



**REGIONAL SCHOOL DISTRICT #16**  
**DISTRICT MEETING**

**DATE:**           April 10, 2024

**PLACE:**         Long River Middle School

**TIME:**          7:00 p.m.

**AGENDA**

- I.    CALL TO ORDER**
- II.   CALL OF THE MEETING** (legal notice as published in the newspaper)

Notice of Public Hearing  
Regional School District #16

The electors and citizens qualified to vote in a town meeting of the Towns of Beacon Falls and Prospect are hereby notified and warned that a public District Meeting will be held on Wednesday, April 10, 2024, at Long River Middle School, 38 Columbia Avenue, in the Town of Prospect, Connecticut at 7:00 p.m., at which the Regional Board of Education will present a proposed budget of \$43,903,237 for the next fiscal year commencing on July 1, 2024. Any person may recommend the inclusion or deletion of expenditures in said proposed budget at such time. After said public hearing, the Board will prepare an annual budget for the next fiscal year, copies of which will be available at least five days before the annual meeting to be held on Monday, May 6, 2024.

Dated at Prospect, Connecticut this 28th day of March 2024.

Tiffany Burkitt-Lyga, Chairman, Board of Education  
Regional School District #16

- III.   Nominate and vote to appoint a Temporary Secretary**
- IV.   Nominate and vote to appoint a Moderator for the District Meeting**

**V. Moderator -**  
Superintendent to present proposed final budget for 2024-2025  
Comments from the public

**VI. Adjournment**

Resume the regular Board of Education meeting of April 10, 2024.



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

**Date: April 10, 2024**  
**Place: Long River Middle School**  
**Time: 7:00 p.m.**

**NOTE:** The Board of Education Meeting will convene at 7:00 p.m. in the media center at Long River Middle School. After opening the meeting, the Board will adjourn to the Public Hearing, to present the 2024-2025 proposed school budget. After the Public Hearing, the regular business will be conducted.

### **AGENDA**

The order of business shall be at the discretion of the Chairman. The Board may enter executive session to possibly discuss the Superintendent's annual evaluation.

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

### **ADJOURN TO THE PUBLIC HEARING**

- II. APPROVAL OF MINUTES**  
Minutes of March 27, 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. Superintendent's update April 2, 2024.
- V. TREASURER'S REPORT**
- VI. STUDENT REPRESENTATIVE'S REPORT (Charli Hughes, Kaltrina Ameti)**

## **VII. REPORT OF THE SUPERINTENDENT**

### **1. Superintendent's Update**

- a. Discuss graduation and promotion dates for June 2024.
- b. Timber Team parental request update.
- c. Summer retreat - June 17-19, 2024.

### **2. Action Items**

1. Act to hold an Annual District Meeting at Woodland Regional High School on Monday, May 6, 2024, at 7:00 p.m. to vote on the proposed school budget for 2024-2025 of \$43,903,237 by a voting method determined by the Board of Education.
2. Act to approve the voting method on the proposed 2024-2025 school budget at the Annual District Meeting on May 1, 2024, WRHS. The recommendation by the Board of Education is by a show of hands.
3. Act to set 2024 graduation date for WRHS as June 10, 2024 and promotion ceremony date for LRMS as June 7, 2024.
4. Act to approve the Leader Evaluation and Educator Evaluation for 2024-2025.
5. Act to hire Tanya Clark, Culinary Arts Teacher for Woodland Regional High School, BA, Step 5, \$55,107 (prorated) for the 2023-2024 school year.
6. Act to hire Julia Dzinski, teacher for Prospect Elementary School at MA, Step 4, \$55,896 for the 2024-2025 school year.
7. Act to hire Veronica Dergachev teacher for Prospect Elementary School, at MA, Step 4, \$55,896 for the 2024-2025 school year.
8. Act to hire Kelly Carr, teacher for Prospect Elementary School, at MA, Step 4, \$55,896 for the 2024-2025 school year.
9. Act to hire Tammy Johnson, teacher for Laurel Ledge Elementary School, at BA, Step 5, \$55,107 for the 2024-2025 school year.
10. Act to hire Karly Fazzino, school psychologist for Woodland Regional High School, at MA+30, Step 5, \$60,624 for the 2024-2025 school year.
11. Act to accept Thomas Simonetti's letter of resignation effective April 26, 2024.
12. Act to approve budget transfers for March in the amount of \$271,408.79.

## **VIII. OLD BUSINESS**

## **IX. NEW BUSINESS**

- Pre-School Program Proposal

## **X. ITEMS FOR NEXT BOE AGENDA**

- Discuss live Board of Education meetings.
- New security grant.

## **XI. INFORMATION ITEMS**

1. Expenditure Report - March 2024.
2. Superintendent and/or Board Chair responded to the community members who spoke at the Board of Education meeting on March 27, 2024.

## **XII. ENROLLMENT**

- April 2024

### **XIII. COMMITTEE REPORTS**

- Personnel and Negotiations Committee
- Facilities and Transportation Committee - **Meeting Minutes of March 27, 2024**
- Curriculum Committee
- Policy Committee - **Meeting, April 24, 2024 at 6:00 p.m., District Office**
- Public Communications
- Technology Committee
- Recognition Committee
- Liaisons:
  - Schools
  - Wellness Committee
  - Professional Development Committee
  - 2COM
- Parent Advisory Council
- Interdepartmental Safety Committee
- Leadership Team - **Meeting, May 14, 2024 at 5:30 p.m., virtual**

### **XIV. ADJOURNMENT**

**DATE OF NEXT MEETING:** April 24, 2024, District Office, 7:00 p.m.

**REGIONAL SCHOOL DISTRICT No. 16**  
**Board of Education Meeting**  
**March 27, 2024**

**BOARD MEMBERS PRESENT:**

|                        |                      | <u>Weighted Vote<br/>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                                 |
|                        | Nazih Noujaim        | 1.3                                 |
|                        | Roxann Vaillancourt  | 1.3                                 |

**STAFF MEMBERS PRESENT:** Michael P. Yamin, Superintendent  
 Tony DiLeone, Dir. of Finance and Business Operations  
 Amy Filippone, Asst. Dir. of Special Education and Pupil Services  
 Michelle Fortuna, Dir. of Special Education and Pupil Services  
 Rima McGeehan, Principal PES  
 Regina Murzak, Principal LLES  
 Derek Muharem, Principal LRMS  
 Mark Parrino, Dir. of Facilities

**I. CALL TO ORDER**

The meeting was called to order by Tiffany Burkitt-Lyga at 7:00 p.m. at District Office, in Prospect, 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 Robert Hiscox and SECONDED by Nazih Noujaim to add Action Item 9, to accept Mary Cummings-Barillaro's retirement.

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

**24-032**

A MOTION was made by Nazih Noujaim and SECONDED by Robert Hiscox to add Action Item 10, to accept Allison Wolfe's letter of resignation.

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

**24-033**

A MOTION was made by Nazih Noujaim and SECONDED by Robert Hiscox to add Action Item 11, to formally accept the Superintendent's transfer of Dr. Rima McGeehan as the new Director of Curriculum, Instruction and Assessment effective June 30, 2024.

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

**24-034**

Mrs. Burkitt-Lyga then revised the order of the agenda to move to Exemplary People, Programs and Awards. PTO Officers were acknowledged and thanked for impassioned efforts that positively impact the students of Region 16. They were given certificates and gifts of appreciation for their efforts; namely their recent fundraiser that raised over \$19,000 a number that has not been seen before in the Region.

Mr. Yamin also thanked all the Board members for their commitment to the Region and recognized their efforts. As a token of appreciation for it being Board of Education Appreciation Month, members were provided with a gift.

At this time the budget portion of the meeting began.

Mr. Yamin started by highlighting that this was the 2nd budget meeting and that the Region is currently at 2% while the rest of the state is closer to 5%. There are still some unknowns and a more concrete number will be available for the April 10, 2024 meeting.

Mark Parrino spoke towards the Facilities Budget in which he highlighted information regarding fast facts, current highlights, contracts and upcoming projects. This information was shared with the Board and available for the public as well. Also attached to his sheet was the Capital Improvement plan.

Ms. Fortuna and Ms. Filippone spoke towards the Special Education Budget. Fast facts were reviewed as well as a comprehensive report regarding current news and highlights for What's new in 2024-2025. This information was also shared with the Board and made available to the public. Some questions were fielded including those tied to class sizes which lead to Mr. Yamin sharing updated data regarding class sizes and number of teachers recommended. Another question regarding the use of a SLP vs. a SLPA came up. The best option is still being explored.

The budget portion of the meeting commenced at 7:38 and a five minute recess was taken.

The meeting was called back to order at 7:43.

## II. APPROVAL OF MINUTES

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

A MOTION was made by Christine Arnold and SECONDED by Douglas Bousquet to approve the minutes of March 13, 2024, Board of Education Meeting (Ex. 1)

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

**24-035**

## 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.*

Taryn Finley, resident of Prospect, spoke in regards to her hope that the extension of the deck would be reconsidered for approval for the Timber Team. Ms. Finley presented reasons why she believed this was necessary. She also was unsure of the reasoning why it was not currently being moved forward on. Mr. Yamin responded that he will follow up to her questions but also clarified that the answer is not no but that it is currently on hold.

Mike Kosciuszek, resident of Prospect, spoke as the contractor that would be willing to complete the above mentioned project. He was looking to get any information necessary to move forward with the project by May 9.

Marc Galasso, resident of Beacon Falls, also gave a testimony towards his support of the Timber Team and his hope that they will be able to extend the deck as the sport is beginning to grow.

Dino Verrelli, resident of Beacon Falls, had 2 comments. His first was a question, in regards to what the Region's current policy is for hiring family members. His second was a comment tied back to his past FOI requests. A document with additional information regarding this was given to the Board Clerk who distributed it to Board members after adjournment.

#### **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**

|  |                |
|--|----------------|
| Balance in General Fund as of 3/27/24: | \$6,022,573.68 |
| Tonight's invoices total:              | \$340,018.45   |
| General Fund:                          | \$336,096.43   |
| Federal and State Grants:              | \$750.00       |
| Adult Ed, Other Grants, Athletic Fund: | \$3,172.02     |
| Capital Non Recurring Project          | \$0.00         |

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

Student representatives were not present for this evening's meeting.

#### **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
  - Christina Chase - Recording Secretary

The above ladies were recognized in the beginning of the meeting.

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

##### **1. Superintendent's Update**

- A. Discuss the 2024-2025 BOE approved school year calendar.  
This discussion was in regards to the two single session days that occur on Fridays. The discussion is taking place due to the fact that there tend to be more absences on those days.
- B. Discuss the proposed UPSEU contract 2024-2027.  
Mr. Yamin reported being very happy with negotiations that required minimal legal involvement.
- C. Capital Improvement Project update.



- a. Track
- b. Field
- c. Weight room

The facilities meeting from this evening showed that the 4 phase project was on schedule and going great. Everything is hoped to be completed by September of next year.

## 2. Director of Finance and Business Operations Report

Mr. DiLeone reported on the following: Anthem has retained their renewal offer at 29% despite other carriers coming in substantially lower. The intention of the Region is to switch carriers as of the renewal date. Final details are currently being worked through. EdAdvance has been contracted with while Patricia Iraci, Food Services Director, is on leave. They will be assisting the Region starting March 25 and will continue to do so until her return or the end of the school year, whichever comes first. Due to the large amount of revenue that the Food Services has seen since COVID and their ability to support their own benefits this year, the savings has been leveraged to the operating budget to pay off the most recent technology lease early, saving on interest and keeping next year's budget increase to a minimum.

## 3. Action Items

- 1. Act to accept Christine Sergi's letter of resignation.

A MOTION was made by Nazih Noujaim and SECONDED by Douglas Bousquet to accept Christine Sergi's letter of resignation.

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

**24-036**

- 2. Act to approve UPSEU contract 2024-2027.

A MOTION was made by Karima Jackson and SECONDED by Roxann Vaillancourt to approve UPSEU contract 2024-2027.

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

**24-037**

- 3. Act to authorize the Superintendent to hire certified staff for the school year 2024-2025 as necessary.

A MOTION was made by Nazih Noujaim and SECONDED by Douglas Bousquet to authorize the Superintendent to hire certified staff for the school year 2024-2025 as necessary.

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

**24-038**

- 4. Act to hire Ashley Bell, Teacher for Prospect Elementary School at MA, Step 11, \$81,213 for the 2024-2025 school year.

A MOTION was made by Roxann Vaillancourt and SECONDED by Douglas Bousquet to hire Ashley Bell, Teacher for Prospect Elementary School at MA, Step 11, \$81,213 for the 2024-2025 school year.

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

**24-039**

- 5. Act to change April 3, 2024 to a single session day at Woodland Regional High School for SAT testing.

A MOTION was made by Karima Jackson and SECONDED by Douglas Bousquet to change April 3, 2024 to a single session day at Woodland Regional High School for SAT testing.

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

**24-040**

6. Act to accept revision of job description for the Principal to Elementary Principal.

A MOTION was made by Christine Arnold and SECONDED by Douglas Bousquet to accept revision of job description for the Principal to Elementary Principal.

**ALL IN FAVOR** (weighted vote totals 8.0) **24-041**

7. Act to accept revision of job description for the Assistant Middle School Principal.

A MOTION was made by Lisa Mariano and SECONDED by Karima Jackson to accept revision of job description for the Assistant Middle School Principal.

**ALL IN FAVOR** (weighted vote totals 8.0) **24-042**

8. Act to accept the new job description for a crossing guard.

A MOTION was made by Nazih Noujaim and SECONDED by Douglas Bousquet to accept the new job description for a crossing guard.

**ALL IN FAVOR** (weighted vote totals 8.0) **24-043**

9. Act to accept Mary Cummings-Barillaro's retirement.

A MOTION was made by Nazih Noujaim and SECONDED by Douglas Bousquet to accept Mary Cummings-Barillaro's retirement.

**ALL IN FAVOR** (weighted vote totals 8.0) **24-044**

10. Act to accept Allison Wolfe's letter of resignation.

A MOTION was made by Roxann Vaillancourt and SECONDED by Nazih Noujaim to accept Allison Wolfe's letter of resignation.

**ALL IN FAVOR** (weighted vote totals 8.0) **24-045**

11. Act to formally accept the Superintendent's transfer of Dr. Rima McGeehan as the new Director of Curriculum, Instruction and Assessment effective June 30, 2024.

A MOTION was made by Robert Hiscox and SECONDED by Roxann Vaillancourt to formally accept the Superintendent's transfer of Dr. Rima McGeehan as the new Director of Curriculum, Instruction and Assessment effective June 30, 2024.

**ALL IN FAVOR** (weighted vote totals 8.0) **24-046**

## **IX. OLD BUSINESS**

## **X. NEW BUSINESS**

- Pre-School Program proposal
- Security grant updates
- Mr. Brennan will be present for the next meeting with an update/spreadsheet. Thus far, a couple of grants were applied for unsuccessfully.

## **XI. ITEMS FOR NEXT BOE AGENDA**

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

- Mr. Yamin would like to explain where we are in regards to the Timber Team. The Board was acknowledged and commended for having been supportive of this initiative from the beginning even when he was hesitant.

**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**  
As reported earlier, the capital improvement project is going well, bids for the stairs are on hold for now to ensure other projects get completed. The oil tanks need to be tended to. Mr. Parrino presented an idea that doesn't involve removal.
- Curriculum Committee
- Policy Committee - **Meeting April 24th 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**

A MOTION was made by Robert Hiscox and SECONDED by Roxann Vaillancourt to adjourn the Board of Education meeting of March 27, 2024 at 8:16 p.m.

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

**24-047**

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

Board Secretary,

Christine Arnold

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