

**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**MARCH 20, 2013**

A regular meeting of the Litchfield Board of Education was held on Wednesday, March 20, 2013, at 7:00 p.m. in the Litchfield High School Library/Media Center.

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

Also present were: Dr. Wheeler; Mr. Lathrop; Mr. Zaremski; Ms. Della Volpe; Ms. Murphy; Ms. Turner; and members of the public.

Mr. Simone announced that the Board of Finance approved the Board of Education budget on Monday and April 24<sup>th</sup> is the public hearing with a town meeting tentatively set for May 8<sup>th</sup>.

**Approve Minutes**

MOTION made by Ms. Carr and seconded by Mr. Shuhi: to approve the minutes of regular meeting March 6, 2013 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 payment of invoices for 2012-2013 as required.

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

**Public Comment and Correspondence**

- a. STPC – no report.  
PTO – Ms. Moore reported: reminder of 3<sup>rd</sup> annual Joanne McCormick Road Race – Saturday, April 6<sup>th</sup> at 11:00 a.m. at L.I.S. campus.
- b. LHS Student Council – Kapri Pitz, Emily Andrulis, Madeline Bove and Jack Zinn reported on the Student Council activities including the recent Leadership Conference attended by 12 members, at which L.H.S. won an important award.
- c. Other public comment –
  - Ms. Morgan commented – concerns about World Language cut at LIS; concerns about attracting new families to Litchfield; problems with getting programs back

into budget if cut; Board of Finance recommendation could have room; and need to revisit budget.

- Mr. Batistte commented – input from Economist Magazine regarding World Language needs; need money for education and not a new town hall.
- Mr. Cuglar commented – Board as fiscal stewards; some cuts due to lower enrollment; increase the budget slightly to cover World Language and let public have a chance to vote before cut; World Language benefits knowledge in English and need to revisit program to make it stronger before make cuts.
- Ms. Moore commented – library book budget included e-books to align with new technology for students, staff and for teaching tools; books for Common Core State Standards; technology needs to be funded, so does library; difficult to make up difference over budget year; and 40% of library budget for e-books.

d. Correspondence

- A letter from Mr. Roy, World Language Coordinator discussing concerns regarding Boards decision to eliminate World Language at LIS.
- Mr. Waugh reminded the Board of the Litchfield Scholarship Committee interviews to be held on April 29<sup>th</sup> and 30<sup>th</sup> with awards on June 11<sup>th</sup>.

e. Administrators' Report

- Mr. Zaremski reported: during most recent 19 days: 26 PPTs; 16 in district; 1 referral; 2 eligibility; consultation meetings; plans for next year.
- Ms. Turner reported: CMT makeups; and family art night tomorrow night at 6:00 p.m.
- Mr. Lathrop reported: fiscal report, "BOE Expenditure Report 2012-2013"; acquisition of technology for this year and next, "Technology Implementation Status Report."
- Ms. Della Volpe reported: thanks to Ms. Johnson and Ms. Kubisek for chaperoning Student Council field trip; TSA club holding blood drive March 27<sup>th</sup>; helps eligibility for scholarship.
- Ms. Murphy reported: CMT test window makeups; next Wed. at 6 p.m. L.I.S. Science Fair.

### **Superintendent's Report**

- a. SMART Board Presentation: Ms. Turner presented SMART Board Lessons from C.S. Ms. Murphy presented SMART Board Lessons from L.I.S. Dr. Wheeler thanked the Board and Capital Committee for the SMART Board purchases.
- b. Parent Surveys – as part of the educator evaluation pilot surveys to be emailed in April; funded by State DOE; encourage parents to complete.

Board members discussed: feedback on schools but not individual teachers; possible student survey; whole school indicator chosen this year; standardized test results; alignment with SEED; design specifically for Litchfield; look at aggregate outliers; systems to use for data.

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c. Personnel Update –

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve Amy Bainbridge for position of Spanish Teacher at LHS, replacing Diana Melendez who resigned from that position.

Board members discussed the following: effective immediately; hired late in summer; and Department Chair usually participates in interview process.

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

**Old Business** – none

**New Business**

- a. Receipt of and Action Upon Recommendation of the Superintendent of Schools Concerning the Institution of Teacher Non Renewals Pursuant to Connecticut General Statutes # 10-151.

In my capacity as Superintendent of Schools, I recommend that the Board of Education non-renew the teaching contract of

<b>Center School</b>	<b>Intermediate School</b>	<b>High School</b>
Emily Bernard	Krista Beyer	Gabriel Alejandro Alvarez
Erin Butler	Jose Cerra	Shoshana Armington
Elizabeth Chalker (LTS)	Rebecca Duquette	Amy Bainbridge
Sarah McHugh	Heidi Lechich	David Constant
Kimberly Roe	Melissa Michaud	Ernesto Davila
	Mark Obolewicz	John Kassay
	Adam Piechowski	James Parker
	Paul Sanborn	<b>Peter Perkins</b>
	Kimberly Thompson	Kerri Petti
	<b>Caitlin Van Stone</b>	Francesca Rivellini
		Michael Roy
		Alexander Schwartz
		Jeffrey Sherman
		<b>Debra Staffiere</b>

at the end of the 2012-2013 school year in accordance with the provisions of Connecticut General Statutes Section 10-151, and that the Board accept, adopt and ratify my determination that these contracts be non-renewed.

I am making this recommendation for the following reasons, any one or all of which I view to be sufficient basis for the commended action:

Budgetary concerns, fiscal problems, student enrollment status, concerns about State financial aid, staff reorganization, administrative recommendation, classroom performance, and other due and sufficient cause.

You should know that the above-named teachers have been advised prior to this meeting that I intended to make this recommendation; and, if the Board takes action, the teacher has the right under Connecticut General Statutes Section 10-151 to request the reasons for the Board's action to non-renew his/her contract of employment and that further, depending upon those reasons, may be entitled to a due-process hearing to consider the Board's decision to non-renew the contract of employment.

I also recommend that I be authorized and instructed to communicate notice of this action in writing to the affected parties and to respond for the Board to any appropriate requests which may be forthcoming from the teacher or his/her representatives as provided in the Teacher Tenure Law.

MOTION made by Ms. Carr and seconded by Mr. Waugh: to move that pursuant to Connecticut General Statutes Section 10-151, the Litchfield Board of Education non-renew the teacher contracts of Emily Bernard, Erin Butler, Elizabeth Chalker (LTS), Sarah McHugh, Kimberly Roe, Krista Beyer, Jose Cerra, Rebecca Duquette, Heidi Lechich, Melissa Michaud, Mark Obolewicz, Adam Piechowski, Paul Sanborn, Kimberly Thompson, Caitlin Van Stone, Gabriel Alejandro Alvarez, Shoshana Armington, Amy Bainbridge, David Constant, Ernesto Davila, John Kassay, James Parker, Peter Perkins, Kerri Petti, Francesca Rivellini, Michael Roy, Alexander Schwartz; Jeffrey Sherman, Debra Staffiere at the end of the 2012-2013 school year as 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. Mr. Shuhi abstained.

- b. Request from classification review committee to add stipend position to extra pay list - Dr. Wheeler presented the request from the Classification Review Committee to remove (HS) designation from Drama Producer and Drama Music Director; and a letter from Mr. Porri requesting for inclusion an Official Activity for 2013-2014 Budget.

MOTION made by Mr. Waugh and seconded by Ms. Carr: to approve the recommendation to change designation so that it includes MS and HS drama producer and drama music director.

Board members discussed: two positions for H.S. and two positions for M.S.; category D=\$2,550 each; need to include in a budget; possibly consider 7-12 play; 80 participants last year in M.S.; 40 participants in H.S.; funds can come from some chairs that are not filled.

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

### **Committee Reports**

Curriculum Programs and Personnel - Ms. Fabbri reported that the committee will meet next week.

Finance, Facilities & Technology - Mr. Bongiorno reported: technology equipment location; type of tech purchases; SMART Boards; schedule out for next 4 years; shift equipment schedule; computer labs use; wireless status; site survey data not supplied; need specifications; bandwidth not in system; \$7,500 invoice being held; new bid specifications; encumbered until June 30<sup>th</sup>.

Mr. Shuhi reported: financial report from Mr. Lathrop; issues with recording Board meetings; picture quality and sound; possibly going live; Cablevision input; possible cloud storage; streaming video; ways of accessing broadcasting.

Policy – did not meet this month.

### **Policies**

- a. Second Reading – Policy # 3110 Budget

MOTION made by Ms. Carr and seconded by Mr. Shuhi: to approve Policy #3110 Budget as corrected.

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

b. Second Reading – Policy # 3326 Paying for Goods and Services

Policy #3326 Paying for Goods and Services has no corrections and is already existing policy.

c. Second Reading – Policy # 4126 Consultants

MOTION made by Ms. Carr and seconded by Mr. Waugh: to approve Policy #4126 Consultants as corrected.

MOTION failed. Ms. Carr, Ms. Rosser and Mr. Waugh voted in the affirmative. Mr. Bongiorno and Mr. Shuhi voted in the negative. Ms. Fabbri and Mr. Falcetti abstained.

Policy will go back to Policy Committee.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to adjourn the meeting at 9:00 p.m.

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

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