

Revised

The Regional School District 13 Board of Education met in regular session on Wednesday, November 9, 2022 at 6:00 PM in the library at Coginchaug Regional High School.

Board members present: Ms. Betty, Mrs. Dahlheimer, Dr. Darcy, Mr. Mennone, Mr. Moore, Mrs. Petrella, Mr. Roraback (arrived late), Mrs. Roy and Mr. Stone

Board members absent: Mrs. Caramanello

Administration present: Dr. Schuch, Superintendent of Schools, Mrs. Neubig, Director of Finance, Mr. Brough, Human Resource Specialist, Mrs. Durkin, Memorial Principal, Mrs. Keane, Director of Student Services and Special Education, Mr. Pietrasko, Director of Infrastructure and Security Technology, Mrs. Quarato, Learner-Centered Specialist, Mrs. Siegel, Learner-Centered Specialist and Mrs. Stone, Coginchaug Principal

Mrs. Petrella called the work session to order at 6:00 PM.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Approval of Agenda

Mrs. Petrella asked to add Item 10B, Building Committee Report.

Mr. Mennone made a motion, seconded by Mrs. Dahlheimer, to approve the agenda, as amended.

In favor of approving the agenda, as amended: Ms. Betty, Mrs. Dahlheimer, Dr. Darcy, Mr. Mennone, Mr. Moore, Mrs. Petrella, Mrs. Roy and Mr. Stone. Motion carried.

Work Session

A. Strategic Plan Measurable Outcomes

Dr. Schuch reviewed that there were a few slides from the October meeting that they never got to and summarized that for the board. He reviewed that the reasons for measurable outcomes are that there needs to be some accountability and validity. He believes that the district's true accountability is to the learners, families and the citizens of the two towns. He proposed a mixture of quantitative and qualitative measures and Mrs. Maloney sent three pages designed by Mrs. Golembieski, aligning measures with one or more of the four domains (academics, employability, wellness and citizenship).

Dr. Schuch then asked the board members to formally adopt this set of measurable outcomes so that they can start gathering the data for those outcomes that already exist and also seek out the way to collect other information. He feels that the district needs to make a deliberate effort to gather data about whether or not the learners are actually prepared once they leave school. He also believes there is a lot of overlap and emphasized that the learner-centered transformation and the strategic plan itself is more of a long-term strategy and make take several years. In the interim, there are things that the district can still do and measure.

Dr. Schuch asked if any board members had questions or comments about any of the measures that were proposed. Mr. Moore asked how they propose to measure employability and Dr. Schuch explained that graduation rate was included under employability because many employers require a high school diploma. The Graduate Life Plan survey would see if there was an actual plan for employment. They will also look at internship participation and will survey employers as well. They also believe that employers look for basic literacy and numeracy. College credits can also be directly applicable to a job. They will also ask learners if they have successfully completed college, if they are gainfully employed and if they are doing work that is meaningful to them. They are also looking to find out about financial independence.

Dr. Darcy suggested looking at whether learners have served in the military and have been honorably discharged or continue to serve. She felt that not all kids will go to college and an honorable path is the military. Dr. Schuch felt it was a great suggestion, but asked if they should consider that as something that measures citizenship as well. He noted there are all kinds of public service and that could possibly be built in as well. Dr. Darcy suggested fire and police academies as well. Dr. Schuch explained that they felt that civic engagement was volunteering and voting and Mrs. Dahlheimer felt that that was not necessarily a measure of their integrity.

Ms. Betty asked how all of this would work at the elementary level and Dr. Schuch explained that page three of the presentation was 100 percent about after graduation. Community service hours will also not apply to the elementary level. He felt that the climate survey and SBAC testing were at the elementary level. Ms. Betty felt that there were far more items for secondary than elementary. Dr. Schuch added physical fitness, literacy and numeracy at select intervals, community project rates, mental and physical wellness survey could all be possible at the elementary level. He did feel that the majority of the items apply to the children as they get older because that is the district's mission. Dr. Schuch mentioned that if the board wanted them to add more items for the elementary level, they would be open to that. Ms. Betty felt that the focus needs to be on the elementary level right now.

Mrs. Dahlheimer felt that this all relates to the board's goals and objectives. She felt that the board needs to set goals first. Ms. Betty felt that they need to have a short-term focus on getting the kids to where they need to be before focusing on long-term goals. Dr. Schuch did not view those goals as being mutually exclusive.

Mrs. Roy felt that developing these measures is going to be a large undertaking and she is concerned that there is no one person responsible for developing curriculum at the moment. She asked who would be responsible for building the measurable outcomes and how it will be done as well as who will remain focused on curriculum. Mrs. Roy also noted that things would apply to her typical daughters, but not to her son yet she is very invested in his education and how he becomes independent and a valuable member of society. She asked how that will be measured separately. Dr. Schuch agreed that that needs to be considered in anything they put out. He felt that every parent has hopes and dreams for their children and that is what they are trying to capture here.

Mrs. Dahlheimer felt that hopes and dreams are different than measurable outcomes. She would want to make sure that outcomes that are being measured are not just hopes and dreams.

Mr. Roraback liked the whole concept but felt that it would require the development of a department. Post-secondary would have career services and information would have to be consistent for all students.

He added that alumni may even want to be mentors. Dr. Darcy asked if the district uses Naviance and suggested going through a goal-setting process every year where the child sets their goals. Naviance allows for that. Mrs. Keane agreed and felt that goals and objectives for children with IEPs are measurable. Dr. Darcy added that grounding both their social and academic growth in a goal that they set is important as well. That also translates well when there are issues and the teacher can remind the students of their goals.

Mrs. Roy suggested building on the unified program, perhaps with community service hours. Dr. Darcy noted that some districts require one hour of community service based on what grade you are in, with some first graders doing an hour of community service and 12 hours being done by seniors.

Dr. Schuch summarized that some people like the overall concept while others have concerns that hopes and dreams should not be anchoring this piece of it. He felt that a lot of the work here is trying to drive them to do a lot more for children than they ever have. He believes that where most plans fail is they don't really measure the most important things. He feels that they have to be willing to get bad results in order to do better. Families don't really care what their child scores on a particular test but rather they want their child to graduate, get into college or get a job, be happy and be financially secure. Dr. Schuch felt that this would give the district a chance to distinguish itself from others who measure just test scores and graduation rates.

Mr. Moore felt that there are many steps for the younger learners that are not necessarily captured here, but are captured in the action plans. He felt that these outcome measures really look at if the strategic plan was successful in the end, not during the process.

Ms. Betty asked if Dr. Schuch used similar measurable outcomes in his last district and he explained that some were very similar and it is pretty standard to align outcomes with the strategic plan. The outcome measures they are proposing are based specifically on the district's strategic plan. Dr. Schuch reminded everyone that this is just a draft at this point, but he wouldn't want to ask any staff to get more detailed on these if the board doesn't think they are valid.

Mrs. Petrella noted that the Portrait of a Citizen has already been developed and felt that the items in that would be what the district should be looking for as outcomes. She asked if that aligns with these proposed outcomes and how much of those are at the secondary or primary levels. Dr. Schuch stated that there was really good work in the Portrait of a Citizen and he believes it aligns. Mrs. Petrella felt that the board could take a look at both and incorporate special needs, military and elementary level concerns and see how it all fits. Dr. Schuch encouraged that because many on the board were not involved in the Portrait of the Citizen work and he believes it was never formally adopted.

Mr. Moore felt that these outcome measurements came out of the same groups who worked on the reimagining, strategic plan and Portrait of a Citizen. He felt that the concepts are the same though the words may be different. Mrs. Dahlheimer felt that everyone is disconnected because some are on action teams while others are not. She asked if the board could get updates from each of the action teams. Mrs. Petrella looks at the outcome measures as end outcomes, but more specific competency outcomes by grade level need to be developed.

Dr. Schuch summarized that it doesn't sound like the board is ready to approve measurable outcomes yet. Mr. Mennone felt that there has to be a baseline in order for them to at least to get to some of this at the

high school level. He felt that these measurable outcomes are more for the high school level, but they need to have something at the elementary and middle school level.

Dr. Schuch stated that they are intending to build a competency-based framework in each of the domain areas. There will be competencies starting in kindergarten and those will be measured at the school level, by the teachers, and communicated to the families for each individual learner. These measurements are trying to get at how the district can evaluate how they are doing on it. Historically, the system has focused primarily on test scores and they are now hearing that they are producing graduates that are pretty solid academically but lacking in a lot of other skills. He summarized that this is going to take a while to develop.

Mrs. Roy would like to have information about what goes on in the action team meetings and where the competencies are falling. She did a site visit about Reimagining Education in Denver and the teachers met with each individual family to discuss competencies, but it was a 30-person classroom with four teachers. She was fearful that the district would not meet the educators' needs to be able to do that. Mrs. Roy wondered how much time the teachers get with interventionists and coaches during the week and how the teachers will have the extra time to do that.

Dr. Schuch explained that if they tried to do a competency-based system and didn't change anything else, he would agree that it would be too overwhelming for the teachers and wouldn't work. That is why they are reaching out to people who are currently doing to find out what has worked and what hasn't. Dr. Schuch agreed to make regular updates as part of the work sessions or build them into the board meeting agenda. Mrs. Dahlheimer explained that they don't need presentations, but would like to see minutes of what is going on in the meetings.

B. Board of Education Goal Setting

Mrs. Petrella reviewed that in prior years, they had looked at the areas that they wanted to have goals under and had come up with four areas: student achievement, well-being, engagement and fiscal oversight. She felt that the board now needs to decide the areas that they would like to have goals in. She felt they should have some short-term goals as well as long-term goals.

Mrs. Dahlheimer felt that they should reach out to Nick Caruso, from CAFE, before doing any brainstorming. Mrs. Petrella felt they should at least be thinking about it and decide the main areas they want to focus on. Mr. Moore felt that if the goals aren't aligned with the Strategic Plan, they will run afoul. He did feel that fiscal responsibility has to be a board goal.

Mrs. Dahlheimer wondered how these other schools struggled during COVID with reaching out to businesses and having the connection with the community. Dr. Schuch offered to have a conversation with Mrs. Dahlheimer about that offline.

Mrs. Petrella reviewed that they had agreed to have Mr. Caruso come back to review board goals and board evaluations. Mrs. Dahlheimer noted that Mr. Caruso had stated he could do it within a few weeks and she will email him.

The board took a short recess at this point.

Presentations and Recognitions**A. Artwork Share - Memorial**

There is an art club after school for students at Memorial. Artwork was shared that was done during school as well as during art club. Incorporating science into art, the third-grade students did a monarch butterfly scarecrow that won first prize at the contest on the Durham Green. Each class also made a classroom banner for the Community Day at the beginning of the year and students were at the meeting to describe them. Fourth and fifth grade students in enrichment did some model sculpting. They also worked on a drawing unit, portraying their names in different ways. The art club worked on paper mâché pumpkins and have started fairy garden houses as well.

B. CRHS Reporters (video presentation) - Hayden Gonzales, Catherine Taylor and Christine Waterman

Hayden Gonzales, Catherine Taylor and Christine Waterman all reported via video and included a video presentation on Cog Con 2022 as well. Mrs. Stone added that the Veterans Day concert is at 7:30 p.m. tomorrow night and Hayden Gonzalez came in fourth at the Shorelines. The volleyball team just beat Wilcox Tech and will host a game on Friday. Girls' soccer won their first tournament game and play tomorrow at 2:00 PM. Mrs. Stone also reported that the seniors will be going to Washington, DC next week, leaving on Tuesday and coming back late Friday.

Public Comment - at the beginning of the meeting, public comment should refer to items on the agenda**A. In-person public comment**

A member of the public spoke on behalf of the Golf Team's field trip to Championsgate in Davenport, Florida at the end of April. She was hoping that the board would approve the trip as it is a great opportunity for the players. They are working to build the golf team, to develop lifelong skills, enhance networking, build skills and form friendships. All of the parents are very interested in their players attending and are hoping to join the team on the trip as well. Her son, a team member, felt it will help the team grow a lot and bring them closer together.

B. Remote public comment

None.

Approval of Minutes

- A. Board of Education Regular Meeting - September 28, 2022**
- B. Board of Education Regular Meeting - October 12, 2022**
- C. Board of Education Retreat/Special Meeting - October 22, 2022**

Mrs. Dahlheimer made a motion, seconded by Mr. Moore, to approve the minutes of the Board of Education Regular Meeting on October 12, 2022 and Retreat/Special Meeting on October 22, 2022, as presented.

In favor of approving the minutes of the Board of Education Regular Meeting on October 12, 2022 and Retreat/Special Meeting on October 22, 2022, as presented: Ms. Betty, Mrs. Dahlheimer, Dr. Darcy, Mr. Mennone, Mr. Moore, Mrs. Petrella, Mr. Roraback, Mrs. Roy and Mr. Stone. Motion carried.

Ms. Betty asked to correct the September 28, 2022 minutes, on page 4, to correct that she felt that the district needs to get rid of the school choice for kindergarten, not “that they need to get rid of the option for kindergarten.”

Mrs. Dahlheimer made a motion, seconded by Mr. Moore, to approve the minutes of the Board of Education Regular Meeting on September 28, 2022, as amended.

In favor of approving the minutes of the Board of Education Regular Meeting on September 28, 2022, as amended: Ms. Betty, Mrs. Dahlheimer, Dr. Darcy, Mr. Mennone, Mr. Moore, Mrs. Petrella, Mr. Roraback, Mrs. Roy and Mr. Stone. Motion carried.

Superintendent’s Report

A. Strategic Plan Update

Dr. Schuch explained that, about a month ago, Deb Murray, principal at Brewster, got some feedback from staff members with concerns about changes that will be happening and asked Dr. Schuch to come to their faculty meeting in November. He felt that the concerns were significant enough that he didn’t want to wait a month and wanted to engage in smaller groups. Dr. Schuch met with small groups at Brewster and felt that they were really positive meetings. They then went back to the leadership team and Mrs. Keane suggested that Dr. Schuch go to every school and meet with them. He has now started meeting with small groups at the other campuses.

One of the things that came out of these meetings was that the three-hour session that they had left a lot of people with questions. Another piece has to do with the action teams and he heard that they want to be involved in designing the future, but many of them just do not have the time outside of working hours. To that end, Mrs. Quarato, Mrs. Siegel and Mrs. Heikkila will meet with those small groups to gather specific input regarding what the competencies should look like. They will take that information back to the action teams. Dr. Schuch emphasized that the new system has to be designed by the teachers participating, providing input and feeling ownership of.

Dr. Schuch summarized that what started as maybe concerns from one of the schools has now led them in a positive direction of reaching out to all of the schools and giving people a voice. He added that he did attend the faculty meeting in November at Brewster and got a lot of positive feedback.

B. Other Updates (if applicable)

Dr. Schuch also reviewed that Mr. Pietrasko had presented a lot of information about reporting apps and systems and he felt that they really need to develop some digital format that would allow learners to report incidences of bullying and other things discretely. The leadership team will try to develop something and hopefully have something to share at the next board meeting.

Dr. Schuch apologized for some of the parking challenges that came up yesterday with voting. Some very important training was done at the high school and they also had the first-round state playoff soccer game in the afternoon. Dr. Schuch hadn't thought about those things and felt very bad that they didn't. They worked hard to get cars moved and direct traffic.

Dr. Darcy thought that discussing that type of situation in this forum potentially sends the message that it is within the board's purview. She felt that the board needs to live in solutions instead of admiring the problems and asked if there was now a system where the town explicitly lets the district know about facility use. Mrs. Neubig wasn't sure that parking was on the building use form, but the town does fill out a building use form and it's not a surprise when they use the buildings.

Mrs. Dahlheimer asked if there was communication between the Registrar of Voters and the district to coordinate this event. Mrs. Neubig did not have direct communication with the town, but they typically work through Mrs. Gaudreau and she did get a building use form. It is possible that the town wasn't aware of the training happening or the soccer game. Mrs. Dahlheimer explained that she was a moderator yesterday and is also Deputy Registrar of Voters for the Town of Durham. She felt that a lot of this is a moot point because elections will be going back to Korn School. While the training and the game were incredibly important, all of the poll workers take an oath for election integrity and it is very serious.

Mrs. Roy wondered if they wanted to take advice from Nick Caruso and develop some talking points about this issue. Mrs. Petrella wasn't sure this particular situation would require that as it has passed and a ParentSquare went out with an apology. Mrs. Dahlheimer also noted that she thought the Town Clerks can send emails to taxpayers.

Staff Reports

A. Director of Finance Report - Kim Neubig

Mrs. Neubig reported that the general fund is 30 percent expended and 32 percent of budgeted revenue has been received. MTA has expended 17 percent, with 11 percent budgeted revenue received.

Mrs. Neubig reminded everyone that there is a support staff remote grievance hearing on November 30, 2022 from 10:00 to 12:00. She will forward a link to anyone who would like to join. The audit field work wrapped up in October and they are now waiting for financial statements and the presentation. The audit is due by December 31st.

The district will start charging for lunch on December 1st and that has been communicated to parents. Almost all of the SMART funds have been expended. The state will advise how to use the residual balance. Guidance will be forthcoming.

The Connecticut State Police active shooter training was held on 11/8/22. Future plans will be for them to observe our drills, provide feedback and provide additional training. They will also review the district's safety plan. The district is also working on setting up a Security Committee with the towns. Mrs. Dahlheimer asked what the protocol was for after the training yesterday as far as talking to the kids. Mrs. Neubig stated that this was really for staff, but one suggestion he made was that drills would be announced and that parents should know ahead of time. Mrs. Dahlheimer stated that a few parents

reported that their kids' teachers had discussions about what to do in this scenario, but didn't tell the parents that was going to be happening.

Mr. Roraback felt that students can't learn if they don't feel safe and they actively look at how the teachers handle those drills. He felt that this was great training for the district. Mrs. Dahlheimer noted that some kids' needs, both socially and emotionally, and their ability to handle certain conversations vary. Dr. Schuch stated that the trainer was pretty explicit about that and they will follow up.

Mrs. Neubig asked if anyone had any questions or comments about Mutualink and if anyone had thought about it and wanted more information. She wondered if they wanted to plan for it in next year's budget or if another security grant comes out. Mr. Moore thought they should try something local first.

Mrs. Neubig reviewed that the board asked her to get a quote from Silver Petrucelli on a study of a K-5 Memorial and they came back with a quote of \$26,800. They provided a breakdown of what they will do in the study. Dr. Schuch and Mrs. Neubig met with them via Google and they recognize that the district would like to apply by June 30th with the state and that is something they can work with. There is a renovate-as-new and a renovation/addition option. She reminded everyone about the new mechanicals that were just installed at Memorial and noted that they hope to be able to request a waiver from the state should renovate as new be the chosen option. With the renovate/addition piece, the state will decide what they will reimburse. Mrs. Neubig felt they should have Silver Petrucelli do both and put in two separate applications to the state and then pull the one they don't want.

Mrs. Neubig would need to know if the board wants Silver Petrucelli to proceed with the study. If the board prefers an RFP, it may create a time crunch for the grant application deadline. Dr. Schuch noted that they wanted a consensus to be recorded in the minutes.

Mrs. Dahlheimer felt the district had a really good relationship with Silver Petrucelli and the past history is very important. No one had any objections and no one felt a vote was necessary.

Mrs. Neubig also reported that the blinking light on Main Street and Pickett Lane may have been caused by a sensor cut during the construction and can't be fixed from the box. It has been reported twice to DOT and they will address it.

Mrs. Roy again asked about talking points for this issue and Mr. Mennone felt that the purpose of the study was for the board to make a financially sound decision of whether or not to move forward with Memorial as a K-5 school. Silver Petrucelli is essentially the only firm that can get it done in time as they know the history. Mrs. Petrella assumed it would be less expensive as well, rather than a firm starting from the ground up. Once the information is received, it will be disseminated to the community and public hearings will be held. No decisions have been made, other than to go ahead with the study. Dr. Schuch added that Nick Caruso had also stated that a lot of the communication would come from the chair of the board or the superintendent.

B. Climate Committee Update - Jen Keane

Mrs. Petrella explained that this is the first time the board is getting a report from the Climate Committee and it will become a regular report. She acknowledged that there are concerns in the community about

bullying and racial issues and this will help for everyone to better understand how the district handles these issues.

Mrs. Keane explained that there is a district Climate Committee as well as school Climate Committees. The district committee is based on state regulations and district policies and procedures. Seven different policies address what that committee looks at, five of which the board will be reviewing tonight. The main policy is on bullying prevention and intervention. Within that policy is the safe school climate plan and district report forms. They also look at the equity policy, non-discrimination policies and Title IX policy which also looks at Title IV.

Questions came up asking what is school climate and the policy defines it as the quality and care of school life, based on patterns of students, parents and guardians and school employees, experiences of school life, including but not limited to norms, goals, values, interpersonal relationship, teaching and learning practices and organizational structures. Climate and culture is really how people perceive themselves in the school environment and as part of this community. Events help contribute to a positive school climate and negative events contribute to a negative school climate.

Mrs. Keane then went on to look at how the state measures climate, including attendance, office referrals, bus referrals, both in-school and out-of-school suspensions, expulsion rates, bullying investigations, Title IX investigations and Title VI investigations. The district also looks at any safety concerns and updates, protocols, classroom behavior sheets, tiered interventions and problem identification as well as problem solving. All state data reporting is compared to Connecticut norms and percentages and is broken down into categories of gender, gender identity, race, free and reduced lunch eligibility, students with IEP and English language learners. That comparison is public and can be found on the website. The 2021 profile and performance report is currently available.

District-wide in the month of September, there were 52 office referrals, 20 bus referrals, no school suspensions, 59 unexcused absences and one bullying complaint filed but not substantiated. In October, there were 55 office referrals, 30 bus referrals, 8.5 out of school suspension days and one in-school suspension, 66 unexcused absences and 5 students considered truant.

The Climate Committee also talks about events, including Strong School having speakers, activity crawl, Unified meet, Unified prom and the CARE club has been meeting weekly. At CRHS, they collaborated with DMYFS to have therapy dog visits. On the to-do list, students at Strong and CRHS will be taking the annual Connecticut School Climate Survey in November. The elementary schools will take it in December. Mr. Mennone asked what the overall health was in 2020 when the survey was last done compared to the overall health now. He noted that they still hear a lot of things that people think are going on and the board isn't doing anything about. Mrs. Keane stated that they will compare the results with the last survey results and provide highlights.

Dr. Darcy asked what is used to collect data and Mrs. Keane explained that they use PowerSchool. Disciplinary referrals are reported there. Dr. Darcy also thought it would be interesting for the committee to look at the referrals and try to decide which ones are objective vs. subjective. Mrs. Keane explained that the school climate committees do that. Teachers and staff fill out office referral forms at Memorial, Strong and the high school with more details.

Mr. Moore asked if the issues are able to be identified by school and Mrs. Keane explained that she does have that information but was hesitant to report it as it is too identifying. Mrs. Dahlheimer asked if there was information on repeated behaviors and Mrs. Keane noted that it is tracked over time. Mrs. Keane noted that the information is highly confidential and it is very challenging to talk about any specific incident.

The district school climate committee meets quarterly, but Mrs. Keane can give monthly reports to the board from the individual schools. Dr. Schuch felt that it would make sense to report after the quarterly meetings. Mrs. Dahlheimer had an issue with getting the information monthly because of how small the district is and the fact that it would be very identifiable. Mrs. Keane noted that she can report on things other than just the statistics.

Mr. Mennone felt that the general public needs to know that the situations are being dealt with appropriately and the confidentiality piece must be understood. Mr. Roraback reiterated that if Mrs. Keane gives monthly reports, she will not be school-specific. The board would not want Mrs. Keane to report something that will put somebody at risk. Mrs. Petrella added that the board will want to see feedback and comparisons of the climate study as well as future plans.

Mrs. Keane reported that the district will be implementing a new state pilot program with a mental health survey from Aperture that adults fill out on every student. If any red flags come up, there is a longer rating scale survey that will be filled out. Ms. Betty asked what they will do with the information if red flag comes up and Mrs. Keane explained that school counseling best practices look at a mental health intervention model that dovetails intervention strategies to the CASTLE model to educators. Dr. Darcy asked if the high schoolers self-report and Mrs. Keane noted that they thought it was when they signed up for the pilot, but they are looking at that in advisory.

Dr. Darcy noted that dozens of districts use Aperture and the state pays for about 30 districts to do that right now. Mrs. Keane thought that the state will continue to pay for it as they are going to require it. The district also has partnerships with the Root Center for counseling at the high school level and have started a partnership with Community Health Center for counselors use space within both Memorial and Strong. These partnerships require the district to give them the space and they provide services to district students. All services go through the child's independent insurance.

Mrs. Dahlheimer asked if Mrs. Keane has noticed any effect on the utilization of the Root Center since COVID and Mrs. Keane stated that it just started at the high school last year and this year at Strong and Memorial. Mr. Mennone asked if the students know about it and Mrs. Keane stated that all counselors and principals are aware of it.

Mrs. Roy asked if the board needed to make a decision on how often they will receive updates and Mrs. Keane stated that she can provide some numbers on the surveys in December. Dr. Schuch would like the updates to be done after the quarterly meetings plus any time there is something significant to report.

New Business**A. HVAC Grant Resolutions**

Mrs. Neubig reported that the State of Connecticut announced grants for HVAC upgrades on September 14th, had two information sessions and applications are due on December 1st. It would be difficult to do a new project with that turnaround, however completed projects are being accepted. Mrs. Neubig explained that because the mechanical systems at Memorial was not initially a state construction project, resolutions were not required. If she is going to apply for this new grant money, she will need the three standard resolutions set forth by the School Construction Office as well as fourth one to approve the Educational Specifications.

Mrs. Neubig reviewed that the project cost the district \$2.5 million which was paid out of the \$6.9 million bonding. She reviewed that Memorial was built in 1961, with a renovation and addition in 1995. At that point, the central steam heating plant was renovated. This project replaced the existing HVAC equipment that had reached the end of its life. The facility was converted from steam to hot water heating which improved energy efficiency and temperature control. Health concerns were addressed by improving ventilation rates and air infiltration to reduce airborne contaminants and the spread of infectious diseases. Ventilation was also added to the corridors as well as other items. All of the work has been completed.

Mrs. Dahlheimer read the first resolution into the record. "Resolve that the Regional School District 13 authorizes the Regional School District 13 Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for HVAC Indoor Air Quality Grant at Memorial School."

Mr. Moore made a motion, seconded by Mr. Mennone, to adopt the above-noted resolution.

In favor of adopting the above-noted resolution: Ms. Betty, Mrs. Dahlheimer, Dr. Darcy, Mr. Mennone, Mr. Moore, Mrs. Petrella, Mr. Roraback, Mrs. Roy and Mr. Stone. Motion carried.

Mrs. Dahlheimer read the second resolution into the record. "Resolve that the Regional School District 13 Building Committee is hereby established as the Building Committee with regard to the HVAC Indoor Quality Grant at Memorial School."

Mr. Moore made a motion, seconded by Mr. Mennone, to adopt the above-noted resolution.

In favor of adopting the above-noted resolution: Ms. Betty, Mrs. Dahlheimer, Dr. Darcy, Mr. Mennone, Mr. Moore, Mrs. Petrella, Mr. Roraback, Mrs. Roy and Mr. Stone. Motion carried.

Mrs. Dahlheimer read the third resolution into the record. "Resolve that the Regional School District 13 Board of Education hereby authorizes at least the preparation, schematic drawing and outline specifications for the HVAC Indoor Quality Grant at Memorial School."

Dr. Darcy made a motion, seconded by Mr. Stone, to adopt the above-noted resolution.

In favor of adopting the above-noted resolution: Ms. Betty, Mrs. Dahlheimer, Dr. Darcy, Mr. Mennone, Mr. Moore, Mrs. Petrella, Mr. Roraback, Mrs. Roy and Mr. Stone. Motion carried.

Mrs. Dahlheimer read the fourth resolution into the record. “Motion to accept Memorial School Education Specifications.”

Mrs. Roy made a motion, seconded by Mr. Stone, to adopt the above-noted resolution.

In favor of adopting the above-noted resolution: Ms. Betty, Mrs. Dahlheimer, Dr. Darcy, Mr. Mennone, Mr. Moore, Mrs. Petrella, Mr. Roraback, Mrs. Roy and Mr. Stone. Motion carried.

B. Finance Committee Appointments

Mrs. Petrella reported that the Finance Committee will be meeting next week and she wanted to appoint a member of the Building Committee to that, especially with the upcoming reconfiguration. Mrs. Petrella recommended that Nick Faiella be appointed to the Finance Committee. Mr. Faiella has been with Bank of America for 30 years and is a Senior Vice President as well as 10 years of commercial real estate lending.

Mrs. Dahlheimer made a motion, seconded by Mr. Mennone, to appoint Nick Faiella to the Finance Committee.

In favor of appointing Nick Faiella to the Finance Committee: Ms. Betty, Mrs. Dahlheimer, Dr. Darcy, Mr. Mennone, Mr. Moore, Mrs. Petrella, Mr. Roraback, Mrs. Roy and Mr. Stone. Motion carried.

Mrs. Petrella added that Jim Martinelli, from Durham’s Board of Finance, will be joining the Finance Committee. Middlefield’s Board of Finance is looking for someone to join as well.

C. Vote to approve CRHS Model UN field trip

Mrs. Dahlheimer made a motion, seconded by Mr. Mennone, to approve the CRHS Model UN field trip.

Dr. Darcy asked about the \$250 cost per student which includes two nights in a hotel in Boston. She asked if the trip was being subsidized by a Model UN budget because \$250 per student for two nights, including registration, is very low. Mrs. Stone explained that travel is by school van and there will be four kids to a room. Funds are available, if a student cannot afford it.

Ms. Betty asked about the agenda that was supposed to be attached to the request and Mrs. Stone will get the agenda to the board members. Mr. Moore related how important Model UN was to his family. Dr. Darcy also asked about having one chaperone and what happens in the case of an emergency. She wondered if there is a policy of a minimum of two adults or a teacher to student ratio for overnight trips. Mrs. Stone will look into that, but a member of the public noted that it is usually very well-behaved kids. Mrs. Dahlheimer asked if Boston University is still requiring people on campus to be vaccinated and Mrs. Stone explained that most universities can require masks, but not vaccinations. Mrs. Dahlheimer would like to have that information to be sure they are not discriminating against any unvaccinated students.

In favor of approving the CRHS Model UN field trip: Ms. Betty, Mrs. Dahlheimer, Dr. Darcy, Mr. Mennone, Mr. Moore, Mrs. Petrella, Mr. Roraback, Mrs. Roy and Mr. Stone. Motion carried.

D. Vote to approve CRHS Golf Team field trip

Mr. Mennone made a motion, seconded by Mr. Roraback, to approve the CRHS Golf Team field trip.

Dr. Darcy noted that the cost per student is \$1,300 and asked, for transparency reasons, if that pays for the coach's trip. A member of the public who is a golf team member's parent explained that it does pay for his trip. The parents know that they will be paying for this trip and will supplement it with fund-raising for any students who can't afford it. They currently have about \$500 in the budget from last year and will use that as well. Dr. Darcy also noted that the staff going will be on duty 24/7. She also asked about the number of adults and the parent stated that she is planning on going on the trip. Girls will also be going on the trip and it will be nice to have a woman attend. She asked if chaperones have to be staff members and noted that she works in another school district has had all of the background checks. Mrs. Stone felt that it was the district's practice to have staff members as chaperones. Mrs. Stone added that the team will be coached by a PGA professional in Florida. Dr. Darcy read that a policy from 1983 that stated "chaperones for field trips that are out of state or overnight must be certified staff or adults over the age of 25. Spouses of certified staff who are chaperones may accompany a field trip at the discretion of the superintendent."

Members of the board felt this would be a great opportunity for the kids, but Mr. Moore hoped that this wouldn't set a precedent for other teams. Mrs. Stone explained that they had originally wanted to go at a different time with more time off from school and she pushed back and told them no more than two to three days off. She didn't feel that a week off of school would be a good precedent to set and this is definitely costing the athletes more.

In favor of approving the CRHS Golf Team field trip: Ms. Betty, Mrs. Dahlheimer, Dr. Darcy, Mr. Mennone, Mr. Moore, Mrs. Petrella, Mr. Roraback, Mrs. Roy and Mr. Stone. Motion carried.

Committee Reports**A. Policy Committee Meeting - October 19, 2022**

1. First read:
 - a. Meal Charging
 - b. Non-Discrimination (Community)
 - c. Non-Discrimination (Personnel)
 - d. Non-Discrimination (Students)
 - e. Title IX Sex Discrimination and Harassment (Personnel)
 - f. Title IX Sex Discrimination and Harassment (Students)

Mr. Moore explained that, under the policy adopting process policy, the Policy Committee reviews a policy and is brought to the full board for a first read. It then has to come back for a second read and can be adopted after that. The board has adopted policies after only one read, on an emergency basis.

Being a new policy, Mrs. Dahlheimer read the Meal Charging policy into the record. "Regional School District 13 Board of Education, "the Board," recognizes the importance of providing nutritious foods to students in Regional School District 13, "the District." The Board is a sponsor of the United States Department of Agriculture (USDA) Food and Nutrition Services, Child Nutrition Programs, including the

National School Lunch Program (NSLP) and the School Breakfast Program (SBP). The District shall adhere to the federal and state guidelines and regulations pertaining to the School Child Nutrition Programs. In accordance with federal law, the Board will make a public announcement and notify parents or guardians of the eligibility criteria for free and reduced priced meals and provide information regarding how a household may make an application for these benefits. Such notice and application will generally be distributed at the beginning of each school year. Charging meals. The District uses an automated prepayment system for student meal accounts. Students whose accounts have insufficient funds and who do not bring a meal or other funds to school to pay for meals may charge meals to their meal accounts. Students will be informed of their right to purchase a meal which excludes a la carte items for any school breakfast, lunch or other meal offered by the district, even if the student's account has insufficient funds. The Board prohibits publicly identifying or shaming a student for any unpaid meal charges, including but not limited to the following: delaying or refusing to serve a meal to such student, designing a specific meal option for the student or otherwise taking any disciplinary action against the student. Collection of unpaid meal charges. The District's effort to recover from household money owed due to the charging of meals must not have a negative impact on the child's involvement and shall focus primarily on adults in the household responsible for providing funds for meal purchases. The District shall consider whether the benefits of potential collection outweigh the costs that would be incurred to achieve these collections. For purpose of this policy, delinquent funds means unpaid meal charges. The District will contact parents/guardians of students who charge meals to their accounts in order for the District to collect the delinquent debt. The first such communication will be a written communication, by mail or email, after three meals have been charged. Subsequent written and verbal communication with parents or guardians concerning delinquent debt may be made by the District's business office or designee as may be necessary and appropriate. All communications regarding unpaid meal charge shall be made directly and discretely to parents and guardians. Written communications to parents and guardians regarding collection of a student's unpaid meal charges shall include an application for free and reduced priced meals, information on local food pantries and the Connecticut Department of Social Services Supplement Nutrition Assistance Program and any links to the towns' website that may list any community services available to town residents. In the event that students' unpaid meal charges are equal or more than the cost of 30 meals, the parents or guardians of each student will be referred to the District's Homeless Education Liaison. The Board shall comply with applicable federal and state laws and other federal or state requirements concerning the collection of unpaid meal charges, including but not limited to requiring relating to delinquent debt and bad debt occurred by federal law and record keeping related thereto. The Board may accept gifts, donations or grants from any public or private sources for the purpose of paying off any unpaid charges for school lunches, breakfasts or other such feeding.

Dissemination of policy. This policy shall be provided in writing to all households at the start of each school year and households transferring to the district during the school year. This policy shall be provided to all district staff responsible for its enforcement. In addition, school social workers, nurses, the Homeless Liaison and the staff members assisting children in need who may be contacted by the families with unpaid meal charges shall be informed of this policy. The District shall maintain, to the extent required by law, documentation of methods used to communicate this policy to households and district staff responsible for policy enforcement. The District shall provide this policy to the Connecticut State Department of Education during the administrative reviews. The Superintendent or designee may, when necessary and appropriate, develop administrative regulations in furtherance of this policy. Legal reference the State Law, Connecticut Statutes 10-215, Lunches, Breakfasts and Other Feeding Programs for Public School Children and Employees and the State Department of Education School Health, Nutrition and Family Services Operational Memorandum, number 11-22, Connecticut Statutory Requirements for Unpaid Meal Charges in Public Schools, dated June 5, 2022, and the State Department

of Education Bureau of Health, Nutrition and Family Services and Adult Education Operational Services memorandum 4-7u, Guidance Around Free Meal Charges (inaudible), dated November 2, 2016, federal law 7 CFR part 210, National School Lunch Program, 7 CFR part 220, School Breakfast Program, 7 CFR part 245, Determining the Eligibility for Free and Reduced Meals and Free Meals in Schools, US Department of Agriculture Food and Nutrition Services Policy Memo SV46-216, Unpaid Meal Charges for Meal Charge Policy dated July 8, 2016, US Department of Agriculture Food and Nutrition Services Policy Memo SV47-2016, Unpaid Meal Charges Clarification on Collection of Delinquent Meal Payments dated July 8, 2016, and US Department of Agriculture Food and Nutrition Services Policy Memo FP57-2016, Unpaid Meal Charges Guidance and Q&A, dated September 16, 2016.”

Mrs. Neubig added that USDA policy is that any unpaid lunch accounts at the end of each school year are reimbursed to the Food Service by the General Fund.

Mr. Moore reviewed that all of the Non-Discrimination policies are in hiring and a variety of other activities related to the community, personnel and students. State law has added harassment into it as well as qualifying other than honorable discharge for veterans and some issues on gender identity throughout all of these policies. A new process for complaints was also added. These are modifications of currently-adopted policies. Mr. Moore suggested that, rather than reading these policies into the minutes, they be added to the minutes. The same types of language have been added to the Title IX policies as well.

The first read of these policies has been accepted and will be read again and voted on at the next board meeting.

Dr. Schuch added he has talked with the Policy Committee, the leadership team and with Mrs. Petrella and Mrs. Dahlheimer about updates received from Shipman and Goodwin as well as from other sources. He is recommending that the Policy Committee take each series within the Policy manual, incorporate updates from Shipman and Goodwin and then review them to see if they are all still relevant. Dr. Schuch is aware that it will be a lot of work for the Policy Committee and may take until June.

Mr. Moore noted that the Policy Committee went through all of the policies back in 2019 and the Superintendent amended them as they talked, however they did not look at any policies that had not changed. Mrs. Dahlheimer felt that it may be aggressive, but is also something that is the main job of the Board of Education.

It was agreed to gather information and begin the process in December. The Policy Committee meeting scheduled for next week may be canceled.

B. Building Committee Meeting - November 9, 2022

Mr. Moore reported that they talked about school reconfiguration. They moved on to the CRHS turf and noted that a study will be performed in the Spring to determine if it needs to be replaced. There is currently almost \$550,000 saved for replacement. The Memorial roof is done, with a small punch list remaining. The Memorial mechanicals are done, but there is a leak in the boilers that they are working on. There was a lot of discussion about the pumphouse and a flow test has been scheduled. It seems that the only real place to locate the pumps is outside near the current pumphouse. The culvert is done and will be paved next Tuesday or Wednesday, depending on weather, by the same contractor who is doing

Main Street and Pickett Lane. Road closures will need to happen as part of that. They will be meeting with Nathan Jacobson about their proposal for reclamation of Pickett Lane, rather than reconstruction. They will look to get an RFP out and get the project ready to go for next summer.

The RFP for the athletic field storage building is due to be opened on November 28th. Two proposals have also been received on straightening out the foundation which are around \$20,000.

Communications

Mrs. Petrella received letters from Cindy Felicia Kenyon, sharing an FYI regarding concerns about political social media comments and Tina Marie Olszewski regarding a bus issue that was handled by Mrs. Neubig. She received two emails today which she will talk about at the next meeting.

Mrs. Roy received communication from a learner in the district about the possibility of having a student as a board member and Mrs. Roy supports that as well. Mrs. Petrella received that same communication and will address it at the next meeting.

Mrs. Roy also asked about introduction to the public since ParentSquare didn't work out. Mrs. Petrella explained that not all of the board members were comfortable with that, so she wasn't sure how they could do it. They could take a group picture and tell the community who they are. Mrs. Dahlheimer brought up a point of order as this is not communication from the public and could be added to the next agenda.

Public Comment - at the end of the meeting should refer to items not on the agenda

A. In-person public comment

Julia Talbert-Slagle, a senior at Coginchaug and the student who reached out about having a student board member, wanted to thank the board for approving the Model UN trip. She also felt that part of the issue about the public feeling that issues aren't being addressed is that the board tends to focus only on positives. When the board doesn't recognize the negative issues, the public feels that they are not being addressed and the board isn't taking accountability for the problems. One big way to help that would be a standing agenda item about climate where the board was consistently discussing change that could be made and focus on what's lacking within the system.

B. Remote public comment

Maureen Funke, from Durham, thanked the board for everything they do and Mrs. Keane for her climate report. She felt it was a great start in the right direction, but also felt that there needs to be a lot more discussion about the students feeling engaged and belonging and being seen and heard. Mrs. Funke has neurotypical, generally good, well-behaved students and two-thirds of them are not engaged, not feeling seen, not knowing who they can turn to, not enjoying school at all and her family, along with many others, are deciding whether or not to send eighth graders to school here next year. As much as numbers are important, she wasn't sure they were real engagers of climate. She believes that until the district realizes they have a big problem with lack of community and lack of belonging, they are missing a large section of students who aren't badly behaved, who aren't failing, who don't have special needs, who are feeling really disengaged and left out right now. It's hard for them and their families. Mrs. Funke knows

that the district is going in the right direction; she just hopes that there are some more positives that come sooner than later.

Adjournment

Ms. Betty made a motion, seconded by Mr. Mennone, to adjourn the regular meeting of the Board of Education.

In favor of adjourning the regular meeting of the Board of Education: Ms. Betty, Mrs. Dahlheimer, Dr. Darcy, Mr. Mennone, Mr. Moore, Mrs. Petrella, Mr. Roraback, Mrs. Roy and Mr. Stone. Motion carried.

Meeting was adjourned at 9:33 PM.

Respectfully submitted,

Debi Waz

Debi Waz
Alwaz First