1. **Call to Order** The Facilities Committee meeting held at James Morris School and via teleconference was called to order at 6:24 p.m. by Rob DeLayo.

   Members present: Rob DeLayo, Chair, Jannelle Carroll, and Bill Davenport. Also present: Chris Leone, Superintendent, Alexandria Papp, Christine Lauretano, Emily Cole, Andrew Tita, Tiffany Parkhouse, John Morosani, Krista Rizzo, Craig Robillard, Accounting Manager, Leah Smith, K-12 Humanities Coordinator, and Deanna Marchand, Region 20 Project Coordinator.

2. **Facility Tour(s) Feedback Process**
   The committee members have toured all LPS buildings and Wamogo. The committee members are scheduled to tour Goshen Center School and Warren School on December 2, 2022, and James Morris School on December 9, 2022.

3. **Food Services RFP (Discussion)**
   Mr. Leone led a discussion on conducting a Food Services RFP. To summarize, Mr. Leone commented Region 20 has three options for food services; to continue with business as usual; to go to an RFP and see who has interest in running a food services program in our area; or to manage food services internally. Discussion ensued. The committee is interested in going to RFP.

4. **Enrollment Data**
   Mr. Leone led a discussion on LPS and RSD6 enrollment data as of November 2022 compared to the Peter Prowda Enrollment Projections Report created for the Temporary Regional Study Committee in support of Region 20. The Prowda report estimated K-5 enrollment would be between 740-745 students. The current K-5 enrollments sits at 674. Based on these enrollment numbers, LPS is overstaffed by at least 2 FTEs and RSD6 is overstaffed by at least 1.5 FTEs. Mr. Leone has commissioned Peter Prowda to update the enrollment projections and expects to have this report in January.

5. **10-Year Capital Plan Development (Discussion)**
   Mr. Leone will be sharing the latest LPS & RSD6 10 Year Capital Plans with the committee members. Mr. Leone is requesting the committee review these documents and bring forward their vision for what a Region 20 Capital Plan would entail. (i.e., revised format, additional details, etc.) The goal would be to finalize a Capital Needs Plan by the spring.

6. **Adjourn** There being no further business to come before this committee, the meeting adjourned at 7:00 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem