

LITCHFIELD BOARD OF EDUCATION
REGULAR MEETING
SEPTEMBER 16, 2015

DRAFT

A regular meeting of the Litchfield Board of Education was held on Wednesday, September 16, 2015, at 7:20 p.m. in the Litchfield Intermediate School Art room.

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

Absent was: Mr. Clock.

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

Policies

a. Second Reading – Policy # 1120 Board of Education Meetings

MOTION made by Ms. Carr and seconded by Mr. Waugh: to adopt Policy # 1120 Board of Education Meetings as amended.

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

Superintendent McMullin reviewed the following: need to adopt policy first before implementing the Regs later; need to sign in with name and address; Chair will sort by topics; Executive Session needed to discuss personnel and students; only adults say full name and address; students only say first name; 3 minute time limit; and clarify on new bus policy with respect to early release day to let office know now for who caretakers will be.

Approval of Minutes

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the minutes of regular meeting of August 12, 2015, with the following corrections: on page 3402 change “SPECIAL” to “REGULAR” on page 3403 under c. change “state” to State” and on page 3404 change “town” to “Town” wherever it is used and a proper noun.

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

MOTION made by Mr. Bongiorno and seconded by Mr. Falcetti: to approve the minutes of the special meeting of August 20, 2015, as submitted.

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

Approve Payment of Invoices

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to add to the agenda as III d. Approve the payment of FY 2015-16 invoices on Accounts Payable warrant dated 9/16/2015 in the amount of \$1,721.00.

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

MOTION made by Ms. Carr and seconded by Mr. Waugh: to approve the payment of FY 2015-16 invoices on Accounts Payable warrant dated 9/1/2015 in the amount of \$156,450.54; of FY 2015-16 invoices on Accounts Payable warrant dated 9/17/2015 in the amount of \$199,056.48; of FY 2015-16 invoices on Food Service warrant dated 9/17/2015 in the amount of \$846.00; FY 2015-16 Accounts Payable warrant dated 9/16/2015 in the amount of \$1,721.00.

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

Public Comment and Correspondence Communications

- a. STPC – none.
PTO – Ms. Stone introduced Dana Moore as co-president and reported: well attended Open House last Friday; local businesses participated; new fundraiser in progress; letters to parents sent; Oct. 6th first general meeting; new webpage to begin soon; candidats needed; PTO maintain webpage.
- b. Litchfield High School Student Council – Kayla Campanelli introduced Peter Wihbey, president of the Class of 2016 and other friends of the Student Council and reported on Student Council activities at the L.H.S. including making an appeal for cell phones as a senior privilege and providing a handout on “Senior Phone Privilege Contract” for Board review.
- c. Litchfield Prevention Council – Mr. Waugh reported: discussed student survey results with Superintendent; thoughtful questions; will have a table at all Open Houses outlining critical things they do.
- d. Other Public Comment
 - Kristi Morgan commented: on cell phone policy; and concerns with turn-overs in Special Education Services affecting students.
 - Courtney Shaggy commented: concerns over safety of students due to limited bus stops for OW Technical School students; would like son picked up and dropped off at home.
 - Ms. Carr commented: Academy students’ only 1 bus stop at L.H.S. and Wamogo.

e. Correspondence

- Letter from Mrs. Shaggy regarding bus policy.
- Letter from Mr. Sosnovsky regarding bus policy.
- Letter from Mr. Pellegrino regarding bus policy and cell phone policy.
- Email from Ms. Baker regarding amazing reception at Middle School Open House.
- Email from David Geiger regarding request that Board members attend future Board of Finance meetings.

Board members discussed: request from Board of Finance; invitation to attend BOE Finance Committee meetings to have ask questions and review; BOE is sharing financial reports with the Board of Finance on a monthly basis; question what Board of Finance still needs; the BOE wouldn't have a seat at Board of Finance meetings; a BOE rep's response to questions at BOF meeting may not be accurate; good to reach out to other Boards; Board of Finance cannot manage Board of Education funds only suggest percentage cuts; possible ex officio position can be created; and could be on Board's agenda.

f. Administrators' Report

- Ms. Mongeau reported: State reporting ongoing; IEP updates; 3rd audit report in progress; and advantages to IEP Direct.
- Ms. Turner reported: great opening; 2 additional pre-school students; students already settled in; Open House held; curriculum update tomorrow night; shuttle concerns; activities after school; and issues with Chartwells.
- Ms. Della Volpe reported: successful opening; students working well; college fair this evening with 86 colleges represented; night games Oct. 1, 2 & 3; and Grant received for \$22,450 to be used for Personal Financial Management Course.
- Ms. Kubisek reported: 7th grade parent activity on August 31st; ribbon cutting ceremony for opening of updated MS wing; Open House last evening; well prepared staff; MS PTO will start soon; Prevention Council conducted proposal to CPP for possible conferences for MS; teachers considering possible baseline testing for MS students; and school sports meetings held; MS students will use Impact software for concussion assessment.
- Ms. Murphy reported: commend staff and faculty for smooth opening; Open House last Thursday; presentation by staff; syllabi outlined; pick-up policy changed; mixed feedback; no more long lines waiting to pick up students; patterns changed and students are safer.
- Mr. Fiorillo reported: added warrant reviewed; year-end fund balance; Board of Finance; Minimum Budget Requirements (MBR); summer facilities projects; network specialist; new hires; donations; transportation; Green Team; upcoming items; State reporting completed last month; AFSME process for new technology hires; yearly audit in process.

Board members discussed: public works; capital budget; facilities issues; upgrades need to be budgeted; lines of demarcation; topics for Facilities and Technology Committee meeting; topics for Finance Committee meeting; need for school projects to be priority; process for work orders; define what goes to capital; and town opened the bids for the C.S. sally-port last night and awarded the contract.

Superintendent's Report

Superintendent McMullin distributed a handout and reported: grant received for "Investing and Personal Finance" course; Mr. Lok and Mr. Sherman applied; update to Curriculum Committee; laptop deployment taking place with 7th and 8th graders and 9th graders by Friday; new Dell tablets being unboxed for 10th, 11th; and 12th graders; chart with return rate on the RAUTs (Regulations for Acceptable Use of Technology is in the printed report); update on success of new bus dismissal policy at L.I.S.; Principals, Ms. Mongeau; Mr. Fiorillo; took FEMA NIMS training course and will be certified; and 220 responded to survey being offered.

Old Business – None

New Business

- a. **SBAC Testing Report**: Mr. O'Connell presented an overview of testing results and reviewed the following: Smarter; Balanced Test Results 2015; taken in Spring; only baseline info; no longitudinal data; Common Core Claims; ELA Claims; descriptions for grades 3-8 and 11; reading, listening, writing, research/inquiry; high expectations; Math Claim Descriptors for all grades; took the Common Core standards and condensed them into the claims; four level of achievements for ELA and Math; score bands = 4, 3, 2, 1; no middle level; overall results for grades 3-8 and 11; number of students participating; report by grades; results seem competitive in some areas but low in other; relationship to state and other districts; Smarter Balance Sample; handout "District Preparing Students for Success in Grade 8;" report includes comparing Litchfield to other districts and State; ranking among other school districts; Avon, Farmington consistently higher; Litchfield holds its own with other schools; results will be posted on website; CMT and CAPT Science results for past 3 years; Grade 5, Grade 8 and Grade 10 continue CMT this year; may be last year of CMT testing in Science; CAPT science compared with other school districts; number of top performers; testing report will be posted on website.

- b. **Out of State Field Trip** – Fantastic Festivals Music 5/6/2016 Music Department

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the Out of State Field Trip on 5/6/2016 Fantastic Festivals Music Competition/Adjudication, Northwestern Regional HS and Six Flags New England.

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

Committee Reports

Curriculum, Programs and Personnel - Ms. Fabbri reported that the Committee met and discussed the following: Ms. Kubisek presentation on MS conference schedule; Strategic Planning process; parent survey is on the webpage; need for ad hoc committee; goals based on Strategic Planning process; will use data points to set goals; Strategic Plan ended June 2015; gives clarity to goals; and goal setting process.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve forming an Ad Hoc committee for Strategic Planning.

Board members discussed: Superintendent McMullin will Chair; need community members and get members to join.

MOTION carried. Ms. Carr, Ms. Fabbri, Ms. Rosser, Mr. Bongiorno, Mr. Falcetti, Mr. Simone and Mr. Waugh voted in the affirmative. Mr. Shuhi voted in the negative. There were no abstentions.

Committee report continued: 11 new staff hired; substitute review; hired 4 for buildings; 12 on sub list; 10 per diem; handbook completed; interviewing for more subs; intern from U of Bridgeport; 2 at LIS and HS; 9 first year teachers; 2 second year teachers; reflection process; 2 reviewers; 5 in training; 10 mentors trained; upcoming items, AP Psych; World Language, Spanish issues.

Facilities and Technology - Mr. Bongiorno reported that the committee met and discussed the following: met with Len Fasano; auditorium needs new lighting; sound board replacement; improve auditorium over time; improve banks of microphones; plan for wireless deployment; C.S. sally port; LIS issues; and cost effective plan.

Ed Connection - Mr. Waugh reported: Danny Thibideau retiring this year; replacement needed.

Town Facility: define what charges for Board of Education and define needs study.

Green Committee: L.H.S. most efficient building; C.S. second and L.I.S. scored only a 19 out of 100.

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

Policies

- b. Second Reading – Policy # 5141.7 Student Sports – Concussion and Head Injuries

Litchfield Board of Education Regular Meeting, September 16, 2015

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve Policy # 5141.7 Student Sports – Concussion and Head Injuries as amended.

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

c. Second Reading – Policy # 6121 Nondiscrimination: Instructional Program

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve Policy # 6121 Nondiscrimination: Instructional Program as amended.

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

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to move to Executive Session at 9:05 p.m. to discuss Personnel.

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

Executive Session

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

Superintendent McMullin, Mr. Fiorillo and Ms. Mongeau were invited to attend.

Returned to public session at 9:07 p.m.

MOTION made by Ms. Carr and seconded by Mr. Waugh to hire Ms. Marna F. Murtha as Interim Director of Special Services at \$600 per day.

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

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to adjourn the meeting at 9:09 p.m.

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

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