

DRAFT

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LITCHFIELD BOARD OF EDUCATION
REGULAR MEETING
DECEMBER 18, 2013

A regular meeting of the Litchfield Board of Education was held on Wednesday, December 18, 2013, at Litchfield High School Library/Media Center.

Present were: Mr. Simone, Chairperson; Ms. Carr; Ms. Fabbri; Ms. Rosser; Messrs. Clock, Falcetti, Shuhi and Waugh. Mr. Bongiorno was absent.

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

Approve Minutes

MOTION made by Ms. Carr and seconded by Mr. Shuhi: to approve the minutes of regular meeting December 4, 2013 as submitted.

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 the payment of invoices on Accounts Payable warrant dated 12/19/2013.

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

Public Comment and Correspondence

- a. STPC – none
PTO – Mr. Sobek reported: Jan. 16th Parent Academy on Language Arts at C.S.; book exchange; reading corner; and supporting literature.
- b. Ms. Della Volpe and Natalie Wihbey reported on the Student Council activities at the high school.
- c. Public Comment
 - Ms. Wilson commented on security issues.
- d. Correspondence – none.

MOTION made by Mr. Shuhi and seconded by Ms. Carr: 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.

e. Administrators Reports

- Ms. Turner reported: Friday, Song Fest based on Polar Express; students from L.H.S. to perform at C.S.; January 13th start parent meeting for incoming Kindergarten students; info night in the gym; March & April workshops for parents and students; need for students to becoming familiar with the school; and info in paper. Conferences held three days with one evening scheduled; can accommodate most parents; and arrangements can be made at different times during the year for parents to meet with teachers.
- Ms. Murphy reported: Wednesday early release continue book study; Lucy Caukins is author; complex text; access knowledge similar to students; awareness as readers; goal to make students independent learners; and slow process. Conferences easily scheduled for 4th and 5th graders; 6th grade parents have 2 teachers to see; usually done in team meetings; and one evening conference opposite C.S.
- Ms. Della Volpe reported: thanks to Board for holiday cookies; interact club awarded grant from “Hole in the Wall Gang,” fundraiser in January teacher spelling bee; band concert last week; choral concert tomorrow night; winter sports in full swing. Conferences: 7 & 8 graders can meet in afternoon when teacher available; 1 or 2 nights in year not enough; power school updated and current 8 times during the year; in past 20 students in 80 student caseload; and greater student to home partnership with technology.

New Business

a. 2014-2015 School Calendar – tabled until next meeting

Board members discussed: in sync with Region 6; issues of Veterans’ Day with day off and yet time is taken from instruction when honoring the Vets during a regular school day; need to have Veterans’ Day off to honor the Vets; PD days in beginning of year; relevant to classroom; June not optimum time to learn; possibly start earlier in August; and possible attendance issue in August. Board consensus was to discuss this further at the next meeting.

b. Resignation.

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to approve with regret the resignation/retirement of Bill Bucklin who will be retiring at the end of the school year.

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

- c. Review Bid 14-02 – 1 to 1 Computer Purchase - Mr. Lathrop distributed and updated document and reported: Dell Venue 11 Pro from \$313,000 to \$310,712; \$15,000 accidental damage warranty;\$63 to \$42 one-time fee for 4 years; presented to Board of Selectmen and approved; and have P.O. in hand.

Board members discussed: savings due to keyboard choice; need \$712.68 to cover seniors who shouldn't have to pay for less than 6 months usage; require every student to have one; if don't sign contract, can't bring home; user fee; owner responsibility.

MOTION made by Mr. Waugh and seconded by Ms. Fabbri: to accept the recommendation from the Facilities and Technology sub-committee to purchase Dell Venue model for distribution to high school students.

Board members discussed: 10 inch screen; criteria used for choosing model; Windows 8 privacy issues; input from the tech department; and Microsoft issues.

MOTION carried. All votes were in the affirmative except Ms. Carr who voted in the negative.

Committee Reports

Curriculum, Programs and Personnel - Ms. Fabbri reported that the committee met on Thursday and discussed the following: proposal from Andy Parker for 2 level certification adventure course that will be presented to the Board; restructuring support in reading services; (Ms. Turner reported: supplemental skills support; 2 teachers used; LA coordinator/coaching cycles; meeting teacher needs; study in writing; give feedback; 4 week cycles; tier 1 in classroom and possible move into LIS); LHS program of studies; business department changes; sports and entertainment; e-commerce included; AP physics offered and restructured; AP Spanish; senior Capstone Project; timing presentations to panel of teachers and parents; 2020 mandatory for all students; possible policy changes needed; Smarter Balance change for 11th graders; overview of SS curriculum K-12; C.S. offerings; LIS curriculum on website; 7th grade world regions; 8th grade U.S. History; 9th grade Global Studies; 10th grade Western Humanities; 11th grade U.S. History; 12th grade Civics; AP U.S. History not updated; and SS electives.

Board members discussed: issues and concerns with reading and Language Arts support; issues with reading certificate; need for coaches certification; reading consultant now; issues with 3rd LA position (2 working with students 1 position created for coaching); coaching has direct contact in classroom; PD created; bigger impact – reach all teachers that will effect student learning.

Finance, Facilities and Technology - Mr. Shuhi reported that the committee met on Monday the 16th and discussed the following: critical threat assessment during month of January; BYOD and 1 to 1 policy; need to update policy to reflect what we are doing; reasonably priced insurance; provide coverage with contribution from users; 7th and 8th self-insured; financial report; review budget process on schedule; baseball field bid tabled and lap top bid.

Mr. Lathrop reported: upcoming HSA medical plan; start educating process for retirees; start discussion with active employees; need to educate; banking aspect included; need to set up account; 9 banks assessed; and union leadership involved.

Mr. Lathrop distributed a document from Joe Tofuri reporting on “School Projects for 2012-2013” including location, project name, cost, and status.

Board members discussed exterior painting at L.H.S. to address moisture issues.

Policy - Ms. Carr reported that the committee will meet on January 16th (3rd Thursday of the month) to discuss tech issues.

Board members discussed: facilities usage; Sunday issues; need for janitor or not; possible town issue to provide coverage; coaches can be responsible for clean up on Saturday and Sunday; issues with policy or regulations; possible insurance issue; possible part of collective bargaining agreement; input from Principals; Park and Rec use; outside services are issue; need to change regs; and cleanup done on own.

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to move to Executive Session at 8:30 p.m. to discuss negotiations.

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

Executive Session – to discuss negotiations.

Present were: Mr. Simone, Chairperson; Ms. Carr; Ms. Fabbri; Ms. Rosser; Messrs. Clock, Falcetti, Shuhi and Waugh. Mr. Bongiorno was absent.

Mr. Lathrop was invited to attend.

Returned to public session at 8:32 p.m.

MOTION made by Mr. Falcetti and seconded by Ms. Carr: to adjourn the meeting at 8:34 p.m.

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

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