The Regional School District 13 Board of Education met in regular session on Wednesday, July 8, 2026 at 6:00 p.m. in the library Coginchaug Regional High School.

Board of Education Members Present: Mrs. Petrella, Mr. Simmons, Mr. Moore, Dr. Darcy, Mr. Viens, and Mr. Konstantino
Board of Education Members Absent: Mrs. Cowan, Mr. Stone, and Mr. DelVecchio
Administration Present: Dr. Leggett, Superintendent of Schools and Mrs. Neubig, Director of Finance

Dr. Leggett called the meeting to order at 6:00 P.M.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Approval of Agenda

Mr. Konstantino made a motion, seconded by Mrs. Petrella, to approve the agenda as presented.

All in favor of approving the agenda as presented: Mrs. Petrella, Mr. Simmons, Mr. Moore, Dr. Darcy, Mr. Viens, and Mr. Konstantino. Motion passed.

Welcome to New Board Member

Dr. Leggett and the Board of Education members welcomed Tim Viens as the new board member. Mr. Viens is a Middlefield resident with a career in education and children enrolled in RSD 13.

Election of Officers

Dr. Darcy made a motion, seconded by Mrs. Petrella, to nominate Mr. Moore as the Chairman of the Regional School District 13 Board of Education.

All in favor of accepting Mr. Moore as the Chairman of the Regional School District 13 Board of Education: Mrs. Petrella, Mr. Simmons, Mr. Moore, Dr. Darcy, Mr. Viens, and Mr. Konstantino. Motion passed.

Mrs. Petrella made a motion, seconded by Mr. Konstantino, to nominate Dr. Darcy as Vice Chair of the Regional School District 13 Board of Education.

All in favor of accepting Dr. Darcy as the Vice Chair of the Regional School District 13 Board of Education: Mrs. Petrella, Mr. Simmons, Mr. Moore, Dr. Darcy, Mr. Viens, and Mr. Konstantino. Motion passed.

Dr. Darcy made a motion, seconded by Mrs. Petrella, to nominate Mr. Konstantino as Secretary of the Regional School District 13 Board of Education.

All in favor of accepting Mr. Konstantino as the Secretary of the Regional School District 13 Board of Education: Mrs. Petrella, Mr. Simmons, Mr. Moore, Dr. Darcy, Mr. Viens, and Mr. Konstantino. Motion passed.

Dr. Darcy made a motion, seconded by Mrs. Petrella, to nominate Mrs. Cowan as Treasurer of the Regional School District 13 Board of Education.

All in favor of accepting Mrs. Cowan as Treasurer of the Regional School District 13 Board of Education: Mrs. Petrella, Mr. Simmons, Mr. Moore, Dr. Darcy, Mr. Viens, and Mr. Konstantino. Motion passed.

Public Comment

There was no public comment.

Approval of Minutes

A. Board of Education Minutes - District Meeting - June 1, 2026
B. Board of Education Minutes - Special Meeting - June 8, 2026
C. Board of Education Minutes - Regular Meeting - June 10, 2026
D. Board of Education Minutes - District Meeting - June 17, 2026

Dr. Darcy made a motion, seconded by Mrs. Petrella, to approve the June 1, June 8, June 10, and June 17 meeting minutes as presented.

All in favor of approving the June 1, June 8, June 10, and June 17 meeting minutes as presented: Mrs. Petrella, Mr. Simmons, Mr. Moore, Dr. Darcy, Mr. Viens, and Mr. Konstantino. Motion passed.

Superintendent's Report

Dr. Leggett presented the Superintendent’s Report, establishing that the district is proud of its dual and concurrent enrollment offerings but is facing challenges with University of Bridgeport course availability, staffing limitations, and instructor credential requirements. The district is exploring solutions with UB, the state, community colleges, and teacher graduate programs while continuing to offer UConn courses without current disruptions. Dr. Leggett highlighted progress on the special education life safety program partnership at MTA and reviewed upcoming ADA improvements at Strong Middle School, including a focus on improving accessibility and security at the entrance. The board received an update on the building permit fee dispute, including court-directed mediation, the missed deadline for guaranteed pricing, and the continued financial impact of approximately $450,000.00–$460,000.00 in permit fees already paid. Due to the permit fee issue resulting in lower owner contingency, the Building Committee is evaluating value management options, including scaling back outdoor features such as the outdoor classroom, canopies, courts, and irrigation while preserving the educational priorities of the project. Dr. Leggett also discussed scheduling a Board retreat, filling vacant board seats, and preparations for the upcoming school year. Board members discussed concerns about two regularly vacant seats and the impact of member absences on having a fully functioning board. Members noted that there are limited legal options to address the issue, but suggested that community members and the town committee that supported the candidates may have the most influence in encouraging attendance or finding solutions.

Chairman Update

Mr. Moore reported that the district recently celebrated graduation and noted the issue of building permit fees, thanking Mrs. Cowan for attending town meetings and advocating for the district. Mr. Moore reflected on how well members have collaborated over the past several months, welcoming Mr. Viens to the Board and acknowledging the contributions of newly appointed board members. Mr. Moore also discussed the board's plans to build greater public understanding and support for the upcoming budget by connecting funding decisions to student outcomes, using the strategic plan to communicate priorities, and shifting the conversation from costs to the impact on educational opportunities and programs.

Staff Report

A. Director of Finance – Kim Neubig

Mrs. Neubig presented the financial report. The district ended the 2025–26 fiscal year with 97.6% of the budget spent, 98.4% encumbered, and 100% of budgeted revenue received. The business office completed year-end purchasing and budget transition tasks, with further analysis underway to determine the final budget position. Mrs. Neubig also reviewed the school building project financing and confirmed that costs are being paid by bonding and not from the general fund.

New Business - Discussions and Possible Votes

A. Introduce New Director of Teaching and Learning

Dr. Leggett welcomed Marjorie Light as the new Regional School District 13 Director of Teaching and Learning, highlighting her experience in improving student achievement, strengthening core instruction, and developing support systems. Ms. Light shared her extensive educational background, including work in multiple districts, international research experience, and a focus on Career and Technical Education, while expressing enthusiasm for joining the district leadership team.

B. Athletics Report 2025-2026

The athletic department presented its annual injury report, highlighting the value of having a full-time athletic trainer and outlining a "three R" approach: recognizing injuries and trends, responding with appropriate interventions, and reducing future risks. The report showed 60 significant injuries during the year, with most occurring in the fall season. The discussion focused on concussion reporting, privacy considerations with small data sets, and the need to analyze injuries by practice/game exposure to better identify prevention strategies. The board discussed concerns about higher practice-related injuries and emphasized using data to improve training practices and athlete safety.

The athletic department discussed expanding injury tracking to include factors such as practice and game exposure hours, sport-specific injury rates, athlete age, and multi-sport participation to better identify trends over time. After noticing a high number of injuries early in the fall season, staff worked with coaches to adjust practices, reduce contact time, improve conditioning plans, and increase recovery periods, which helped decrease injuries later in the season. The district is also addressing overtraining risks by monitoring multi-sport athletes, limiting summer practices, requiring rest periods, and communicating prevention strategies with families and coaches. Future priorities include improving long-term injury data tracking, expanding strength and conditioning programs, educating athletes on nutrition, recovery, and injury prevention, and continuing to monitor concussion risks and athlete safety.

C. Discussion of Purpose, Vision, and Plan

The board reviewed the draft purpose, vision, and strategic plan, discussing community and staff feedback gathered through videos, focus groups, and public sessions. Board members expressed support for the plan's direction, particularly its focus on student achievement, Tier 1 instruction, and developing a vision of a graduate centered on skills such as critical thinking, resilience, and adaptability. The discussion also emphasized the need to communicate priorities clearly, create a phased implementation plan, strengthen community engagement, and continue gathering feedback before final approval.

D. Non-Resident Tuition Rate for 2026-2027

Mrs. Neubig discussed setting the non-resident student tuition rate for the 2026–27 school year. The Board reviewed different calculation methods and established that using the estimated per-pupil expenditure (approximately $29,665.00) was the most appropriate approach because it better reflects current student costs while avoiding outdated audited figures. Dr. Leggett suggested using the estimated per-pupil expenditure method moving forward until further notice, with additional costs for special education services assessed separately when applicable.

Mrs. Petrella made a motion, seconded by Dr. Darcy, to adopt using the estimated PPE method moving forward to set non-resident student tuition rates until further notice.

All in favor of adopting the estimated PPE method moving forward to set non-resident student tuition rates until further notice as presented: Mrs. Petrella, Mr. Simmons, Mr. Moore, Dr. Darcy, Mr. Viens, and Mr. Konstantino. Motion passed.

E. Superintendent Contract (possible executive session)

The board reviewed the superintendent's contract following completion of Dr. Leggett's evaluation. The evaluation recognized Dr. Leggett's strong performance while identifying goals for increased visibility and engagement with teachers and the community. The board approved a 3% salary increase and a one-year contract extension, expressing appreciation for Dr. Leggett's leadership and commitment to the district.

Dr. Darcy made a motion, seconded by Mrs. Petrella, to approve the Superintendent's Contract with a 3% raise and one-year contract extension.

All in favor of accepting the Superintendent's Contract with a 3% raise and one-year contract extension as presented: Mrs. Petrella, Mr. Simmons, Mr. Moore, Dr. Darcy, Mr. Viens, and Mr. Konstantino. Motion passed.

F. Vote to award Regional School District 13 School State Project #213-0051
RNV/EA ITB RSD13MPH3-003.07r Roofing

Mrs. Neubig reviewed bids for the roofing project and the Building Committee selected Gold Seal Roofing, LLC as the lowest qualified bidder. All bids did come in higher than the estimated budget, with the lowest exceeding the estimate by approximately $126,000.00. The Building Committee expressed confidence in the contractor's previous work with the district and approved moving forward with a 30-year Garland roof system.

*Mr. Konstantino made a motion, seconded by Dr. Darcy, to award Regional School District 13 School State Project #213-0051 RNV/EA ITB RSD13MPH3-003.07r Roofing
to Gold Seal Roofing LLC Armani with the base bid of $2 ,213 ,000.00 as recommended by O&G to the Building Committee on 7-1-26 and recommended to the Board of Ed by the Building Committee.*

All in favor of approving the award of Regional School District 13 School State Project #213-0051 RNV/EA ITB RSD13MPH3-003.07r Roofing to Gold Seal Roofing LLC Armani with the base bid of $2 ,213 ,000.00 as recommended by O&G to the Building Committee on 7-1-26 and recommended to the Board of Ed by the Building Committee as presented: Mrs. Petrella, Mr. Simmons, Mr. Moore, Dr. Darcy, Mr. Viens, and Mr. Konstantino. Motion passed.

G. Policy Review
1. First read on below policies
   a. Non-Discrimination - Community 1118
   b. Non-Discrimination - Personnel 4118
   c. Non-Discrimination - Students 5146

The board conducted a first reading of three policy revisions required by the state, primarily updating language related to nondiscrimination, sexual assault, and human trafficking. Members noted that additional policy revisions are still under review, and the board agreed to move these required updates forward for the next step in the approval process.

2. Second read and possible vote on below policies
   a. FMLA 4151

The board approved updates to the FMLA policy to reflect required legal changes while confirming that protected classes remain covered under other district policies.

Dr. Darcy made a motion, seconded by Mrs. Petrella, to adopt policy FMLA 4151 as presented.

All in favor of adopting policy FMLA 4151 as presented: Mrs. Petrella, Mr. Simmons, Mr. Moore, Dr. Darcy, Mr. Viens, and Mr. Konstantino. Motion passed.

b. Religion and Religious Accommodations (new)

The board discussed the religion and religious accommodations policy, clarifying language related to protected classes. Members agreed that listing protected classes while including the phrase "including but not limited to" provides an appropriately inclusive approach, and supported moving the policy forward with that language.

Dr. Darcy made a motion, seconded by Mr. Konstantino, to adopt the Religion and Religious Accommodations policy.

All in favor of adopting the Religion and Religious Accommodations policy as presented: Mrs. Petrella, Mr. Simmons, Mr. Moore, Dr. Darcy, Mr. Viens, and Mr. Konstantino. Motion passed.

c. Live Animals in Schools Form 1 (regulations only)
d. Live Animals in Schools Form 2 (regulations only)

The board reviewed new regulations and approval forms for live animals in schools, distinguishing between service or therapy animals and animals used for instructional purposes or as classroom pets. The discussion clarified that the regulations establish approval procedures for these situations, and no board action was required on the administrative regulations.

Committee Reports

A. Student Achievement Committee Meeting - May 27, 2026
B. School District Climate Committee Meeting - June 3, 2026
C. Building Committee Meeting - June 3, 2026

The Student Achievement, School District Climate, and June 3, 2026 Building Committee reports were provided at the last Board of Education meeting. The meeting minutes were not available, so they were included in the agenda as the minutes were now available for review.

D. Building Committee Meeting - June 12, 2026 +June 17, 2026

Mr. Moore reported on the Building Committee meetings held on June 12 and June 17, during which members reviewed the project's Guaranteed Maximum Price (GMP). The Building Committee worked to reduce project alternates in order to bring the overall cost within budget and spent significant time discussing permit fees. Following those discussions, the Building Committee finalized and established the Guaranteed Maximum Price for the project.

E. Policy Committee Meeting - June 17, 2026

Mr. Moore reported that the Policy Committee met to review and advance several policy revisions for first reading. In addition to the policies presented, the committee discussed the district's field trip policy, including questions regarding appropriate supervision and the number of adults required to accompany students on field trips among other updates. Committee members identified the need for additional clarification and language before bringing proposed revisions forward for Board consideration. The recording meetings without permission policy will also go through another round of revisions prior to being brought to the Board for a 1st reading.

Board Communications and Professional Development

Mr. Moore noted that most correspondence over the past several months centered on the district budget. Since the budget was approved, there has been no additional communication from the community.

Public Comment

There was no public comment.

Adjournment

Dr. Darcy made a motion, seconded by Mr. Konstantino, to adjourn the meeting.

All in favor of adjourning the meeting: Mrs. Petrella, Mr. Simmons, Mr. Moore, Dr. Darcy, Mr. Viens, and Mr. Konstantino. Motion passed and the meeting adjourned.

Respectfully submitted by Meghan Shortell-Fratantonio