REGIONAL SCHOOL DISTRICT No. 20
BOARD OF EDUCATION
AMENDED AGENDA
MEETING MINUTES
August 6, 2026

1. Call to Order The Board of Education meeting held at Lakeview High and via teleconference was called to order at 7:01 p.m. by Tiffany Parkhouse.

   Members present: Tiffany Parkhouse, Chair, Ashley Westfall, Vice Chair, Ashley Hall Dadonna, Secretary, Susan Wheeler, Sharon Mahieu, Margaret Hunt, Kara Cruoglio, Josh Szwed, Diane Barnes, and Scott Pottbecker.

   Also present: Jeffrey Villar, Ph.D., Superintendent, and Julia Cardillo, Chief Financial Officer.

   Absent: Bille Jean Sideris, Treasurer, and Rob DeLayo.

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

3. Chairman's Report & Update
   Upcoming Board of Education Meetings
   - August 20 - Lakeview High School - 7:00 p.m.
   - September 10 - Lakeview High School - 7:00 p.m.
   - September 24 - Lakeview High School - 7:00 p.m.

   (All meetings will have a remote option)

4. Consent Agenda
   4.1 Board of Education Meeting Minutes of June 25, 2026
   4.2 Board of Education Special Meeting Minutes of July 7, 2026
   4.3 Approval of the USI Client Service Agreement
   4.4 Approval of the CJR Agreement
   4.5 New Hires
      4.5a Bette Kitik - Science Teacher, Lakeview High School
      4.5b Joshua Thomas - Science Teacher, Lakeview High School
      4.5c Skye Pracuta - Art Teacher, Plumb Hill Middle School
      4.5d Shaina Brown - Special Education Teacher, Plumb Hill Middle School
      4.5e Kate Scappini - Educational Assistant, Intervention Program
      4.5.f Elisa DiLegge - Educational Assistant, Intervention Program
      4.5g Sara Wilson - Educational Assistant, Intervention Program

   Margaret Hunt made a motion to remove Consent Agenda Items 4.3 Approval of the USI Client Services Agreement and 4.4 Approval of the CJR Agreement and add them as Action Items 7.4 and 7.5 accordingly. Kara Cruoglio seconded the motion. There was no discussion. The motion passed unanimously.

   Margaret Hunt made a motion to approve the Consent Agenda Items 4.1, 4.2, 4.5a-4.5g. Susan Wheeler seconded the motion. There was no discussion. The motion passed unanimously.

5. Superintendent Update
   Dr. Villar's updates included a status on the Lakeview High School parking lot and a change in parking space assignments for juniors and seniors. He explained there will be no individually assigned parking spaces rather there will be a lot assigned for junior parking and a lot assigned for senior parking. He added, Convocation is on August 24, 2026, that there will be EastConn training for leadership during the Admin Retreat, and closed by thanking the Town of Litchfield for its assistance with tree removal in support of the Lakeview High School parking lot.

   5.1 Personnel Report
   Dr. Villar reviewed the August 2026 Personnel Report.

6. 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.

   No public comment was offered.

7. Action Items
   7.1 Discussion and Possible Action to Accept a Donation - Policy 3280 Gifts, Grants, Bequests
   - Monetary Donation - Purchase of Girls Tennis Team Jackets
   - In-Kind Donation - Tree Removal Services

   Susan Wheeler made a motion to Accept a Donation - Policy 3280 Gifts, Grants, Bequest (Monetary Donation - Purchase of Girls Tennis Team Jackets and In-Kind Donation - Tree Removal Service). Scott Pottbecker seconded the motion. There was no discussion. The motion passed unanimously.

   7.2 Discussion and Possible Action to Authorize the Superintendent to Identify Funding Sources/Grant Opportunities for a Future Facilities Master Plan Study
   Dr. Villar is seeking a motion to authorize the district to pursue grant funding for the Facilities Master Plan. He presented an overview of the plan, including estimated timelines and costs, and shared sample reports to demonstrate the level of detail it will provide.

   Scott Pottbecker made a motion to direct the Superintendent to seek grant funding to support the development of a Master Facilities Plan. Susan Wheeler seconded the motion.

   Dr. Villar answered Board questions regarding grant funding strategies, future support requirements, and next steps.

   Tiffany Parkhouse called for a vote.

   The motion passed unanimously.

7.3 Discussion and Possible Action to Approve Alterations to the Lakeview High School Parking
Julia Cardillo gave a summary of the discussion at the Facilities Committee about the Lakeview High School parking lot alterations; the parapet retaining wall, guardrails, and funding.

Ashley Westfall made a motion to approve Alterations to the Lakeview High School Parking Lot Plan to Address the Parapet Wall and Guardrails. Ashley Hall Daddona seconded the motion.

During the discussion, questions were raised about whether changing the plan required returning to Litchfield (Planning & Zoning) and for details on the DRIP Grant. Julia Cardillo clarified that no further town approval is needed, and DRIP grants are for facility repairs. She also confirmed that the S&S quote covers spreading topsoil, seeding, and haying.

Tiffany Parkhouse called for a vote.

The motion passed unanimously.

7.4 Approval of the USI Client Service Agreement
Julia Cardillo provided background information about the USI Client Service Agreement explaining its role with the district. Dr. Villar added the extension of this agreement comes with no additional increase in service costs, the district can end the relationship with 60 days notice, and there is language in the agreement that USI would assist the district in finding a replacement vendor.

Margaret Hunt made a motion for the approval of the USI Client Service Agreement. Susan Wheeler seconded the motion. There was no discussion. The motion passed unanimously.

7.5 Discussion and Possible Action for the Approval of the CJR Agreement
Dr. Villar highlighted the differences of the past to the current CJR agreements.

Scott Pottbecker made a motion for the approval of the CJR Agreement. Kara Cruoglio seconded the motion. The motion passed unanimously.

8. Adjournment There being no further business to come before the Board, Scott Pottbecker made a motion to adjourn. Kara Cruoglio seconded the motion. The meeting was adjourned at 7:43p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem