1. **Call to Order**  The Board of Education meeting held at Litchfield Center School and via teleconference was called to order at 7:00 p.m. by Emily Cole.

   Members present: Emily Cole, Chair, John Morosani, Vice Chair, Alexandrea Papp, Secretary, Andrew Tita, Treasurer, Jannelle Carroll, Joanne Moore, Bill Davenport, Christine Lauretano, Jennifer Munson, Rob DeLayo, and Tiffany Parkhouse. Also present: Chris Leone, Superintendent, Kristen Della Volpe, Assistant Superintendent, Craig Robillard, Accounting Manager, and Deanna Marchand, Region 20 Project Coordinator.

2. **Pledge of Allegiance**  Emily Cole invited everyone to stand and recite the Pledge of Allegiance.

3. **Executive Session – Negotiation of Legal Services**  
   John Morosani made a motion to enter Executive Session and invited the Shipman & Goodwin attorneys. Tiffany Parkhouse seconded the motion. There was no discussion. The motion passes unanimously.

   Entered Executive Session: 7:03 p.m.

   Tiffany Parkhouse made a motion to exit Executive Session. Alexandrea Papp seconded the motion. There was no discussion. The motion passes unanimously.

   Exited Executive Session: 7:47 p.m.

4. **Approval of Minutes**  
   4.1.1 ASTE Committee minutes of November 3, 2022
   4.1.2 Facilities Committee minutes of November 8, 2022

   Andrew Tita made a motion to approve the November meeting minutes. Tiffany Parkhouse seconded the motion. There was no discussion. The motion passes unanimously.

5. **Public Comment**  
   Individuals offering public comment should please state their first and last name and the town 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.

   None
6. Superintendent Update
   • Banking RFP
     The Banking RFP responses have been circulated to the Finance Committee members. Mr. Leone commented there were excellent questions raised by the members in their review process. Mr. Leone is recommending the district get a conflict of interest statement from legal services with respect to banking. There are only a few places to bank, get insurance and it is highly likely every member may have a conflict in this process. Firms can be notified that the review process is ongoing and as soon a conflict of interest statement is received, the committee can proceed with their review.

   • Health Insurance
     The state health insurance plan for school districts is facing fiscal challenges and there is some thought that the state insurance plan will be insolvent within the coming years given number of claims and elimination of ESSR funds. Mr. Leone is cautioning the Board about this plan in the event members are approached to join. He went on to say Region 20 will need an insurance broker. The district will draft an RFP for the Finance Committee for review and consideration.

   • Athletics
     Mr. Leone a led a discussion on utilizing a single provider for athletic wear for Region 20 highlighting benefits such as consistency in uniform colors, logos, and branding opportunities to name a few. Discussion ensued. This will be a future agenda item for Facilities and Finance as this topics spans across both committees.

7. Committee (Discussion)
   Mr. Leone reviewed the vacancies on the Curriculum, Facilities, and Long Term Planning committees and is recommending the newest Board of Education member, Jennifer Munson fill those vacancies. With no objections, this will be an Action Item for approval later in the meeting.

8. Action Items
   8.1 Policy Series 3000 -3516 (First Read)
     Christine Lauretano made a motion to approve Action Item 8.1. John Morosani seconded the motion. There was no discussion. The motion passes unanimously.

   8.2 Policy Series 2000 (Second Read)
     Christine Lauretano made a motion to approve Action Item 8.2. John Morosani seconded the motion. There was no discussion. The motion passes unanimously.

   8.3 Region 20 BOE Meeting Calendar – 2023 (First Read)
     Christine Lauretano made a motion to approve Action Item 8.3. Alexandria Papp seconded the motion. There was no discussion. The motion passes unanimously.

   8.4 Approval of Revisions to R20 Committee
     Christine Lauretano made a motion to approve Action Item 8.4. Janelle Carroll seconded the motion. There was no discussion. The motion passes unanimously.
9. **Executive Session – Legal Services**
   
   John Morosani made a motion to enter Executive Session. Alexandrea Papp seconded the motion. There was no discussion. The motion passes unanimously.

   Entered Executive Session: 8:23 p.m.

   During Executive Session John Morosani made a motion to amend the agenda and add Approval of Legal Counsel. Bill Davenport seconded the motion. There was no discussion. The motion passes unanimously.

   John Morosani made a motion to appoint Shipman & Goodwin as the Region 20 counsel. Bill Davenport seconded the motion. There was no discussion. The motion passes unanimously.

   Exited Executive Session: 9:22 p.m

10. **Adjourn** There being no further business to come before this committee, Janelle Carroll made a motion to adjourn. Alexandrea Papp seconded the motion. There was no discussion. The motion passes unanimously. The meeting adjourned at 9:22 p.m.

    Respectfully submitted,
    Christine Escobar
    Secretary, pro-tem