

Litchfield Board of Education  
Special Meeting Minutes  
December 21, 2023

School Security & Safety Committee

I. Call to Order The School Security & Safety Committee meeting held at Litchfield Intermediate School and via teleconference was called to order at 6:02 p.m. by Ms. Reardon.

Members present: Ms. Reardon, Chair, Mr. Clock, Mr. Breslin, and Mr. Shuhi. Also present: Mr. Leone, Superintendent, Mr. Terzian, Mr. Morosani, and Mr. Robillard.

II. Approval of Minutes

a. Review the minutes of the special meeting of November 16, 2023

Mr. Shuhi made a motion to approve the special meeting minutes of November 16, 2023. Mr. Clock seconded the motion. Mr. Clock abstained from voting. The motion passes.

III. New Business

a. Tabletop Exercise Update

Mr. Leone shared the district will be holding a Tabletop Exercise in the spring and will invite the Committee members to observe the event. This will provide the Committee with a snapshot of how the schools prepare for unplanned emergencies. Mr. Leone cited the closure of the schools on Monday as an example of an unplanned emergency. The district had students on buses when the school delay was called and there was a plan in place for this situation of students being bused back home until further decisions were made regarding the opening or closing of schools.

b. Handbook - Timeline

New Region 20 handbooks (draft version) will be available in early spring for review. One goal of the new Region 20 handbooks is to have a uniform look and feel across all schools regardless of grade level.

IV. Other Business

Mr. Leone shared that in late March/early April the district will be conducting threat assessment by school, and will share findings with the Boards of Education in Executive Session when the reports are available. Mr. Leone also added that the district has an open position for an armed security officer at LPS.

The committee received a handout on the timeline for the installation of window tint.

V. Discussion

None

VI. Adjournment There being no further business to come before this committee **Mr. Clock made a motion to adjourn. Mr. Terzian seconded the motion. The motion passed unanimously.** The meeting adjourned at 6:10 p.m.

Respectfully submitted,  
Christine Escobar  
Secretary, pro-tem