

REGIONAL SCHOOL DISTRICT No. 20  
BOARD OF EDUCATION  
MEETING MINUTES  
December 11, 2025

1. Call to Order The Board of Education meeting held at Lakeview High School and via teleconference was called to order at 7:05 p.m. by Tiffany Parkhouse.

Members present: Tiffany Parkhouse, Chair, Ashley Westfall, Vice Chair, Ashley Hall Daddona, Secretary, John Morosani, Treasurer, Krista Rizzo, Susan Wheeler, Kara Cruoglio, Diane Barnes, Scott Pottbecker, Billie Jean Sideris, and Rob DeLayo.

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

Absent: Margaret Hunt.

2. Pledge of Allegiance  
Tiffany Parkhouse invited everyone to stand and recite the Pledge of Allegiance.

3. Committee Reports  
Ashley Westfall provided the Policy Committee update commenting on a review of two policies that were tabled from the prior committee meeting, and provided the list of Series 6000 policies that will be moved to the full Board for first read at its next meeting.

Tiffany Parkhouse, on behalf of Margaret Hunt, gave the Curriculum Committee update commenting that Plum Hill Middle School principal Pam Vecca presented updates on two pilot programs at the middle school. The first was the pilot ELA *Arts and Letters*, 6th through 8th grade curricula developed by Great Minds. A new component in the ELA pilot is a focus on reading fluency, which is driving deeper reading comprehension. The second pilot program was for three new elective computer science courses - Introduction to Technology, Game Development, and Cyber Security and Applications. Both presentations, shared student work, and ELA teachers and the computer science teacher answered committee member questions.

John Morosani shared the Ad Hoc Building Utilization Committee met and talked about the building utilization and Dr. Villar raised the need to conduct a long-term building utilization plan which consists not only of a discussion about the current state of the buildings but also a longer term plan on how the district sees itself in 30 years from an educational standpoint. Next steps are to look at a draft RFP and potentially put some funds in next year's budget to conduct this study.

4. Chairman's Report & Update  
Upcoming Board of Education Meetings
  - January 15 – Lakeview High School – 7:00 p.m.
  - February 5 – Lakeview High School – 7:00 p.m.
  - February 19 – Lakeview High School – 7:00 p.m.
  - March 12 - Lakeview High School - 7:00 p.m.*(All meetings will have a remote option)*

Tiffany Parkhouse commented there is a Strategic Planning Committee meeting that will be held on December 18, 2025.

5. Consent Agenda

5.1 Board of Education Meeting Minutes of November 20, 2025

5.2 Policy Adoption (First Read)

5.2.1 Policy 6148 FASA Completion Program

5.2.2 Policy 6154 Homework/Make-Up Assignment

5.2.3 Policy 6161.12/1312.3 Library Material Review and Reconsideration Policy

5.2.4 Policy 6161.13/1312.4 Library Collection Development and Maintenance Policy

5.2.5 Policy 6161.14/1312.5 Library Display and Program Policy

5.2.6 Policy 6164.12 Acquired Immune Deficiency Syndrome (AIDS)

5.2.7 Policy 6171 Special Education

5.2.8 Policy 6171.2 Pre-School Special Education

5.2.9 Policy 6172.1 Gifted and Talented Students Program

5.3 Out of State Field Trip - Orlando, FL- C. Manzolino

John Morosani made a motion to approve the Consent Agenda items 5.1 through 5.3. Krista Rizzo seconded the motion. There was no discussion. The motion passed unanimously.

6. Superintendent Update

Dr. Villar explained that weather-related delays and cancellations are based on all available weather data, but he must now weigh a new factor: the district's staffing capacity to maintain the facilities. During the most recent school delay, snow-covered routes and slippery sidewalks created conditions he described as "unacceptable." He emphasized that if staffing shortages continue to hinder the safe clearing of roads and walkways, he may be forced to close schools entirely to ensure the safety of students and staff. He added, when possible, he will call school cancellations and delays the night before to allow families to plan ahead.

6.1 Student Reports Emily Tynan - FFA Vice President, and Maggie Miller - FFA JRSR Chair provided the FFA and Lakeview High School activity updates as of December 2025.

6.2 Personnel Report

Dr. Villar reviewed the December Personnel Report.

7. Finance Update

7.1 FY26 Finance Report

Julia Cardillo gave the Finance Report update and shared that the fiscal report remains steady from the prior month's report. The district is half way through the fiscal year and has spent approximately 50% of capital contingency. Julia Cardillo also commented on the forecasted budget transfer report.

8. Presentations

8.1 NEASC - Michael Valerio, Principal Lakeview High School

Michael Valerio gave a presentation on NEASC (New England Association of Schools & Colleges Accreditation Process) and Lakeview High School.

8.2 Fall 2025 Athletics Recap - Jim Parker, Athletic Director, Lakeview High School

Jim Parker gave a presentation of the Fall 2025 Athletics Program.

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.

10. Action Items

10.1.1 Discussion and Possible Action to Accept Grant & Donations - Policy 3280 Gifts, Grants, Bequests

Dr. Villar provided background information on the two donations before the Board of Education for approval.

Susan Wheeler made a motion to accept the two donations – Accept Grant & Donations - Policy 3280 Gifts, Grants, Bequests. Krista Rizzo seconded the motion. There was no discussion. The motion passed unanimously.

10.1.2 Discussion and Possible Action for the Approval of Series 5000 Policies (Second Read/Adoption)

a. Policy 5113.2 Truancy

b. Policy 5145.123 Use of Metal Detectors

Ashley Westfall shared a brief overview of Policy 5113.2 Truancy and Policy 5145.123 Use of Metal Detectors. Tiffany Parkhouse inquired if a Board member would like to make a motion to approve the policies.

Billie Jean Sideris made a motion to approve Policy 5113.2 Truancy. Ashley Hall Dadonna seconded the motion. There was no discussion. The motion passed unanimously.

John Morosani made a motion to approve Policy 5145.123 Use of Metal Detectors. Billie Jean Sideris seconded the motion. There was no discussion. The motion passed unanimously.

10.1.3 Foreign Country Field Trip - Ecuador-Galapagos Islands - L. Bennett & Emily French

Dr. Villar gave an overview of the out of country field trip request and addressed questions from the Board. This item was tabled until the January 15, 2026 Board of Education meeting.

11. Adjournment There being no further business to come before the Board, Ashley Westfall made a motion to adjourn, Ashley Hall Dadonna seconded the motion. There was no discussion. The motion passed unanimously. The meeting adjourned at 8:23 p.m.

Respectfully submitted,  
Christine Escobar  
Secretary, pro-tem