UPSEU negotiations update, March 20th**
- Facilities and Transportation Committee - **Meeting, March 27th at 6:00pm, District Office**
- Curriculum Committee
- Policy Committee
- Public Communications
- Technology Committee
- Recognition Committee
- Liaisons:
 - Schools
 - Wellness Committee
 - Professional Development Committee
 - 2COM
- Parent Advisory Council
- Interdepartmental Safety Committee - **Minutes, February 15, 2024, 9:30 a.m., District Office**
- Leadership Team

XV. ADJOURNMENT

A MOTION was made by Doug Bousquet and SECONDED by Christine Arnold to adjourn the Special Board of Education meeting of March 13, 2024 at 8:25 p.m.

ALL IN FAVOR (weighted vote totals 5.4)

24-031

DATE OF NEXT MEETING: March 27, 2024, District Office, 7:00 p.m.

Board Secretary,

Christine Arnold

*These minutes are subject to Board approval.
Submitted by Kelly Rodriguez, Board Clerk*