

DRAFT

REGULAR MEETING – FINANCE, FACILITIES AND TECHNOLOGY COMMITTEE
Litchfield Board of Education
Monday, November 18, 2013, Central Office Conference Room 6:30 p.m.

A regular meeting of the Litchfield Board of Education Finance, Facilities and Technology Committee was held on Monday, November 18, 2013 at 6:32 p.m. in the Central Office Conference Room.

Members Present: Mr. Bongiorno (co-chair), Mr. Shuhi (co-chair), Ms. Fabbri and Mr. Falcetti.
Also Present: Mr. Brennan, Mr. Lathrop, Mr. Simone, Mr. Waugh, Mr. Tofuri, public and the press.

Approval of Minutes

MOTION made by Ms. Fabbri and seconded by Mr. Falcetti: to approve the minutes of the regular meeting of October 21, 2013 with one correction. Under “Future Agenda” correct “faculty’s” to “facilities”.

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

Communications – none

MOTION made by Ms. Fabbri and seconded by Mr. Falcetti: to add an Executive Session at the end of the agenda to discuss negotiations.

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

Public Participation

- Mr. John Donnelly – discussed laptop fees, device damages and procedure for leasing.
- Ms. Kelly Garden – discussed laptop fees, filtering and cell phone policy.
- Mr. John Donnelly – discussed dress code.

Old Business

- a. Policy # 5131 Bring Your Own Device and 1-to-1 Computing: policy still under consideration, written as a global guideline.
- b. Policy # 5131.81 Personal Cell Phones: to go before Policy Committee.

New Business

- a. School Security: discussed actions taken in the past; key pads, parking lot lighting, upgraded some exterior lighting, did not receive funding in first round from State of Connecticut, have received \$12K refund from State, these funds have already been

expended, campus lighting will be evaluated by C L & P, State Police did lock down drills, Center School was not included in funding requests, security camera upgrade needed at Center; discussed need for a School Safety Committee, need for SRO's; finance/budget process in requesting funds for safety; Capital Committee process for safety issues; response time is very important.

Technology

- a. Remote Filtering: present equipment must be upgraded and is being worked on.
- b. Laptop Acquisition Timeline: bids are out, opening 3rd of December at 10:00 a.m. Rollout of devices will be at second semester.

New Business – continued

- b. Financial Report: bought textbooks, technology with excess funds from last year's budget ~ \$12K; dues & fees; library books were taken out of the budget by Board; however, excess funds were put towards these items without approval from Board.
October Report: reviewed report items for substitutes, extra duty pay, town pension, Special Education transportation and tuition.
- c. Procedures for Purchasing: discussed the Town's process.
- d. Principals' Report on Town Maintenance: tabled
- e. Section 218 Fee Summary: fee is 1%
- f. Center School Name Installation: will be done, approved by Borough.

Future Agenda Items – none.

MOTION made by Ms. Fabbri and seconded by Mr. Falcetti: to go into Executive Session to discuss negotiations at 9:00 p.m.

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

Present were: Mr. Bongiorno (co-chair), Mr. Shuhi (co-chair), Ms. Fabbri and Mr. Falcetti.

Jason Lathrop were invited to attend.

Returned to public session at 9:35 p.m.

No action was taken.

MOTION made by Mr. Falcetti and seconded by Ms. Fabbri: to adjourn the meeting at 9:37 p.m.

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

Respectfully Submitted
Donald R. Falcetti
Board of Education