

**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**NOVEMBER 19, 2014**

A regular meeting of the Litchfield Board of Education was held on Wednesday, November 19, 2014, at 7:00 p.m. in the Litchfield High School Library Media Center.

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

Also present were: Dr. Pandiscio; Mr. Poole; Ms. Mongeau; Ms. Della Volpe; Ms. Turner; Ms. Kubisek; and members of the press.

**Presentation**

Casey Dunn, Vo-Ag teacher at Wamogo and three students, Mackenzie Joray, William Dooley, and Mary Wolstencroft presented a National FFA Organization power point including: blue ribbon award; classes offered; leadership development; classes in 9<sup>th</sup> and 10<sup>th</sup> grade; classes in 11<sup>th</sup> and 12<sup>th</sup> grade; areas of interest; veterinary science; natural resources; animas science; DEP input; plant science; mechanics; FFA events; SAE (Supervised Agricultural Experience); personal student experiences; FFA highlights; and leadership opportunities.

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to move to Executive Session at 7:12 p.m. to discuss a personal matter.

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

**Executive Session**

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

Dr. Pandiscio was invited to attend.

Open session resumed at 7:25 p.m.

**New Business**

- a. Recommendation to hire Superintendent of Schools

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to elect Lynn McMullin as its new superintendent of schools.

Ms. Carr read the press release that will be in the newspapers tomorrow.

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

### **Approval of Minutes**

- a. Approve the minutes of special meeting of October 9, 2014

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the minutes of the special meeting of October 9, 2014 with the following correction, Mr. Falcetti was present.

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

- b. Approve the minutes of the regular meeting of October 15, 2014

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve the minutes of the regular meeting of October 15, 2014 with the following corrections; Mr. Falcetti was present; and on page 3308 second line, change “need” to “needs.”

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

- c. Approve the minutes of the special meeting of October 29, 2014

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve the minutes of the special meeting of October 29, 2014 as submitted.

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

- d. Approve the minutes of the special meeting of October 30, 2014

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to approve the minutes of the special meeting of October 30, 2014 as submitted.

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

- e. Approve the minutes of the special meeting of November 5, 2014

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve the minutes of the special meeting of November 5, as submitted.

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

### **Approve Payment of Invoices**

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the payment of FY 2014-15 invoices on Food Services warrant dated 10/16/2014 in the amount of \$48,028; to approve the payment of FY 2014-15 invoices on Accounts Payable warrant dated 11/6/2014 in the amount \$286,856.72 and 11/20/2014 in the amount of \$251,783.78.

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

### **Public Comment and Correspondence Communications**

- a. STPC- none
- PTO- Ms. Stone reported: Oct. 29<sup>th</sup> fall festival; 500 attended; \$4,000 raised; Nov. 15<sup>th</sup> daughter dance; Nov. 12-15 LIS book fair; Dec. 2-4 CS book fair; PJ collection Nov. 14-15; \$500 donation made; and \$100 donation to bone marrow fund.
- b. LHS Student Council – none
- c. Litchfield Prevention Council – Ms. Garden reported: presentation from Jessica Wright from the McCall Foundation; survey help; funding survey; grand funding; survey used in Torrington; programs to follow survey results; identifying students; previous projects; \$4,000 raised; support from Ms. Della Volpe and Ms. Kubisek; sharing at faculty meeting; input from Board members; parent academies scheduled; input from Roy Tourtellotte and local detective; endorsing SERAC survey and participation from other organizations.
- d. Other public comment
  - Ms. Scozzafava, president of LEA commented on the superintendent search process and LEA not being included.
- e. Correspondence
  - A letter from Timothy Cook regarding sharing districts with Shepaug.
  - An email from John Tenney regarding compliance on parent teacher conferences at the middle and high school.
  - A letter from Stephen and Deborah Hanacak regarding praise for the school's national status but issues with dress code.
  - An email from Diane Wilson regarding Sandy Hook Promise, "take the next step."
  - An email from Susan Hoffnagle regarding Winchester students' interest in coming to LHS.

## f. Administrators' Reports –

- Mr. Poole reported – New expenditure report with projections form; and balance remaining; interviewing for Bette Wu replacement;
- Director of Special Services – 6 new special education students; and possible increased needs to manage IEP direct.

Board members discussed the following: difficulty in reading expenditure report; personnel changes including one tonight; tuition costs; and special education excess costs not included; after school education program grades K-6; library needs at L.H.S.; how students referred for special education; IEP Direct issues; data manager is busy; need for full time assistant for Special Services; budget issues; and M.S. play Thursday night and Friday night.

**Superintendent's Report**

## a. Personnel Update: resignation

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to accept the resignation of Christy Barrett, 7<sup>th</sup> grade language arts teacher effective November 21<sup>st</sup> of this year.

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

- b. Update student survey Dec. 11<sup>th</sup>; mailing sent out to all parents; will also do electronically and address students tomorrow.

**New Business**

- b. Budget Development Calendar - Board members reviewed the calendar of budget timelines.
- c. Capital Request Application/Status – Mr. Poole reported that the Capital requests have been submitted on time to the Board of Finance up to the 5<sup>th</sup> year out.
- d. 2015 Board of Education and Committee meeting schedules presented and discussed.

MOTION made by Mr. Bongiorno and seconded by Mr. Shuhi: to approve the Litchfield Board of Education meetings schedule for 2015 as submitted.

Board members discussed the following: December 12<sup>th</sup> should be the 14<sup>th</sup>; similar to last year; and Facilities and Finance switched.

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

- e. Education Specialist at LHS - Ms. Della Volpe discussed that we had the position for five years; need for library responsibilities; Library media person acts as teacher; teaches research skills; inquiry collaboration; need and I.A. to man the non-curricular desk; and need to support library.

MOTION made by Ms. Fabbri and seconded by Mr. Falcetti: to approve the Education Specialist at LHS.

Board members discussed: scheduling longer hours for library to be open; assistant needed for longer hours; issues with budget process; hiring done since passed budget; surplus is minimal; already hired 3 FTEs since passed budget; need to build into next year's budget; cost around \$15,000 for ½ year; issues with too many students staying after for sports; library will be another place for students to stay after school; possible use of volunteers for this purpose; extension of school day needs certified individual; need for student safety; and training individual for extension of academic day.

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

- f. Special Education Paraprofessional at LHS

MOTION made by Ms. Fabbri and seconded by Mr. Falcetti: to approve the Special Education Paraprofessional at L.H.S.

Board members discussed: 1 to 1 needed at C.S. borrowed from H.S.; long term to keep in the district; need for Special Education teacher that is not in the budget; special education teacher - \$35,000 for ½ year; \$15, 000 for assistant for ½ year; excess cost not included in budget yet; if go out of district then need to pay tuition; subs being used right now; excess cost approximately \$100,000; and last year \$130,000 was returned.

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 last Thursday and discussed: 5<sup>th</sup> grade teacher schedules; SRBI approaches and overviews; math program reviewed by Ms. Shuhi K-6; pilots used; CC standards used; rational for pilot; PD at Ed Conn for 7-12 math teachers; alignment with CC; budget projections for math pilot; need to evaluate pilot; no technology component in pilot; no good parent component in pilot; evaluate at end of year; My Math at CS with good technology

program and parent component; possible other math programs to try; carry over from K-6 and 7-12; possible pilot in HS; and competencies in math.

Facilities and Technology - Mr. Bongiorno reported that the committee met and discussed the following: changes to technology team; meets with minutes being held; power school specialist; update to power school; connect with IEP direct with possibly take year; phones in CS operating; red sky piece included; labeling and mapping for 911; glitches in phones taken care of; "Litchfield Pub" phone ID; can be confusing for response team; need to build technology plan with administration; need to simplify; lengthy discussion on BYOD; need to reexamine policy; BYOD difficult to maintain by technology department; cell phone issues; input from administrators; how to move forward; and new facilities manager issues.

Finance - Mr. Shuhi reported that the committee did not meet. The Board discussed the budget requests and updated capital submittal.

Mr. Waugh attended a CAFE conference and discussed: attended "Why Finland has best schools in world?" need to balance quality and equity; bilingual schools; students speak 4+ languages; spend on equity needs; give teachers more time to collaborate and less time to teach; need to collaborate more; bullying conference attended; and successful models examined.

Mr. Simone thanked Dr. Pandiscio and Mrs. Pandiscio for their efforts in the superintendent search.

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

## **Policies**

- a. Review – Policy # 5145.2 Freedom of Expression/Speech no change.
- b. First Reading – Policy # 5145.5 Sexual Harassment – substantial rewrite. – Return for second reading at next regular BoE meeting.
- c. First Reading – Form # 5145.5 Sexual Harassment.
- d. First Reading – Policy # 5145.71 Surrogate Parent Program – Return for second reading at next regular BoE meeting.
- e. First Reading – Policy # 5150 School-Family-Community Partnership – Return for second reading at next regular BoE meeting..
- f. First Reading – Policy # 6151 Class Size – new policy – Return for second reading at next regular BoE meeting.

MOTION made by Ms. Fabbri and seconded by Mr. Bongiorno: to adjourn the meeting at 8:40 p.m.

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

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