

LITCHFIELD BOARD OF EDUCATION
REGULAR MEETING
FEBRUARY 3, 2016

Approved 3/2/2016

A regular meeting of the Litchfield Board of Education was held on Wednesday, February 3, 2016, 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. Pavlick; Mr. Shuhi; and Mr. Waugh.

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

Approval of Minutes

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the minutes of the regular meeting of January 6, 2016 as submitted with the following corrections: in the agenda under II change “special” to “regular,” on page 3460 under Mr. Fiorillo remove “;”; under Ms. Kubisek capitalize “Fun Night” and “Spirit Week;” under Ms. Murphy capitalize “After School Arts Program,” on page 3462 under Gift change “IPad” to “iPad” and under committee reports change “Ms. O’Neil” to “O’Neill.”

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

Approve Payment of Invoices

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve payment of FY 2015-16 invoices on Accounts Payable warrant dated 2/4/2016 in the amount of \$367,840.23 and invoices on Food Service warrant dated 2/4/2016 in the amount of \$35,581.53.

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

Public Comment and Correspondence Communications

- a. STPC – none.
PTO – none.
- b. LHS Student Council – none.
- c. Litchfield Prevention Council – Ms. Garden reported: Project Purple initiative wrapping up; students feel good about who they are; programs for family and staff; appreciate help and support; thanks to Mr. Storrs as class advisor who worked very hard; thanks to Superintendent for photos, Facebook posting, video posting; activities booked at LIS Apr.4, and 5; reading book, *Funny Story*, packets available for activities; LIS focus on

friendship; MS focus on teaching kids how to identify up to 4 adults they can confide in; sponsor after school programs; and Fun Day in February at LIS for students.

d. Other Public Comment –

- Ms. Stull commented: request to keep 4 teachers for the second grade to keep the sizes reasonable and under 20; and expressed praise for the 9th grade art program.

e. Correspondence

- Thank you note from LIS staff for food donation from the Board.
- Request from Carole Sullivan to replace the recycled playground mulch, made from recycled tires, to something more natural and less harmful to the environment.

f. Administrators' Reports

- Ms. Haggard reported: handout distributed outlining services covered; also developing a MOU with Wellmore Behavioral Health as our Mobil Crisis Provider; informal agreement being formalized.
- Ms. Turner reported: year 3 of Book Club; book choice this year is *Charlie and the Chocolate Factory*, every family has the book and reading targets communicated; adult readers making video recordings of the chapters so kids can listen; possible HS students to read to students; OWLibrary participating; book talk tables; Kindergarten registration held; 48 registered so far with 10 or more families having picked up applications that are not returned yet; “Ready-Set-Grow” meetings with parents are planned; similarly, “Way-to-Grow” meetings scheduled for pre-school applicants; and follow-up workshops held in February.
- Mr. Fiorillo reported: presentation of Superintendent’s proposed budget for vote.
- Ms. Della Volpe reported: finished mid-term exams on January 26th; once any incompletes are taken and recorded, honor roll will be published; course selection process starts tomorrow; hand out course selection sheets on Friday; and Monday begin meetings with counselors.
- Ms. Kubisek reported: Conferences held; large percentage of participants; Booster Club provided food; teachers were happy with conferences; some students attended with their parents, which will be a goal for next year; report cards to be sent home; assembly with Mr. Calvin Terrell for 7th and 8th graders; community night to be held for parents; and Terrell will also work with committee of students and all teachers for 2-hour PD.
- Ms. Murphy reported: HS Peer Mediators visited last Friday; advisory program is underway; students divided in small groups with adult; the peer mediators tried an activity similar to Canton HS’s Esteem group did in the fall; successful because of the engagement with HS and LIS kids; field trip to concert for all is scheduled for Tuesday; field trips to the Historical Society were successful.

Superintendent’s Report

Superintendent McMullin gave a PowerPoint presentation outlining the 2016-2017 budget including the following: proposed budget was presented to BOE Finance Sub-Committee on Monday; presented to Board of Finance next Monday on the 8th; presentation included

mission; core beliefs; scheduled dates for the process; last year's need for math alignment and this year's progress; 3rd grade progress; alignment of curriculum grades K - 5; math differentiation for high-end and struggling students; implemented *enVisionmath 2.0* program; success stories include amount of math PD so far and ongoing, technology implementation is a strength, successful math parental supports available, benchmarks are being met, and kids gaining familiarity with vocabulary of math; other success stories this year include: preschool expansion has been successful, enrolled every student who applied, transitions between 6th to 7th and 8th to 9th successful, 8th grade writing program, 9 music students qualified for Northwest Regional competition; also, implemented an easy-to-use webpage; 390 inferior devices returned for new laptops with no added cost but pushes out the replacement date 4 years; this year's priorities include: laptop replacement for 7th and 8th grade which are 5 years old; 103 desktop replacement; curriculum revision with *Rubicon Atlas* as new curriculum platform; key budget drivers: contractual obligations; salary and benefits; Special Education; tuition and transportation; reductions from 5.24% Administrator's initial requests; reduced by 2.4% (-\$410,682) to 2.83% increase over last year; budget summary; categories of comparison are actual, adopted, proposed, % increase; 2.83% increase proposed; pie chart showing relationship of categories to the whole; budget as tight as can be; and introduced for budget process.

Old Business – none.

New Business

a. Tuition Student Request

MOTION made by Ms. Carr and seconded by Mr. Pavlick: to add to our census at CS, 7-year-old student as requested by his parents.

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

b. Out-of-State Field Trip – April 27, 2016 – Ellis Island/Statue of Liberty – grade 5

MOTION made by Ms. Fabbri and seconded by Ms. Carr: approve the out-of-state field trip to Ellis Island and Statue of Liberty (grade 5) on April 27, 2016 as presented.

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

c. Out-of-State Field Trip – March 30, 2016 – Ellis Island/Statue of Liberty – grade 8

MOTION made by Mr. Waugh and seconded by Mr. Bongiorno: to approve the out-of-state field trip to Ellis Island and Statue of Liberty (grade 8) on March 30, 2016 as presented.

Board members discussed the need to tie to the curriculum.

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

d. Overnight Field Trip – April 11-12, 2016 – Camp Jewell, Colebrook

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the overnight field trip to Nature’s Classroom at Camp Jewel, Colebrook, CT, on April 11-12, 2016 (grade 7) as presented.

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

e. Gift

MOTION made by Ms. Fabbri and seconded by Mr. Bongiorno: to approve the gift of a Basketball Scorer’s Custom Table as presented.

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

f. Proposal for Exploration of an International Center of Education

Ms. Della Volpe and Ms. Haggard presented a proposal for the exploration of forming a sister-school relationship in the same way as Newtown’s International Center for Education including the following: go to China; look at the excellent opportunities; establish international education collaboration; establish a sister school, similar to Newtown’s program; then our students visit school in China and vice versa; program promises unique opportunities; enhanced educational opportunities in travelling there; also educational opportunities brought to Litchfield from China when Chinese students visit Litchfield; positive for college applications; possible exchange teachers program; significant undertaking; benefits attraction for parents looking for more from Litchfield; understanding global culture and economies; world-wide competency; Premiere of Education in Beijing involved; wouldn’t happen until next year.

Board members discussed: timing of the program; costs involved; costs for students; possible scholarships available; minimal cost for teachers from China to come; level of maturity needed; duration of trip to travel; encourage juniors to participate; curriculum issues with Chinese schools; need permission to explore the idea, not ready to send kids yet; students used to go to Rainforest; tied to Science curriculum; educational benefits analysis; connection to history and English; only a few students went to Rainforest; would be living the Chinese culture, not visiting it; cultural immersion has more importance to students; administrators will miss 7 days; coverage reviewed; having 2 sets of eyes rather than one; implication of brand new, possibly life-

changing program for students; study abroad important for college applications; huge impact on students; could cover our teachers who participate in the future with subs if need be; Chinese teacher comes here and can teach courses or seminars; part of developing our program.

MOTION made by Mr. Pavlick and seconded by Mr. Clock: to approve the proposal for the exploration of an International Center for Education program in Litchfield by Kristen Della Volpe and Julie Haggard as presented.

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

g. Superintendent's Proposed Budget

MOTION made by Ms. Carr and seconded by Mr. Pavlick: to approve the 2016-2017 Superintendent's Budget as proposed.

Board members discussed: transportation issues; Special Education issues; Vo-ag tuition; based on this year's total; 22 this year to Wamogo and Tech; CS enrollment numbers; issues with next year's second grade class sizes if teacher isn't added; need to wait for summer enrollments in Kindergarten; discussion in BOE Finance Sub-Committee; actual line items and numbers can be reviewed later in the process; 2.83% increase; workshops can be held; need to read narrative in budget book; capital request issues; need to ask questions about line items if need to clarify; culmination of months of work; need to make best decision for students; food service issues; being self-sufficient in food service and still meet national food guidelines; and thanks to job well done in preparation of budget document.

Presented to Litchfield Board of Finance on Monday.

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

Committee Reports

Curriculum Programs and Personnel –none.

Finance – Mr. Shuhi reported that the committee met on Monday and discussed the following: the budget as presented; monthly year-to-date report; OPEB issues; consultants used to review OPEB; provide an analysis report; OPEB liability on future retirement benefits; pay each year for the future; make payment for someone up to \$175,000; BC, BS steps in after that amount; we are self-insured; complicated direct liability; passed in 2008; potential long-term liability; put 100% of the risk amount toward OPEB fund; possibly overpaying funds; funds sitting in the account; actuarial

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calculations determine the level of funding; done every 2 years; and 100% is not mandatory but is often recommended; actual amount may be less.

Facilities and Technology - none.

Policy – none

Policies

- a. Review – Bylaw # 9000 – Role of the Board and Members (Powers, Purposes, Duties) – no changes made.
- b. Review- Bylaw # 9133 – Committees and Advisor Committees – no changes made.
- c. Review – Bylaw # 9221 – Filling Vacancies – no changes made.
- d. First Reading – Bylaw #9010 – Limits of Authority – changes made. Return for second reading at next regular BOE meeting.

Facilities Usage

Mr. Waugh reported that the committee met and discussed the following: updates to the RFP presented; copies of bid for Selectman's Office; walk through on Feb. 17th at beginning at 4:00 p.m. at Center School; Mar. 23rd next meeting and another meeting when 70% completed.

Education Connection

Mr. Waugh reported that the committee will meet tomorrow evening to interview the final candidate to replace Dani Thibodeau.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to adjourn the meeting at 8:35 p.m.

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

Respectfully submitted
Donald Falcetti, Secretary
Joanne Bertrand, Recording Secretary