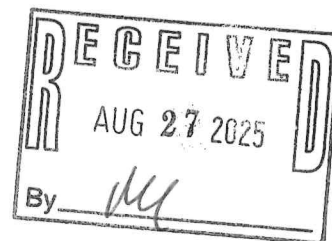


REGIONAL SCHOOL DISTRICT No. 20  
BOARD OF EDUCATION  
MEETING MINUTES  
August 21, 2025



1. Call to Order The Board of Education meeting held at Lakeview High School and via teleconference was called to order at 7:08 p.m. by Tiffany Parkhouse.

Members present: Tiffany Parkhouse, Chair, Ashley Westfall, Vice Chair, Krista Rizzo, Susan Wheeler, Margaret Hunt, Kara Cruoglio, Diane Barnes, Scott Pottbecker, and Billie Jean Sideris.

Also present: Jeffrey Villar, Ph.D. Superintendent, Julie Haggard, Assistant Superintendent Pupil Services, and Julia Cardillo, Chief Financial Officer.

Absent: Ashley Hall Daddona, Secretary, John Morosani, Treasurer, and Rob DeLayo.

2. Pledge of Allegiance. Tiffany Parkhouse invited everyone to stand and recite the Pledge of Allegiance.
3. Points of Pride  
Krista Rizzo recognized members of the Bobcat Booster Club, Lakeview High School PTO, in conjunction with Plumb Hill Playing Fields for their work hosting the annual Litchfield Open Golf Tournament that raise funds for the students through tournament fees, raffle tickets, silent auction, and community donations. They are Julia Turtoro, Al Torizzo, Susan Coffey, Shannon Gollow, Angelica Sepples, Jason Marquez, Megan Cardinal, Mary Stolle, Ryan Irwin, Kirby Bunnell- Johnson, Helen Bunnell, Jim Parker, and Andrew Marchand.
4. Committee Reports  
Diane Barnes shared the ASTE Committee met earlier in the evening sharing members received an ASTE Program Update from Casey Manzolino and viewed a presentation about a Sawmill Shed Proposal.
5. Chairman's Report & Update  
Upcoming Board of Education Meetings
  - September 11 – Lakeview High School – 7:00 p.m.
  - September 25 – Lakeview High School – 7:00 p.m.
  - October 16 – Lakeview High School – 7:00 p.m.
  - November 20 – Lakeview High School – 7:00 p.m.
  - December 11 – Lakeview High School – 7:00 p.m.

*(All meetings will have a remote option)*

Tiffany Parkhouse gave the Chairman's Report sharing the MOU regarding the FY25 deficit passed in all four towns. She added, in order to ensure there is a quorum at all future Board of Education (BOE) meetings she respectfully requests BOE members advise the Chair or the Superintendent's Assistant if they will be unable to attend. She read aloud the upcoming meeting dates and added, on November 20, in addition to the BOE meeting, it is also the ASTE Open House and strongly encourages everyone attend as it is a great opportunity to learn about the program. She shared Convocation will be held on Monday, August 25, 2025, at Lakeview High School beginning at 8:00am.

Tiffany Parkhouse then inquired if a Board member would make a motion to add Action Item 10.6 Discussion and Possible Action for the Approval for the Dissolution of the Auditor Agreement with Dave Cappellitti, Clearmont & Associates, LLC.

Billie Jean Sideris made a motion to add Action Item 10.6 Discussion and Possible Action for the Approval for the Dissolution of the Auditor Agreement with Dave Cappelletti, Clermont & Associates, LLC. Krista Rizzo seconded the motion. There was no discussion. The motion passed unanimously.

6. Board of Education - Correspondence  
None

7. Consent Agenda

- 7.1 Board of Education Meeting Minutes of August 7, 2025
- 7.2 Out of State Field Trip – West Springfield, MA - C. Manzolino
- 7.3 Specialist Services Agreement (Athletic Trainer), Charlotte Hungerford Hospital
- 7.4 Agreement for Use of Golf Course Facilities – Litchfield Country Club
- 7.5 Memorandum of Understanding with Greenwoods Counseling Services
- 7.6 Approval of New Temporary Policy 5131.81 & Regulation 5131.81 Electronic Devices
- 7.7 Approval of New Hires
  - 7.7.1 Joseph Pearlingi, School Security Personnel, Litchfield Intermediate School
  - 7.7.2 Daniel Hamilton, Facility Director, District
  - 7.7.3 Kate Kelly, Special Education Teacher, Lakeview High School
  - 7.7.4 Simone Odom, School Nurse, Litchfield Intermediate School

Ashley Westfall made a motion to remove Consent Agenda Item 7.6 Approval of New Temporary Policy 5131.81 & Regulation 5131.81 Electronic Devices and added Action Item 10.7 Discussion and Policy Action for the Approval of the New Temporary Policy 5131.81 & Regulation 5131.81 Electronic Devices. Billie Jean Sideris seconded the motion. There was no discussion. The motion passed unanimously.

Margaret Hunt made a motion for the approval of the Consent Agenda 7.1-7.5 and 7.7 (7.7.1-7.7.4). Susan Wheeler seconded the motion. There was no discussion. The motion passed unanimously.

8. Superintendent Update

Dr. Villar opened by expressing his gratitude and thanks to the First Selectmen, Boards of Finance, Boards of Selectmen, and the Board of Education who worked together collaboratively on the Deficit Mitigation Agreement and to make sure that the communities understood the need and what was being asked of them. Dr. Villar also thanked the citizens of the four towns voting to pass the Agreement. He viewed this as a vote of confidence in Region 20. Dr. Villar pledges the district will continue to work hard and be very transparent. He added he and Julia Cardillo will be attending local Board of Finance Committee meetings this fall to report on the district's fiscal status.

8.1 Introduction: Dan Hamilton, Facilities Director

Dr. Villar then welcomed Daniel Hamilton, the new Director of Facilities and invited him to say a few words.

Daniel Hamilton said it is an honor to be part of the Region 20 team and thanked everyone who made it happen. He begins work next week and is ready, capable and eager to get

in each building, understand what work needs to be done, and create a game plan to move forward.

## 8.2 Personnel Report

Dr. Villar presented the Personnel Report as of August 21, 2025.

## 9. 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.

Burke Gibney, Litchfield spoke about attending the ASTE Committee meeting earlier in the evening and was highly complimentary about what he learned about the ASTE program and the proposal to build a sawmill shed.

## 10. Action Items

### 10.1 Discussion and Possible Action for the Approval of Policy 3323 Bid Process (Second Read-Adoption)

Ashley Westfall made a motion for the Approval of Policy 3323 Bid Process (Second Read-Adoption). Billie Jean Sideris seconded the motion.

Discussion included but was not limited to phrasing on vendor selection; "lowest price" versus "what is in the best interest of" and also an edit to the policy of replacing "town/city" with "Regional School District."

Tiffany Parkhouse called for a vote with the motion to include the edit replacing "town/city" with "Regional School District."

The motion passed unanimously.

### 10.2 Discussion and Possible Action to Repeal Policy 5139.911 Bullying

Ashley Westfall commented in order to implement the new Policy (Action Item 10.3 Policy 5139.911 School Climate) the Board needs to repeal the current policy. The upcoming policy (5139.911 School Climate) is a legal policy from the state of Connecticut with state statutes. The one that we are repealing will be replaced by that one.

Krista Rizzo made a motion to repeal Policy 5139.911 Bullying. Susan Wheeler seconded the motion. There was no discussion. The motion passed unanimously.

### 10.3 Discussion and Possible Action for the Approval of Policy 5139.911 School Climate (Second Read-Adoption)

Ashley Westfall made a motion for the Approval of Policy 5139.911 School Climate (Second Read-Adoption). Bille Jean Sideris seconded the motion.

Discussion included clarifying questions in that the policy calls for each school to have a School Climate Committee and if there is funding to support these initiatives. Dr. Villar confirmed yes, each school will have a School Climate Committee, and the district is currently working with EdAdvance who have started training Principals on restorative practice. Principals will then train teachers. EdAdvance has pledged, at least for the first half of the year, that this training is free of charge.

Tiffany Parkhouse called for a vote.

The motion passed unanimously.

10.4 Discussion and Possible Action for the Approval of Policy 5144.2 Physical Restraints/Seclusion/Exclusionary Time Out (Second Read-Adoption)

Krista Rizzo made a motion for the Approval of Policy 5144.2 Physical Restraints/Seclusion/Exclusionary Time Out (Second Read-Adoption) Billie Jean Sideris seconded the motion. There was no discussion. The motion passed unanimously.

10.5 Discussion and Possible Action for the Approval of Policy 5144.12 Restorative Practice (Second Read-Adoption)

Margaret Hunt made a motion for the Approval of Policy 5144.12 Restorative Practice (Second Read-Adoption) Susan Wheeler seconded the motion.

During discussion Dr. Villar clarified this is a CABE policy versus Shipman policy.

Tiffany Parkhouse called for a vote.

The motion passed unanimously.

10.6 Discussion and Possible Action for the Approval for the Dissolution of the Auditor Agreement with Dave Cappelletti, Clermont & Associates, LLC

Susan Wheeler made a motion for the Approval of the Dissolution of the Auditor Agreement with Dave Cappelletti, Clermont & Associates, LLC. Billie Jean Sideris seconded the motion.

Dr. Villar shared it is his recommendation that given the fiscal troubles of the district, and the work to make sure the district maintains trust with the community, electing to have a different set of eyes on the books as we go into the audit of FY25 (fiscal year 2025) is in our best interest.

Next steps are to release an RFP for auditing services. Dr. Villar responded to a question, that yes, the district will include the Finance Committee members in this process, reviewing RFP responses and providing feedback on the proposals.

Tiffany Parkhouse called for a vote.

The motion passed unanimously.

10.7 Discussion and Policy Action for the Approval of the New Temporary Policy 5131.81 & Regulation 5131.81 Electronic Devices

Scott Pottbecker made a motion for the Approval of the New Temporary Policy 5131.81 & Regulation 5131.81 Electronic Devices. Krista Rizzo seconded the motion.

There was a lengthy discussion regarding this policy. The discussion included but was not limited to support for the current policy as it allows for student cell phone use with teacher permission, the possibly of getting feedback from teachers about the current policy and bringing forth any new policies or revisions to the Policy Committee for discussion first before bringing policies to the Board.

Dr. Villar was proposing a regulation that would allow the building principal to clearly articulate to students when they can use their cell phone appropriately. He also clarified that after school hours, students are not in class and would be able to use their phone.

Tiffany Parkhouse called for a vote.

Susan Wheeler, Scott Pottbecker, Tiffany Parkhouse and Ashley Westfall voted in the affirmative. Krista Rizzo, Kara Cruoglio, Margaret Hunt, Diane Barnes, and Billie Jean Sideris voted no. The motion failed to pass with 18% voting in the affirmative, failing to meet 66% and not having one vote in the affirmative from each town.

11. Adjournment There being no further business to come before the Board, Ashley Westfall made a motion to adjourn. Scott Pottbecker seconded the motion. There was not discussion. The motion passed unanimously. The meeting adjourned at 8:21 p.m.

Respectfully submitted,  
Christine Escobar  
Secretary, pro-tem