

**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**JULY 13, 2016**

A regular meeting of the Litchfield Board of Education was held on Wednesday, July 13, 2016, at 7:00 p.m. in the Litchfield High School Library/Media Center.

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

Absent were: Ms. Carr and Mr. Shuhi.

Also present were: Mr. Fiorillo; Mr. Ammary; Ms. Della Volpe; Ms. Kubisek; Ms. Murphy; the press and members of the public.

**Joint Discussion with Town Facilities Committee**

Drummey Rosane Anderson, Inc. presented an overview first draft of the “Town of Litchfield-School Buildings Use Study” dated 6-24-16 and “Planning Options” reported on the following: thanks to staff and administration for cooperation throughout the study; program space; capacity of facilities; planning options; next steps; gather information; program and facilities; LPS performance; efficiency and results; expectations; hurdles; classroom size; auditorium use and location; support spaces; security; infrastructure and operation costs; overview facilities, CS, IS, MS, HS, Town Hall Annex, (Bantam School); program space chart; deficiencies; capacities; recommended classroom size; planning options development; program needs; building capacity; knowledge of enrollment; goals; summary of planning options; options A – G; comparing planning options; community input; conclusion; very high functioning school system; variety of facilities issues; current space; town feedback; fill gap; define next step; align goals; discuss process; evolution; and track grant funding.

Members of both Boards discussed the following: storage issues; focus on educational aspects; custodial space needs; enrollment statistics issues; different studies done; 10 years out; one done to 2024; 2024 study not provided for study from Superintendent; need for more creative use of spaces; realignment issues; aligned with educational model; grade alignment; option F issues; efficiency of needs; shared space; downsize issues; renovation options; storage space; special education needs; intervention needs; size sufficient by standards 8-10 years ago; state standards not changed; effective use of space; programs with smaller class size; disparity in numbers; school is shrinking; decline of enrollment is significant; Pre-K needs and enrollment; need to include other study in summary; possible different conclusion; projection provided; need for input; interactive process; never look at lowest enrollment; factors of decline; Bantam School needs; Option E possible Central Office to Bantam School; Court issues; data projections; current capacity; former study showed 1,500 student capacity; this study shows 1,000 student capacity; lost capacity of 1/3; tax issues; input from construction document; facilities study; transition capacity; classroom size limits; concerns with numbers in elementary grades; future needs;

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alternate plans; town office issues; focused on schools; need for conversation; need study with new enrollment projection study that goes to 2024; need to fill in gap; draft is first step; standards set by study group; standards not changed in state; rejected by town; L.I.S. shell issues; energy issues; water infiltration issues; utilization of space; community issues; review newer projections and Neuman study to incorporate in report and Facilities Committee meet on 27<sup>th</sup> and adjourned their meeting at 8:00 p.m.

MOTION made by Mr. Falcetti and seconded by Mr. Waugh: to add to the agenda as III c. two warrants dated 7/14/16.

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

MOTION made by Mr. Bongiorno and seconded by Mr. Waugh: to add to the agenda as VII b. change food service contract signature to Superintendent Turner's name.

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

**Approval of Minutes**

MOTION made by Mr. Falcetti and seconded by Ms. Fabbri: to approve the minutes of the regular meeting of June 15, 2016 as presented.

MOTION carried. All votes were in the affirmative. Mr. Bongiorno and Mr. Pavlick abstained.

**Payment of Invoices**

MOTION made by Mr. Bongiorno and seconded by Ms. Fabbri: approve the payment of FY 2015-16 invoices on Accounts Payable warrant dated 6/30/2016 in the amount of \$391,834.64; warrant dated 7/14/16 in the amount of \$115,448.41 and \$36,743.38; and Food Service warrant dated 6/30/16 in the amount of \$25,127.48.

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

**Public Comment and Correspondence Communications**

- a. STPC – none.  
PTO – Ms. Stone reported: September 9<sup>th</sup> open house for LIS and CS kickoff; and introduction of new administrator at CS.
- b. LHS Student Council – none.
- c. Litchfield Prevention Council – none.
- d. Other public comment: Mr. Hatfield commented: issues with report given tonight and look for efficiency out of architect.

- e. Correspondence –none.
- f. Administrators' Reports
  - Ms. Murphy reported: summer work going well; and planning PD work for year on going.
  - Ms. Kubisek reported: loss of secretary and replacement made.
  - Ms. Della Volpe reported: meeting with Prevention Council on Tuesday to plan year; Greenwoods participation; grant money provided; flexible with how use; CPP meeting with AP results.
  - Mr. Ammary reported: transition very smooth; excited about starting; open to meet and greet with staff at their convenience; learn about C.S. family; summer reading program on going with 60 students participating; updated C.S. website; and kudos to custodians for their summer efforts.
  - Mr. Fiorillo reported: Chartwells is no longer in building; issues with the state and Chartwells; looking forward to new food service group; facilities update; town issues; MOU letter; lack of town response; staffing levels issues; part time help brought in; issues with language communication; background checks done; safety issues; closely monitoring; Sally Port installation issues; lighting project proceeding; C.S. and L.I.S.; HS later; auditorium needs; year ended, new year starting; work issues with town; letter to town submitted; clarify gray area; Selectmen held two meetings and letter not on any agenda so far; August 1<sup>st</sup> deadline; document sent not finite could modify and negotiate; spent time on letter to be clear; central office issues; lighting issues; concrete issues and timing; costs for 2 front doors at C.S.; compliance issues; changing swing of door in greenhouse; input from OCR officer; possible engineer needed; condition of fields; Board tenant of fields; need input from town; Plumb Hill Association runs field; junior Olympics uses fields; presentation issues; highlighting enrollment; NEASC update; MOU path; how facilities studies done; get objective opinion; elevator issues for Central Office; OCR issues; and accessibility to Central Office.

**Superintendent's Report** – none.

**Old Business** – none.

**New Business**

- a. Teacher resignation.

MOTION made by Ms. Fabbri and seconded by Mr. Pavlick: to approve the resignation of Danielle Drury as Preschool Teacher effective June 30, 2016.

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

b. Teacher resignation.

MOTION made by Mr. Bongiorno and seconded by Ms. Fabbri: to approve the resignation of Alison Pilon as Art Teacher effective July 11, 2016 with regret.

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

**Committee Reports**

Ed Connection - Mr. Waugh reported: conflict with name similar with for profit facility; need to rename organization.

Facilities - Mr. Fiorillo reported facilities issues: fiber optics issues; degraded between L.H.S. and L.I.S.; input from Mr. Bongiorno; need to be fixed; started Saturday night; issues with curb being dug up; not near problem area; has been repaired before; our responsibility to fix; issues with power to electronic sign; new wireless control; can use internal wireless access; and programing sign.

Policy - Mr. Clock reported that the committee met and reviewed policy.

**Policies**a. Second Readingi. Policy # 6175 Parental Involvement for Title I Students.

MOTION made by Mr. Clock and seconded by Mr. Bongiorno: to approve policy #6175 Parental Involvement for Title I Students as presented.

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

MOTION made by Mr. Bongiorno and seconded by Mr. Clock: 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