

**DRAFT**

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**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**FEBRUARY 15, 2012**

A regular meeting of the Litchfield Board of Education was held on Wednesday, February 15, 2012 at 7:00 p.m. in the Litchfield 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. Buccitelli; Mr. Zaremski; Ms. Della Volpe; Ms. Longobucco; Ms. Murphy; Ms. Kubisek; the public and the press.

**Approve Minutes**

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to approve the minutes of the Regular Meeting of February 1, 2012 as submitted with the following corrections: on page 2996, Ms. Brandt should be Dr. Brandt; and on page 2997 add to the first comment “Ms. Carr stated that teachers need to be aware of the need for some students to also be off on Rosh Hashanah.”

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

**Approve Payment of Invoices for 2011-2012 Budget**

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

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

**Out of State Field Trip**

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve the overnight field trip to Wesleyan University in Middletown March 16-17.

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

**Public Comment and Correspondence**

- a. PTO – Ms. Moore reported: successful Parents Night Out on Feb. 3<sup>rd</sup> and upcoming plans for the 2<sup>nd</sup> annual Joanne McCormick race for Saturday, April 21<sup>st</sup>.

- b. LHS Student Council- Joe Wihbey reported on the high school student council activities.
- c. Public Comment
  - Ms. Scozzafava commented on criticism recently directed toward her colleagues regarding sensitivity to all students.
  - Ms. Scozzafava commented on the proposed school calendar changes. LEA members support a break in April.
- d. Correspondence
  - A letter to Gary Zaremski from the Knights of Columbus donating \$974.26 to the Special Service Department in the district.
- e. Administrator's Report
  - Ms. Longobucco reported: interim faculty goals both academic and technology being reviewed; successful Disney Breakfast with the high school students; and thanks to the chefs on hand.
  - Ms. Murphy reported: culmination of the inter-district discovery grant with parents' night activity and further collaboration with the Torrington Schools.
  - Ms. Della Volpe reported: successful Disney Breakfast for Dinner and compliments to the A-OK Club for sponsoring it and in raising \$5,000 for the Make-A-Wish Foundation.
  - Mr. Crowe reported: bids for Center School floors will open tomorrow, and the groomer for the fields has been delivered.

### **Superintendent's Report**

Dr. Wheeler reported on the proposed operating budget for 2012-2013 including the following: available on the website; strategic goals 2010-2015; Administrative priorities; 2012 - 2013 budget proposal \$16,711,751 total, 0.99% increase; Budget history for 5 years; budget drivers; efficiencies; salaries; FTEs; Special Education, technology; educational program enhancements; enrollment; programs of choice enrollment; net current expenditures per pupil; and allocation of resources.

Board members discussed the following: presentation to the Board of Finance on March 19<sup>th</sup>; possible vote by the BOE to adopt on the 7<sup>th</sup>; need for LIS science education teacher; need to address 6<sup>th</sup> grade enrollment; projection figures; 1130 students enrollment projected for next year; need for school psychologist; early intervention is key to student success; grant requests; need to fund technology; certified staff increase; insurance costs; wage increases; ink purchase; use of purchasing consortium; copier use; pool costs; need to expand wireless footprint in all schools; special education behavior specialist need; tuition payments; transportation expenses; cablevision cuts; outplacement costs increasing; sharing special education transportation costs; increase in enrollment in private schools; flooring costs; capital requests; work on programs to keep students in public school; need to improve "others" category in the budget; salary and teachers make up the programs for the students; need to review curriculum; enhance programs; elementary teachers can teach all subjects; math review; language arts review; common core standards; capstone at the high school; student success plan; science needs; reduction of dues and

fees; Region 6 cooperation; and consolidating purchasing.

Board consensus was to meet with the Finance Committee on the 27th at 6:30 p.m. to further discuss the budget and determine if a special meeting will be needed after that.

### **Old Business**

- a. 2011-2012 School Calendar - Dr. Wheeler discussed the possible calendar changes for this year and graduation needs and dates.

MOTION made by Ms. Carr and seconded by Mr. Waugh: to approve the 2011-2012 School Calendar change to include April 6<sup>th</sup> – 13<sup>th</sup> as spring break for students and for teachers to return on the April 12<sup>th</sup> and 13<sup>th</sup> for professional development days.

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

### **New Business**

- a. Appointment of Ad Hoc Committee for Personnel Search Committee - Dr. Wheeler reported that an Ad Hoc committee for an executive level search has been formed per Policy # 9133 and will meet tomorrow night after the combined Curriculum, Programs and Personnel and Policy meeting.

### **Committee Reports**

Facilities and Technology - Mr. Bongiorno reported that the committee met and discussed the following: Tech Plan; infrastructure; wireless needs; technology in curriculum; remote learning; and 3 phase plan.

Finance - Mr. Shuhi reported that the committee will meet on the 27<sup>th</sup> to discuss the budget.

Curriculum, Programs and Personnel - Ms. Fabbri reported that the committee met last Thursday and discussed the following: presentation by Wayne Prescott on Business Education curriculum; twitter pilot; math curriculum; curriculum coordinator positions; teacher evaluations; possible shift to department chairs to replace curriculum coordinator.

Policy - Ms. Carr reported that the committee will meet February 16th with the Curriculum, Programs and Personnel to discuss graduation requirement Policy # 5127.1.

**Policies**

- a. SECOND READING – Policy # 3280 Gifts
- b. SECOND READING – Policy # 3280.1 Gifts, Grants and Bequests Forms
- c. SECOND READING – Policy # 4131 Professional Development
- d. SECOND READING – Policy # 4131.5 Continuing Education Units (CEU's) and regulation
- e. SECOND READING – Policy # 4133/4233 Travel; Reimbursement

MOTION made by Ms. Carr and seconded by Mr. Katzin: to approve policies #3280 Gifts; #3280.1 Gifts, Grants and Bequests Form; #4131 Professional Development; #4131.5 Continuing Education Units (CEU'S) and regulation; and #4133/4233 Travel; Reimbursement.

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

Mr. Waugh reported that Ed Connection met Feb. 2<sup>nd</sup> and discussed the following: early childhood education program; inter-district cooperative grant; participation in 4 of the 18 and need to try to increase interaction with Ed Connection.

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to adjourn the meeting at 9:20 p.m.

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