

The Regional District 13 Board of Education Policy Committee met in regular session on Wednesday, October 15, 2025 at 4:00 p.m. in the library at Coginchaug Regional High School.

Committee members present: Mr. Mennone, Mrs. Dahlheimer, Mr. Moore and Mr. Roraback

Committee members absent: Mr. DelVecchio and Dr. Darcy

Other board members present: Mrs. Petrella

Administration present: Dr. Leggett, Superintendent

Mr. Mennone called the meeting to order at 4:00 p.m.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Public Comment

There was no public comment.

Approval of Agenda

Mr. Roraback made a motion, seconded by Mrs. Dahlheimer, to approve the agenda as presented.

All in favor of approving the agenda as presented: Mr. Mennone, Mrs. Dahlheimer, Mr. Moore and Mr. Roraback. Motion passed.

Approval of minutes-September 17, 2025

Mrs. Dahlheimer made a motion, seconded by Mr. Moore, to approve the September 17, 2025 minutes as presented.

All in favor of approving the September 17, 2025 minutes as presented: Mr. Mennone, Mrs. Dahlheimer, Mr. Moore and Mr. Roraback. Motion passed.

Policy Review

A. Graduation 5127

Dr. Leggett reviewed the Graduation 5127 policy that had been previously reviewed by the Student Achievement Committee. The main changes were to align the graduation requirements with the state minimum of 25 credits, and to restructure the credit distribution chart to make the expectations clearer. The outdated regulations were removed, and language about the "portrait of a graduate" was added. Board members were pleased with the work that the Student Achievement Committee made on this policy.

B. Curriculum 6140

Dr. Leggett reviewed the Curriculum 6140 policy. Minor adjustments were made to include language about a "rigorous and equitable program of studies" and alignment with the district's strategic plan, which

will be approved by the end of this year. The curriculum handbook, which was recently revised, was referenced in the policy. Dr. Siegel was commended for the revisions made to the curriculum handbook.

- C. Visitors-Shipman 1000 series
- D. Volunteers-Shipman 1000 series

Dr. Leggett reviewed policy and regulations for visitors and volunteers. The goal was to distinguish between visitors and volunteers, and define the requirements for each. Visitors do not require background checks as long as they are supervised by school staff. Designated volunteers who may be unsupervised must undergo background checks and will be required to submit a record check for the DCF Child Abuse and Neglect Registry. The policies included language required by new legislation, such as procedures for dealing with ICE agents visiting the schools.

The board discussed the need to balance accessibility for visitors/volunteers with appropriate safety protocols. The board discussed clarifying the requirement that visitors receive prior approval before entering schools, suggesting “24 hours or at the discretion of the building administrator.” The board also reviewed the language of PPE and food safety protocols for vendors and PTO events so they remain in compliance with state guidance when visiting the schools. Members also discussed the sign in and dismissal policy that all visitors and school volunteers must follow when they are visiting the schools.

E. Board Members Orientation 9230

Dr. Leggett proposed changing the policy language to require all new board members to complete a CABE training within 90 days of their appointment and to provide documentation to the board chair. The board agreed this should be a requirement, and discussed the possibility of having the training provided for the entire board during a retreat.

Board members discussed board member attendance and what recourse should take place if board members can vote on issues if they have consistently been absent for those meetings. Mrs. Dahlheimer addressed that Connecticut statutes protect an elected member’s right to vote, regardless of attendance. Rather than a formal restriction, Mrs. Dahlheimer suggested that setting clear attendance expectations and encouraging commitment would be more appropriate.

Public Comment

There was no public comment.

Adjournment

Mrs. Dahlheimer made a motion, seconded by Mr. Moore, to adjourn the October 15, 2025 meeting.

All in favor of adjourning the meeting: Mr. Mennone, Mrs. Dahlheimer, Mr. Moore and Mr. Roraback.

Meeting adjourned at 4:31.

Respectfully submitted by Meghan Shortell-Fratantonio