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| Approved 5/14/2014 |
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**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**APRIL 30, 2014**

A regular meeting of the Litchfield Board of Education was held on Wednesday, April 30, 2014, at 7:00 p.m. in the Litchfield High School Library/Media Center.

Present were: Mr. Shuhi, Vice-Chair; Ms. Carr; Ms. Fabbri; Ms. Rosser; Messrs. Bongiorno, Clock, Falcetti, Waugh and Simone (7:20 pm).

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

Mr. Shuhi read a letter from Ms. Della Volpe stating that she is not interested in applying for the Superintendent's position and wishes to continue moving forward as principal of LHS and completing the NEASC accreditation process and working with students and staff.

**Approve Minutes**

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve the minutes of regular meeting April 2, 2014 with the following corrections: on page 3244 under the motion to approve Michele Mongeau, add Ms. Carr abstained and on page 3242 under Ms. Turner's report add National One on One Reading program.

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. Falcetti: to approve the payment of invoices on Accounts Payable warrant dated 5/1/2014 in the amount of \$207,487.82.

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

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve the payment of invoices on Food Services warrant dated 5/1/2014 in the amount of \$34,900.89.

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

**Public Comment and Correspondence**

- a. STPC – Ms. Fabbri reported: hosting pre-prom May 10<sup>th</sup> at Community Center, time to be determined.  
PTO – Ms. Stone reported: teacher appreciation luncheon and breakfast to be held next week; book fair at C.S.; book fair at L.I.S.; Executive team meeting to be held; balance increased; extend more support to teachers; and last PTO meeting to be held to elect officers.
- b. LHS Student Council – Madeline Bove reported on the high school student council activities.  
Mr. Simone arrived at 7:20 p.m.
- c. Other public comment:
  - Ms. Ryle presented a petition from the town clerk with 67 signatures and a certified letter requesting a public hearing from the Board.
  - Mr. Shuhi read the certified letter and the petition statement including: public comment; interim or permanent position for Superintendent; and to be held no later than 3 weeks from receipt of petition.
  - Ms. Stone commented: read letter to State Board of Ed; concerned about Michele Mongeau not having 092 certification; concerns about DSAP application; concerns about other applicants with certification; and need to be transparent.
  - Ms. Morgan commented: concerns about Chairperson; concerns over statements overheard during Executive Session; need to be held to higher standards; concerns about seeking pool of applicants for Superintendent’s position; and concerns about paying for Ms. Mongeau’s position not qualified for or certified for.
  - Mr. Shuhi commented: Personnel meeting discussions are preliminary stage of discussion and needs to come back to the Board for final discussion.
  - Ms. Dobos commented: need for public hearing to discussion Superintendent’s position; need for committee to be formed; zero tolerance; “Code of Responsibility for Administrators,” possible other candidate; need to give best for kids and support budget.
  - Mr. Katzin commented: concerns about Ms. Della Volpe; punishment not rewarded; separate issue; issue of punishing Board by not passing budget; effect on students; position not a reward for bad behavior; knowledge of education and curriculum; and need to not be swayed by different views.
  - Ms. Garden commented: concerns about Ms. Carr’s Facebook page; concerns about spokesperson for Board; district affairs should be public; letter on Facebook page; concerned about correspondence on social network.
  - Ms. Carr commented: page is public website and is available to public.
  - Mr. Glander commented: support Mr. Katzin’s statement; Board is charged to fill position; micromanaging unnecessary; better apology needed from Ms. Della Volpe; and process for finding Superintendent.
  - Mr. Sobek commented: applaud Board for volunteer time; need to do best; not easy and quick; and interest for kids at forefront.

**Public Comment and Correspondence** (continued)

- Mr. Ryle commented: need to have transparent process; and find best candidate for children.
  - Mr. Olmsted commented: good governance and good policy depend on trust; need for committee; and full and transparent process.
  - Mr. Wilson commented: troubling comments; not unfounded concerns; need for face to face conversation; and transparency in process for good of town to stay united.
  - Ms. McKenna commented: attended meeting; concerned families; not angry or punitive; need to look for alternate candidate; and need to find best candidate to serve school system.
  - Mr. Shuhi commented: responsibility when serving on Board; time spent on meetings; discussions always about what is best for kids; concerns about negative Facebook comments; took web address off site; and people need to call to express their opinion and listen to his thoughts.
  - Mr. Bongiorno commented: thankful to community for caring; report from “US News and World Report,” L.H.S. ranked 27<sup>th</sup> in State and 835 in country; being distracted from what is happening in schools; and need to get best candidate and affordable.
- d. Correspondence
- Ginny Chambers, Sherri Irwin, Deb Lavoie and Debbie Hodges – Thank You card for Administrative Professional Day flowers
  - Tammy Knox, Kathy Johnson, Lynn Moncuse and Jackie Fox – Thank You card for Administrative Professional Day flowers
  - Joanne Bertrand - Thank You card for Administrative Professional Day flowers
  - Joanne Murphy and Jan Warner – Thank You card for Administrative Professional Day flowers
  - Sara Worden – email questioning the promotion of Principal Della Volpe to superintendent
  - Lynn Stone – email opposing the promotion of Principal Della Volpe to interim superintendent
  - Christian Bratina – email opposing the promotion of Principal Della Volpe to Interim Superintendent
  - John T. Sparks – email opposing the promotion of Principal Della Volpe
  - Jennine and Roberto Lupo – email opposing the promotion of Principal Della Volpe to superintendent
  - Patty and Martin Laure – email opposing the promotion of Principal Della Volpe to superintendent
  - Diane Mullee – email opposing the promotion of Principal Della Volpe to superintendent
  - Michael and Sara Carr – email opposing the promotion of Principal Della Volpe to superintendent

**Public Comment and Correspondence** (continued)

- Bruce Losee – email opposing the promotion of Principal Della Volpe to interim superintendent or superintendent
- Emy Osborne – email opposing the promotion of Principal Della Volpe to interim superintendent or superintendent
- Maureen Dobos – email opposing the promotion of Principal Della Volpe to superintendent
- Patty Laure – email opposing the promotion of Principal Della Volpe to superintendent
- Jonathan Wilson – email opposing the promotion of Principal Della Volpe to superintendent
- Kara and Chad Yonker – email opposing the promotion of Principal Della Volpe to superintendent
- Susan Levine – email opposing the promotion of Principal Della Volpe to superintendent
- Diane Wilson – email opposing the promotion of Principal Della Volpe to superintendent
- Ann Leviness – email opposing the promotion of Principal Della Volpe to superintendent
- Kim Fischer – email opposing the promotion of Principal Della Volpe to superintendent
- Maureen Dobos – email opposing the promotion of Principal Della Volpe to superintendent
- Amy Sobek – email opposing the promotion of Principal Della Volpe to superintendent
- Lynne Alexander – email offering Interim Superintendent recommendation
- Michelle Sanford – email opposing the promotion of Principal Della Volpe to superintendent.
- Lynn Rice Scozzafava, President, LEA – letter of support for Principal Della Volpe as an educational leader and curricular guide
- Anne C. Dranginis – email opposing the promotion of Principal Della Volpe to superintendent
- Frank Schildgen – email opposing the promotion of Principal Della Volpe to superintendent
- Lynn Stone – letter opposing the promotion of Michele Mongeau to Director of Special Services
- Kristen Della Volpe – letter of non-interest in interim superintendent/superintendent position
- Jenna Schildgen – email opposing the promotion of Principal Della Volpe to superintendent
- Christian Bratina – email opposing the promotion of Principal Della Volpe to superintendent and comments regarding the budget.

**Public Comment and Correspondence** (continued)

- Carol Gillett-Lamond – email and letter opposing the promotion and retention for Principal Della Volpe
- e. Administrators Report
  - Ms. Murphy reported: 6<sup>th</sup> grade SBAC testing, then 5<sup>th</sup> will follow; finish June 2<sup>nd</sup> and teachers accommodating.
  - Ms. Kubisek reported: thanks to people who served on scholarship interview committee; students were great; awards were great; interviewers were wonderful; and positive impact on school with such wonderful candidates applying.
  - Ms. Della Volpe reported: process of scheduling for next year almost done; 86% complete thanks to guidance counselors and Mr. Brennan; need for personal interviews to complete process; June 20<sup>th</sup> MS early dismissal; make up day for HS; and prom May 10<sup>th</sup>.
  - Mr. Lathrop reported: report at Finance Committee meeting on Monday; discuss end up for year and dollars to use.
  - Ms. Turner reported: thanks to AOK club for visiting Kindergarten; Kindergarten parents' meeting held Monday; orientation in 2 weeks; 63 enrolled now; 4 sections; 60 to go into 1<sup>st</sup> grade; reading project schedule; parents input; record chapters if needed; and input from staff.

**Superintendent's Report** – Tabled**Old Business**

Board of Finance requested that Board cut \$20,000 from Education budget. May 7<sup>th</sup> budget hearing to be held.

**New Business**A. Resignation Notice

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve the resignation of Maria Krafty as Health teacher at L.I.S. effective May 12, 2014.

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

B. Retirement Notice

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve with regret the retirement of Cathy Neller at the end of this school year.

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

C. Out of State Field Trip

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to approve the third grade field trip to Norman Rockwell Museum in Stockbridge, MA on May 19<sup>th</sup> and 20<sup>th</sup>.

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

D. Superintendent Search – handout “Retired CAPSS members interested in Interim Positions,” and list of possible Search Services with costs.

Board members discussed: need to hire someone to direct the search process; costs involved; need to share at hearing; and need to get started quickly.

Board consensus was to hold a special meeting at 6:30 p.m. on Thursday, May 8<sup>th</sup> to discuss the Superintendent’s search firm.

### **Committee Reports**

Curriculum, Programs and Personnel: Ms. Fabbri reported that the committee met on April 10<sup>th</sup> and discussed the following: overview of World Languages by Mr. Roy; Latin, French, Spanish curriculum; Grade 4, 5 & 6 Spanish curriculum; and 7<sup>th</sup> and 8<sup>th</sup> grade Spanish; and teacher replacement for AP English.

Facility and Technology: Mr. Bongiorno reported that the committee met and discussed the following: report from Joe Tofuri; plans for summer; lower level at C.S.; flooring; storage shed at L.H.S.; gym floor issues; ADA issues; ball fields drainage; paint L.I.S.; steam clean rugs; roof leaks; ventilation for gym; exhaust for gym; air condition for gym; technology issues; charging issues; thanks to Matt; and stanchions in L.H.S.

Finance: Mr. Shuhi reported that the committee will meet on Monday the 5<sup>th</sup> to discuss budget; foodservice; and input from students on food service.

### **Policies**

- a. New – Policy # 5141.24 Occupational Exposure to Blood Borne Pathogens – return for second reading at next regular BoE meeting.
- b. Review – Regulation # 5141.24 Occupational Exposure to Blood borne Pathogens.
- c. First Reading – Policy # 5141.11 Do Not Resuscitate Orders – return to Committee for further review.

Litchfield Board of Education meeting, April 30, 2014

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**Policies** (continued)

- d. First Reading – Policy # 5141.1/4118.25 Reporting of Child Abuse – return for second reading at next regular BoE meeting.
- e. Second Reading – Policy # 5141.12 Use of Automatic External Defibrillators (AEDS)

MOTION made by Mr. Bongiorno and seconded by Ms. Carr: to approve policy # 5141.12 Use of Automatic External Defibrillators (AEDS) as submitted.

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

- f. Second Reading – Policy # 5141.21 Administering Medication

MOTION made by Ms. Carr and seconded by Ms. Falcetti: to approve policy # 5141.21 Administering Medication as submitted.

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

- g. Second Reading – Policy # 5141.22 Communicable and Infectious Diseases

MOTION made by Ms. Carr and seconded by Mr. Waugh; to approve Policy # 5141.22 as submitted.

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

- h. Second Reading – Policy # 5141.23 Blood Glucose Monitoring in School

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve Policy # 5141.23 Blood Glucose Monitoring in School as submitted.

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

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to adjourn the meeting at 8:50 p.m.

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

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