

LITCHFIELD BOARD OF EDUCATION
REGULAR MEETING
DECEMBER 2, 2015

A regular meeting of the Litchfield Board of Education was held on Wednesday, December 2, 2015 at 7:00 p.m. in the Litchfield Intermediate Art room.

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

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

Mr. Simone appointed Superintendent McMullin to conduct the election of Board Chair.

Election of Officers

MOTION made by Mr. Clock and seconded by Mr. Bongiorno: to appoint Frank Simone as Board Chair.

MOTION made by Mr. Pavlick and seconded by Mr. Waugh: to close the nominations for Board Chairperson.

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

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

MOTION made by Mr. Waugh and seconded by Mr. Bongiorno: to appoint Betsey Fabbri as Vice-Chair of the Board.

MOTION made by Mr. Pavlick and seconded by Mr. Clock: to close the nominations for Vice-Chair.

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

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

MOTION made by Mr. Clock and seconded by Mr. Bongiorno: to appoint Donald Falcetti as Secretary of the Board.

MOTION made by Mr. Pavlick and seconded by Mr. Clock: to close the nominations for Secretary.

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

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

Mr. Simone requested that Board members let him know the Committee preferences they have for future assignment.

Approval of Minutes

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to approve the minutes of the special meeting of November 18, 2015 as submitted.

MOTION carried. All votes were in the affirmative. Ms. Fabbri and Mr. Bongiorno abstained.

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to approve the minutes of the regular meeting of November 18, 2015 with the following corrections on page 3437 under STPC change "Tule" to "Tuil;" under PTO, change "Book Fair" to "book fair;" under Ms. Turner change "Sally Port" to "sally-port" on page 3438; under Dean of Students in the last sentence change "it" to "the Dean of Students position;" change "Mr." to "Ms." Carr; under Superintendent Report change "back pack" to "backpack;" on page 3440 under RFP discussion strike "or not" near Bantam School and strike "not process" near expertise.

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

Approve Payment of Invoices

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the payment of FY 2015-16 invoices on Accounts Payable warrant dated 12/3/2015 in the amount of \$92,166.27 and FY 2015-16 invoices on Food Service warrant dated 12/3/1015 in the amount of \$44,210.93.

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 – none.
- f. Administrators' Reports
 - Ms. Turner reported: Junior Achievement Day coming up; thank you to those involved; report cards next Friday; success of book fair and successful evening event.
 - Ms. Della Volpe reported: Semi-formal this weekend at Litchfield Community Center and positive feedback from students and parents regarding the webpage.
 - Ms. Kubisek reported: M.S. concert performance soon; volunteer parent's group met last Monday and decided to become a Booster Club, rather than a PTO; and fundraiser next Friday with afterschool activities; meeting with student to determine the activities.
 - Ms. Murphy reported: December 10 winter band concert; and December 22nd chorus concert.
 - Mr. Fiorillo reported: working on grants; need to complete homeland security grant; 5 districts in consortium with fuel oil bid; end of month report to Finance Committee on Monday night; completion of audit and we look very good; revision to EDO completed today; budget development meetings in progress next week; Capital budget to be presented this month on the 8th; and need for more detailed information to Capital committee.

Superintendent's Report

Superintendent McMullin reported: website launch successful; fixed a significant problem with policy portal with great effort; little glitches also fixed; input from the Board; little input from the community; Facebook up and running; Twitter followers; a Committee is meeting tomorrow to fix noncompliance issues in teacher evaluation document to be reviewed by the State; also need to finalize safety and security plan; activities after school can be included in website's new calendar; in December, high school students working with 6th graders on an Hour of Coding activity and High School Chamber singers to do a concert at Center school on the 18th.

Old Business

- a. Taping of BOE meetings.

Board members discussed: important resource for the community; initial effort in purchasing equipment for taping the meetings; input from community members was welcome;

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people could get access from home; lack of interest with staff to cover this activity; there were always issues with audio recording; could hire a possible outsider to cover the job; required Cablevision input on a regular basis; more training will be needed to do the job since the format changed at Cablevision; issues with comments from public which often contained misinformation and when there is no response from the Board it is confusing to people at home watching; no response from Board due to non-agenda item; question about why we aren't combining costs with Board of Finance and Board of Selectmen to tape all meetings; was a good opportunity for the video productions class; issues with funding; no interest internally for a faculty member to work with the kids to cover the meetings; is it possible to get someone from Cablevision to cover it; requires venue change back to the high school library for meetings; different equipment now; look into the capacity of the website to show meeting; students need to be supervised; need to be able to respond to public comment; possible use of stage for better taping; technical issues when taping; and questions about defining the position accurately enough and posting the position and job description.

New Business

- a. Out-of-State Field Trip – Barrymore Theatre, NY, NY.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the out-of-state field trip to Barrymore Theatre, New York, NY in the spring.

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

- b. Discussion of self-evaluation retreat in January.

Board members discussed: orientation for Mr. Pavlick; Ms. McMullin will arrange and Chair and Superintendent determining a date for a retreat.

Committee Reports

Curriculum, Programs and Personnel – none

Finance Committee- meeting on Monday.

Facilities and Technology – none

Town Facilities - Mr. Waugh distributed a copy of “Town of Litchfield – Invitation to Bid” document and reported that the committee met on the 24th and discussed the following: input from Mr. Bongiorno at the meeting; some passages eliminated from the bid document; meeting was open to the public; input from Chairman Buckley on the RFP; no need to preview report but promised a joint meeting with Board of Ed at 30%

and 70% mark through study; issues with presenting the exact numbers and class sizes for the RFP; issues with maintaining AP classes; excellence in programing; expected amount of work for consultant; and welcome input from Board.

Mr. Waugh reported on CABA Conference attended with Superintendent McMullin: input with Region 7; student needs; individuals trained at Mayo Clinic to deal with student issues; funding needs for parents when need to go beyond Social Worker at school; student treatment needs; and parent support from the school.

Board members discussed: training laypeople to respond first to serious student mental issues in school; first type of first aid; early interventions needed; input from Prevention Council; staff people trained in building; families are actually inhibited by their insurance; emergency services for teenagers; private practice or agencies; complicated issues with teenagers; some practitioners not so welcoming without insurance; adolescence issues; and input from Center for Youth and Family.

Policies

- a. New Policy – Policy # 1112 News Media Relationships – corrections made. Return for second reading at next regular BOE meeting.
- b. New Policy – Policy # 5131.7 Weapons and Dangerous Instruments – corrections made. Return for second reading at next regular BOE meeting.
- c. First Reading – Policy # 3541.1 Eligibility for School Transportation – return for second reading at next regular BOE meeting.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to move to Executive Session at 8:15 p.m. to discuss recommendation to hire.

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

Executive Session

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

Superintendent McMullin and Ms. Della Volpe were invited to attend.

Returned to public session at 8:18 p.m.

MOTION by Mr. Shuhi and seconded by Ms. Carr: to hire Kathryn Langlois as a Special Education teacher at Litchfield High School.

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

MOTION made by Mr. Bongiorno and seconded by Mr. Waugh: to adjourn the meeting at 8:20 p.m.

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

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