

**DRAFT**

3150

**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**JULY 17, 2013**

A regular meeting of the Litchfield Board of Education was held on Wednesday, July 17, 2013, in the Litchfield High School Library Media Center.

Present were: Mr. Shuhi, Vice-chairperson; Ms. Carr; Ms. Fabbri; Ms. Rosser; Messrs. Bongiorno, Falcetti, and Katzin. Mr. Simone and Mr. Waugh were absent.

Also present were: Dr. Wheeler; Mr. Zaremski; Ms. Della Volpe; Ms. Kubisek; and members of the public.

**Presentation of Citation** – Postponed until September.

**Approve Minutes**

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the minutes of regular meeting June 19, 2013 with the following corrections: on page 3144 correct name to “Muratori” and capitalize “Pops”.

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

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the minutes of special meeting June 27, 2013 as submitted.

MOTION carried. Mr. Shuhi, Ms. Rosser, Mr. Bongiorno and Mr. Falcetti voted in the affirmative. Ms. Carr, Ms. Fabbri and Mr. Katzin abstained.

**Approve Payment of Invoices**

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

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

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the payment of invoices for 2013-2014 as required.

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

**Public Comment and Correspondence**

- a. STPC - none.  
PTO – none.
- b. Student Council – none.
- c. Public Comment – none.
- d. Correspondence
  - Thank you note from Diane Lauretano.
  - Thank you note from Betsey Lynn Conner.
  - Email from Ben Johnson regarding the potential merger with Region 6.
- e. Administrators' reports – none.

**Superintendent's Report**

- a. Recommendations for hire: Board members received two additional recommendations for consideration: Science at M.S. and Speech/Language Pathologist. Only the technology position is still open.

Board members discussed the 10 positions recommended for hire: ECE qualifications; AP qualifications; UConn degree needed for ECE.

MOTION made by Mr. Bongiorno and seconded by Ms. Carr: to support the Superintendent's recommendations to hire: Elizabeth Chalker – Center School Teacher; Joyce Sidlosky – English teacher LHS; Jill Sage - .4 supplemental skills teacher; Christy Fredlund – LHS English teacher; Christin Marshall - .8 Music Teacher at Center School; Stephanie Fletcher – Special Education teacher LMS; Tyler Schuck – Science teacher LHS; Kyle Harris – Science teacher LHS; Elizabeth Johnson – Speech Language Pathologist.

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

MOTION made by Mr. Bongiorno and seconded by Ms. Carr: to support the Superintendent's recommendation to hire Katherine Agostine for the math position at LHS.

MOTION withdrawn and second withdrawn.

- b. Resignations

MOTION made by Mr. Bongiorno and seconded by Ms. Carr: to approve the resignation of Lisa Nobes with regret.

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

Dr. Wheeler presented the resignation of Christine L. Brouillet as speech-language pathologist.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to authorize the Superintendent to enter into a MOU with terms set forth in letter proposed to us this evening subject to review by council.

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

Kindergarten enrollment is now at 55 and a letter will be sent through constant contact to remind parents of signing up all students as soon as possible.

### **New Business**

- a. Superintendent authorization regarding resignations and appointments.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to authorize the Superintendent to accept and act upon all resignations and to recruit and appoint certified staff throughout the summer prior to the first Board meeting in September.

MOTION AMENDED by Mr. Bongiorno and seconded by Ms. Fabbri: to authorize the Superintendent to accept and act upon all resignations and to recruit and appoint certified staff throughout the summer prior to the first Board meeting in September if the BOE cannot present a quorum.

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

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

- b. Superintendent authorization regarding State and Federal grants.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to authorize the Superintendent to submit all state and federal grant applications.

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

- c. Gifts/Grants received FY 2012-2013 update received by Board members. Thank you notes were sent to all.

MOTION made by Mr. Falcetti and seconded by Ms. Carr: to add to the agenda a change in the agenda order a, b, c, f, d, e, g, h.

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

f. Food Service Contract

Dr. Wheeler discussed the bid process and contract dates for Chartwells food service contract as presented to the FF&T committee.

MOTION made by Mr. Bongiorno and seconded by Ms. Carr: to award REP 2013-01 – Food Service to Chartwells School Dining Services.

Michael Edgar and Kim Gunn reviewed the new food service contract from Chartwells.

Board members discussed: losses from last year; food pricing; price value to product; staffing questions; local food sources; 60 day time period.

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

MOTION made by Ms. Carr and seconded by Mr. Falcetti: that the Superintendent be authorized to negotiate the terms and execute the Food Service Agreement with Chartwells School Nutrition.

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

d. Tuition student request from Ms. Blake.

MOTION made by Ms. Carr and seconded by Mr. Katzin: to allow Jady M. Blake to remain in our school in 5<sup>th</sup> grade subject to tuition established in the fall.

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

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to add to the agenda as item VIII d2 a request for tuition.

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Dr. Wheeler reviewed a request from Krista Arnold to have her daughter Hannah complete her senior year at LHS with tuition to be paid since Hannah did not attend LHS as a junior.

MOTION made by Ms. Carr and seconded by Mr. Katzin: to have Hannah Arnold complete her senior year at LHS subject to tuition established in the fall.

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

e. Litchfield Educator Evaluation and Development Plan (LEED)

Dr. Wheeler presented the final plan: approved by the State; tie in with legislative requirements; Bloom Board program web based for PD and data keeping; funded by state.

Board members discussed: living document; follows state plan; parent feedback; valid surveys; and use of Panorama this year.

MOTION made by Bongiorno and seconded by Mr. Falcetti: to adopt the LEED process as presented.

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

f. Photocopier Contract

Dr. Wheeler reviewed the Photocopier contract as presented to FF&T Committee: several bidders; details of cost; cost/copy significantly lower than others; significant savings; have had experience with firm; if approve, part of lease with town.

Board members discussed: equipment only and no supplies.

MOTION made by Mr. Bongiorno and seconded by Mr. Falcetti: to award REF Number 13-02 Photocopiers to A&A Office.

MOTION carried. All votes were in the affirmative. Ms. Carr abstained.

MOTION made by Mr. Bongiorno and seconded by Mr. Falcetti: to have the Board of Education authorize the Superintendent to negotiate the terms and execute the Photocopier Agreement with A&A Office subject to the town lease agreement.

MOTION carried. All votes were in the affirmative. Ms. Carr abstained.

- h. Tax Exempt Lease Agreement – tabled.

### **Committee Reports**

Curriculum, Policies and Personnel - Ms. Fabbri reported that the committee will meet on August 8<sup>th</sup>.

Policies - Ms. Carr reported that the committee will meet tomorrow night.

Facilities, Finance and Technology - Mr. Shuhi reported that the committee met and discussed: food service; technology; copiers; bonds; financial report; end of year status regarding maintenance; floor concerns; wireless update; agreement to test; devices to be chosen; devices issued; difference in costs for devices; prices fluctuate on models; curriculum delivery; will review device selection at next Curriculum meeting.

### **Policies**

- a. Rescind – Policy # 5124.2 Reporting to Parent/Age of Majority

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to rescind Policy # 5124.2 Reporting to Parents/Age of Majority.

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

- b. First Reading – Policy # 5125 Student Records: Confidentiality and Access to Student Records and administrative Regulation – policy reviewed. Return for second reading at next regular Board meeting.
- c. First Reading – Policy #9270 Conflict of Interest – table until further review from legal counsel.

**Executive Session** - was cancelled for the evening.

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to adjourn the meeting at 9:10 p.m.

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

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

