

Regional School District 13

**Board of Education
Policy Committee**

August 19, 2026

The Regional District 13 Board of Education Policy Committee met in regular session on Wednesday, August 19, 2026 at 4:00 p.m. in the library at Coginchaug Regional High School.

Policy Committee Members present: Mrs. Cowan, Mr. Moore, and Mr. Viens (attending virtually and joined late)

Policy Committee Members absent: Mr. Konstantino, Mr. Simmons, and Mr. DelVecchio

Board Members Present: Mrs. Petrella

Administration Present: Dr. Leggett, Superintendent of Schools

Mrs. Cowan called the meeting to order at 4:00 p.m.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Public Comment

There was no public comment.

Approval of Agenda

Mr. Moore made a motion, seconded by Mrs. Cowan, to approve the agenda.

All in favor of approving the agenda as presented: Mr. Moore and Mrs. Cowan. Motion passed.

Approval of Minutes – June 17, 2026

Mr. Moore made a motion, seconded by Mrs. Cowan, to approve the June 17, 2026 Meeting Minutes.

All in favor of approving the June 17, 2026 Meeting Minutes as presented: Mr. Moore and Mrs. Cowan. Motion passed.

Review Policies

A. Field Trips 6153

The committee reviewed revisions to the field-trip policy, including approval procedures, transportation, fundraising, chaperone ratios, water safety, emergency documentation, nursing support, and accommodations for students with medical or disciplinary concerns. Committee members emphasized case-by-case decision-making, student inclusion, and safety, then agreed the revised policy was ready to move forward for consideration at the September 10 meeting.

B. Meal Charging 5542

The food service audit identified two meal-charging policy requirements: adults may be charged for meals, but they must have sufficient funds in their accounts and cannot incur meal debt. Additionally, by June 30 each year, any unpaid student meal debt must be reimbursed using Board of Education funds rather than the nonprofit school food service account.

C. Board Budget Procedures and Line-Item Transfers 3160

The Committee members agreed to revise the budget procedures and line-item transfers policy to use the Regional School District 13 Board of Education version and remove language that does not apply to the Board. New legal requirements regarding reserve funds and sharing budget information with bargaining representatives will be included, although the district already follows these practices.

The updated policies will move forward to the full Board for the September 10 meeting, with student medication policy identified as a priority for the next policy committee meeting.

Public Comment

There was no public comment.

Adjournment

Mr. Moore made a motion, seconded by Mrs. Cowan, to adjourn the meeting.

All in favor of adjourning the meeting: Mr. Moore, Mrs. Cowan, and Mr. Viens. Motion passed and the meeting adjourned.

Respectfully submitted by Meghan Shortell-Fratantonio