

<h1>DRAFT</h1>

LITCHFIELD BOARD OF EDUCATION
SPECIAL MEETING
JULY 29, 2015

A special meeting of the Litchfield Board of Education was held on Wednesday, July 29, 2015, at 7:05 p.m. in the Litchfield High School Library/Media Center.

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

Excused was: Mr. Falcetti

Also present were: Superintendent McMullin; Ms. Della Volpe; Ms. Turner; Mr. Fiorillo; Ms. Mongeau; Ms. Murphy; members of the public and press.

Approval of Minutes

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the minutes of the regular meeting of June 17, 2015 with the following corrections. On page 3387 “extra o” at very bottom of page, on page 3388 correct to read “Kyle Linebarger”, page 3389, correct “Tyrrell” to read “Terrell,” and on page 3390, correct discussion to read as “Board members discussed: help with Minimum Budget Requirement (MBR); this was offered in past teacher contracts; need for Policy Committee review.”

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

Approve Payment of Invoices

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve payment of FY 2014-15 invoices on Accounts Payable warrant dated 6/30/2015 in the amount of \$193,919.99; FY 2014-15 invoices on Accounts Payable warrant dated 7/16/2015 in the amount of \$68,297.05; FY 2015-16 invoices on Accounts Payable warrant dated 7/15/2015 in the amount of \$143,542.68; and FY 2014-2015 invoices on Food Services warrant dated 7/2/2015 in the amount of \$35,805.48.

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

Public Comment and Correspondence Communications

- a. STPC – none.
PTO – none.
- b. LHS Student Council – none.

- c. Litchfield Prevention Council – none.
- d. Other Public Comment – none.
- e. Correspondence
 - Thank you card from Barbara Salinger
 - Letter from Christian Brattina regarding adding the Dean of Students position to the budget
 - Letter from Jill Johnson about the need for posting outside the district for the Dean of Students.

Discussion: Ms. Carr asked if writers had received any response. Yes, Ms. McMullin responded with corrections/information and bcc-ed the BOE.

- f. Administrators' Reports
 - Ms. Turner reported: 1st Summer Reading Camp was very successful; 42 students K – 3 (incoming 4th); four weeks long, by invitation only for struggling readers; combined with Special Ed; included preschoolers; L.C.S. Library book room was open on Wednesdays in July; kids could read 'just-right' books and return at next visit or in the fall.
 - Ms. Murphy reported: Lots of interviewing taking place for Art, Grade 5, Tech Specialist; secretary next week; Mr. Waugh asked about the pool, Ms. Murphy responded very pleased with the pool and interviews; about 100 applicants for a K – 6 elementary position; in the past had many more applicants, maybe 600 or more.

Discussion: Ms. Carr asked Ms. Turner what the kindergarten registration count was; answered up to 59 right now; Ms. Carr asked about the correspondence we had about physical exercise in the day and not canceling recess for snow; answered that we have guidelines we must follow; kids cannot go out in 20 degrees or less including wind chill; it was a very cold winter; also icy conditions can make play areas unsafe; teachers have kids moving during the day in classrooms and hallways; some discussion among members that parents should add exercise at home.

Superintendent's Report – none.

Old Business – none

New Business

- a. Facilities Update - Jack Healy reported on the summer maintenance projects: hired Len Fasano; L.C.S. sidewalk done; window film done; actually window film at all schools is done; changing plan for curtains at L.H.S. gym to window film; less maintenance; CSW sally-port is out to RFP; fire-department criteria is all doable; painting gym; lower priority than painting the classrooms; a couple of windows need repair—ordered and on the way; door replacement cost is over the allocated money; need additional funds from

BOS; two front doors are currently sticking – not an entrance, only an exit; oil tank was removed; leak is in the remediation phase; moving tank to a location closer to the building; less obtrusive; Woodruff Street being repaved in the fall; purchased some new equipment at the schools – better, faster stripper/sander/waxer is saving time and eliminating some chemicals; removing carpeting and changing to linoleum; looking at replacing the fire detection system; L.I.S. library starts next week; oil tank was ‘closed-in-place’ but not removed; cut off top and filled with slurry; installing two small propane tanks; stump removal in August; stair repair for ‘fractured concrete’ going to be drilled and pinned, epoxy coated, will continue to inspect cracks; rubberized floor in tunnels, need to pick colors and order; additional equipment – vacuums and cleaners; rugs have been cleaned; may need to upgrade smoke detectors and system; roof leak in cafeteria – repair flashing if that’s what’s causing it; L.H.S. – walkway has no bids, several different prices; BOS needs to approve this price estimate process; can begin next week; ADA compliant crushed-stone walkway is going in; catch basin repaired in August; gym floor has been removed; will be done by mid-September; question asked by Mr. Bongiorno about moving the floor to the left to make room for seated athletes on team side of gym; Mr. Healy answered that moving the brackets of the basketball hoops to off-center would require an engineer to come in and assess the load on the roof to determine if shift in weight load is safe; Room 600 is leaking; adding a gutter system (the walls have been sealed); window replacements are continuing with more efficient windows; new L.M.S. – small stuff is getting done; moving the nurse and taking out the carpeting and adding new linoleum; bidding out additional wall and door installation; adding air conditioning for the office; painting and cleaning; working on the specs for the new boiler; card swipe is in the process; window film is done; outside striping and sign will be done; in addition – added a new product purchasing system for computer-based purchase orders; working on a chemical inventory; implementing a daily checklist and daily sign-off for custodians.

b. Out of State Field Trip – Close-Up

MOTION made by Ms. Carr and seconded by Mr. Clock: to approve the Out of State/Overnight field trip request from Ms. McAdam to Washington, D.C. from March 13-18, 2016.

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

c. Healthy Foods Certification

Ms. McMullin recommended: the Board of Education certify and approve that all food items offered for sale to students under the school district’s jurisdiction and not exempted from the nutrition standards published by the Connecticut State Department of Education meet said standards for the 2015-2016 school year, and exclude from certification food items that do not meet the Connecticut Nutrition Standards, provided that such food is

sold in connection with an event occurring after the end of the regular school day or on the weekend, such sale is at the location of the event, and such food is not sold from a vending machine or school store.

MOTION made by Ms. Carr and seconded by Mr. Clock: to approve and certify that all food items offered for sale to students under the school district's jurisdiction, and not exempted from the nutrition standards published by the Connecticut State Department of Education on August 1, 2006, will meet said standards for the 2015-2016 school year, and will exclude from certification such food items that do not meet the Connecticut Nutrition Standards, provided that such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, such sale is at the location of the event, and such food is not sold from a vending machine or school store.

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

d. Healthy Beverages Certification

Ms. McMullin recommended: the Board of Education certify and approve that all beverage items offered for sale to students under the school district's jurisdiction and not exempted from the nutrition standards published by the Connecticut State Department of Education meet said standards for the 2015-2016 school year, and exclude from certification beverage items that do not meet the Connecticut Nutrition Standards, provided that such beverage is sold in connection with an event occurring after the end of the regular school day or on the weekend, such sale is at the location of the event, and such beverage is not sold from a vending machine or school store.

MOTION made by Ms. Carr and seconded by Mr. Waugh: to approve and certify that all beverage items offered for sale to students under the school district's jurisdiction, and not exempted from the nutrition standards published by the Connecticut State Department of Education on August 1, 2006, will meet said standards for the 2014-2015 school year, and will exclude from certification such beverage items that do not meet the Connecticut Nutrition Standards, provided that such beverage is sold in connection with an event occurring after the end of the regular school day or on the weekend, such sale is at the location of the event, and such beverage is not sold from a vending machine or school store.

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

a. Tuition-Based Student Request

MOTION made by Mr. Clock and seconded by Mr. Waugh: to approve the request from Mr. and Mrs. Dzedic to have their child attend L.H.S. Based on Board policy, a tuition waiver will be applied for completion of the student's senior year.

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

b. Proposal for Math Curriculum Paraprofessional

Ms. McMullin presented a proposal for an additional Math paraprofessional to work with Tier 1 and Tier 2 Math students at L.I.S., so that the current Math Curriculum Specialist can implement the Math Curriculum at Center School and the Intermediate School.

MOTION made by Mr. Clock and seconded by Mr. Waugh: to approve the math curriculum paraprofessional as proposed by Ms. McMullin.

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

c. and h. Resignations

MOTION made by Mr. Clock and seconded by Ms. Carr: to accept the resignations of Elizabeth Johanson as Speech and Language Pathologist and Kristen Babowicz as 5th grade teacher, both effective immediately.

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

Committee Reports

The Board discussed the forming of a new Committee by the BOS to study the use of all facilities in Litchfield. Mr. Waugh will represent the BOE. Ms. McMullin is serving in an advisory role.

Policies

- a. First Reading - Policy # 1212 School Volunteers – changes made. Return for second reading at next regular BOE meeting.

- b. First Reading – Policy # 5118.2 Enrollment of the Children of Non-Resident Certified and Non-Certified Staff – return for second reading at next regular BOE meeting.
- c. First Reading – Policy # 5131 Conduct – changes made. Return for second reading at next regular BOE meeting.
- d. First Reading – Policy # 5131.1 Bus and Van Conduct – changes made. Return for second reading at next regular BOE meeting.
- e. First Reading – Policy # 5131.8 Cell Phone/Electronic Devices Policy – changes made. Return for second reading at next regular BOE meeting.
- f. First Reading – Policy # 6153 Field Trips – Return for second reading at next regular BOE meeting.

MOTION made by Ms. Carr and seconded by Mr. Waugh: to move to Executive Session at 9:00 p.m. to discuss recommendations for hire.

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

Executive Session

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

Ms. McMullin was invited to attend.

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

MOTION made by Ms. Carr and seconded by Mr. Clock: to hire Emily French as a Biology Teacher at Litchfield High School.

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

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to hire Danielle Drury as a PreK Teacher at Litchfield Center School.

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

MOTION made by Ms. Carr and seconded by Mr. Clock: to hire Sandy Carlson as an English Teacher at Litchfield High School.

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

Litchfield Board of Education Special Meeting, July 29, 2015

MOTION made by Ms. Carr and seconded by Mr. Clock: to hire Michael Wilson as the Dean of Students at Litchfield High School.

MOTION carried. All voters were in the affirmative. Mr. Shuhi abstained.

MOTION made by Mr. Clock and seconded by Mr. Bongiorno: to adjourn the meeting at 9:28 p.m.

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

Respectfully submitted,
Lynn K. McMullin, Recording Secretary