

**DRAFT**

3637

**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**AUGUST 16, 2017**

A regular meeting of the Litchfield Board of Education was held on Wednesday 16, 2017, at 7:00 p.m. in the LHS Cafeteria.

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; and Ms. Della Volpe.

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to add to the agenda under new business VII d. Resignation and VII e. New Hire.

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

**Approval of Minutes**

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the minutes of the regular meeting of June 21, 2017 with the following corrections, on page 3628 add “Ms.” to Ms. Carr’s name; and on page 3630 under Ed Advance change “start” to Start Program;” and of the Special Meeting of July 17, 2017 as submitted.

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

**Payment of Invoices**

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to approve the payment of FY 2016-17 invoices on Accounts Payable warrant # 2017-26 dated 6/28/2017 in the amount of \$96,151.90; warrant #2017-27 dated 7/12/2017 in the amount of \$61,426.03; warrant # 2017-28 dated 7/27/2017 in the amount of \$10,959.98warramt #2017-29 dated 8/17/2017 in the amount of \$1,485.00; FY 2017-18 on accounts payable warrant #2018-01 in the amount of \$212,894.64; warrant #2018-02 in the amount of \$257,305.12; FY 2016-17 invoices for Food Service warrant dated 6/30/2017 in the amount of \$226,217.64; and FY 2017-18 dated 8/1/2017 in the amount of # \$3,927.78.

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

**Public Comment and Correspondence Communications**

- a. STPC –none.  
PTO – none.
- b. LHS Student Council – none.
- c. Litchfield Prevention Council – none.
- d. Litchfield Education Foundation – none.
- e. Other public comment –
- f. Correspondence-
  - Thank you note from Superintendent Turner for memorial flowers sent from the Board.
- g. Administrators' Report
  - Mr. Fiorillo reported: update with food service program shared with Region 6 and Terryville; costs driven down; cut in half; goal is to get the subsidy down to zero; \$30 to \$50 thousand dollars saved; facilities updated; going well; payroll and insurance update; filled 2 vacant custodial positions; fiber conduit done; safety updates; OSHA inspection completed; Facilities and Technology meeting update; open house to tour the buildings; Board invited to attend walkthrough on 23<sup>rd</sup>; summer help worked really hard; curbing redone; IT replacement ongoing; part of Capital Plan; flooring at CS is complete; parking lot painting; purchase of 52 iPads for \$25 from another school, cost \$1,300; personal growth; support services; secretarial training; community input and exchange; being kind; doing something nice; focus on students and staff; focus on energy efficiency; turn lights off and shut doors; streamlining; focus on school safety; status of who is in building at all times; have lanyards for all; beautification status; fencing; and campus looks better.

Board members discussed the following: issues with CS parking lot, lower level; highlighted in capital budget; concerns with farmer's market safety; and some progress made.

### **Superintendent's Report**

Superintendent Turner reported: handout distributed; administrators' retreat; productive day; PD updates; details in planning; aligning administrators' goals with Board goals; meeting with LEF; leadership academies for coordinators; SRBI; NWEA training and implementation; assessment for K-12; progress updates; Pre-K–12 alignment; training updates; become instructional leaders of departments; growth as teachers; good for students; upcoming events and new staff orientation on Friday before school starts.

**Old Business** – none.

### **New Business**

- a. Out of State Field Trip – Great East Festival, Agawam, MA – 05/11/2018

MOTION made by Ms. Carr and seconded by Mr. Pavlick: to approve the out of state field trip to Great East Festival, Agawam, MA on 5/11/2018.

Board members discussed: cost issues; grades included; reasons for attending; and more information needed.

MOTION withdrawn by Ms. Carr and seconded withdrawn by Mr. Pavlick.

b. Teacher retirement

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to accept the retirement with regret from Neil English effective July 31, 2017.

Board members discussed: opportunity to offer the position for one year in Technology Education under the Shortage Subject Area provisions.

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

c. BOE Goals

MOTION made by Carr and seconded by Mr. Bongiorno: to approve BOE Goals as presented.

Board members discussed: Board consensus to combine bullets 2 and 3 in Culture category under Action Steps into one bullet; input from administration; great process; principals align goals; concerns with measuring goals; SAT scores; resources needed; expand ideas; data points in student achievement plan; possible quarterly updates; more reviews needed; what's working what's not; ways of assessing it; possibly review every marking period; data obtained; get plans from building principals; communicating issues; input from principals; programs aligning; and see if working.

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

d. Teacher Resignation

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to accept the resignation of Steven E. Aguayo LMS Spanish teacher effective August 12, 2017.

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

e. Dean of Students

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MOTION made by Ms. Carr and seconded by Mr. Falcetti: to approve Michael Valerio as the new Dean of Students effective immediately.

Board members discussed: input from Ms. Della Volpe; process in hiring; committee formed; testing candidate; number one choice; and happy to get as Dean.

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

### **Committee Reports**

Curriculum, Programs and Personnel - Ms. Fabbri reported that the committee met and discussed: distributed handout “LHS Advanced Placement Results – July 2017,” and “2017 AP Results – LHS, Connecticut, Nation;” students did quite well; scores great; Spanish Language Culture issues; US government and politics; new direction with teachers; chemistry needs; comparing student scores with student grades, honor roll and gender comparisons; 17 staff participated in PD; skills in curriculum development; excited after workshop; access curriculum; writing curriculum; ask essential questions; and embedded in curriculum.

Finance - Mr. Shuhi, Mr. Bongiorno and Mr. Fiorillo reported that the committee met and discussed the following: monthly report on all accounts; attending Board of Finance meeting on Monday; some exterior maintenance work already being done; amount numbers are different; issues with no mechanics employed; don’t have dollar amount to ask for; haven’t done outside maintenance for 14 years; plowing update: some work done by town; \$17,963 for plowing contract last year; \$58,000 plowing contract for this year; need to hire contractors to do work town did last year; striping not done by BOE.

\$200,000 budgeted for 8 years; \$117,500 exterior maintenance budgeted for this year.

Presented to Board of Finance additional funding is needed; money needed for maintenance; in the black right now; possibly in red soon; BOF needs a specific amount with line items; need to be careful with discretionary spending; lack of mechanic is an issue; need to hire vendor with versatile background; welding needed; need to bring list to BOF with detail; budget increase in custodial costs related to contracts for custodians; and negotiating outside contracts for maintenance.

Policy - Meeting scheduled for tomorrow cancelled.

### **Policy Review**

- a. First Reading
  - i. Policy # 1212 School Volunteers – policy revised. Return for second reading at next regular BOE meeting.

a. First Reading (continued)

- ii. New Policy # 4112.5/4212.5 Security Check/Fingerprinting – policy created. Return for second reading at next regular BOE meeting.
- iii. New Policy # 4112.51/4212.51 Reference Checks – policy created. Return for second reading at next regular BOE meeting.
- iv. New Policy # 4112.52/4212.52 Criminal History Record Information (CHRI) – policy created. Return for second reading at next regular BOE meeting.
- v. Policy # 6153 Field Trips – policy revised. Return for second reading at next regular BOE meeting.

b. Second Reading

- i. Policy # 3520.13 Student Data Protection and Privacy/Cloud-Based Issues

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve Policy # 3520.13 Student Data Protection and Privacy/Cloud-Based Issues as amended.

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

- ii. Policy # 6162.51 Survey of Students

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to approve policy # 6162.51 Survey of Students as written.

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

MOTION made by Mr. Falcetti and seconded by Ms. Carr: to move to Executive Session at 8:20 p.m. to discuss Superintendent's Review.

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 was invited to join.

Returned to public session at 8:30 p.m.

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Discussed a parent forum in the fall. To be scheduled for October 4, 2017.

MOTION made by Mr. Falcetti and seconded by Ms. Fabbri: to adjourn the meeting at 8:35 p.m.

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

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