

**REGULAR MEETING – CURRICULUM/PROGRAMS & PERSONNEL COMMITTEE**  
**Litchfield Board of Education**  
**Thursday, September 10, 2015, Central Office Conference Room, 6:30 p.m.**

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Meeting called to order at 7:10 p.m.

Members Present: Ms. Fabbri (chair), Ms. Rosser, Mr. Falcetti, and Mr. Waugh  
Also present: Ms. McMullin, Ms. Kubisek, Mr. O’Connell and Mr. Simone

**Approval of Minutes**

MOTION made by Mr. Falcetti and seconded by Mr. Waugh: to approve the minutes of the regular meeting of July 9, 2015 as written.

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

**Communications** - none

**Public Comment** – none

**New Business**

- a. L.M.S. Conference Schedule: Proposed two afternoons and two nights, January 22-26, 2016; Ms. Kubisek will present concept to BOE.
- b. SBAC Result/Report 2015: Based on Common Core claims: Reading, Listening, Writing, and Research Inquiry. Math: Concepts & Procedures, Problem Solving and Data Analysis, and Communicative Reasoning.

Four levels of achievement for language and four for math. Committee reviewed sample reports and parent guides.

CMT/CAPT Science Tests – results of past 3 years consistent.

- c. Strategic Planning Process: Form an Ad Hoc Committee involving parents and community members.

**Old Business** – none

**Curriculum Update** - none

**Personnel**

- a. New Staff Review - resignations presented at Special BOE meeting previously and new staff hired.

**Personnel**

- b. Substitute Pool Review: Each school has one permanent substitute; about 10 per diem subs in our pool; working on handbook for substitutes.
- c. Interns Review: Fall - Center (2), LIS (1) and LHS (1)
- d. TEAM Update: Nine 1<sup>st</sup> year participants and two 2<sup>nd</sup> year participants. Currently have 30 trained mentors; currently have two trained portfolio readers; adding three more trained readers.

**Future Agenda Items**

- a. World Language – future goals and sequencing/assessment for 6<sup>th</sup> grade.
- b. AP Psychology Curriculum
- c. Parent satisfaction survey results
- d. Superintendent goals

MOTION made by Mr. Falcetti and seconded by Ms. Rosser: to adjourn the meeting at 7:58 p.m.

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

Respectfully Submitted,  
Donald R. Falcetti