

**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**OCTOBER 5, 2011**

Approved 10/19/2011

A regular meeting of the Litchfield Board of Education was held on Wednesday, October 5, 2011, at 7:00 p.m. in the high school Library/Media Center.

Present were: Mr. Simone, Chairperson; Ms. Carr; Ms. Fabbri; Ms. Rosser; Messrs. Falcetti, Gorman, Katzin, and Shuhi. Mr. Noone was absent.

Also present were: Dr. Wheeler; Ms. Della Volpe; Ms. Longobucco; Ms. Kubisek; Mr. Crowe; Ms. Shuhi; members of the public and press.

MOTION made by Ms. Carr and seconded by Mr. Gorman: to approve the consent agenda:

- a. Approve the Minutes of Regular Meeting September 21, 2011.
- b. Approve the payment of invoices for 2011-2012 budget as required.

MOTION carried. All votes were in the affirmative. Mr. Simone abstained.

Public Comment and Correspondence

- a. STPC / PTO - Ms. Fabbri reported on the following STPC activities: thanks to everyone who attend the first meeting and to the Litchfield High School culinary students for the refreshments served; first fundraiser, Yankee Candles has been successful.
- b. LHS Student Council - Joe Wihbey reported on the student council activities at the high school.
- c. Correspondence
  - Thank you note from Jennifer Murphy.
  - “Keep Kids In School. Improving School Discipline” from CT Appleseed
- d. Administrators’ Reports

Ms. Longobucco reported on the following Center School activities: conferences will be October 12, 13 and 14th; fire prevention week is the week of October 17<sup>th</sup>; and finishing goals with teachers this week.

Dr. Wheeler reported on the following Intermediate School activities: conferences will be October 12, 13 and 14th; fire prevention week will also be the week of October 17<sup>th</sup>; and teachers' goals are finished.

Ms. Della Volpe reported on the following High School activities: goal setting with staff in progress; autumn fest with a bonfire will be Friday, October 14th; rescheduling boys' night soccer game for October 18<sup>th</sup>; beginning middle school fundraising this week; and middle school activities scheduled the last period every other Friday to engage in extra-curricular activities.

### Superintendent's Report

Dr. Wheeler reported on the following:

- Reminding families to report any harassing behavior to the administration so an investigation can be started.
- Participated in a "Positive School Climate" workshop on September 28<sup>th</sup> and developing a draft Safe School Climate Plan to be presented to the Board on November 2<sup>nd</sup>; with adoption at the December 14<sup>th</sup> meeting.
- Administrators are working with Susan B. Anthony personnel. They will provide training for staff and middle school students.
- Rachel's Challenge to be presented to students on November 14<sup>th</sup> and to parents that evening.
- Update on the TEAM process with our new teachers. Mentors have been assigned, plans submitted and several additional teachers to be trained as mentors.
- Update on "Bring Your Own Technology" to school. Attended workshop at Ed Connection today on using student devices in classes and media center. Further discussion will be held at the next Facilities Committee meeting.

### Old Business

MOTION made by Mr. Shuhi and seconded by Ms. Carr: to add to the agenda as V.a. a discussion on the farmers' market.

MOTION carried. All votes were in the affirmative. There were no abstentions.

Dr. Wheeler received a copy of a letter from Lee Losee to Kay Carroll regarding a cease and desist order from the Borough for the farmers market. A copy of another letter from Kay Carroll responding to Lee Losee was also received. A summary of the two letters will be provided for Board members.

New Business

- a. Enrollment Report - Dr. Wheeler distributed the Enrollment Projections through October 2015 and the October 1, 2011 Enrollment Report. Similar enrollment figures are occurring in other districts.

Ms. Longobucco, Ms. Shuhi, and Ms. Della Volpe summarized the enrollment figures for the three schools.

Committee Reports

Finance Committee – the committee will meet on October 19<sup>th</sup> for a Special meeting.

Curriculum, Programs and Personnel Committee - Ms. Fabbri reported that the committee will meet on October 13<sup>th</sup>.

Facilities and Technology - Mr. Shuhi reported that the committee will meet on October 17<sup>th</sup>.

Policies - Ms. Carr reported that the committee will meet on October 20<sup>th</sup>.

Policies

- a. First Reading – Policy # 4119.0/4219.0 Duties of Personnel/Job Descriptions – no changes noted, return for second reading at next regular meeting.
- b. First Reading – Policy # 4119.1 Teacher – no changes noted, return for second reading at next regular meeting.
- c. First Reading – Policy # 4120/4220 Athletic Coaches – no changes noted, return for second reading at next regular meeting.
- d. First Reading – Policy # 4126 Consultants – no changes noted, return for second reading at next regular meeting.
- e. First Reading – Policy # 4127 Student Teachers – change last sentence to read “Additionally, teachers who cooperate in training student teachers will be responsible for lesson planning and delivery of the curriculum.” Return for second reading at next regular meeting.

MOTION made by Ms. Carr and seconded by Mr. Gorman: to move to Executive Session at 8:10 p.m. for discussion and possible action on matters related to collective bargaining. Dr. Wheeler was invited into the session.

MOTION carried. All votes were in the affirmative. There were no abstentions.

2963

Litchfield Board of Education Regular Meeting, October 5, 2011

---

Executive Session

Present were: Mr. Simone, Chairperson; Ms. Carr; Ms. Fabbri; Ms. Rosser; Messrs. Falcetti, Gorman, Katzin, Shuhi and Dr. Wheeler.

Open session resumed at 8:20 p.m.

No action was taken.

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to adjourn the meeting at 8:22 p.m.

MOTION carried. All votes were in the affirmative. There were no abstentions.

Respectfully submitted,  
Donald Falcetti, Secretary  
Joanne Bertrand, Recording Secretary