

**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**MARCH 2, 2016**

Approved 3/16/2016
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A regular meeting of the Litchfield Board of Education was held on Wednesday, March 2, 2016, at 7:00 p.m. in the Litchfield Intermediate School Art Room.

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

Also present were: Superintendent Mc Mullin; Mr. Fiorillo; Ms. Kubisek; Ms. Murphy; Ms. Turner; the press and members of the public.

**Approval of Minutes**

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve the minutes of the regular meeting of February 3, 2016, and special meeting of February 17, 2016, with the following corrections: on page 3464 change “Mr. Stores to Mr. Storrs,” on page 3465 change “Superintend to Superintendent,” on the bottom of the page; on page 3466 the middle of the large paragraph remove “the4,” on page 3468 under Finance change “pay payment” to “make payment,” on page 3469 under d. eliminate the words “no changes made,” on page 3472 in first paragraph change “2015 to 2016,” and in the first motion, add “Ms. Carr and Mr. Pavlick voted in the negative.”

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

Mr. Bongiorno arrived at 7:05 p.m.

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to add to the agenda a discussion of III d. invoices for 3/4/16 for \$3,941.00.

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

**Payment of Invoices**

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: approve the payment of FY 2-15-16 invoices on Accounts Payable warrant dated 2/18/2016 in the amount of \$63,002.58; on Accounts Payable warrant dated 3/3/2016 in the amount of \$260,599.89; on Food Service warrant dated 3/3/2016 in the amount of \$40,826.44; and on Accounts Payable warrant dated 3/4/2016 in the amount of \$3,941.00.

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

Board members tabled item VII. f.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to add to the agenda VII g. a discussion of a request for changes in Special Services Legal Representation.

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

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

- a. STPC – none.  
PTO – Ms. Stone reported: April 2<sup>nd</sup> Joanne McCormick memorial race; community based activity; March 11<sup>th</sup> “Boys Night Out,” use of large gym at LHS; LIS Book Fair during conferences and one night for parents; and plans in the work for Teacher Appreciation in May.
- b. LHS Student Council – none.
- c. Litchfield Prevention Council – Ms. Garden reported; Project Purple Club updates; Friday Fun Day occurred; over 60 students attended; helpful input from Ms. Murphy; speaker, Tim Walsh, Executive Director of Newport Academy; Tuesday the 8<sup>th</sup> at 7:00 p.m.; decision to have him speak based on survey results; “Courage to Speak” takes place on April 4 and 5; invited MS students from Wamogo but they decided not to participate; Board members suggested seeking funding or supplies from other organizations for Friday fun nights.
- d. Correspondence
  - Thank you note from Ms. Kubisek for Edible Arrangement for her recovery from surgery.
  - Mr. Waugh thanked Ms. Murphy and staff for CT Reading Day where a book was read about Frederick Douglas; teaching diversity and providing students with new knowledge and perspective.
- e. Administrators’ Reports
  - Ms. Turner reported: Dr. Seuss Day today; high school students came to read; did writing activity; CS Book Club stated with whole school community reading *Charlie and the Chocolate Factory*; AOK Club from High School to visit to read with students; decorations put up by Ms. Shuhi and teachers to enhance the school; looks like the book’s chocolate factory.
  - Ms. Kubisek reported: “Courage to Speak” event coming up; community night - extended invitation to Wamogo for this.
  - Ms. Murphy reported: 5<sup>th</sup> grade activity on March 24<sup>th</sup>; CT Read Aloud Day Feb. 10<sup>th</sup>; guest readers attended; thank LEF for \$1,400 grant to sponsor “Light Up Litchfield;” community-wide event on April 8<sup>th</sup>; supports autism awareness.

**Superintendent's Report**

Superintendent McMullin shared the proclamation of the Connecticut State Department of Education in recognition of National School Board Month; thanking the Board for their volunteerism and distributing "BOE themed" chocolate candy bars to each.

**Old Business** – none**New Business**a. Approval of Education Connection Technology Grant

Ms. Cook reported: grant opportunity fell into our lap; \$8,000 Seherr-Thoss grant offered to pre-school; 8-10 iPads; parents need to participate in a workshop if they wish their child to bring home an iPad with the Fuel apps on it for use at home; programs and apps are appropriate; we retain ownership of the devices; aligns with early learning readiness; reinforce learning as the proper use; supports educational goals; timing is that they arrive end of March beginning of April.

MOTION made by Ms. Carr and seconded by Mr. Clock: to approve the Education Connection Technology Grant as presented.

Board members discussed: iPads might be more for kids than parents; issues with early brain development while using devices; input from American Academy of Pediatrics; teaching parents how to use; multi-media use; number of iPads at CS; security issues; safe environment; possible policy issues; similar agreements as high school contracts; aligning at-home use with present in-school uses; locked with user name; and need to add to Facilities & Technology agenda for future update once they arrive and are in use.

MOTION carried. All votes were in the affirmative; there were no abstentions.

b. LEED document approval

Superintendent McMullin reported that the Teacher Evaluation (LEED) document is in now in CSDE compliance.

MOTION made by Mr. Bongiorno and seconded by Ms. Carr: to approve the LEED document as submitted.

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

- c. Green Team Update
- d. Lighting Retro Fit Proposal

Mr. Fiorillo reported: presented to Board of Finance; members on the Green Team; input from Eversource; input from community members; they meet every 2 weeks; mission to reduce energy consumption; benchmark audit of efficiency of all town buildings; portfolio management required entering data for oil bills, electricity charges for five years; true benchmark; modify program over time; issues with energy rating; LIS full audit was done in Nov. 2015; recommendations came from audit review; 3 additional independent audits; fixed charges on lighting; municipal action plan; 3 separate cost proposals; cost to retrofit buildings for interior, not exterior, lighting; another estimate would provide comprehensive calculations; return on investment would be 4 years; energy savings after that; even in first year is cost neutral; savings is used to pay for the lighting change; see actual savings after 4 years; savings pay for cost of program; used this company before in another job; did produce real dollar savings; and this decision involves the entire town, not just BOE.

MOTION made by Mr. Bongiorno and seconded by Mr. Clock: to approve the Green Team Update and the Lighting Retro Fit Proposal as presented.

Board members discussed: issues with contract with vendors; input from the Facilities Committee; done a lot in schools; initial audit on school buildings; town annex not included in this agreement; and some exterior lighting has already been replaced recently in a similar program.

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

- e. Shared Services Agreement

Mr. Fiorillo reported: food services agreement; vendor contracts could stay the same; dietary concerns; subsidized concerns; move in a self-op direction; need for a shared food services director; costly for just Litchfield a small district to go out on its own; need for shared services agreement with Plymouth and Wamogo; attached copy of the agreement for Board; contract for food service director with Plymouth and Wamogo; big responsibility with 11 schools, but than current with 22 schools; issues with menu planning; expansion of the concept of sharing services with community, as with oil bid; and food services is the largest non-teaching contract.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the Shared Services Agreement as presented.

Board members discussed: position of food services director; the proposed contract was sent out 2 weeks ago; employees benefits issues; office space issues; are there cost savings; some

increase initially when Chartwells pulls out, such as equipment purchases; goal is to break even for food services; issues with providing good food; takes about two years to see break-even point; food service loses money now; merger will share cost of manager; eliminate current management fee; \$70,000 to \$80,000 cost for position; Litchfield obligated for 1/3 cost; need for quality person in manager position; try to retain food service personnel already working in the system; will have option to stay on; concerns with some of vendors; in charge of own staffing; issues with insurance and benefits shared; share of the manager will be based on population as of October 1st of next year; among the three districts this is the fairest allocation; retirement plan and 401k issues will be with Litchfield, but included in the allocation; and total salary and compensation divided by number of pupils on October 1.

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

- f. Reorganization of Supplemental Skills: Math Position: Tabled
- g. Request for Change in Special Services Legal Representation

Superintendent McMullin reported: Ms. Haggard requests hiring her own attorney to work on Special Ed issues; will save money in the long run; proposed lawyer has 19 years of experience; less expensive use of paralegal support; astute in Special Ed law; familiar with the work of the opposing lawyers; fewer researched-based hours; lots of experience with Special Ed issues and law; and stronger presence at the table.

MOTION made by Mr. Clock and seconded Mr. Pavlick: to approve the request for change in Special Services legal representation as presented.

Board members discussed: cost benefits analysis; paralegal rate; per diem as needed; confident will save money; quality of representation; hours more efficient; working opposite other attorneys needs special education expertise; more fiscally responsible; issues with Special Ed costs rising; and better for negotiating at the PPT table.

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

### **Committee Reports**

Curriculum Programs and Personnel – none

Facilities and Technology – none

Finance - Mr. Shuhi reported that the committee met on Monday and discussed the following: hiring a Special Ed attorney; Green Team progress; retro fit lighting proposal;

budget workshops meetings; budget discussion continues on March 14<sup>th</sup>; Board of Finance has their books; and monthly budget update.

### **Policies**

a. Second Reading – Bylaw 9010 Limits of Authority

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve Bylaw 9010 Limits of Authority as presented.

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

### **Committee Reports - continued**

Ed Connection - Mr. Waugh reported: hired Dr. Jeffrey Kitcher; start in April; push for food service and Special Education; and sharing transportation.

Facilities Committee - Mr. Waugh reported: walk through complete; only one firm bid, Fletcher Thompson; going out to bid again; discussion about what to ask for; building study issues; going back out to bid will delay the report.

Scholarship Committee - Mr. Waugh reported that the committee has set dates for the interview process.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to move to Executive Session at 8:20 p.m. to discuss personnel matter.

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

### **Executive Session**

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

Also invited to attend: Superintendent McMullin

Returned to public session at 9:18 p.m.

MOTION made by Ms. Carr and seconded by Mr. Waugh: Move that pursuant to Connecticut General Statutes Section 10-151, the Litchfield Board of Education non-renew the teacher contracts discussed in Executive Session at the end of the 2015-2016 school year as

Litchfield Board of Education Regular Meeting, March 2, 2016

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recommended by the Superintendent of Schools and ratify adopt and accept the Superintendent's determination that the contract be non-renewed.

Further move that the Superintendent of Schools be directed to communicate this action of the Board in writing to the above-named teachers and that the Superintendent of Schools be authorized to respond on behalf of the Board of Education to any requests for a hearing, if required by law, or for other data which may be forthcoming from the above-named teachers and/or his/her representative pursuant to applicable provisions of Connecticut General Statute 10-151; and further move that the Superintendent be directed that any response to a request for a hearing, if a hearing is required by law, indicate that such hearing is to be before the Board of Education.

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 9:20 p.m.

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

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