



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

Date: March 13, 2024
Place: Woodland Regional High School
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 February 7, 2024 Special 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. 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.

V. TREASURER'S REPORT

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

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.
- b. CSDE required Increasing Educator Diversity Plan.
- c. Student Council State-Wide Legislative Panel at WRHS - Charlie Hughes, Board of Education Student Representative.

2. Director of Finance and Business Operations Report

3. Action Items

1. Act to accept Ashley Topazio's letter of resignation.
2. Act to accept Susan Cameron's letter of retirement.
3. Act to accept Michele Raynor's letter of resignation.
4. Act to hire Frank Posca, School Counselor for Woodland Regional High School at MA, Step 6, \$60,559, prorated.
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.
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.
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.
8. Act to accept revision of job description for the Curriculum Director, to Director of Curriculum, Instruction and Assessment.
9. Act to approve budget transfers for February in the amount of \$289,786.12.

IX. OLD BUSINESS

X. NEW BUSINESS

- Pre-School Program proposal

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

XIV. COMMITTEE REPORTS

- Personnel and Negotiations Committee - **UPSEU negotiations update**
- 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

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

**REGIONAL SCHOOL DISTRICT No. 16
Special Board of Education Meeting
February 7, 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>	Nazih Noujaim	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 Tiffany Burkitt-Lyga 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/Addition to Agenda Order**

II. APPROVAL OF MINUTES

Minutes of January 10, 2024 Board of Education Meeting (Ex. 1)

A MOTION was made by Doug Bousquet and SECONDED Nazih Noujaim by to approve the minutes of the January 10, 2024, Board of Education (Ex. 1)

ALL IN FAVOR (weighted vote totals 5.4) **24-012**

III. COMMENT

- A. Town Officials**
- B. Public Comments**

IV. CORRESPONDENCE

1. Parking lot steps to the field - (bid document out/due Feb. 8th)
2. A.I. article.
3. Communication sent out on R16 Next Generation Accountability Index (attached).

V. TREASURER’S REPORT

Mr. Noujaim read the report as follows:

Balance in General Fund as of 2/7/24:	\$4,548,158.41
Tonight's invoices total:	\$1,424,952.69
General Fund:	\$1,420,874.18
Federal and State Grants:	\$0.00
Adult Ed, Other Grants, Athletic Fund:	\$4,078.51
Capital Non Recurring Project	\$0.00

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

Miss Ameti delivered this evening's report.

VII. EXEMPLARY PEOPLE, PROGRAMS and AWARDS

- ★ Recognize grade 4 students from Prospect Elementary School who will share their poetry slam. This is part of our new reading curriculum.

Students presented their poems and were recognized for their achievement in writing.

VIII. REPORT OF THE SUPERINTENDENT

A. Superintendent's Update

Mrs. Raynor updated the Board on behalf of Mr. Yamin

- a. Culinary room update at Woodland.
Administration is working to coordinate community service hours opportunities in regards to this project.
- b. Update on oil tank removal at Laurel Ledge Elementary School.
Out to bid for an alternative scope.
- c. Update Budget.
Books will be out by March 1st and the first open session will be held March 13, 2024.
- d. CSDE required R16 to complete a Special Education Suspension/Expulsion Self-Assessment.
It was noted that the Region minutely exceeded the threshold. At this time the Region was simply made aware of this and will need to be mindful moving forward, no formal action will be taken.
- e. District-wide SEL program update - Ryan Mackenzie.
Mr. Mackenzie delivered an extremely informative PowerPoint regarding where the Region stands with SEL school by school as well as next steps.

B. Director of Finance and Business Operations Report

Mr. DiLeone reported the following:

Budget books will be delivered to Board members on March 1, 2024, giving Board members about two weeks to review prior to the first budget workshop on March 13. The preliminary official statement for the Region's bond issuance & refunding has been drafted and draft/preliminary scenarios have been provided along with the Board packets. Mr. DiLeone participated in a credit rating call with S&P on February 1 to update the credit rating prior to this issuance.

Following the initial renewal that was received from Anthem on health insurance, a request has been made asking Brown & Brown to bring the plan out to bid with other carriers in an attempt to secure better rates for the upcoming fiscal year. In conjunction with Ansonia, Seymour and Derby propane will be purchased from

Santa Buckley for fiscal year 2025 at a rate of \$1.28/gallon. Following the fuel credit from All-Star, propane for the buses out of Beacon Falls/Seymour depot will have a net cost of zero. Lastly, Mr. DiLeone spoke about his attendance at a meeting with State Legislatures' at Derby Middle School where he was able to voice his concerns regarding the challenges with decreased funding as well as inequities that Regional schools face.

C. Action Items

1. Act to approve Marissa Cheney extended leave from February 2, 2024 to the end of the school year.

A MOTION was made by Doug Bousquet and SECONDED by Nazih Noujaim to approve Marissa Cheney extended leave from February 2, 2024 to the end of the school year.

ALL IN FAVOR (weighted vote totals 5.4)

24-013

2. Act to hire Lauren Engelhard, Grade 4 Teacher for Prospect Elementary School at MA, Step 1, \$53,217, prorated for the remainder of the 2023-2024 school year due to an extended FMLA leave.

A MOTION was made by Doug Bousquet and SECONDED by Roxann Vaillancourt to hire Lauren Engelhard, Grade 4 Teacher for Prospect Elementary School at MA, Step 1, \$53,217, prorated for the remainder of the 2023-2024 school year due to an extended FMLA leave.

ALL IN FAVOR (weighted vote totals 5.4)

24-014

3. Act to hire Jillian Jackman, Social Studies Teacher for Woodland Regional High School at MA, Step 1, \$52,217, prorated.

A MOTION was made by Christine Arnold and SECONDED by Nazih Noujaim to hire Jillian Jackman, Social Studies Teacher for Woodland Regional High School at MA, Step 1, \$52,217, prorated.

ALL IN FAVOR (weighted vote totals 5.4)

24-015

4. Act to accept Lauren Poulos' letter of retirement.

A MOTION was made by Doug Bousquet and SECONDED by Lisa Mariano to accept Lauren Poulos' letter of retirement.

ALL IN FAVOR (weighted vote totals 5.4)

24-016

5. Act to approve budget transfers for January in the amount of \$54,799.01.

A MOTION was made by Doug Bousquet and SECONDED by Nazih Noujaim to approve budget transfers for January in the amount of \$54,799.01.

ALL IN FAVOR (weighted vote totals 5.4)

24-017

IX. OLD BUSINESS**X. NEW BUSINESS**

- Correspondence for open swim for Park and Rec.
- CSDE required Increasing Educator Diversity Plan
- Pre-School Program proposal
- Capital Improvement Plan update
- Student Council State-Wide Legislative Panel at WRHS

XI. ITEMS FOR NEXT BOE AGENDA

- Update District Strategic Plan.
- Budget Meeting.

XII. INFORMATION ITEMS

1. Expenditure Report - January 2024.
2. Coming Attractions - February 2024.

XIII. ENROLLMENT

- February 2024

VIV. COMMITTEE REPORTS

- Personnel and Negotiations Committee - **Meeting, February 6, 2024, 6:00 p.m., District Office, minutes attached**
- Facilities and Transportation Committee - **Meeting, March 27th at 6:00pm, District Office**
- Curriculum Committee
- Policy Committee - **will be moved to May**
- Public Communications
- Technology Committee
- Recognition Committee
- Liaisons:
 - Schools
 - Wellness Committee
 - Professional Development Committee
 - 2COM
- Parent Advisory Council - **Meeting, Monday February 5, 2024, 5:30 p.m., virtual, minutes attached**
- Interdepartmental Safety Committee - **Meeting, February 15, 2024, 9:30 a.m., District Office**
- Leadership Team - **Meeting minutes from January 30, 2024**

XV. ADJOURNMENT

A MOTION was made by Doug Bousquet and SECONDED by Nazih Noujaim to adjourn the Special Board of Education meeting of February 7, 2024 at 8:05 p.m.

ALL IN FAVOR (weighted vote totals 5.4)

24-018

DATE OF NEXT MEETING: March 13, 2024, Woodland Regional High School, 7:00 p.m.

Board Secretary,

Christine Arnold

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