

**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**APRIL 2, 2014**

**DRAFT**

A regular meeting of the Litchfield Board of Education was held on Wednesday, April 2, 2014, at 7:00 p.m. in the Litchfield High School Library/Media Center.

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

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

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to add to the agenda as VI b. recommendation of hire.

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

**Approve Minutes**

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the minutes of regular meeting March 19, 2014 with the Facilities and Technology report on page 3240 to read Facilities and Technology: Mr. Bongiorno reported that the committee met and discussed the following; security upgrades; baseball field project and the need to secure quotes; Dell Venues laptops are having a higher than expected failure rate due to battery charging problems, these are being handled for free by the manufacturer by unit replacement; network filtering issues; state has new vendor; age dependent filtering is being implemented in district; there have been issues with sound system in L.I.S. auditorium; and request from Board of Selectmen and Board of Finance for a 1 page letter explaining how curriculum uses technology.

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

**Approve Payment of Invoices**

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the payment of invoices on Accounts Payable warrant dated 4/7/2014 in the amount of \$397,185.65.

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

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to approve the payment of invoices on Food Services warrant dated 4/3/2014 in the amount of \$59,882.10.

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

### **Public Comment and Correspondence**

- a. STPC – none.  
PTO – Mr. Zappone reported: March 20, literacy event; March 27, Son Night; this Saturday Joanne McCormick memorial race/walk; April 11 Book Fair, LIS.
- b. LHS Student Council – none.
- c. Other public comment:
  - Mr. Sandrib commented on the need to achieve wellness in the total student.
  - Ms. Morgan commented on issues with cell phones at L.H.S..
  - Ms. Carr commented on attending NAHS Ceremony held in collaboration with Region 6 and a great Jazz Concert and Choral Concert held last night.
- d. Correspondence – none.
- e. Administrators' Reports
  - Ms. Murphy reported: 5<sup>th</sup> grade to Ellis Island today; Parent-teacher conferences next week; S-BAC testing starts April 22; and preparing students for testing.
  - Ms. Kubisek reported: student life survey discussion; weekly programs; grants to have MBA players speak to students; and upcoming projects.
  - Ms. Della Volpe reported: Jazz Concert last night; 8 students participated in FBLA competition; 4 placed in the contest; new guidance counselor started and is meeting with students and teachers and was well received.
  - Ms. Turner reported: Parent-teacher conferences next week; April 28<sup>th</sup> S-BAC testing; training for tests; one school one book, National program beginning; and parents and kids reading every night.
  - Mr. Lathrop reported: Monday, Finance meeting, discuss open enrollment process for medical coverage.

### **News Business**

- a. Adventure Facilitation Vocation Track – Andy Parker discussed “Adventure Facilitation Vocation Track: Developing Certified Challenge Course Facilitators,” program proposal; new phase in adventure education; 2008 indoor challenge course; grant from LEF and Sports Booster; used by L.M.S. and L.H.S.; 7<sup>th</sup> grade all day event; leadership and teambuilding; attend college or gain employment; certification at 18; ropes course facilitator; level 1 certification; level 2 certification – teach skills to be on course by self; train people to be leaders; peace building and anti-bullying.

Board members discussed: hours needed; fit in school day issues; after school schedule; 2 hours twice a week; Mr. Parker could certify; 1 – 12 ratio; opportunity for employment after

certified; could use existing course; developing students; extra course like a sport; independent study and graduation credit.

- b. Update on Close Out of Building Projects – Peg Perusse reported: copies of 2 motions that need to be made; changes to be made; bonding issues; back orders; eligible and ineligible reimbursement; repairs; meeting with state; schedules with state; timing for state; audit scheduling; possible independent audit and charging the audit to the project.

Board members discussed: outstanding issues; access ramp to front of L.H.S. building; nothing in the project; input from Building Project committee; need to address with Mr. Healy; not in paperwork; need to accept as complete; need to be finalized; need to address projects not complete; need to get issues resolved; and table to the next meeting.

Board consensus was to table this item until Mr. Bongiorno meets with Mr. Healy and the Building Committee to address the unresolved issues.

- c. High School Graduation date for June 2014 – Ms. Della Volpe reported that the senior class advisors and seniors would like to hold graduation on Saturday, June 21<sup>st</sup> at 6:00 p.m. at the Warner Theater.

MOTION made by Ms. Carr and seconded by Mr. Shuhi: to approve Saturday, June 21<sup>st</sup> at 6:00 p.m. as graduation day.

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

Board members discussed: why have school on Monday the 23<sup>rd</sup>; 180 days on Friday the 20<sup>th</sup>; need to adjust exam schedule; need to adjust 8<sup>th</sup> grade moving up ceremony; issues with temperatures in June; and student needs to be covered by Friday the 20<sup>th</sup>.

MOTION made by Mr. Shuhi and seconded by Mr. Bongiorno: to make the last day of school on Friday the 20<sup>th</sup>, 180 total days.

Board members discussed: 181 needed for paraprofessionals; contract issues; possible PD day; 9-12 are done, only students with make-up exams attend; set calendar, should leave as is; issues with dragging busses out on Monday; not much accomplished and comfort for students.

MOTION carried. Ms. Rosser, Mr. Bongiorno, Mr. Clock, Mr. Falcetti, Mr. Shuhi, and Mr. Simone voted in the affirmative. Ms. Carr, Ms. Fabbri, and Mr. Waugh voted in the negative.

**Superintendent's Report**

- b. Recommendation for hire – Michele Mongeau for Special Services Director following Mr. Zaremski's retirement. 15 applied – 5 interviewed – 2 called back for final interviews.

MOTION made by Ms. Fabbri and seconded by Mr. Falcetti: to approve Michele Mongeau for the position of Director of Special Services.

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

- a. Retirement Notice – Dr. Wheeler read a letter announcing her retirement as of June 30, 2014; including fifth anniversary; curriculum status; CT educator evaluation and professional development plan; faculty status; professional development; new Smarter Balanced assessments; constant flux of State Department; 5 budgets developed; no reduction in opportunities for students; contracts negotiated; consolidation conversations with Region 6; district achievement data; improved status of district now and thanks to the Board for the opportunity to have led the Litchfield Public Schools for these past 5 years.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve, with best wishes, the retirement of Dr. Wheeler as of June 30, 2014.

Mr. Waugh added “with regret.”

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

**Committee Reports**

Finance - Mr. Shuhi reported that the committee will meet next Monday.

Facilities & Technology – nothing

Curriculum, Programs, Personnel – nothing

**Policies**

- a. First Reading – Policy # 5141.12 Use of Automatic External Defibrillators (AEDS) – return for second reading at next regular BoE meeting.
- b. Review – Regulation # 5141.12 Procedure of Use of Automatic External Defibrillators (AEDS)

- c. First Reading – Policy # 5141.21 Administering Medication – return for second reading at next regular BoE meeting.
- d. Review – Regulation # 5141.21 Administering Medication to Students
- e. First Reading – Policy # 5141.22 Communicable and Infectious Diseases – return for second reading at next regular BoE meeting.
- f. Review – Regulation - # 5141.22 Communicable and Infectious Diseases
- g. First Reading – Policy # 5141.23 Blood Glucose Monitoring in School – return for second reading at next regular BoE meeting.

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to move to Executive Session at 8:10 p.m. to discuss Personnel Matter and Collective Bargaining Issues.

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

### **Executive Session**

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

Dr. Wheeler and Mr. Lathrop were invited to attend.

Open session resumed at 8:20 p.m.

No action was taken.

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to adjourn the meeting at 8:21 p.m.

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

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

