

LITCHFIELD BOARD OF EDUCATION
REGULAR MEETING
OCTOBER 7, 2015

A regular meeting of the Litchfield Board of Education was held on Wednesday, October 7, 2015 at 7:00 p.m. in the Litchfield Intermediate School Art Room.

Present were: Mr. Simone, Chairperson; Ms. Carr; Ms. Fabbri; Mr. Bongiorno; Mr. Clock; Mr. Falcetti; Mr. Shuhi and Mr. Waugh.

Absent was: Ms. Rosser.

Also present were: Superintendent McMullin; Mr. Fiorillo; Ms. Della Volpe; Ms. Kubisek; Ms. Turner; and members of the public.

Approval of Minutes

MOTION made by Mr. Bongiorno and seconded by Ms. Fabbri: to approve minutes of special meeting of September 10, 2015; special meeting of September 16, 2015 and regular meeting of September 16, 2015 as submitted.

MOTION withdrawn by Mr. Bongiorno and seconded by Ms. Fabbri.

MOTION made by Mr. Bongiorno and seconded by Ms. Fabbri: to approve the minutes of special meeting of September 10, 2015 with the following correction on page 3410 change "Absent was" to "Absent were."

MOTION carried. All votes were in the affirmative. Ms. Carr and Mr. Clock abstained.

MOTION made by Mr. Bongiorno and seconded by Ms. Fabbri: to approve the minutes of special meeting of September 16, 2015 with the following correction on page 3412 remove one period punctuation mark after the first motion.

MOTION carried. All voters were in the affirmative. Mr. Clock abstained.

MOTION made by Mr. Bongiorno and seconded by Ms. Fabbri: to approve minutes of regular meeting of September 16, 2015 with the following corrections on page 3416 in the first full paragraph add "for BOE member" after invitation, change "to have ask" to "to ask" and in the 4th bullet under Administrators' Report change "Prevention Council conducted" to "Ms. Kubisek presented a."

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

Approve Payment of Invoices

MOTION made by Mr. Bongiorno and seconded by Mr. Shuhi: to add to the agenda as item III c. payment of FY 2015-16 invoices on Accounts Payable warrant dated 10/8/2015 in the amount of \$4,319.70.

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

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve payment of FY 2015-16 invoices on Accounts Payable warrant dated 10/8/2015 in the amount of \$205,063.52; FY 2015-16 invoices on Food Service warrant dated 10/8/2015 in the amount of \$17,659.46 and of FY 2015-16 invoices on Accounts Payable warrant dated 10/8/2015 in the amount of \$4,319.70.

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

Public Comment and Correspondence Communications

- a. STPC – Dr. Brandt reported: Yankee Candle fundraiser in progress; need for revamping organization; possible field trip support and need for more energetic meetings.
PTO -- Ms. Stone reported: 1st general meeting last evening; fundraiser for donations collected \$1,200 so far; more checks received need to be tabulated; next events are Oct. 23rd Fall Festival and Daughter Dance will be Nov. 21st.
- b. LHS Student Council – none.
- c. Litchfield Prevention Council – none.
- d. Other Public Comment – none.
- e. Correspondence
 - Letter from Debra Brandt regarding bus policy.
 - Letter from Carole Sullivan regarding physical activity and enrichment program.
 - Letter from Sara Reynolds regarding enrichment program.

Board members discussed: reader's workshops keep kids reading at their ability level; differentiated instruction in math program will help advanced learners; writing options; music and art are addressed in specials classrooms; law requires Litchfield, or any district, to identify TAG students; no instruction is required by law; Litchfield identifies by teacher recommendation at end of year; usually 5 to 6 students per grade; no math club currently; have LEGOs club and robotics; and report sent to state.

- f. Administrator's Report
 - Ms. Murphy reported: dismissal process going well; students safety is the goal; Fire Prevention day held; enjoyed by all; 5th grade Immigration Nation has begun; year-long program supported by grant from Education Connection; 5 or 6 field

- trips per year, including trip to Ellis Island; program is about \$276/student with for about 60 students; and grateful to Ed Connection.
- Ms. Kubisek reported: Oct 14th assembly to be held with Calvin Terrell; 1st PTO meeting to be held October 19th; first teacher newsletter distributed today (passed around to BOE members) and clubs will take over some of the newsletter responsibilities.
 - Ms. Della Volpe reported: evening games held last Thur., Fri., and Sat. nights; well attended; players and their families really enjoyed the events despite bad weather; Wed. (the early release day) will have the PSATs during school since College Board is not holding any sessions this fall; during PSAT, teachers will hold workshops for juniors and seniors about future planning; CT has announced a modified SATs for Juniors to take in the spring in the place of Smarter Balance; teachers are finishing goal setting meetings with principal; and Calvin Terrell workshop; thank you for input from Ms. Scozzafava.
 - Ms. Turner reported: last Friday was Fire Prevention day; enjoyed by all students; literacy volunteers began for 3rd year with 38 volunteers this year; mixed review on new pick-up policy; however, students much safer and a more peaceful dismissal compared to the past.

Board members discussed: new design of SATs; concerns with parents coming to Center School gym to pick up students; efficacy of Preschool needs; concerns with children playing enough at a young age; performance issues after attending preschool; validity and reliability of program data and whether kids who start too early 'burn out'; principal reported full-day Kindergarten does not add more academics; rather students have time for play; preschool students do have a lot of time for play; principal has data which shows the children who were with us for preschool, when they become 3rd graders, are at or above the benchmark for reading; important to play and interact since so many students use devices when away from school; need for social interaction; and students coming to school with less skills to socialize and interact.

- Mr. Fiorillo presented documents and reported: finance report; program budget detail; food service survey; Green Team meeting held; audit held on town facilities showed LIS was the Town's least efficient building; same budget summary sent to David Geiger; State demographics for Affordable Care Act; and reports different from town.

Board members discussed: needs to upgrade LIS for better efficiency; meeting on 9th with Chartwells food service; survey results; Chartwells had a section of the survey which is part of strategic planning process; need for more affordable choices; few students get hot lunch; comments were helpful; amount of time for lunch works well for students; more time is not needed; can lead to other behavior issues if too much time for lunch as kids get restless; kids socialize and talk rather than eat; high school has 25 minutes; this year there were State compliance issues; this past summer our contract was in its second year; about to expire so

timing is good for going out to bid for food service contract; possible to consider a self-operation or combine with another self-op district; standards changed since Ed Connection managed the food service; Ed Connection dropped us; will get input from Region 6 which has a partial self-operation with a food manager; need to be ready to go forward with a plan by end of year; BOE members felt another meeting with Chartwells was not necessary.

Superintendent's Report

Superintendent McMullin distributed a handout and reported on the following: an anti-bullying and anti-violence program funded by a grant from Litchfield Education Foundation and presented by Calvin Terrell; HS students on the 13th and MS students on the 14th; meeting with staff during early dismissal day; intergenerational workshop so that the program sustains itself; Terrell will be back in February; hard hitting presentation with a very talented speaker, will be sensitive in nature; parents could opt-out their children from the presentation; letters went out last Friday; Wednesday evening will be a parents/community presentation in LIS auditorium at 6:00; self-deprecating messages covered; Math night on October 27th for parents to learn about the new program; and participation of teachers in program.

Board members discussed: devices available for math program; possibly recording the bullying program; but Superintendent said there is a no recording policy by the presenter.

Old Business – None

New Business

a. **Out of State Field Trip – Music in the Parks Competition**

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve the Out-of-State Field Trip – 5/13/2016 – Music in the Parks Competition; Agawam, MA.

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

b. **Out of State/Overnight Field Trip – New England Music Festival Association**

MOTION made by Ms. Carr and seconded by Mr. Clock: to approve the Out-of-State/Overnight Field Trip – 3/17, 18, 19, 2016 New England Music Festival Association; Guilford, NH.

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

c. Overnight Field Trip – CMEA All State Music Festival

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to approve the Overnight Field Trip – 4/28 29, 30, 2016 – CMEA All State Music Festival; Hartford, CT.

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

d. September, 2015 Tenure Listing – reviewed by Board.

Committee Reports

Curriculum Programs and Personnel - Ms. Fabbri reported that the committee will meet on the 4th Thursday the 22nd of October.

Finance - Mr. Shuhi reported that the committee will meet next Tuesday.

Facilities and Technology - Mr. Bongiorno reported that the committee met and discussed the following: input from Mr. Fasano on the recent work done on facilities; tanks issues; oil fill-ups; 3,000 gallons needed; boiler issues; plumbing issues at LIS; propane needed to start boilers at LIS; sally-port progress at CS, should be operating by Thanksgiving; CS front doors have been on Capital budget for 3 years; the committee reviewed Capital budget; auditorium issues; microphones were fixed; off- stage sound system needs attention; lighting issues; sound and speaker systems; curtain/backdrop issues; \$260,000 estimate for auditorium update contained no specifics or prices for various components; more formal plan is needed including a more specific estimate; issues with new sign; agreement from Eversource that it would be only \$800.00 to hook-up sign to a close pole; cost less than solar power to operate sign; 2-sided, wireless connection for messaging; can control the message from the HS; wireless specifications need to be communicated.

Policies

- a. First Reading – Policy # 5131.8 Cell Phone/Electronic Devices Policy and Regulations Form – return for second reading at next regular BOE meeting.
- b. First Reading – Policy # 6164.12 Exemption from Instruction – return for second reading at next regular BOE meeting.
- c. First Reading – Policy # 6171 Special Education – return for second reading at next regular BOE meeting.
- e. First Reading – Policy # 6172.6 Virtual/Online Courses – return for second reading at next regular BOE meeting.

Education Connection

Mr. Waugh reported: Dani Thibodeau is retiring; Ed Connection is in process of hiring new Superintendent; opportunities for parents to attend; direct impact from Ed Connection on the school and students; and possible participation in Focus groups if BOE members are interested in providing input for this key position.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to move to Executive Session at 8:20 p.m. to discuss a Personal Leave of Absence.

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

Executive Session

Present were: Mr. Simone, Chairperson; Ms. Carr; Ms. Fabbri; Mr. Bongiorno; Mr. Clock; Mr. Falcetti; Mr. Shuhi and Mr. Waugh.

Superintendent McMullin was invited to attend.

Returned to public session at 8:14 p.m.

MOTION made by Ms. Carr and seconded by Mr. Clock: to accept leave of absence for Emily McAdam.

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

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to adjourn the meeting at 8:17 p.m.

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

Respectfully submitted
Donald Falcetti, Secretary
Joanne Bertrand, Recording Secretary