

**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**MARCH 6, 2013**

A regular meeting of the Litchfield Board of Education was held on Wednesday, March 6, 2013, at 7:00 p.m. in the Litchfield High School Library-Media Center.

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

Also present were: Dr. Wheeler; Mr. Lathrop; Mr. Zaremski; Ms. Della Volpe; Ms. Murphy; Ms. Turner; and members of the public and the press.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to add to the agenda as VII b. a personnel matter.

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

**Approve Minutes**

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the minutes of regular meeting February 20, 2013 as submitted.

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

**Approve Payment of Invoices**

MOTION MADE BY Ms. Carr and seconded by Ms. Fabbri: to approve payment of invoices for 2012-2013 as required.

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

**Public Comment and Correspondence**

- a. STPC – no report  
PTO – Ms. Moore reported that the 3<sup>rd</sup> annual Joanne McCormick Road Race will be held on April 6<sup>th</sup> at 11 a.m. at LIS with Plumb Hill Track used for walkers.
- b. LHS student council – no report.
- c. Other public comment:
  - Ms. Carr commented: LHS swim team, t-shirts; L.S.D. (Litchfield Swimming and Diving) stands for the school; students should not have been told to take them off;

- impact to the students can be detrimental.
- Mr. Sandrib commented: difficulties on swimmers were evident.
- d. Correspondence
  - An invitation for Board training on IDEA 504 and need to register if interested.
- e. Administrators' Report
  - Ms. Murphy reported: CMT started this week.
  - Ms. Turner reported: CMT started this week; success of NHS students reading to students today and tomorrow.
  - Ms. Della Volpe – none.
  - Mr. Zaremski – none.

### **Superintendent's Report**

- a. CAFE offer of free CCSS Informational Session with Board members, Superintendent, and business community; and need to register if interested.
- b. Budget discussion: revisiting several items; technology redistributed; savings with number of backup and computer rotation; resignation impact; reduction from 3 to 2 Speech and Language pathologists; and need to present to the Board of Finance on Monday and have books to them on Friday.

Mr. Lathrop reported: propane increase at schools; medical self-insurance numbers; first renewal estimates; reduction in Special Education tuition (\$25,000); technology breakdown; dues and fees reductions; summer school; possible need to add back in insurance; library position resignation possible savings; possible increase of 4%; if take out speech and language, 3.62%; medical self-insurance increase, 3.04%; reduction if Kindergarten and 1<sup>st</sup> grade eliminated; reduction if only one position eliminated.

Board members discussed: need for full time music position; number of Kindergarten numbers equivalent to this year's population; possibility of moving out of the annex at C.S. for town to use as offices; need for feasibility study to be done first; savings on heat if free up wing; Board of Finance request to eliminate staff if enrollment decreases; have opportunity to reduce FTE without affecting programs in Kindergarten and first grade; if drop self-insurance number and one elementary position, increase at 2.95% similar to Superintendent's original budget number; reduce 1<sup>st</sup> grade and one Kindergarten – 2.65%; need \$27,000 for self-insurance; may increase in May; June open enrollment complete; possible Anthem increases; \$27,000 conservative number; smaller class sizes in the early grades better for students; is enrichment for students; need for computer based music program; OPEB - \$50,000; retiree expenses; trade off with music and French; needs presented by Special Education department and Superintendent; expenses of library books over past 7 years (\$120,000); no reduction in transportation costs this year; state figures needed to comply; reimbursement figures; reduce security by \$20,000, \$18,000 speech and language consulting fee, put in \$45,000 for insurance – 2.97%; good compromise for everyone; concerns with lower grades; need to align libraries with CCSS; need for more non-fiction; need for better collections; circulation reports at C.S. book distribution;

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\$7,750 library cut – 2.92% increase; technology rotation-district computer total/leasing handout; and smart boards at C.S. through Capital budget.

Mr. Lathrop outlined a possible budget including BOE reductions of \$5762.82 for a final budget increase of \$462,973.61 and final total amount of \$16,114,723.76 representing an increase of 2.96 %

MOTION made by Mr. Bongiorno and seconded by Mr. Falcetti: to approve the budget as listed by Mr. Lathrop and to go forward to be presented to the Board of Finance.

Board members discussed: loss of library funding impact; input from Ms. Moore; every student has ability to use library; accommodations for all students; need for alignment with C.C.S.S.; investments over last several years; supplemental skills teachers; possibly reinstate \$2,400 for library funding; and existing lease funds.

MOTION withdrawn, second withdrawn.

Board members discussed: need to put books back; need for access to students; possible change \$1,000 to \$750 for teacher computer cost; replacement furniture possibly cut from \$48,525 to \$24,000; add back library books, subtract \$24,000 for replacement furniture – 2.95% increase; possible savings with new hires under step 4 could go back for funding replacement furniture; and seeing a student with a book sitting on a floor is better than seeing a student on a chair without a book.

Mr. Lathrop outlined a possible budget including \$20,000 decrease for replacement furniture and library funding back in.

MOTION made by Ms. Carr and seconded by Mr. Waugh: to approve the budget as adjusted by Mr. Lathrop at \$16,113,143.76 at 2.95% increase.

Board members discussed how compromising brought forth a budget that supports some and is as close as can get right now.

MOTION carried. All votes were in the affirmative except Mr. Shuhi who voted in the negative. There were no abstentions.

Dr. Wheeler thanked the Board for being a part of such thoughtful and fruitful process.

### New Business

- a. BYOD Letter from L.I.S. - Dr. Wheeler and Ms. Murphy presented a letter sent home to parents and guardians on January 18, 2013 including the following: parental request after the holidays; possible use of devices in school for reading; policy

guidelines; teacher input; no problems reported; use during reading time; aligned with Board policy; discussed in C.P.P.; used to take notes; most popular in 6<sup>th</sup> grade; possible Google searches done; no discipline issues; and use has been appropriate.

Board members discussed: transitional phase; no inherent problem; need to get to One to One for true equality in access; network connectivity issues; need time to update L.I.S.; value for educational use, note taking usability; issues with access to internet; not available at L.I.S.; safety concerns for students; teacher supervision issues; security issues; student responsibility issues; implement One to One in 7<sup>th</sup> and 8<sup>th</sup> grade and need to evaluate before setting up in L.I.S.; trying BYOD at high school; access plans in roll out; not ready for internet use yet; IT team not prepared to support; everything consistent with Board policy; if working at L.I.S. then no need to pull out; need for a more restrictive filter for C.S. and L.I.S. students; possibly stepping out of plan for technology; limited wireless access is available; inequality issues; parental concerns for use at the L.I.S.; no 3G use; developmentally different for students at L.I.S.; need no internet access; access points; need for password protection; and need to explore filter and password cost.

MOTION made by Ms. Fabbri and seconded by Mr. Bongiorno: to approve correcting the handbook at L.I.S. internet access on own devices is prohibited.

Board members discussed preparing L.I.S. access points in school, access ID and password protection.

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

b. Resignation letter.

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to accept the letter of resignation from Julie Tracy as H.S. Library/Media Specialist.

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

Committee Reports - None

Policies

- a. First Reading – Policy # 3110 Budget – one change made. Return for second reading at next regular Board meeting.
- b. First Reading – Policy # 3323 Bid Requirements – return to Policy Committee for further review.

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- c. First Reading – Policy # 3326 Paying for Goods and Services – no changes made. Return for second reading at next regular Board meeting.
- d. First Reading – Policy # 4126 Consultants – one change made. Return for second reading at next regular Board meeting.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno to adjourn the meeting at 9:40 p.m.

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

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