

LITCHFIELD BOARD OF EDUCATION
REGULAR MEETING
NOVEMBER 18, 2015

DRAFT

A regular meeting of the Litchfield Board of Education was held on Wednesday, November 18, 2015 at 7:00 p.m. in the LIS Art Room

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

Absent was: Ms. Fabbri.

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

Board members thanked Amy Rosser for her years of service and presented her with a gift.

Board members welcomed David Pavlick as the new member of the Board of Education.

Approval of Minutes

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the minutes of the regular meeting of November 4, 2015 with the following corrections: on page 3431 under Ms. Turner's report, change "still the power installed" to "at that time" in last paragraph change "want to leave as stands" to "leave as is," change "Capital" to "capital" change "town" to "Town" where needed, on page 3432 in the last paragraph change "till" to "until" and on page 3433 under Committee Reports change "increaser" to "increase" and add under AP Spanish "the curriculum is complete," and change "town" to "Town" where needed.

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

Approve Payment of Invoices

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the payment of FY 2015-16 invoices on Accounts Payable warrant dated 11/19/2015 in the amount of \$254,149.03.

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

Public Comment and Correspondence Communications

- a. STPC – Ms. Tule reported: new focus this year to improve field trips at high school level; receiving input from teachers; brainstorming new fund raising events to be planned; and Dec. 14th next meeting in the library.
PTO – Ms. Stone reported: fall festival was well attended; \$5,000 was raised; 500 kids, parents, and families attended; the father/daughter dance this Saturday; Candyland theme; book fair first week of December at CS; and milk and cookies to be served on Tuesday night of the Book Fair.
- b. LHS Student Council – none.
- c. Litchfield Prevention Council – none.
- d. Other Public Comment – none.
- e. Correspondence
 - Thank you note from staff and some parents at Center School for the security features recently installed.
- f. Administrators' Reports
 - Ms. Turner reported: security system is now completed; Sally Port done; buzzer system installed; cameras need adjustments; positive comments from parents; Veterans' Day programs held last week; new screen projector in gym installed; parent conferences held last week; well attended; Colonial Day to be held next Tuesday; programs organized by the special classes; and kids participate in activities.
 - Ms. Della Volpe reported: final soccer game played at State Level competition; boys made it to semi-finals against Somers; winter sports meeting rescheduled; fall sports awards held last Monday; blood drive scheduled, kids are hoping for 25 donors; winter sports starting; honor roll completed and will be published around Thanksgiving break to allow for make-ups and incompletes to be entered into gradebooks; Ms. Kubisek is attending Superintendents award dinner this evening; Kayla Campanelli and Chandler Boucher are the High School recipients; and 12 seniors have not yet signed the cell phone contract.
 - Ms. Murphy reported: parent conferences held last week; Joanne McCormick Memorial Mile held last Tuesday on the track; and it celebrated community.
 - Mr. Fiorillo reported: distributed "Litchfield Pubic Schools 2016-2017 Budget Development Schedule;" meeting held with Ed Fabbri re: Plumb Hill Fields; talked about cost savings on watering; durable turf; working on third party grants; food service for next year; oil tank issues; consortium bid for oil; and likely a competitive bid.

Superintendent's Report

Superintendent McMullin reported: Litchfield County Superintendent's Association banquet held this evening; Chandler Boucher and Kayla Campanelli are the two seniors selected and Luke Vermilyea is the Middle School recipient and Ethan Cowles is the sixth grade recipient; unveiling the new webpage next week, probably on Tuesday; reviewed the webpage;

pictures feature all schools equally, with an equal representation of boys and girls; all programs represented; landing page has a drop down for each school; quick links; search box; family resources; faculty resources; lunch menu; recent news; calendar; each school has its own page with consistent menu items in the same places; school info; bus info; bus routes; district calendar; directions to school; library media center; mission statement; nurse's page; principal's page; registering new students; schedule for schools; staff directory; virtual back pack; PTO page; Parks & Rec page; policies and procedures; school cancellations and delays; student handbook; Central Office pages; annual notifications; business office forms; financial reports; bus information; strategic school profile; special services; Superintendent's blog; technology; testing; Board of Education pages; meeting schedules; budget info; policy and regulations; Twitter, Facebook, Pinterest available and live on line next Tuesday.

Board members discussed: using kids' photos with parental permission; and photography including all aspects of school life.

Old Business

- a. Dean of Student concerns - Mr. Shuhi distributed a highlighted copy of the LAA Contract Information concerning Salary ranges and 6-1 Vacancies, 6-1.1 "Whenever a vacancy occurs or a new position is created, it will be posted as soon as feasible." Ms. McMullin commented that the posting is required within the same bargaining unit; others commented it was posted in the summer.
- b. New Sign - Mr. Clock commented on the beautiful completed sign at the entrance of Plumb Hill.

New Business

- a. Recommendation for Hire – Director of Special Education

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to approve Mrs. Julie G. Haggard as Director of Special Education.

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

- b. Out of State Field Trip – Gershwin Theater, New York, NY on 1/17/2016 to see Wicked.

MOTION made by Mr. Carr and seconded by Mr. Clock: to approve the out of state field trip to Wicked in NY City on 1/17/2016.

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

c. 2016 Board of Education and Committee meeting schedules.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve the 2016 Board of Education and Committee meeting schedules as presented.

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

d. Budget Development Calendar

Mr. Fiorillo reported: review of calendar; dates to Finance Committee; System-wide budget; new agenda, “preliminary budget guidance,” and change March 21st to 28th.

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to approve the budget development calendar as presented and revised.

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

MOTION made by Ms. Carr and seconded by Mr. Clock: to add to the agenda as item VII e. a discussion of resignation of a teacher.

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

e. Resignation of special education teacher at the high school.

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to accept the resignation of high school special education teacher, Bethany Raymond.

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

Committee Reports

Curriculum Programs and Personnel - Mr. Waugh reported that the committee met and discussed: contact hours in buildings; teacher/staffing uses; parent survey results; and Superintendent’s goals.

Facilities and Technology - Mr. Bongiorno reported that the committee met and discussed: technology issues; sally port installation; oil tank issues; cost for oil tanks; 7th and 8th grade laptop status; and status of high school devices being handed out.

Finance - No meeting.

Facilities - Mr. Waugh reported: Watertown model recommended for RFP; documents prepared from Business Manager and Superintendent; members from the Board of Finance and Board of Selectmen were present; excellent assessment of facilities; need for experienced consultant; and timing of report.

Board members discussed: multiple members from the Board of Finance and Selectmen but only one representative from the Board of Education; knowledge needed to complete RFP; circumventing proper process of completing the document; why not ask the Board of Education if the Superintendent can write the RFP; and input from Board's representative.

MOTION made by Mr. Waugh and seconded by Mr. Clock: to approve that the Board of Ed authorize the Superintendent and Business Manager to put together an RFP in the style of Watertown by the January meeting.

Board members discussed: limitations of buildings; draft submitted; offer services as consultant; need a scope for a study; issues with it being OK for the BOE to write an RFP for this project, but not for other times needed; Superintendent and Business Manager need time for website, budget and grant writing; timing for study needed; possibly wait until March when budget is presented; input from John Martin doing RFP; issues of whether or not to include Bantam School; looking for expertise and not process; use the Watertown template; January timing versus next meeting of Committee Tuesday at 7:00 p.m.

MOTION carried. Mr. Clock; Mr. Falcetti; Mr. Shuhi and Mr. Waugh voted in the affirmative. Ms. Carr and Mr. Pavlick voted in the negative. Mr. Bongiorno abstained.

Policy - Ms. Carr reported that the committee will meet tomorrow evening.

Policies

- a. Second Reading – Policy # 1112.6 Photography, Broadcasting, or Videotaping Special School Activities.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve as amended Policy # 1112.6 Photography, Broadcasting, or Videotaping Special School Activities.

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

- b. Second Reading – Policy # 1331 Smoking in School Facilities.

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MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve as amended Policy # 1331 Smoking in School Facilities.

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

- c. Second Reading – Policy # 1700 Possession of Firearms or Deadly Weapons on School Property.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve as amended Policy # 1700 Possession of Firearms or Deadly Weapons on School Property.

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

- d. Second Reading – Policy # 4118.26/4218.26 Smoking.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve as amended Policy # 4118.26/4218.26 Smoking.

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

- e. Second Reading – Policy # 5131.6 Alcohol Use, Drugs and Tobacco.

MOTION made by Ms. Carr and seconded by Mr. Bongiorno: to approve as amended Policy # 5131.6 Alcohol Use, Drugs and Tobacco.

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

MOTION made by Mr. Clock and seconded by Mr. Bongiorno: to adjourn the meeting at 8:20 p.m.

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

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