

**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**AUGUST 12, 2015**

A regular meeting of the Litchfield Board of Education was held on Wednesday, August 12, 2015 at 7:00 p.m. in the Litchfield High School Library/Media Center.

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

Absent was: Mr. Clock.

Also present: Superintendent McMullin; Mr. Fiorillo; Ms. Mongeau; Ms. Della Volpe; Ms. Kubisek; Ms. Murphy; Ms. Turner and members of the public.

MOTION made by Ms. Carr and seconded by Mr. Shuhi: to correct the agenda under IIa. from August 12, 2015 to July 29 2015.

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

**Approval of Minutes**

MOTION made by Ms. Carr and seconded by Mr. Waugh: to approve the minutes of the July 29, 2015 special meeting with the following corrections: on page 4496 under "discussion," change "correspondence" to "writers of letters to the Superintendent;" change "voters" to "votes" within all motions where needed and on page 3399 and 3401 change "Mr. Shuhi abstained" to "Mr. Shuhi recused himself."

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

**Approve Payment of Invoices**

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the payment of FY 2014-15 invoices on Accounts Payable warrant dated 8/5/2015 in the amount of \$100,139.83 and FY 2015-2016 invoices on Accounts Payable warrant dates 8/13/2015 in the amount of \$83,074.60.

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

**Public Comment and Correspondence**

- a. STPC – none.  
PTO – none.
- b. LHS Student Council.
- c. Litchfield Prevention Council – Mr. Waugh commented: meeting with State representatives in charge of drug prevention; agenda for school year established; and presentation of synthesis of report received from the survey results; Council has asked Ms. McMullin to present survey results again; Ms. McMullin agreed to do so.
- d. Other Public Comment – none.
- e. Correspondence
  - Thank you note from Mr. Falcetti.
  - Email from Ms. Carr regarding issues for start time for schools.
- f. Administrators' Report
  - Ms. Mongeau reported: received letter from the State regarding notification of first cohort for parent survey; State wants to know how we will publicize this and post on the website.
  - Ms. Turner reported: Kindergarten registration up 4 but lost a few; enrollment at 59; question asked by Mr. Waugh about state report on Grade 3 being discouraging; Ms. Turner described issues with SBAC testing for 3<sup>rd</sup> graders; keyboarding issues; not afraid of computers; no time limit; and their ability to respond; we have no results yet.
  - Mr. Fiorillo reported in outline including: Town of Litchfield; Facilities; Finance; Food Services; Information Technology; Certification Update; and a copy of the “Resolution Establishing A Town Facilities Committee and Mission,” dated July 21, 2015.
  - Ms. Della Volpe reported: 11<sup>th</sup> grade Smarter Balance testing possibly replaced with SAT and ACT testing; issues with College Board; CT request that the SAT replace SBAC; newer version of SAT; taken during school day; modify test for Special Ed needs; and issues with SAT tests not being used by colleges any more.
  - Ms. Kubisek reported: thank you for helping in the move to LMS.
  - Ms. Murphy - none.

**Superintendent's Report**

Superintendent McMullin reported: two day retreat at Litchfield Inn with administrators; presentation from Jamie Terry; discussion on teams; budget; power school updates; emergency plan updates; thanks to Board for time out of school for retreat; 2 key topics, mission and vision; teacher evaluation; need to get story out to public; not happy with BZ or Waterbury Republican; evaluation process updated; dissected problems; web page delayed to November; scrapped what had been done; need to start over; need for designer; impressive to community; L.M.S. sign is up; L.H.S. sign is knocked down; input from Facilities Manager to replace; hiring almost

complete; need one 5<sup>th</sup> grade teacher; one Special Ed teacher; 2 assistants; sub pool updated; and thank you to Board for patience and understanding.

**Old Business** – none

**New Business**

- a. Facilities update – Len Fasano hired as Facilities Manager; landscaping issues; nurses office issues; sewer pipes; gym floors not ready until Sept. 15<sup>th</sup>; hope this doesn't create a problem for college fair night; sidewalk height issues with CS; Woodruff paving not scheduled until October/November; dangerous step down for students; bus door opening issues with high sidewalks; possible staff member at each bus; parameters for MS changes; agreeable with changes and cheaper for Town.

Board members discussed: paving issues for Woodruff; condition of facilities were horrific before Town took over; use caution when discussing status of facilities; bidding process issues; changes in L.M.S. brought up too late in year; sidewalks in Capital budget; planning short-sighted; need priority of jobs; look at bigger picture; complaints about sidewalks started 9 years ago; timeliness not to be applauded; issues with what Town states; harder to get stuff done than ever; issues if voted again to have Town do maintenance probably not pass; issues with L.I.S. interior steps not done but will monitor; need to coat steps; communication not efficient; need to schedule and sign off on things; need evidence-based items; need to show proof if want to change managing schools; input from Facilities and Technology Committee; need dates for completion; Town not hiring contractors; long-term maintenance problems good with Town; funding done by Town; schools not first priority; need to look through the school perspective; more timely manner; need data to follow up on; possibly hold funds; third-party contractors' issues; at L.C.S. 2 doors not enter only exit; leak in room 600 needs a gutter; how to communicate efficiently; flooring needs at L.I.S. seems to be off the list; need for better documentation; need to review every two weeks; no issues with Public Works doing work; breakdown in communications; need to work closely with facilities manager; issues with verbal POs; issues with opening the MS in a few weeks; new phone number; HS sidewalk moving quickly; completion of quite a bit of work; issues with enough hired personnel; Town needs more staff; issues with part-time janitorial staff; contractor issues; bathroom conditions are next to be addressed; process of going through Mr. Healy and/or Mr. Paul; budget issues; maintenance first, improvements second; Town approves capital budget issues; paying for MS but can't get it done in timely manner; easier to get projects done if Board budgets maintenance; permits and zoning issues with Town; document our needs to Town; possible vote to not continue under Town for maintenance; specifications of memorandum of understanding; and need to revisit in December.

b. Resignation – Grade 3 teacher.

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to accept the resignation of Alisa Patasuis, third grade teacher, effective the beginning of the school year.

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

c. Resignation – Special Education Teacher

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to accept the resignation of Francesca Rivellini, Special Education teacher; effective immediately.

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

**Committee Reports**

Facilities and Technology - Mr. Bongiorno reported that the committee met and discussed the following: wireless plan for math program in LIS and CS; cabling and scope of cable.

**Policies**

- a. First Reading – Policy #1120 Board of Education Meetings – return for second reading at next regular BOE meeting.
- b. First Reading – Policy # 5141.7 Student Sports –Concussion and Head Injuries – return for second reading at next regular BOE meeting.
- c. First Reading – Policy # 6121 Nondiscrimination: Instructional Program – return for second reading at next regular BOE meeting.
- d. First Reading – Policy # 6164.11 Drugs, Tobacco, Alcohol – policy reviewed.
- e. Second Reading – Policy #1212 School Volunteers

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve Policy # 1212 School Volunteers as amended.

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

- f. Second Reading – Policy #5118.2 Enrollment of the Children of Non-Resident Certified and Non-Certified Staff – new policy

Motion made by Ms. Carr and seconded by Mr. Bongiorno: to approve Policy # 5118.2 Enrollment of the Children of Non-Resident Certified and Non-Certified Staff as adopted.

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

g. Second Reading – Policy # 5131 Conduct – new policy

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to approve Policy #5132 Conduct as adopted.

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

h. Second Reading – Policy # 5131.1 Bus Conduct – new policy

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve Policy # 5131.1 Bus Conduct as adopted.

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

i. Second Reading – Policy # 5131.8 Cell Phone/Electronic Devices Policy

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve Policy # 5131.8 Cell Phone/Electronic Devices Policy as amended.

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

j. Second Reading Policy # 6153 Field Trips

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve Policy # 6153 Field Trips as amended.

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

MOTION made by Mr. Carr and seconded by Mr. Bongiorno: to move to Executive Session at 8:20 to discuss student issue; Dean of Student personnel update; and recommendations to hire.

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

### **Executive Session**

Present were: Mr. Simone, Chairperson; Ms. Carr, Ms. Fabbri, Ms. Rosser, Mr. Bongiorno, Mr. Falcetti, and Mr. Waugh.

Mr. Shuhi recused himself.

Ms. McMullin, Ms. Della Volpe, Ms. Kubisek, Ms. Murphy, and Ms. Turner were invited to attend.

Returned to public session at 8:56 p.m.

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to hire Mr. Bucci as Art teacher at L.I.S./L.M.S./L.H.S.

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

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to hire Ms. Nichols as 2<sup>nd</sup> grade teacher at Litchfield Center School.

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

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to hire Ms. Frank as Speech and Language Pathologist for the district.

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

MOTION made by Mr. Falcetti 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