

**EXHIBIT 1**

**REGIONAL SCHOOL DISTRICT No. 16**  
**Board of Education Meeting**  
**September 13, 2023**

**BOARD MEMBERS PRESENT:**

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

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

**I. CALL TO ORDER**

The Board of Education Meeting was called to order at 7:00 p.m. at WRHS, Beacon Falls, CT.

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

The roll was called and a quorum was present.

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

A MOTION was made by Tiffany Burkitt-Lyga and SECONDED by Priscilla Cretella to add Motion Item 6, First reading of policy 5150, Toilet Training

**ALL IN FAVOR** (weighted vote totals 6.7) **23-134**

A MOTION was made by Tiffany Burkitt-Lyga and SECONDED by Priscilla Cretella to add Motion Item 7, First reading of policy 6146, Graduation Requirements

**ALL IN FAVOR** (weighted vote totals 6.7) **23-135**

Prior to beginning tonight's business Mr. Hiscox took a few minutes to clarify and explain something that was circulating on social media regarding the ongoing discussions about the Woodland capital improvement project over the last few months. Mr. Hiscox clarified what bid documents KBA LLC has been contracted to create. He also reviewed alternates.

**II. APPROVAL OF MINUTES**

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

A MOTION was made by Priscilla Cretella and SECONDED by Tiffany Burkitt-Lyga to approve the minutes of August 16, 2023 Board of Education Meeting (Ex. I)

**ALL IN FAVOR** (weighted vote totals 6.7) **23-136**

**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.  
Mr. Ogren was personally thanked and recognized.
6. R16 community update September 12, 2023.

Mr. Yamin also acknowledged that the Region's teacher of the year, Thomas Feige is a state finalist and wished him well.

**V. TREASURER'S REPORT**

Mrs. Burkitt-Lyga read the report as follows:

Balance in General Fund as of 9/13/23:	\$5,213,291.36
Tonight's invoices total:	\$1,403,225.10
General Fund:	\$1,327,500.84
Federal and State Grants:	\$26,778.19
Adult Ed, Other Grants, Athletic Fund:	\$19,671.07
Capital Non Recurring Project	\$29,275.00

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

Miss Ameti delivered this evening's report highlighting information from the following: departments, clubs and student government. Miss Ameti also stated the start of the school year was successful.

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

Championship rings were received and a date will be set for recognitions of athletes.

**VIII. REPORT OF SUPERINTENDENT****A. Superintendent's Update**

1. Elementary and Middle School Field Trips follow BOE requested.  
These are guaranteed and aligned to the curriculum.

2. WRHS Capital Improvement project update.

Mr. Yamin came up with a question that may go forward for a survey. WRHS gym floor was discussed, pricing for the weight room and sound systems as well as bid docs were discussed. These will be back by the beginning of October. Mr. Parrino explained the process regarding field updates.

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

Mrs. Raynor presented regarding the above. She discussed multiple data points regarding results, current standing (in state and DRG), how many grade level students at goal, cohort progression, average scores, other district comparisons and longitudinal cohort data.

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

Mr. DiLeone updated the Board on the following, continuing investigation of solar array options at PES, WRHS and LRMS prior to putting the project out to formal RFP. It is anticipated that the project will be put out to bid close to the end of 2023 or beginning of 2024. The September 1 EFS filing has been completed and audit pre-work was completed in July. The Food services department has seen negative account balances rise in just a week. Multiple communications are being sent out to families reminding them that the free/reduced income thresholds have been increased and are encouraging them to apply for benefits. Doug Bousquet was thanked for his donation to the LLES food service fund. Several vendors are no longer accepting paper checks and are requiring electronic payments. Therefore, the Region is working with their banking relationship manager to implement new security measures for electronic payments.

**C. Action Items**

1. Act to approve first reading of **new** policy and regulation 5121.3,  
*Academic Dishonesty: Cheating/Plagiarism.*

A MOTION was made by Priscilla Cretella and SECONDED by Tiffany Burkitt-Lyga to approve first reading of **new** policy and regulation 5121.3, *Academic Dishonesty: Cheating/Plagiarism.*

**ALL IN FAVOR** (weighted vote totals 6.7) **23-137**

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.

A MOTION was made by Priscilla Cretella and SECONDED by Tiffany Burkitt-Lyga to re-hire Jeremiah Roman, Physical Education Teacher for LLES for the 2023-2024 school year at MA, Step 5, \$57,396.00.

**ALL IN FAVOR** (weighted vote totals 6.7) **23-138**

3. Act to hire Lindsay Bugryn, Library Media Specialist for LLES for the 2023-2023 school year at MA +30, Step 9, \$76,679.00.

A MOTION was made by Priscilla Cretella and SECONDED by Tiffany Burkitt-Lyga to hire Lindsay Bugryn, Library Media Specialist for LLES for the 2023-2023 school year at MA +30, Step 9, \$76,679.00.

**ALL IN FAVOR** (weighted vote totals 6.7) **23-139**

4. 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.

A MOTION was made by Priscilla Cretella and SECONDED by Tiffany Burkitt-Lyga 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.

**ALL IN FAVOR** (weighted vote totals 6.7) **23-140**

5. Act to approve budget transfers in the amount of \$30,309.74.

A MOTION was made by Priscilla Cretella and SECONDED by Tiffany Burkitt-Lyga to approve budget transfers in the amount of \$30,309.74.

**ALL IN FAVOR** (weighted vote totals 6.7) **23-141**

6. Act to approve First reading of policy 5150, Toilet Training

A MOTION was made by Priscilla Cretella and SECONDED by Tiffany Burkitt-Lyga to approve First reading of policy 5150, *Toilet Training*.

**ALL IN FAVOR** (weighted vote totals 6.7) **23-142**

7. Act to approve First reading of policy 6146, Graduation Requirements

A MOTION was made by Priscilla Cretella and SECONDED by Tiffany Burkitt-Lyga to approve First reading of policy 6146, *Graduation Requirements*.

**ALL IN FAVOR** (weighted vote totals 6.7) **23-143**

**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- **This is a contract year for UPSEU**
- 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- **Meeting October 11, 2023**
- 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**

A MOTION was made by Priscilla Cretella and SECONDED by Tiffany Burkitt-Lyga to adjourn the meeting of September 13, 2023 at 7:48 p.m.

**ALL IN FAVOR** (weighted vote totals 6.7)

**23-144**

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

Board Secretary,

Christine Arnold

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