

**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**DECEMBER 12, 2012**

A regular meeting of the Litchfield Board of Education was held on Wednesday, December 12, 2012, at 7:00 p.m. in the 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; Ms. Kubisek; and members of the public.

Approve Minutes

MOTION made by Mr. Shuhi and seconded by Ms. Carr: to approve the minutes of the regular meeting November 28, 2012 with the following correction: on page 3078 Blaise Pope reported on the Student Council news.

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

Public Comment and Correspondence

- a. STPC – Ms. Fabbri reported: fundraising started with basketball concession stand and student involvement with each class being responsible to man the concession stand throughout the basketball game season.  
PTO – Ms. Moore reported: successful P.J. night during book fair at CS; LIS book fair this week occurring during concert nights held in the auditorium.
- b. Public Comment:
  - Ms. Moore commented on the Wellspring presentation today for professional development and thanked Mr. Zaremski and Dr. Wheeler for the outstanding workshop.
  - Ms. Carr commented on the missing data from the last Board of Education broad cast due to the longer than usual time held at the last meeting.
- c. Correspondence:
  - An article from the *Republican American* outlining the test results for Litchfield High School – 3 out of 27 based on SPI for CAPT.

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- High School was outperformed by only 2 other schools and is one of only 4 that reached the target for the state.
  - Email from David Geiger commenting on this impressive achievement.
- d. Administrator's Reports
- Ms. Della Volpe reported: winter sports season starting; a win at the swim meet last night; boys' basketball opening tonight; girls' basketball started last night; status of wireless is going well; MS student council held badminton tournament that was well attended; PD for instructional assistants held; PD peer mediation; PD in 4 technology choices; success of all PD workshops and an impressive MS and HS choral concert.
  - Ms. Murphy reported: well attended choral concert held last night; tomorrow full band concert; and report cards for first third of year.
  - Ms. Turner reported: report cards on Tuesday; song fest next Friday; and performance by HS students next Wed.
  - Mr. Zaremski reported: successful presentation from Wellspring today which is the second workshop under a grant from CCF.
  - Mr. Lathrop reported: Finance Committee info; draft of audit; budget status; retirement notification by Dec. 15<sup>th</sup>; PD for secretarial staff held today.

Superintendent's Report

- a. Variety of professional development workshops held today including: CMT vertical scales; Edmodo; flipping classrooms; and well received by all who participated.
- b. Draft 2013-2014 calendar – action on January 9<sup>th</sup>; Region 6 alignment; spring vacation same as Berkshire League schools; and input from the Board.
- c. Strategic Plan – on website; currently in year 3 of 5 year plan; 2012-2013 goals; longitudinal goals; SEED pilot; budget drivers; enrollment figures; Region 6 collaboration; BYOD; 1 to 1; flipped and blended methods; K-8 math program; CC standards and technology standards; safe school climate survey; SEED parent survey; expanded and enhanced curriculum; district website; P.D. district capacity; instructional practices; Danielson's model; question formulation techniques; technology in district; student success plan; advisor program; contact recent alumni for feedback; fiscal improvement; and input from CP&P committee.

Board members discussed: process of recruitment; work with town office; collaboration with Board of Finance; format for budget document; maintenance and custodial issues; expanded technology to share with Reg. 6; new protocols with town due to transfers; building utilization; combining Finance Committee with Facilities and Technology Committee; Smart Boards in C.S.; Capital budget; fiscal analysis; work orders; fuel oil consortium; model in PD and Special Ed; copier issues; distance learning; decline in enrollment; curriculum cuts not wanted; alignment with Reg. 6; need to seek sharing curriculum with other systems besides Reg. 6; expand on courses; extend to area

districts; budget and staffing; and technology staffing has been reduced 1/3<sup>rd</sup> over the past few years.

Old Business – None

New Business

- a. Gift from LEF - Dr. Wheeler presented a gift from LEF- a Smart Board- installed at L.I.S. without projector for a total grant of \$3,828.

MOTION made by Mr. Katzin and seconded by Ms. Fabbri: to accept the gift from LEF for a Smart Board.

Board members discussed: LEF goals and purpose to enhance curriculum with innovative project that the Board can't fund; Wellness project funding; edible gardens; tracker for running; multi touch smart board; and use existing projector.

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

Committee Reports

Curriculum, Programs and Personnel - Ms. Fabbri reported that the committee will meet tomorrow night.

Facilities and Technology - Mr. Bongiorno reported that the committee will meet on Monday.

Finance - Mr. Shuhi reported that the Committee met before this meeting and discussed: budget process; toner costs; printer issues; audit issues; Capital requests: Smart Boards on table; furniture request cut; and maintenance going to town.

Policy - Ms. Carr reported that the Committee will meet on Thursday at 6:30 p.m.

Policies

- a. Second Reading – Policy # 5131 Bring Your Own Device and 1-to-1 Computing - Board members reviewed Policy #4131 Bring Your Own Device and 1-to-1 Computing. Changes were made to the Policy at meeting.

Board members discussed: flexibility; insurance issues; definition of devices; size of tablet; different networks; printing issues; cell phone issues; applying to student and staff; teacher discretion; allow any device that would help lesson at hand; see what works; could

revisit; acceptable use policy; and not up to student to decide what is appropriate for class.

MOTION made by Ms. Carr and seconded by Mr. Katzin: to approve Policy # 4131 Bring Your Own Device and 1 to 1 Computing with the changes made as per Board discussion, substitute Mr. Katzin's language as submitted and change "cannot" to "shall not."

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

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to move to Executive Session at 8:00 p.m. to discuss a personnel matter. Dr. Wheeler was invited to attend.

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

#### Executive Session

Present were all the above Board members and Dr. Wheeler.

Open session resumed at 8:50 p.m.

MOTION made by Mr. Bongiorno and seconded by Ms. Carr: to accept a Memorandum of Agreement with the LEA.

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

MOTION made by Mr. Katzin and seconded by Ms. Carr: to adjourn the meeting at 8:51 p.m.

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

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