



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

Date: September 13, 2023

Place: Woodland Regional High School

Time: 7:00 p.m.

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/Additions to Agenda Order**

- II. APPROVAL OF MINUTES**

Minutes of August 16, 2023 Board of Education Meeting (Ex. I)

- 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. Opening Day update dated August 28, 2023.
 2. R16 first week of school update September 1, 2023.
 3. R16 community update regarding STABLE funds dated September 1, 2023.
 4. NEASC's notification letter to Woodland Regional High School.
 5. U.S. News & World Report - Best High Schools.

- V. TREASURER'S REPORT**

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

- VII. EXEMPLARY PEOPLE, PROGRAMS and AWARDS**

- VIII. REPORT OF SUPERINTENDENT**
 - A. Superintendent's Update**
 1. Elementary and Middle School Field Trips follow BOE requested.
 2. WRHS Capital Improvement project update.

3. 2022-2023 Smarter Balance and SAT presentation - Michele Raynor.

B. Director of Finance and Business Operations Report

C. Action Items

1. Act to approve first reading of new policy and regulation 5121.3, *Academic Dishonesty: Cheating/Plagiarism*.
2. Act to re-hire Jeremiah Roman, Physical Education Teacher for LLES for the 2023-2024 school year at MA, Step 5, \$57,396.00.
4. Act to hire Lindsay Bugryn, Library Media Specialist for LLES for the 2023-2023 school year at MA +30, Step 9, \$76,679.00.
5. Act to hire Michael Knell, Biology/General Science Teacher for WRHS for the 2023-2024 school year at 6th yr. +30, Step 10, \$86,878.00.
6. Act to approve budget transfers in the amount of \$30,309.74.

IX. OLD BUSINESS

- Curriculum Updates

X. NEW BUSINESS

XI. ITEMS for NEXT BOE AGENDA

XII. INFORMATION ITEMS

1. Expenditure Reports
 - June 30, 2023
 - August 1, 2023 - August 31, 2023
2. Thank you to Beacon Falls Lions Club for the donation of school supplies.
3. Thank you to Douglas Bousquet for the donation of funds to the Laurel Ledge unfunded food service account.
4. Stable Funds for Food Services.
5. Parent letter recognizing Principal Derek Muharem.

XIII. ENROLLMENT – September 2023

XIV. COMMITTEE REPORTS

- A. Personnel and Negotiations Committee
- B. Facilities and Transportation Committee – **Facilities report September 2023**
 - virtual Friday meetings with KBA.
- C. Curriculum Committee
- D. Policy Committee
- E. Public Communications - reach out to Prospect and Beacon Falls communities, Citizens News, and Prospect Pages to create a template to acquire email addresses to increase communication with the communities.
- F. Technology Committee
- G. Recognition Committee
- H. Liaisons:
 1. Schools
 2. Wellness Committee
 3. Professional Development Committee

- 4. 2COM
- I. Parent Advisory Council
- J. Interdepartmental Safety Committee

XV. ADJOURNMENT

DATE OF NEXT MEETING: September 27, 2023, Prospect Elementary School, 7:00 p.m.

**REGIONAL SCHOOL DISTRICT No. 16
Board of Education Meeting
August 16, 2023**

BOARD MEMBERS PRESENT:

		<u>Weighted Vote Per Member</u>
<i>Beacon Falls...</i>	Tiffany Burkitt-Lyga	.7
	Priscilla Cretella	.7
	Ben Catanzaro <i>arrived at 7:12 p.m.</i>	.7
<i>Prospect...</i>	Robert Hiscox	1.3
	Roxann Vaillancourt	1.3
	Nazih Noujaim	1.3

STAFF MEMBERS PRESENT: Michael P. Yamin, Superintendent
Michele Raynor, Director of Curriculum
Tony DiLeone, Director of Business Operations

I. CALL TO ORDER

The Board of Education Meeting was called to order at 7:02 p.m. at District Office, Prospect, CT.

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

The roll was called and a quorum was present.

C. Revision/Additions to Agenda Order**II. APPROVAL OF MINUTES**

Minutes of July 12, 2023, Board of Education Meeting (Ex. I)

A MOTION was made by Priscilla Cretella and SECONDED by Nazih Noujaim to approve the minutes of July 12, 2023, Board of Education Meeting (Ex. I)

ALL IN FAVOR (weighted vote totals 6.0) **23-127**

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

- Welcome Back Letter to staff and parents (2)
Ms. Cretella expressed her satisfaction with the letter.
- Region 16 important dates 2023 update was provided to Board members.

V. TREASURER'S REPORT

Mrs. Burkitt-Lyga read the report as follows:

Balance in General Fund as of 8/16/23:	\$4,683,325.94
Tonight's invoices total:	\$1,790,191.04
General Fund:	\$1,772,191.71
Federal and State Grants:	\$0.00
Adult Ed, Other Grants, Athletic Fund:	\$15,999.33
Capital Non Recurring Project	\$2,000.00

VI. EXEMPLARY PEOPLE, PROGRAMS and AWARDS

- Charli Hughes, BOE student representative accepted into the 2023-2024 State Student Advisory Council on Education (SSACE).
Mr. Yamin and Board members are very proud of Charli and that she will be serving another year.

VII. REPORT OF SUPERINTENDENT

A. Superintendent's Update

- Summary on summer work and renovation projects at the schools

Mr. Yamin reviewed the document and commented that the facilities are in great shape.

- Update on KBA capital improvement project bid documents.

- Championship Turf Services
- Draft Timeline

Capital improvements and maintenance will not negatively impact upcoming sports. The turf is not expected to be completed this year. There will be a clearer report and more information will be provided after Friday. Bid documents are expected by end of September. Mr. Yamin also reviewed a spreadsheet regarding Capital Improvement Project Revenue & Potential Expenditures.

- Curriculum update online to new state mandates to allow open communication to the community.

Mrs. Raynor prepared and reviewed a document that clearly outlined the new state mandates and how they impact courses in the Region.

B. Director of Finance and Business Operations Report

- Greenleaf/Solar Project Update

Mr. DiLeone spoke about the recently announced STABLE funds from CSDE. These funds support the food service program and allow all students to receive free breakfast for the upcoming school year. Additionally, the State will absorb the 40 cent fee normally charged to students in reduced price status and are raising the income thresholds for free & reduced lunch.

Region 16 was not awarded the medium-sized solar projects at Woodland, Long River, and Prospect Elementary. Instead of continuing to pursue the project as small arrays, which was recommended by Greenleaf but will not generate enough power for these schools, Mr. DiLeone is working with the Michaud law group to put out a formal RFP for a solar project, which should attract additional vendors and offer concrete pricing.

C. Action Items

1. Act to hire Anna DeFusco, Special Education Teacher for Woodland Regional High School for the 2023-2024 school year at BA +15, Step 4, \$54,943.00.

A MOTION was made by Priscilla Cretella and SECONDED by Roxann Vaillancourt to hire Anna DeFusco, Special Education Teacher for Woodland Regional High School for the 2023-2024 school year at BA +15, Step 4, \$54,943.00.

ALL IN FAVOR (weighted vote totals 6.0) **23-128**

2. Act to approve a 48 month copier lease with Automated Business Solutions price per page according to the amount of copies produced (3 competitive quotes attached).

A MOTION was made by Tiffany Burkitt-Lyga and SECONDED by Ben Catanzaro to approve a 48 month copier lease with Automated Business Solutions price per page according to the amount of copies produced (3 competitive quotes attached).

ALL IN FAVOR (weighted vote totals 6.0) **23-129**

3. Act to accept teacher's letter of resignation. (Alyssa DeRosa)

A MOTION was made by Tiffany Burkitt-Lyga and SECONDED by Priscilla Cretella to accept teacher's letter of resignation. (Alyssa DeRosa)

ALL IN FAVOR (weighted vote totals 6.0) **23-130**

4. Act to accept teacher's letter of resignation. (Donna Lesch)

A MOTION was made by Tiffany Burkitt-Lyga and SECONDED by Priscilla Cretella to accept teacher's letter of resignation. (Donna Lesch)

ALL IN FAVOR (weighted vote totals 6.0) **23-131**

5. Act to accept teacher's letter of resignation. (Brett Gagliardi)

A MOTION was made by Tiffany Burkitt-Lyga and SECONDED by Priscilla Cretella to accept teacher's letter of resignation. (Brett Gagliardi)

ALL IN FAVOR (weighted vote totals 6.0) **23-132**

VIII. OLD BUSINESS**IX. NEW BUSINESS**

- Communication with the community next year - open email enrollment for community.
- BOE monthly update to Citizen News.
- Elementary and middle school class trips.
- New Prospect Pages.

X. ITEMS for NEXT BOE AGENDA**XI. INFORMATION ITEMS**

- Expenditure Report - July 2023
 - FYI - Teachers want to encourage AI article
- A brief discussion took place regarding the courtyard at WRHS

Mr. Catanzaro mentioned that the Lions Club will be donating various school supplies. These supplies will be split up and sent to schools for the guidance department to distribute as necessary.

XII. COMMITTEE REPORTS

- A. Personnel and Negotiations Committee: UPSEU contract negotiations this year
- B. Facilities and Transportation Committee: WRHS capital improvement bid documents
- C. Curriculum Committee:
- D. Policy Committee: **Meeting, September 13, 2023, WRHS, 6:15 p.m.**
- E. Public Communications
- F. Technology Committee
- G. Recognition Committee
- H. Liaisons:
 - 1. Schools
 - 2. Wellness Committee
 - 3. Professional Development Committee
 - 4. 2COM
- I. Parent Advisory Council:
- J. Interdepartmental Safety Committee

XIII. ADJOURNMENT

A MOTION was made by Tiffany Burkitt-Lyga and SECONDED by Roxann Vaillancourt to adjourn the Board of Education meeting of August 16, 2023 at 7:56 p.m.

ALL IN FAVOR (weighted vote totals 6.0)

23-133

DATE OF NEXT MEETING: September 13, 2023, 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*