

DRAFT

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LITCHFIELD BOARD OF EDUCATION
REGULAR MEETING
AUGUST 13, 2014

A regular meeting of the Litchfield Board of Education was held on Wednesday, August 13, 2014, 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, Clock, Falcetti, Shuhi and Waugh.

Also present were: Dr. Pandiscio; Mr. Poole; Ms. Kubisek; the public and the press.

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to add to the agenda Executive Session to discuss a student matter.

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

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to move item VII e. to after Executive Session as X b.

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

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to add to the agenda as VII e. a discussion on a tuition student.

MOTION made by Ms. Fabbri and seconded by Ms. Carr: to add to the agenda as VII f. a discussion of Matt Brennan, Director of Technology.

MOTION made by Mr. Falcetti and seconded by Ms. Carr: to modify the agenda item as VII f. a discussion of IT position and not Matt Brennan, Director of Technology.

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

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to add to the agenda as item VII b. and c. a discussion of completion of School Building projects.

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

Approval of Minutes

MOTION made by Ms. Carr and seconded by Mr. Clock: to approve the minutes of regular meeting of July 14, 2014 as submitted.

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

Approve Payment of Invoices

MOTION made by Ms. Carr and seconded by Mr. Clock: to approve the payment of FY 2013-14 invoices of Accounts Payable warrant dated 7/30/2014 in the amount of \$25,166.56; approve the payment of FY 2014-15 invoices on Accounts Payable in the amount of \$56,319.03; approve the payment of FY 2014-15 invoices on Accounts Payable in the amount of \$34,307.17.

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

Public Comment and Correspondence Communications

- a. STPC – none
 - PTO – Ms. Stone reported: first meeting tomorrow; Open House, Thurs. 1st; fundraising efforts expanded; and goal to do more academic programs.
- c. Litchfield Prevention Council: Ms. Kubisek reported: table at Open House; and scheduled workshops meetings.
- b. LHS Student Council – none
- d. Public comment – none
- e. Correspondence
 - Letter from Ms. Zappone commenting for an additional 1st grade class.
 - Letter from Ms. Schulde commenting for an additional 1st grade class.
 - Letter from Ms. Yarrish commenting for an additional 1st grade class.
 - Letter from Ms. Reynolds commenting for an additional 1st grade class.
 - Letter from Ms. Benson commenting for an additional 1st grade class.
 - Email from Ms. Lunt commenting against an additional 1st grades class.
 - Email from Mr. Donnelly commenting on Lacrosse.
 - Email to Mr. Clock regarding 1st grade class size.

Board members discussed: Title IX issues; effects on enrollment of other sports; cost for sport; \$15,000 - \$20,000 for first year; 10-11 students needed for team; and need to discuss further.
- f. Administrators' Reports
 - Mr. Poole reported: 2013-2014 budget close out balance, \$32,254.13; 2014-2-15 budget areas of savings and problematic; Maintenance of school buildings – summer cleaning process; town maintenance projects; list from Joe Tofuri; floors; carpets; furniture; painting; cafeteria; fire equipment; doors at L.H.S.; windows

Litchfield Board of Education meeting, August 13, 2014

replacement; loading dock replaced; basketball floor for next year; generators tested; landscaping; asbestos issues; sidewalk replacement; and window repairs. ED-001 School Finance Report due August 31st; telephone system update at Center School; security upgrades and new long term electricity deal effective for December.

Superintendent's Report

- a. Surveys reviewed – PRIDE; SERAC; ERASE; new hires – open positions, Art, Library Media, Special Ed, 1st grade teacher if approved; New Teacher Orientation attached; Convocation attached; class size 1st grade; Office of Civil Rights, Voluntary Compliance Report; Special Services IEP direct; LEED Plan rejected and revised; and update on search process.

Old Business

- a. LEED – revised and sent back to State.
- b. School Building Project #074-0034

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to “accept as complete” Litchfield Middle/High School Building Project #074-0034.

Board members discussed: process of completing; and town will take care of any unfinished issues.

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

- c. School Building Project #074-0035

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to “accept as complete” Litchfield Intermediate School Building Project # 074-0035.

Board members discussed: drainage issues; 10 years old; ongoing problems go to town; and drainage for next year.

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

New Business

- a. Request for Admission – Tuition Based

Board members reviewed a request from Gina Olson to allow her 7th grade daughter, Haley, to attend L.H.S. at an adjusted amount from \$11,133.00 to \$5,000. Board consensus was to take no action because this would set a wrong precedent.

b. Out of State/Overnight Fieldtrip – Washington, DC

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the Out of State/Overnight field trip request from Mr. Porri for the Band/Chorus on March 24- March 29, 2015.

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

c. Resignations

Board members discussed exit interviews to be held.

MOTION made by Ms. Carr and seconded by Mr. Waugh: to accept the resignation of Marsha Berkun as requested terminating 2014-2015 school year.

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

MOTION made by Ms. Carr and seconded by Mr. Waugh: to accept the resignation of Kimberly Bradish as requested effective August 6, 2014.

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

d. Student Survey

Board members discussed: input from Prevention Council, Ms. Kubisek; 2 possible surveys presented; breadth of survey; cost for surveys; how utilize; Boards of Ed do not usually do these surveys; controversial questions not included; could be done by Prevention Council; not on future agenda for the council; how info delivered to us; and need to read possible copies of surveys.

e. Board profile to be discussed after Executive Session.

f. Tuition Request – Board members reviewed a request form April Devereux for her son, Jacob Allen, to attend L.H.S. on a tuition waiver for 6 weeks to allow time to sign a lease on a rental or purchase a home in Litchfield as per Board Policy. Board members agreed to notify her and allow the tuition waiver for 6 weeks.

g. I T Position

Board members discussed the following: resignation of Matt Brennen before school

Litchfield Board of Education meeting, August 13, 2014

starts; critical time of year; possible part-time position to cover now; possible reconstruction of position over time; input from Ed Connection; review of qualifications and skill sets; short term need for Power School immediately; long term reconfigure position; need for lead people in position; need network administrator; and salary issues.

Committee Reports

Finance Committee - Mr. Shuhi reported that the meeting was cancelled.

Policy Committee - Ms. Carr reported that the committee will meet next Thursday and presented the following:

- a. First Reading – Policy # 5141.5 Suicide Prevention and Intervention – return for second reading at next regular BoE meeting.
- b. First Reading – Policy # 5141.7 Student Sports – Concussion and Head Injuries – return for second reading at next regular BoE meeting.
- c. First Reading – Policy # 5144 Corporal Punishment – Return for second reading at next regular BoE meeting.
- d. Second Reading – Policy # 5141.3 Health Assessments and Immunizations

MOTION made by Ms. Carr and seconded by Mr. Clock: to approve Policy # 5141.3 Health Assessments and Immunizations.

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

- e. Second Reading – Policy # 5141.11 Do Not Resuscitate Orders

MOTION made by Ms. Carr and seconded by Mr. Clock: to approve Policy # 5141.11 Do Not Resuscitate Orders.

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

Facilities and Technology - Mr. Bongiorno reported that the committee met on July 30th and discussed the following: bids not covered; phone system bid; chrome books for 6th grade; wireless system; video library; Nova's all fixed for 7th & 8th grades; second meeting: meeting with Jack Healy and Joe Tofuri; need for line items for gardens; lawn people will do gardens; sidewalks bid; Woodruff St. for next year; patching sidewalks; concrete issues; LIS issues with top of building eroding; clay for ball fields; floor replacement with asbestos; floors cleaned; painting issues; redo wood floors; LHS gym floor done next year; no air conditioning in gym; new exhaust fans in gym; lighting

issues in upper parking lot; LED lights to be used; security cameras bid; phone bill review; RONCO issues; 17 access points; spreadsheet; input from Mr. Poole; adding module and phone system; considering E 911 for CS; costs for CS; present to Selectmen; possible Hilltop provider; and used in entire district.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to move to Executive Session at 8:20 p.m. to discuss a student matter.

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

Executive Session

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

Dr. Pandiscio was invited to attend.

Open session resumed at 8:27 p.m.

MOTION made by Mr. Shuhi and seconded by Ms. Carr: to admit Student A back to Litchfield High School starting on September 2 instead of September 11, 2014.

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

New Business (continued)

- e. Board Profile of New Superintendent – two people inquired.
Qualities – experienced superintendent with strong curriculum, good communication skills with Board, faculty, community, level of humor, calming level of leadership, tech background, superintendent a strong leader for all aspects of the district, gives full disclosure at Board meetings, educator with strong sense of a vision, likes to interact with staff, can stand up to community members, capacity to build consensus, willing to have more involvement in Committee meetings.

SHED:

MOTION made by Mr. Bongiorno and seconded by Mr. Waugh: to spend \$23,500 to build a shed pending site approval.

Board members discussed: shed will be paid by BOE, built by Town of Litchfield, issue was discussed.

Litchfield Board of Education meeting, August 13, 2014

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

Class Sizes: discussion of issues, education wise and scheduling.

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to adjourn the meeting at 9:15 p.m.

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

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