

**REGULAR MEETING – CURRICULUM/PROGRAMS & PERSONNEL COMMITTEE**  
**Litchfield Board of Education**  
**Thursday, January 10, 2013, Central Office Conference Room, 6:30 p.m.**

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Meeting called to order at 6:30 p.m.

Members Present: Ms. Fabbri (chair), Ms. Rosser, Mr. Waugh and Mr. Falcetti.

Also present: Mr. Zaremski, Ms. Della Volpe, Ms. Murphy, Ms. Turner, Ms. O’Neill, Ms. Shuhi, Mr. Shuhi, Ms. Staffiere and Mr. Simone.

**Approval of Minutes**

MOTION made by Ms. Rosser and seconded by Mr. Waugh: to approve the minutes of the regular meeting of December 13, 2012 as written.

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

**Communications** – none

**Public Comment** – none

**New Business**

- a. Curriculum Update:
  - Math Curriculum – work over summer, developed units for Common Core, units partially completed. Kindergarten units written, Grades 1, 2, 3, and 4 are started but not complete, State of Connecticut recommends a curriculum not be purchased at this time, no money for programs are in budget, resource money and P.D. money are in budget, Grades 7-12 went by State’s suggested units, constantly evaluating, high school budget needs money for materials such as electronic books, seeking math teacher for L.H.S.
  - World Languages Curriculum – phasing out of French program is possible. Spanish grades 4, 5, 6, and 7 – started with French and Spanish, decided to concentrate on one language (Spanish), classes 40 minutes twice a week, presented Core Curriculum Scope and Sequence for grades 4, 5, 6, and 7.
- b. 1-to-1 and BYOD Initiatives Update – official policy adopted December 2012, Professional Development is primarily teacher led.

**Old Business**

- a. SEED Update – time consuming, starting observation process, district intent is filed with the State of Connecticut, working on observation forms.

- b. LIS Schedule – presented schedules for Grades 4, 5, and 6. Each grade has a special daily, specials are 40 minutes, Guidance and Health are not part of Specials schedule. They get 40 minutes per month per class.

**Curriculum Steering Committee Update** - none

**Personnel**

- a. Budget Proposal Discussion – replacing some positions of retiring teachers, supplemental skills at center, one high school English, one middle school Science, one high school Science and one high school Math.  
Reductions – 0.2 music, 0.4 French, 1 Kindergarten, 1 First Grade, 1 Speech Pathologist.  
New Positions – Tech Person, 0.4 Supplemental Skills at Center School.

**Future Agenda Items** – none

MOTION made by Mr. Falcetti and seconded by Ms. Rosser: to adjourn the meeting at 8:17 p.m.

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

Respectfully Submitted,  
Donald R. Falcetti