

REGIONAL SCHOOL DISTRICT No. 20
SPECIAL MEETING MINUTES
September 28, 2023

ASTE Committee

1. Call to Order The ASTE Committee meeting held at Warren School and remotely was called to order at 4:02 p.m. by Bill Davenport.

Members present: Bill Davenport, Chair, Alexandra Papp, Janelle Carroll, and Christine Lauretano. Also present: Chris Leone, Superintendent, Krista Rizzo, Emily Cole, Joanne Moore, Rob DeLayo, Kristen Della Volpe, Assistant Superintendent, Julie Haggard, Assistant Superintendent of Pupil Services, and Deanna Marchand, Region 20 Project Coordinator.

2. Enrollment Update
Mr. Leone distributed an Enrollment Update as of September 27, 2023, commenting on the number of students on the wait list for Thomaston and Torrington. Mr. Leone also shared information on a recent student transfer from Winsted, Northwest Region 7. The Winsted Board of Education approved this request before the district accepted the student transfer.
3. Legislation Update
Mr. Leone highlighted three legislative topics that included discussions with Representatives Currey and Cook, anticipated increased funding for ASTE programs beginning in SY 2024-2025, and lifting of the three-year average from sending towns cap for students applying to ASTE programs. Mr. Leone also spoke about Ag Day at the Capital and encouraged the Committee and Board members to attend in the spring. Mr. Leone will share further information on Ag Day at the Capital as the details further develop.
4. ASTE Principal – Discussion on Process
Mr. Leone discussed the makeup of the selection team for the ASTE Principal position. Discussion ensued. The committee agreed to a maximum 12-member team that would include representation from the ASTE Committee, Ag Advisory Committee, District Leadership, and Arethusa Farm Foundation. Mr. Leone will follow up with the Ag Advisory Committee on this topic at its next meeting in early October.
5. Arethusa Farm Foundation Update
Mr. Leone shared that the district and the Arethusa Farm Foundation (AFF) have been working on a land lease use agreement and anticipate having a final agreement before the Board in the December timeframe. The property appraisal is complete, and the attorney is finalizing the gift transfer. There will be a bridge agreement between AFF and Region 6 that will end on June 30, 2024, and one between AFF and Region 20 that begins on July 1, 2024. It is expected there will be a lengthy-term similar to the agreement with Plumb Hill. The committee may see a draft proposal at its meeting in late October.

6. ASTE Goal Setting (Draft)

Mr. Leone circulated a draft ASTE Goal for committee review. Discussion ensued. The committee agreed to the edited version that reads: *By July 1, 2024, the Region 20 Board of Education ASTE Committee will work with the Supporters of WAMOGO Agriscience (SWAGS), the WAMOGO Agricultural Science Technology Education Advisory Committee, and the Arethusa Farm Foundation to ensure the successful growth of the ASTE program as measured by enrollment.*

Janelle Carroll made a motion to move the revised ASTE Goal to the next Long Term Planning Committee meeting in October. Christine Lauretano seconded the motion. There was no discussion. The motion passed unanimously.

7. Other Business

Mr. Leone will share the date of the ASTE Open House with the committee. Bill Davenport would like to promote this event and encourage Litchfield students and residents to attend to learn more about this program.

8. Adjourn There being no further business to come before this committee the meeting adjourned at 4:24 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem

REGIONAL SCHOOL DISTRICT No. 20
SPECIAL MEETING MINUTES
September 28, 2023

Communications Committee

1. Call to Order The Communications Committee meeting held at Warren School and remote was called to order 4:32 p.m. by Krista Rizzo.

Members present: Krista Rizzo, Chair, Andrew Tita, Joanne Moore, and Tiffany Parkhouse. Also present: Chris Leone, Superintendent, Rob DeLayo, Christine Laurentano, Jannelle Carroll, Bill Davenport, Emily Cole, Kristen Della Volpe, Assistant Superintendent, Julie Haggard, Assistant Superintendent of Pupil Services, and Deanne Marchand, Region 20 Project Coordinator.

2. R20 Community Forum - Discussion

The committee members held a discussion on hosting a Region 20 in-person Community Forum; having a presentation of work to date and answering questions from the attendees. The committee agreed to hold this event at the Litchfield Community Center, if available on December 5, 2023.

3. Website Feedback

The feedback from the committee members and the Board on the Region 20 website was positive.

4. R20 Text Messaging

The committee discussed the use of text messaging to the community to promote Region 20 Board Meetings. It was agreed that Mrs. Escobar would send a community text message a week prior to scheduled Board meetings and a reminder the day of the meeting.

5. Engagement Update

The district has added 169 new contacts for Region 20 news.

6. Communications Goal Setting (Draft)

Mr. Leone circulated a draft Communication Goal for committee review. Discussion ensued. The committee agreed to the edited version that reads: *By June 2024, the R20 BOE will develop a communication strategy that utilizes at least 3 avenues that reach all stakeholders in an effort to build a school community that fosters a climate of respect, trust, and engagement as evidenced by community feedback and data from various engagements.*

Tiffany Parkhouse made a motion to move the revised Communications Goal to the next Long Term Planning Committee meeting in October. Andrew Tita seconded the motion. There was no discussion. The motion passed unanimously.

7. Other Business

None

8. Adjourn There being no further business to come before this committee the meeting Tiffany Parkhouse made a motion to adjourn. Joanne Moore seconded the motion. There was no discussion. The motion passed unanimously. The meeting adjourned at 4:53 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem

REGIONAL SCHOOL DISTRICT No. 20
SPECIAL MEETING MINUTES
September 28, 2023

Long Term Planning Committee

1. Call to Order The Long Term Planning Committee meeting held at Warren School and remote was called to order at 5:04 p.m. by Joanne Moore.

Members present: Joanne Moore, Chair, Krista Rizzo, Jennifer Munson, and Tiffany Parkhouse. Also present: Chris Leone, Superintendent, Emily Cole, Jannelle Carroll, John Morosani, Bill Davenport, Christine Lauretano, Andrew Tita, Rob DeLayo, Alexandra Papp, Kristen Della Volpe, Assistant Superintendent, Julie Haggard, Assistant Superintendent of Pupil Services, and Deanna Marchand, Region 20 Project Manager.

2. School Name Discussion – Potential Next Steps

Joanne Moore summarized where the committee is to date on the naming of the high school and commented at the last meeting each Board member agreed to bring forward their top three name choices today. Each Board member submitted three names on separate post-it notes and forwarded them on to the committee chair. The 36 names were read aloud and tabulated. An extensive discussion ensued that included but was not limited to the Morris Board of Education members unanimously agreeing they would not support a school name that had any of the four town names included as the goal is to unify and bring together the four communities. There was also a discussion on public voting, student voting, and the role of the Board in the process.

Given meeting time was running short with no progress on a name or process **Tiffany Parkhouse made a motion to table the naming of the high school until the next Long Term Planning meeting. Krista Rizzo seconded the motion. The motion passed unanimously.**

3. Board Goals – Update

The committee received draft Board Goals for the Curriculum, Facilities, and Finance Committees. The ASTE and Communication Committee Board Goals will be forwarded to Long Term Planning for review at its next meeting in October.

4. Other Business

None

5. Adjourn There being no further business to come before this committee the meeting adjourned at 5:57 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem

REGIONAL SCHOOL DISTRICT No. 20
SPECIAL MEETING MINUTES
September 28, 2023

Finance Committee

1. Call to Order The Finance Committee meeting held at Warren School and remote was called to order at 6:05 p.m. by Andrew Tita.

Members present: Andrew Tita, Chair, John Morosani, Krista Rizzo, and Rob DeLayo. Also present: Chris Leone, Superintendent, Alexandria Papp, Tiffany Parkhouse, Jannelle Carroll, Joanne Moore, Bill Davenport, Christine Lauretano, Jennifer Munson, Kristen Della Volpe, Assistant Superintendent, Julie Haggard, Assistant Superintendent of Pupil Services, and Deanna Marchand, Region 20 Project Manager.

2. Copier Contract
Mr. Leone highlighted the key points of the proposed Region 20 Copier Contract. Mr. Leone addressed questions from the committee members and closed by saying this is an Action Item on the Board agenda later in the evening.
3. Bank Debt Reconciliation Proposal
Mr. Leone reviewed in detail the two options for the Litchfield debt reconciliation. Discussion ensued.

John Morosani made a motion to go with the interest-only option. Krista Rizzo seconded the motion. The motion passed unanimously.

Mr. Leone shared that this interest-only option proposal will go to the full Board for approval in October.

4. RSD6 to Region 20 Solar Agreement
Mr. Leone provided an overview of the RSD6 Solar Agreements for transfer to Region 20. Of note, there are two agreements as solar is provided by two separate agencies. These agreements will go to the full Board for approval at its meeting later in the evening. The RSD6 to Region 20 Solar Agreements will go before the Region 6 Board of Education for approval at its October meeting.
5. Other Business
Mr. Leone distributed a handout for Region 20 Health Benefits RFP and timeline. He commented that this is an aggressive timeline and anticipates having a copy of the RFP for review at the next Board meeting in October.
6. Adjourn There being no further business to come before this committee the meeting adjourned at 6:21 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem

REGIONAL SCHOOL DISTRICT No. 20
BOARD OF EDUCATION
MEETING MINUTES
September 28, 2023

1. Call to Order The Board of Education meeting held at Warren School and remote was called to order at 7:00 p.m. by Emily Cole.

Members present: Emily Cole, Chair, John Morosani, Vice Chair, Alexandria Papp, Secretary, Andrew Tita, Treasurer, Jannelle Carroll, Krista Rizzo, Joanne Moore, Bill Davenport, Christine Lauretano, Jennifer Munson, Rob DeLayo, and Tiffany Parkhouse. Also present: Chris Leone, Superintendent, Krista Rizzo, Assistant Superintendent, Julie Haggard, Assistant Superintendent of Pupil Services, and Deanna Marchand, Region 20 Project Coordinator.

2. Pledge of Allegiance

Emily Cole invited everyone to stand and recite the Pledge of Allegiance.

3. Committee Reports

Bill Davenport provided the ASTE Committee update commenting on a review of student enrollment to date, received legislative updates, discussed the process and interviewing team members for the ASTE Principal position, and received a status on the land use agreement with the Arethusa Farm Foundation.

Krista Rizzo shared that the Communications Committee discussed an in-person Community Forum on December 5, 2023, text messaging Board meeting dates to the community, that engagement is up as the district has added 169 new contacts for Region 20 news, and the committee may potentially do a survey on means of communication with the community on Board news.

Joanne Moore commented that the Long Term Planning Committee meeting, with extended time, discussed the 36 proposed high school names from the Board. After an extensive discussion, it was agreed to table the naming of the high school until the next meeting in October. The committee also reviewed the draft BOE goals that will go before the Board in October.

Andrew Tita said the Finance Committee reviewed a copier contract, Litchfield debt reconciliation proposals, Region 6 to Region 20 Solar PPAs (Purchase Power Agreements), and an RFP timeline for health insurance.

Rob DeLayo provided the Facilities Committee update commenting on a discussion of applying for HVAC grants from the state. The committee decided against this given the 50% reimbursement rate and having to lay out funds upfront. The committee also discussed branding with little change at the elementary schools versus the high schools, and he thanked the Finance Committee for agreeing to take on the Co-op Sports programs.

4. Chairman's Report

Upcoming Board of Education Meetings

- October 19 – Litchfield Intermediate School – 7:00 p.m.

- November 9 – Wamogo – 7:00 p.m.
- December 14 – Litchfield Center School – 7:00 p.m.

5. Approval of Minutes

- 5.1 Curriculum Committee minutes of September 14, 2023
- 5.2 Long Term Planning Committee minutes of September 14, 2023
- 5.3 Finance Committee minutes of September 14, 2023
- 5.4 Facilities Committee minutes of September 14, 2023
- 5.5 Board of Education minutes of September 14, 2023

John Morosani made a motion to combine the Committee and Board of Education meeting minutes of September 14, 2023, for approval. Christine Lauretano seconded the motion. There was no discussion. The motion passed unanimously.

John Morosani made a motion to approve the combined Committee and Board of Education meeting minutes of September 14, 2023. Tiffany Parkhouse seconded the motion. There was no discussion. The motion passed unanimously.

6. Public Comment

Individuals offering public comment should please state their first and last name and the town where they reside. Remarks should be limited to no more than three minutes. A maximum time limit of 30 minutes will be allocated for public comment at any one meeting. Individuals representing a common interest or topic may be asked to have one individual speak for the group. Public comments must be relevant to the meeting's agenda. Speakers shall direct all comments to the Board, not to individual BOE members or administrators. Profane or vulgar language, partisan political statements, and comments related to the conduct or performance of staff are not permitted. Public comment is received without Board comment or response, the Board is to keep comments "under advisement." However, BOE members may seek clarification or additional information from speakers through the Chairman.

None

7. Superintendent Update

Mr. Leone's Superintendent Update included the following: a status on Region 6 and Litchfield property transfers, a combined Litchfield/Wamogo grade 6-12 student event, an AFSCME negotiations update, a Budget Calendar, and student t-shirts.

8. Action Items

8.1 Approval of Insurance RFP

John Morosani made a motion for the Approval of Insurance RFP. Bill Davenport seconded the motion. There was no discussion. The motion passed unanimously.

8.2 Approval of Google Migration Statement of Work

Christine Lauretano made a motion for the Approval of Google Migration Statement of Work. Krista Rizzo seconded the motion. There was no discussion. The motion passed unanimously.

8.3 Approval of Branding Sheet

Christine Lauretano made a motion for the Approval of Branding Sheet. Tiffany Parkhouse seconded the motion. There was no discussion. The motion passed unanimously.

8.4 Approval of Teacher Education of Mentoring (TEAM) Program

Krista Rizzo made a motion for Teacher Education of Mentoring (TEAM) Program. Christine Lauretano seconded the motion. There was no discussion. The motion passed unanimously.

8.5 Approval of RSD6 to Region 20 Solar Agreement

John Morosani made a motion for the Approval of RSD6 to Region 20 Solar Agreement. Bill Davenport seconded the motion. There was no discussion. The motion passed unanimously.

8.6 Approval of the R20 CBS Proposal for Printing

Krista Rizzo made a motion for the Approval of R20 CBS Proposal for Printing. Jannelle Carroll seconded the motion. There was no discussion. The motion passed unanimously.

8.7 Region 20 BOE Meeting Calendar – January-December 2024 (First Read)

Mr. Leone requested the Board review the proposed meeting calendar and provide any feedback prior to the October meeting as the calendar will go before the Board for Second Read – Approval at that time.

9. Executive Session

John Morosani made a motion to enter Executive Session and invited Mr. Leone, Ms. Della Volpe, and Ms. Haggard. Krista Rizzo seconded the motion. The motion passed unanimously.

Entered Executive Session: 7:18 p.m.

John Morosani made a motion to exit Executive Session. Krista Rizzo seconded the motion. The motion passed unanimously.

Exited Executive Session: 7:38 p.m.

10. Adjournment There being no further business to come before the Board Tiffany Parkhouse made a motion to adjourn. Rob DeLayo seconded the motion. The motion passed unanimously. The meeting adjourned at 7:38 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem