

LITCHFIELD BOARD OF EDUCATION
REGULAR MEETING
JANUARY 20, 2016

A regular meeting of the Litchfield Board of Education was held on Wednesday, January 20, 2016, at 7:00 p.m. in the Litchfield Intermediate School Art room.

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

Absent was: Ms. Fabbri.

Also present were: Superintendent McMullin; Mr. Fiorillo; Ms. Haggard; Ms. Della Volpe; Ms. Kubisek; Ms. Murphy; Ms. Turner; the public and the press.

Approval of Minutes

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the minutes of the regular meeting of January 6, 2016 as submitted with the following correction: on page 3456 the motion withdrawn should read as “withdrawn” by Mr. Clock.

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

Approve Payment of Invoices

MOTION made by Mr. Bongiorno and seconded by Mr. Clock: to approve payment of FY 2015-16 invoices on Accounts Payable warrant dated 1/21/2016 in the amount of \$207,517.19.

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 note from Ms. Haggard for a warm welcome and a potted plant from the Board.
- f. Administrators’ Reports
 - Ms. Haggard reported: handout distributed outlining services covered.

- Ms. Turner reported: starting Kindergarten registration on Monday, January 25th; in year three of the *Ready-Set-Go* program; parent informational meeting on Monday at 6:30 p.m.; registration continues through the end of the week, but with additional *Ready-Set-Go* workshops to be held in Feb., Mar., and April; pre-school registration to start in Feb.; lottery to be held in March; Way-to-Grow program for students and parents; is a way to get to know students before they arrive in August
- Mr. Fiorillo reported: introductory information about Superintendent's proposed budget; being finalized now to present to Board at next meeting
- Ms. Kubisek reported: funds raised for Middle School; mission statement reviewed; \$1,700 raised; fun night scheduled for Friday; dancing, karaoke singing and games planned; spirit week; mapped out activities for the rest of year; conferences beginning soon; on-line scheduling was very successful; in March, Junior Achievement will work with middle schoolers; Prevention Council meeting on April 4th;
- Ms. Murphy reported: Feb. 9th all the LIS students will attend Waterbury Symphony performance held at Shepaug; grant-funded by the after school arts program; and thanks to the arts program that scheduled the visit.

Superintendent's Report

Superintendent McMullin distributed handout and reported: Calvin Terrell returning on Feb. 9th - 10th with parents' meeting to be held on the 9th; Ms. Della Volpe, Mr. Pascento and Ms. Kubisek setting up for students; and powerful program with him.

Old Business

- a. 2016-17 School Year Calendar.

MOTION made by Ms. Carr and seconded by Mr. Clock: to approve the 2016-2017 School Year Calendar as presented.

Board members discussed: Wamogo PD days; issues with Oct. 6th and Nov. 9th not matching up with Wamogo; issues with our PD day and Region 6 elementary conference schedule in October; and issues with there now being no PD days before school starts in August for Litchfield.

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

- b. Videotaping BOE meetings.

Mr. Bongiorno reported on the following: meeting with Cable 5; sound issues need repair; issues with live feed; Torrington has priority for live taping; issues with running CDs; we were running show from own classroom; issues with staying during long meetings; need to stay

during live feed the next day; Superintendent should see that the forms are filled out; steps need to be taken to improve sound; need to have a fake run to see how recording equipment works; and scheduling personnel to run program.

Board members discussed: need to follow-up on the issues; students not run video-taping without chaperone; difficult to interview for job when the qualifications and expectations aren't clear; need some type of job description; need to assess hours needed to cover videotaping; need to have products corrected; our equipment is now better than Cablevisions; issues with number of microphones; when not live, a person needs to sit and watch the entire taping the next day to make sure the feed stays on; backend issues; possibly two people are needed; also need coverage of meetings during the summer; the equipment is being used in classroom; equipment integrated into the curriculum; comfortable to have staff run it; staff wasn't interested through two posting; issue could be stipend amount and the total hours required for the year; originally there were hopes of possibly televising athletic events for the community; inform the community about efforts being made to find someone to run the taping; ask for possible volunteers to help with the videotaping; live tapings vs. replays; is it cost prohibitive to put on the website; and Superintendent to do more research to follow up on website.

New Business

a. L.H.S. NEASC Report.

Ms. Della Volpe distributed "LHS Accreditation Summary November, 2015" and reported on the following: 96 page visitation report; recommendations from the NEASC Commission to guide the next part of the self-study; HS did achieve accreditation; 19 highlighted accommodations out of 62 total accommodations; 8 highlighted recommendations out of 38 total recommendations; there were 51 indicators in all; need to report back on progress with recommendations in 2 years; need to begin analyzing and making plans to move forward; the custodians received a great commendation for the cleanliness of the building as reported on by parents, staff, and students; how to evaluate one recommendation that the HS improve parent connection; 32% of the 7 – 12th grade parents participated in survey; NEASC evaluators shadowed teachers and students during their visit; and process began in 2015 with staff doing an self-evaluation.

Board members discussed: long narrative supports each commendation and recommendation; the full report is on line; the sub-committees will see the specific portions of the report relate4d to policy issues; facilities and finance issues; and CPP issues; commends the faculty and staff for persevering through the process.

MOTION made by Ms. Carr and seconded by Mr. Pavlick: to accept the LHS Accreditation Summary as submitted.

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

b. Gift – 12 iPad Air 16gb for the LIS Robotics Program.

MOTION made by Ms. Carr and seconded by Mr. Clock: to accept the 12 iPad Air 16gb that are gifted to the LIS Robotics Program.

Ms. Murphy reported: a gift from Ray Cappella; 4th yearly gift in a row; donated classroom sets of Nexus tablets; grateful for generosity; these will be used in library Makerspace; and Mr. Cappella no longer has a student at LIS.

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

Committee Reports

Curriculum Programs and Personnel - Mr. Waugh reported that the committee met and discussed the following: 3 staff members reported on the K – 12 math program; Ms. Shuhi updated on the new enVisions2.0 program; 33 PD hours spent so far; weekly meetings at LCS and LIS; benchmarks assessments for the program were compared to last year's SBAC results; PD for modifying and creating own assessments; C.S. curriculum writing; will plan a summer curriculum review; LMS math review from Ms. O'Neil; smaller number of students in accelerated program for Grade 7 will mean more successful completion of higher level math courses for more students; overview of the new direction of SATs; SATs taken in March; will replace Smarter Balance; scoring profile no longer includes Geometry, for example

Finance – none

Facilities and Technology - Mr. Bongiorno reported that the committee met and discussed the following: review of summer projects list; capital budget issues and whether to include some money in BOE budget; use of desktops; end use of desktops and the MS; chart made of life expectancy of devices; one- to-one use and future requirements; needs for replacing MS laptops soon; 4 years survived; replacing 163 devices; discussed the custodial MOU; CS is clean; fixing ceiling tiles; painting needs; explanation of potential issues with the HS electronic sign; and NEASC commendations and recommendation issues.

Facilities Usage - Mr. Waugh reported that the committee met and discussed the following: how best to establish a timeline; need to finish soon.

Litchfield Board of Education Regular Meeting, January 20, 2016

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to adjourn the meeting at 8:05 p.m.

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

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