

**DRAFT**

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**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**JANUARY 18, 2012**

A regular meeting of the Litchfield Board of Education was held on Wednesday, January 18, 2012 at 7:00 p.m. in the Litchfield High School Library Media Center.

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

Also present were: Dr. Wheeler; Mr. Buccitelli; Mr. Zaremski; Ms. Della Volpe; Ms. Longobucco; Ms. Moore; Ms. Kubisek; the public and the press.

MOTION made by Ms. Fabbri and seconded by Mr. Waugh: to approve the consent agenda as submitted.

MOTION failed.

MOTION made by Mr. Bongiorno and seconded by Ms. Carr: to withdraw the Special Meeting minutes from the consent agenda.

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

MOTION made by Ms. Carr and seconded by Mr. Shuhi: to approve the consent agenda as submitted.

- b. Approve the Minutes of Regular Meeting January 4, 2012.
- c. Approve the payment of invoices for 2011-2012 budget as required.
- d. Personnel update.

MOTION carried. All votes were in the affirmative. Mr. Simone, Ms. Carr and Mr. Falcetti abstained.

Ms. Conti was thanked for her years of excellent service to our schools.

MOTION made by Mr. Bongiorno and seconded by Mr. Katzin: to approve the minutes of the special meeting January 4, 2012 as submitted.

MOTION carried. All votes were in the affirmative. Mr. Shuhi, Mr. Falcetti, Ms. Fabbri and Ms. Carr abstained.

### Public Comment and Correspondence

- a. STPC- Ms. Fabbri reported that the concession stand is being run at the basketball games; thanks to Ms. Salinger, Mr. English and Marcus Sanford for developing a banner for the stand.
- b. PTO – Ms. Moore reported the next meeting is scheduled for Thursday, January 26th and Friday, February 3rd will be Parents’ Night Out at the Community Center.
- c. Correspondence
  - Letter from NEASC to Robin Rosenfield thanking her for her participation in the NEASC Annual Meeting workshops.
  - Letter from NEASC regarding next steps in maintaining the accreditation for Intermediate School and Center School.
- d. Administrators’ Report

Ms. Murphy reported: recent Junior Achievement activities at L.I.S. thank you to parent volunteers; training to begin with 5<sup>th</sup> grade teachers and students for activities associated with the inter-district grant with Tarringford School.

Ms. Della Volpe reported: new mid-term exam schedule; feedback from teachers regarding continuation of this practice.

### Superintendent’s Report

Dr. Wheeler reported:

- PD at LHS held during early release day in January: Common Core Standards and expectations in all content areas, work has continued at the next faculty meeting.
- PD at elementary schools – Study Island Math; teachers trained in using program.
- Pupil Personnel Services providers and paraprofessionals trained on strategies for success when working with students with autism by Mike Sutherland, BCBA from CREC.
- Review of 2 versions of possible school calendars for 2012-2013. Distributed to Board members. Will be action item for next regular Board meeting.
- PTO January 26<sup>th</sup> at 7:00 p.m. budget informational meeting to get input from the community.
- Met with David Geiger to reschedule the presentation of the Superintendent’s Draft Budget Proposal to the Board of Finance to Feb. 21<sup>st</sup>.

Board members discussed the calendar options: alignment with Region 6; early dismissal days schedule; Yom Kippur inclusion.

### Committee Reports

Curriculum, Programs and Personnel - Ms. Fabbri reported that the Committee met on December 12<sup>th</sup> and discussed: PE/Health Curriculum update; Wellness update; school

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calendar; NEASC update and dates; future agenda items: math assessments; language arts assessments at Center School; principal position and interview process.

Dr. Wheeler suggested the following process: Principal position posted January 9<sup>th</sup> and will close on January 27<sup>th</sup>; paper review of all applications by a committee to include CPP members, Mr. Zaremski, Dr. Wheeler, 2 other principals; final candidates to Board and Superintendent; include LEA, AFSME and parents in interview process.

Board members discussed: size of committee to interview; possibly streamline the group; need to work on rubrics; and need for candidate to be able to interview with large group; is it possible to include Ms. Longobucco with her expertise; possibly have Ms. Longobucco for another year if no one is chosen.

Finance - Mr. Shuhi reported that the committee will meet on January 23<sup>rd</sup> to discuss the 2012-2013 draft budget, MIRMA, and current budget projections.

Facilities and Technology - Mr. Bongiorno reported that the committee met on January 17<sup>th</sup> and discussed: 15,000 gallons saved on oil so far this year; floor bids for Center School; intrusion alarm issues; storage shed needs; high school basement storage issues; prefab barn; technology plan reviewed with Ms. Longobucco; wireless and technology needs; infrastructure needs to be updated; V-brick; discussion of MBR; maintenance questions; baseball field needs; tractor and pull behind groomer consideration, money saved on fuel expense might be used on the grooming equipment for the baseball field.

MOTION made by Mr. Shuhi and seconded by Mr. Falcetti: contingent on the Superintendent and Business Manager identifying a source funding, authorize Mr. Crowe to purchase a piece of equipment to groom the fields.

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

Policies – next meeting is scheduled for January 19<sup>th</sup>.

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve the following policies as presented:

- a. Policy # 4148/4248 Employee Protection
- b. Policy # 4149/4249 Employee Use of the District's Computer System
- c. Policy # 5000 Concept and Roles in Student
- d. Policy # 5131.2 Bullying Prevention and Intervention Policy

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

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to adjourn the meeting at 8:05 p.m.

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

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