

**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**JUNE 6, 2012**

A regular meeting of the Litchfield Board of Education was held on Wednesday, June 6, 2012, at the Litchfield High School Library/Media Center.

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

Also present: Mr. Zaremski; Ms. Della Volpe; Ms. Murphy; Ms. Kubisek; the public and the press.

Approve Minutes

MOTION made by Mr. Bongiorno and seconded by Ms. Carr: to approve the minutes of regular meeting May 16, 2012 as submitted.

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

Approve Payment of Invoices

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve the payment of invoices for 2011-2012 budget as needed.

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

Ms. Rosser and Mr. Katzin arrived at 7:05 a.m.

Public Comment and Correspondence

- a. STPC: Ms. Fabbri reported: overview of programs; Rachel's Challenge; Minute to Win It; \$6,300 to students teachers and staff; officers for next year: President, Kristen Arnold; Vice President, Debby Elwell; Secretary, Doris Blake; and Treasurer, Sandra Deacon. Board members thanked Ms. Fabbri for her dedication to this organization.

PTO: Ms. Moore reported: recap of programs; Summer Reading Book Fair; tributes to retirees; LIS Book Fair; 4<sup>th</sup> grade parent's orientation; fall fruit fundraiser; parent's night out; daughter dance; winter book fair; son event and activities; and new Board to be elected at the next meeting.

- b. LHS Student Council: Joe Whibey reported on the high school student council activities.

## c. Public Comment

- Lori Legendre commented on a bullying incident at the high school and inquired about how the district will make a difference for those bullied and the bullies.
- Jeff Legendre commented on the same incident and wants to know how parents can get involved to support anti bullying at the schools.
- Ms. Moore commented on the Cablevision status and thanked the Board for supporting promoting the publics' right to know. The League of Women's Voters have offered financial support if needed.

Board members discussed the following: when the program will be ready to go; need for policies in place; technical issues; and test run needed.

## d. Correspondence

- Thank you note from Theresa Simaitis.
- Letter from AFSME.
- Letter from CAFE.

## e. Administrators Reports

- Mr. Zaremski reported: Friday, June 15, Farmington Valley Transition Academy graduation; achievement awards at CJR on Wednesday, June 20<sup>th</sup>; and recent Highlander Transition Academy graduation at NWR 7.
- Ms. Murphy reported: LIS art show; 3<sup>rd</sup> grade transition visits; parents in the evening; field day June 11<sup>th</sup>; and Thursday, June 14, at 6:00 p.m. moving up ceremony.
- Ms. Della Volpe reported: thank you to Joe Whibey for his commitment to the student council; AP testing completed; 20 exams given; Connecticut Technical Career testing completed through Mr. Prescott with 10 students participating; 8<sup>th</sup> grade C-BAS given; senior night held last week; 7<sup>th</sup> grade to NYC June 7<sup>th</sup>; Project Native with Mr. Markelon; creative lunches held to celebrate students from Ecuador and Puerto Rico; Envirothon students were 2<sup>nd</sup> in State; Celebration of Excellence; STPC recognition; Mabry Awards with over \$16,000 in scholarships; Banquet at Aqua Turf; Scholarship breakfast tomorrow; Friday, spring fling; and Saturday, NFLHS induction and NHS induction.
- Mr. Crowe reported: C. S. abatement bids need funding.

MOTION made by Ms. Carr and seconded by Mr. Shuhi: to authorize expenditure of up to \$20,000 for the abatement at Center School.

Board members discussed: funding from end of year money; remediate what was discovered; expenses to check rest of building; cost for checking small area of building; and no suspicion of asbestos anywhere else.

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

Superintendent's Report

➤ FMLA Leave requests:

MOTION made by Ms. Carr and seconded by Mr. Waugh: to approve the FMLA leave request from Randi Zanesky as submitted from September 4, 2012 to December 3, 2012.

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

MOTION made by Ms. Carr and seconded by Mr. Waugh: to approve the FMLA leave request from Marsha Berkun including two weeks unpaid leave prior to her due date of October 16<sup>th</sup> and extended leave following her disability for the rest of the school year.

Board members discussed: need for 2 weeks prior; teaches at both schools; teaches AP art; need to find substitute from October 2<sup>nd</sup> to the end of June; standard leave request; need for consistency; scheduling issues; and long term sub pay would be covered.

MOTION amended by Mr. Bongiorno and seconded by Ms. Fabbri: to eliminate the two week period in the beginning but to grant the FMLA from October 16<sup>th</sup> to the end of the school year.

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

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

➤ Recommendation to Hire:

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve Paul Sanborn for the position of 0.2 FTE Health Educator at L.I.S.

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

MOTION made by Ms. Carr and seconded by Katzin: to approve Kimberly Fallon for the position of Teacher at L.I.S.

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

MOTION made by Ms. Carr and seconded by Mr. Katzin: to approve Emily Bernard for the position of Teacher at Center School.

Board members discussed the following: need for new Principal to be involved in the hiring process; need to get best quality person as soon as possible; interview process; need for staff to meet new Principal; need for parents to meet the Principal; and introduction at Board meeting.

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

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to add to the agenda as 5d a discussion of a resignation.

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

➤ Appointment of adhoc Committee

Board members were appointed to the Committee to interview the candidates for Business Manager.

➤ Resignation

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to accept the resignation of Aline Libassi as World Language teacher with regret.

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

New Business

- a. Discuss and vote to authorize the Superintendent to accept and act upon all resignations and to recruit and appoint certified and non-certified staff throughout the summer prior to the first Board meeting in September.

MOTION made by Ms. Carr and seconded by Mr. Waugh: to authorize the Superintendent to accept and act on all resignations and to recruit and appoint certified and non-certified staff through the summer prior to the first Board meeting in September.

Board members discussed: have two meetings in summer; need to stay informed; email not possible to use; timing is off and can lose the best candidates; Board need to approve hires and fill administrative vacancies; duties of Board members; decisions are in the best interest in the district; process is standard operating procedure in many districts and over many years; require expediency; need to trust Superintendent with responsibility to go forward; possible special meeting called if needed; people anxious to find work and could take other offers; and expediency is important.

MOTION failed. Ms. Carr, Ms. Rosser, Mr. Katzin and Mr. Waugh voted in the affirmative. Ms. Fabbri, Mr. Bongiorno, Mr. Shuhi, Mr. Falcetti and Mr. Simone voted in the negative. There were no abstentions.

b. Authorize the Superintendent to submit all state and federal grant applications.

MOTION made by Mr. Shuhi and seconded by Ms. Carr: to authorize the Superintendent to submit all state and federal grant applications (Consolidated grants; IDEA; Adult Education; Titles I,II, IV, V; Perkins; Technology; BESB; Special Education Excess Cost; Transportation; E-Rate; etc.) as necessary to meet the required submission dates.

Board members discussed: need to authorize because it is a yearlong process; not part time for the summer; and process has been done successfully.

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

c. School Calendar: middle school schedule

Board members discussed: inconsistent with midterms and finals; two release times not logical; increase instruction time; cost \$3,500; 7<sup>th</sup> and 8<sup>th</sup> grade all day session; 9-12 noon dismissal; few people on busses going home; posting grades; final transcript; no more instructional time needed; midterms used extra instructional time; exams and graduation date; budget includes two bus runs; need to be cost effective next year; need to keep instructional time; no structure to monitor high school students if stay the whole day; union issues; past practice; 12 – 2:30 to correct exams; environment for kids at end of year; need for safety of students; MS wing gets very hot; need to get instruction done so can leave early; need for plan for next year; timing for making changes; plans already made; effect on cafeteria and shared staff at LIS; and need to put on agenda for next year.

### Committee Reports

Curriculum, Programs and Personnel - Ms. Fabbri reported that the committee will met next week.

Committee Reports – (con't)

Facilities and Technology - Mr. Bongiorno reported that the committee met and discussed: abatement at C.S.; video tapping; need policy; technology document almost completed; bids in four pieces; equipment in school; ports; wireless; connect ability between buildings; core at H.S.; upgrading; bid to Board at next meeting; State requirements in technology in learning; core learning quadrant; K-12 need some form of technology; need to meet state guidelines; BYOD started; direction needed; complexity of use; input from other schools and states; technology plan; pilot in Social Studies classes in the high school; and how to get teachers and administrators a laptop.

Finance - Mr. Shuhi reported that the committee met and discussed: student activity fund set up in school finance system; end of year funds; money encumbered for data analysis; projected money for next year; \$25,000 for data manager; expenditures; lunch program discussion; asbestos abatement; Scherr-Thoss Foundation did not approve funding for pool; \$9,000 deficit; list of recommendations for encumbrances for June; encumbered money for technology; possible funds for pool; and input from CJR and Region 6 regarding pool expenses.

Policy - Ms. Carr reported that the committee will meet on June 21<sup>st</sup>.

MOTION made by Ms. Carr and seconded by Mr. Shuhi: to adjourn the meeting at 8:40 p.m.

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

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