

**REGULAR MEETING – POLICY COMMITTEE**

Approved 5/19/2011

**Litchfield Board of Education**

**Thursday, March 17, 2011, District Office Conference Room, 6:00 p.m.**

A regular meeting of the Litchfield Board of Education Policy Committee was held on Thursday, March 17, 2011 at 6:30 p.m. in the District Office Conference Room.

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

Also Present: Dr. Wheeler, Mr. Simone, Ms. Della Volpe and Mr. Buccitelli

MOTION made by Ms. Rosser and seconded by Ms. Carr: to approve the minutes of the regular meeting of January 20, 2011.

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

MOTION made by Mr. Falcetti and seconded by Ms. Carr: to approve the minutes of the special meeting of Monday, February 28, 2011.

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

**Communications** – none

**Public Comment** – none

**Old Business** – none

**New Business**

- a. Policy # 4111/4211 Recruitment and Selection – changed heading to include “CONCEPT AND ROLES IN PERSONNEL AND PERMANENT PERSONNEL”. Administrative Regulation – correct heading as noted for the policy and in second paragraph after Top candidates add “will be” and after interviews add “, and”.
- b. Policy # 9500 Philosophy and Bylaws of the Board of Education – in section 4 voting was discussed. In section 5 add “If vacated prior to expiration of two (2) year period, at next meeting of the Board there shall be a vote to fill the vacated position in accordance with process set forth in Section 4.”
- c. Policy # 5127.1 Graduation Requirements – revise table with courses and credits and eliminate the two tables that list the elective courses.
- d. Policy # 5141.4 Independent Study – committee decided not to adopt this policy.

- e. Policy # 1212 – School Volunteers – new policy, regulation and form.
- f. Policy # 3524.2 Green Cleaning Program – new policy and regulation.
- g. Policy # 4111.4 Administrative Vacancies – in the last sentence of the policy remove the word “still”. New Administrative Regulation.
- h. Policy # 2110 Superintendent of Schools – reviewed per Board’s request and no other language changes required at this time. Send back to Board for second reading.
- i. Policy # 3323 Bid Requirements – remove last sentence from second paragraph, add section on Waivers, and add the following paragraph “The Superintendent of Schools or his/her designee shall be authorized to determine when a formal bidding process should be followed in lieu of the seeking of quotes or informal bids. The Superintendent of Schools will inform the Finance Committee when a formal bid is being sought.

MOTION made by Mr. Falcetti and seconded by Ms. Rosser: to adjourn the meeting at 8:25 p.m.

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

Respectfully Submitted  
Donald R. Falcetti  
Board of Education