

**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**JUNE 19, 2013**

A regular meeting of the Litchfield Board of Education was held on Wednesday, June 19, 2013, 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. Lathrop; Mr. Zaremski; Ms. Della Volpe; Ms. Murphy; Ms. Turner; Ms. Kubisek; and members of the public.

**Approve Minutes**

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve the minutes of the regular meeting June 5, 2013.

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

MOTION made by Mr. Shuhi and seconded by Ms. Carr: to add to the agenda as II b. update from Mr. Tofuri.

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

Mr. Tofuri reported on plans for summer projects and cleaning at schools. C.S. – exit doors; water heater; replace sidewalk bid in progress; vinyl floors replaced; L.I.S. – drainage into the café and gym; L.H.S. – exterior block to be painted; bid for pressure cleaning outside; primer needed; extended wear paint-long lasting easy to clean; steam clean and deodorize carpets.

Board members discussed: possible drainage issues; green standards being met; issues with driveway and sidewalk in front of C.S.; steam cleaning all rugs; heating elements cleaning process; L.H.S. dock replacement and new equipment purchased.

**Approve Payment of Invoices**

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve the payment of invoices for 2012-2013 as required.

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

**Public Comment and Correspondence**

- a. STPC –none  
PTO – none
- b. Student Council – no report
- c. Other Public Comment
  - Senior Tom Martinsen commented – friend passed away February 7<sup>th</sup> and appreciation to the administration, faculty, the Pavlik family; Mario Mercuia; the guidance staff and especially Ms. Jones his math teacher for their support.
  - Ms. Carr commented – recognize Mr. Porri and Mr. Perkins for the pops concert where students’ talents were recognized and supported.
  - Mr. Falcetti commented – poor sound system in gym and better one is needed for the district.
  - Mr. Bongiorno commented – need for exhaust fans to be working if concert is in gym again.
- d. Correspondence
  - Newsletter from The Community Foundation of North West Connecticut.
  - Thank you note from Cindy Zeller.
  - CABA summer leadership conference data.
- e. Administrations’ Report
  - Ms. Turner reported- completion of bus video by All-Star.
  - Ms. Murphy reported – 6<sup>th</sup> grade moving up tomorrow night; and field day on Monday.
  - Ms. Della Volpe reported – graduation Wednesday, June 26<sup>th</sup>; Friday spring fling; exams for L.H.S. start tomorrow; last two positions in the hiring process; and thanks to Tom Martinsen for taking the time to present to the Board so well.
  - Mr. Zaremski reported – H.S. graduation for one student from Highlander Academy.
  - Mr. Lathrop reported – suggestion that funds be set aside for food service program; enrollment in Kindergarten still being monitored carefully; end of year close out process; \$125,000 possible variables for next year; possibly ask BoF to hold for possible food service needs.

**Superintendent’s Report**

- a. Update on state initiatives – questions at state level regarding timing with transition from CAPT/CMT to Smarter Balance Assessment; possible waiving of tests; related issues with educator evaluation.
- b. Letter on Education Reform Act from U.S. Secretary of Education Arne Duncan and Commissioner Pryor - Simultaneous reform issues; CCSSSmarter Balance; alignment issues reviewed; changes may occur sooner; Dr. Wheeler will attend meeting tomorrow with SDE regarding testing for next year.

- c. Hiring update – process of final interviews taking place with recommendation of candidates to the Board during July 17<sup>th</sup> meeting.

### **New Business**

Dr. Wheeler updated the Board on improvements to the district website including: more content added; summer reading list included; and conversation with Region 6 included.

### **Committee Reports**

Curriculum, Programs and Personnel - Ms. Fabbri reported that the meeting was cancelled due to conflict with sports awards night.

Facilities, Finance and Technology - Mr. Shuhi reported that the committee met this evening before the Board of Education meeting and discussed the following: wireless correspondence formalities; food service bid by July 1<sup>st</sup>; bid opening on the 27<sup>th</sup>; photocopier bid out; May financial report distributed; forecast for June; remaining funds; electrical work – lighting; program with power company; and next meeting scheduled July 1<sup>st</sup>.

Policy - Ms. Carr reported that the committee met last night to discuss policies for age of majority; records; conflict of interest and ethics.

### **Policies**

- a. Second Reading – Policy # 1130 Board of Education Hearings

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve policy # 1130 Board of Education Hearings as amended.

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

- b. Second Reading – Policy # 5113.1 Work Permits

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve policy # 5113.1 Work Permits as amended.

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

- c. Second Reading – Policy # 3323 Bid Requirements

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to approve policy # 3323 Bid Requirements as amended.

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

Mr. Waugh reported that Education Connection has renewed Dani Thibodeau's contract.

Mr. Waugh reported on Scholarship Committee meeting including Joyce Briggs, Lou Donne, Susan Kennedy, Berta Andrulis Mette, John Noone, Robert Petricone, Phil Samponaro and Deb Wheeler working to support student needs even for graduate students seeking advanced degrees.

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to move to Executive Session at 7:45 p.m. to discuss Superintendent's Evaluation.

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

Executive Session

Present: all the above Board members. Dr. Wheeler was invited to attend.

Return to public session at 9:25 p.m.

No action was taken.

MOTION made by Mr. Waugh and seconded by Mr. Falcetti: to adjourn the meeting at 9:27 p.m.

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

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