

LITCHFIELD BOARD OF EDUCATION
REGULAR MEETING
DECEMBER 16, 2015

DRAFT

A regular meeting was held on Wednesday, December 16, 2015 at 7:00 p.m. in the Litchfield Intermediate School Art Room.

Members Present: Mr. Simone, Chairperson; Ms. Fabbri; Mr. Bongiorno; Mr. Clock; Mr. Falcetti; Mr. Shuhi.

Members Absent: Ms. Carr; Mr. Pavlick; and Mr. Waugh.

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

Approval of Minutes

MOTION made by Mr. Bongiorno and seconded by Mrs. Fabbri: to approve the minutes of the regular meeting of December 2, 2015 with the following corrections on page 3442 under the motion to appoint Ms. Fabbri change “Mr. Waugh” to “Mr. Shuhi” on page 3444 under Ms. Turner’s report change “Book Fair” to “book fair” (eliminating the capital letters) under Mr. Fiorillo’s report change “homeland security” to “Homeland Security” (adding the capital letters) on page 3445 under b. change “and” to “with.”

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

MOTION made by Ms. Fabbri and seconded by Mr. Bongiorno: to add to the agenda as X a. a discussion of resignation of French position.

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

Approve Payment of Invoices

MOTION made by Mr. Bongiorno and seconded by Ms. Fabbri: to approve the payment of FY 2015-2016 invoices on Accounts Payable warrant dated 12/17/2015 in the amount of \$342,297.81.

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

Public Comment and Correspondence Communications

Litchfield Board of Education Regular Meeting, December 16, 2015

- a. STPC – Ms. Snowden reported – met on Thursday; planning fund raisers; 9 grade class going to Broadway show; researching field trips for 10th and 11th graders; seniors to go Lake Compounce for senior outing; planning trivia night; possible car show in spring; booster club meeting same night; MS field trips planned; game night; karaoke night; and Litchfield clothing store to be sold on line.
PTO – none.
- b. Melissa, a junior at L.H.S., reported on the Student Council activities at the high school.
- c. Litchfield Prevention Council – none.
- d. Other Public Comment – none.
- e. Correspondence
 - Thank you note from Ms. Fabbri for the Edible Arrangement.
 - A letter from Eileen Marriott regarding bus transportation issues with a response letter from Mr. Fiorillo. Ms. Marriott requested an open forum for parents to comment on the bus policy.

Board members discussed; new policy issues; transportation needs during an emergency; issues with 2 week notice; low number of complaints; and need to call schools when issues occur.

Ms. Carr arrived

- f. Administrators' Report
 - Ms. Turner reported: AOK Club program; high school musicians to perform for students; Polar Express program next Wednesday; donations collected; and donations from parents.
 - Ms. Della Volpe reported: basketball season's passes being offered for family and students; there will also be an inexpensive season's pass for senior citizens; concerts soon both choral and band; and wishes for a happy holiday season.
 - Ms. Kubisek reported: band and choral concerts scheduled; very successful Fun night the previous Friday; well attended with students gingerbread houses on display in the middle school.
 - Ms. Murphy reported: band and chorus concerts next Tuesday; and in school concert scheduled at 1:30 p.m.
 - Mr. Fiorillo reported with a handout including: summary; grants; current request proposals; reports; business office initiatives; and program account description list.

Superintendent's Report

Superintendent McMullin reported on: special session of the State Legislature to discuss key cuts in education; not many cuts and impact on Litchfield is minimal; the State delayed the Technology grant awards another month; high school's Change group interacting with MS students only two months after seeing Canton's group perform a similar program at the Intermediate School; they offered a performance-based program on peer-pressure and self-

esteem; poster from LIS displayed on Facebook, over 1200 hits and shared often; web page Google analytics were presented; graphs show countries, cities of people viewing webpage; number of pages being viewed; number of new vs. returning viewers; bounce backs; and type of OS.

Old Business – none.

New Business

a. 2016-2017 School Year Calendar

Superintendent McMullin presented the 2016-2017 School Year Calendar and discussed: issues with Oct. 6th and 12th, Dec. 23rd with making changes from traditional Litchfield calendar on those dates; universal RESC dates covered; early dismissal day issue in November where half day would fall between two days-off; and need for Board input.

Board members discussed: election day off on the 8th; April vacation is common to all districts in the RESC; should December 23rd be early dismissal, day off, or full day; end of school not fixed due to snow day make-ups; PD days set with the RESC for possible district-to-district PD days; is it possible to change early dismissals to delayed openings; issues with busing and start times for our Wamogo and OWT students; students return after break on Jan. 3rd.

b. Unexpended Education Funds Account

Mr. Fiorillo presented the “2011 Connecticut Code Title 10 Education and Culture Chapter 171 Town Management Sec. 10-248A. Unexpended education funds account.” Handout and discussed: Ask Board of Finance to grant the 1% be allowed to be put into a reserve account for Special Education; would need the BOF input and approval; Special Education funding excess to be reserved for Board of Education; more transparent for Board; level things over time and more flexible.

Board members discussed: specifically for Special Education; can draw down costs as needed; in 300 fund; can tell what the money is used for; excess funds go to town but can be appropriated to Board of Education; Special Education funds not used; excess funds should stay with Board of Education; should the BOE consider asking for the 1% for Capital budget needs; other school systems use excess funds for other costs and not just Special Education needs; issues with Capital needs not being funded by town; town’s obligation in Litchfield to fund capital projects for schools; intent of Special Education fund is not part of Capital; present in January to Board of Finance; impact of Special Education funding; and better transparency.

MOTION made by Mr. Clock and seconded by Ms. Carr: to allow the Business Manager to go to the Board of Finance and ask to set up an Unexpended Education Funds Account as presented.

Board members discussed: go broadly as possible for excess funds and not limit to Special Education funds; and Board of Education and Board of Finance can vote.

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

Committee Reports

Curriculum Programs and Personnel - Ms. Fabbri reported that the committee met last Thursday and discussed: Guidance curriculum for upper grades 6-12; 6th grades develop student success plan; Career Cruising program was used in the past, but will be replaced with Naviance going forward; Naviance program in high school; Guidance includes grades 7 and 8 curriculum for all students; classroom guidance as needed; intervention guidance as needed; all students complete required success plans; also provide response services; focus on adult/student relationships through advisory program; cowboy club; school spirit; gaming club; 8th to 9th transition; program about Litchfield opportunities on same day as OWT and Wamogo opportunities presented; 8th graders can participate in a shadowing program; 10th grade career interest inventory and plan development; information provided about number of college applicants; provided a list of all the colleges our students attend; alumni survey results; more students reported being adequately prepared for college; service applicants; also discussed proposed Rubicon Atlas Mapping Curriculum.

Superintendent McMullin discussed the following regarding Rubicon Atlas: developing a template for the mapping; currently use google docs which is static and depends upon being uploaded; on-line program is easily searchable; links to standards met; teachers use and the change is instant; one stop shop; more consistency in the appearance and content with this program; \$7,000 for 2 years of hosting; demo seen; \$3,000 yearly hosting fee; and budget impact would be ongoing.

Board members discussed: on-line use; follow through needed; all must participate; funding; need to look over our number of programs already in use; possible consultant would be needed for training; need for PD in house; issues with paying fees for licensing; need to review all licensing and eliminate things not used anymore.

Ms. Fabbri also reported: possible after-school academy for struggling students; students who prefer to work; work a few hours in the 7:00 a.m. to 3:00 p.m. come back to school after 3:00 for classes; offering for students who are not engaged with a traditional school setting to stay in school and graduate from Litchfield; input from other schools that have programs; possible alternative to OWT and Wamogo placements; need to get academics in; would have a counseling program; would focus on career choices and career readiness; possible need for social worker; Ed Connection has a recovery program, but students must drop out to attend; and need for further research.

Facilities and Technology - Mr. Bongiorno reported that the committee met and discussed: carpet at CS is being postponed to summer; sealing carpet where seams are lifting as needed; inefficiency of LIS regarding energy usage; Green Team input; lighting issues; have paved by oil tanks; planning to block the ladder on tanks so kids can't climb; status of Apple iPads at CS; wireless installed; Dell products much improved with the new machine; damage issues are being addressed, however; caring for equipment; wonderful web page; auditorium issues; need for Capital funds to address lighting and sound issues; need for specific estimate to be given to Capital plan; possible \$35,000 to \$40,000 dollars needed to fix the basic issues with sound, lighting and curtains; age of equipment is the problem; control room needs work; need for bid process; equipment sometimes borrowed; need for better response for Capital items; need to get costs down; status of high school sign on 202 where the sign came down; blue lights in school colors more costly; can't go over Capital amount; it's a bigger sign; amber or red are standard colors, but red is Wamogo's color; need right-of-way from DOT; need input from P&Z and inlands/wetlands; and input from new public works chair.

Finance - Mr. Shuhi reported that the committee met on Dec. 7th and discussed the following: year-to-date report; 5 or 6 accounts issues; reviewed program 6, benefits account; and Special Education account issues.

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

Policies

a. Second reading – Policy #1112 News Media Relationships

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve Policy #1112 News Media Relationships as amended.

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

b. Second reading- Policy #5131.7 Weapons and Dangerous Instruments

MOTION made by Ms. Carr and seconded by Mr. Clock: to approve Policy #5131.7 Weapons and Dangerous Instruments as amended.

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

c. Second reading – Policy # 3541.1 Eligibility for School Transportation

MOTION made by Ms. Carr and seconded by Ms. Fabbri: to approve Policy #

Litchfield Board of Education Regular Meeting, December 16, 2015

3541.1 Eligibility for School Transportation as amended.

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

MOTION made by Ms. Carr and seconded by Mr. Clock: to move to Executive Session at 8:30 p.m. to discuss resignation of French teacher.

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

Executive Session

Present were: Mr. Simone, Chair; Ms. Carr; Ms. Fabbri; Mr. Bongiorno; Mr. Clock; Mr. Falcetti; Mr. Shuhi.

Superintendent McMullin and Ms. Kubisek were invited to attend.

Returned to public session at 8:45 p.m.

MOTION made by Ms. Carr and seconded by Mr. Clock: to accept the resignation of Ms. Teresa A. McKenna as French Teacher at LMS/LHS.

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

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to adjourn the meeting at 8:47 p.m.

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

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