

LITCHFIELD BOARD OF EDUCATION
SPECIAL MEETING
JULY 17, 2017

DRAFT

A regular meeting of the Litchfield Board of Education was held on Monday, July 17, 2017, at 6:00 p.m. in the Central Office Conference Room.

Present were: Mr. Simone, Chair: Ms. Carr; Ms. Fabbri; Ms. Stone; Mr. Bongiorno; Mr. Falcetti; Mr. Pavlick and Mr. Shuhi.

Absent was: Mr. Clock

Also present were: Superintendent Turner; Mr. Fiorillo; Ms. Haggard; Ms. Della Volpe; Mr. Pascento; the press and members of the public.

New Business –

a. Dean of Student Position -Superintendent Turner and Ms. Della Volpe presented the following: handout, “Litchfield Educator Evaluation and Development (LEED) Program”; “Litchfield High School- Leadership and Management Responsibilities;” part of Administration in budget; graphic including deadlines, 10 first and second year staff; 30 third year staff; goal setting; mid-year conference; 23 hours, 20 during the day; number evaluated; timing for complete evaluation; done within 72 hours; 3 weekly meetings every week; can’t be interrupted or cancelled; student intervention meetings; guidance meetings weekly; regular meetings with Superintendent; teacher prep time needed; deadline issues; some can’t be done after school hours; new staff before Feb.1st for 2nd evaluation and by April 1st for 3rd evaluation; Dean has LHS staff Ms. Kubisek has LMS staff; LEA issues; need to be administrator; difficulty for teacher to take on responsibly; scheduling conflicts for teachers; need to prep for evaluation; discipline and attendance issues; policies covered; athletics needs; conferences needed; Friday night games need administrator; under lights game; evaluations for coaches; preseason meetings; handbook update; oversee Berkshire league meets; sign checks for officials, scorers and timekeepers; awards needs; school counseling needs; master schedule; program of study; student transcript; flextime; intervention and action plans; Legacy Program; graduation program; Thanksgiving baskets; clubs and organization; space within day; all take administrative input; need to fill out state forms; and staff wants to keep position.

Board members discussed: what was done before Dean of Students support; possible staff with 092 to help evaluate; compensation for teacher to cover; done in past years; LEA issues with coming out of school day; 100% responsible for leadership and management list; teachers sign up for the duty choice; some teachers paid full time but not work full time; issues with block scheduling, period scheduling; A and B day schedule; need to look at next negotiations; get most positive feedback from having the Dean of Students position; better than police officer; dean more of mentor; important to community to keep position; discipline issues; timely and follow up; chronic absenteeism; 35% discipline; athletic events; 20%; evaluations 20%; SIT meetings; PPT and 504 meeting tradeoff; intervention expertise; attend meetings for personal growth; need for

2nd administrator for events at night; created a dedicated MS principal; Board created the position; costs to run school; need two sets of hands at HS; have small MS with 2 grades; possibly hire director of guidance, director of curriculum and instruction found in other districts; need for evaluation process; state requirements are rigorous; forced to cut corners; have part time athletic director; athletic director not an evaluator; why have so many administrators; extra \$100,000 needed for maintenance; need to be fiscally responsible to town; more like \$120,000 needed; if hire some other position in place of Dean savings would only be around \$20,000; possibly head of guidance or curriculum director; both are administrators; need to reevaluate our needs; possible combine Dean and curriculum director; costs would be the same; not cost effective; Board voted and approved the position; community is pleased; input from Principal; issues coming up; NEASC 2 year follow up; CAPSTONE needs; need for another administrator at HS; what other systems are doing around us; not overburdened; worried for taxpayers; possibly Principal for grades 4-8 and go to both schools; 4-8 tried in other district; working between 2 schools was not successful; administrator not always in building where needs are occurring; split administrator had unbelievable consequences; savings would be \$20,000 not \$100,000; possible configuration K-5, 6,7,8 and 9-12 would work better; and posting for Dean.

b. Maintenance - Mr. Fiorillo distributed handout "External Maintenance Fund Transfer;" "School External Maintenance Contracts Fiscal Year 2017-18;" and discussed the following: proposed action; ask Board of Finance to do a onetime transfer 1% of BOE adopted budget of \$190,000 from the Town of Litchfield undesignated reserve account; into a non-lapsing BOE account; are still short \$35,000; and need to use for external maintenance.

Board members discussed: possibly ask for line item transfer; need for the money; need to cover expenses possibly \$142,000; Selectmen did not reply to the FOI communication; need for FOI documents; requested in April received June 30th; could be a grievance; need for all contracts to go forward; info off audit reports; real numbers; possibly \$50,000 more needed; need to present to Board of Finance; how to pursue; plowing possible cost \$40,000; was done by town since 2008; dumped without personnel; \$115,000 maintenance cost; not included in capital projects; don't want to use money that would cover student needs.

c. Capital – Fiber Line - Mr. Fiorillo reported on the following: issues with line from LIS to the HS; bury line; might not find the line; need to find junction box; from the seventies; galvanized pipe; \$56,900 from vendor, \$37,000 from capital; falls short for project this year; \$25,000 from capital for next year; need to replace cable; if pull line, could break; and what happens if damaged during year.

Board members discussed: need to get money from capital; if want to complete need around \$20,000 more; John Lang laid pipe in 1977; laid 6 feet down; has damage; lines run from IS; during building project line dug up and disrupted; temporary fix use antenna; fix up next year; if pull wire, breaks; long term not the right fix; issues with capital giving more money to cover; keep existing line for now; need for trench and conduit; come up with \$20,000 in budget next year; have to have connections that work; need to do it right; worried about breaking if delay; need to

get money now to fix; utilize what have; if capital doesn't fund put in operating budget next year; capital done based on estimate; and need to go back to capital to ask for more money to fix this year.

MOTION made by Mr. Falcetti and seconded by Ms. Carr: to move to Executive Session at 7:45 p.m. to discuss LHS Special Education Teacher and LIS Spanish Teacher.

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

Executive Session

Present were: Mr. Simone, Chair: Ms. Carr; Ms. Fabbri; Ms. Stone; Mr. Bongiorno; Mr. Falcetti; Mr. Pavlick and Mr. Shuhi.

Superintendent Turner; Ms. Haggard; Ms. Della Volpe; and Dr. Pascento were invited to join.

Returned to public session at 8:00 p.m.

MOTION made by Ms. Carr and seconded by Ms. Fabbri to hire Amy Woronick as a Special Education Teacher at Litchfield High School.

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

MOTION made by Ms. Carr and seconded by Ms. Fabbri to hire Taylor Bettcher as a Special Education Teacher at Litchfield High School.

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

MOTION made by Ms. Carr and seconded by Mr. Shuhi to hire Dania Bartholomew as a Spanish Teacher at Litchfield Intermediate School.

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

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to adjourn the meeting at 8:52 p.m.

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