

REGULAR MEETING – FACILITIES AND TECHNOLOGY COMMITTEE

Litchfield Board of Education

Monday, September 21, 2009, District Office Conference Rm., 6:30 p.m.

Approved 19, 2009

A regular meeting of the Litchfield Board of Education Facilities and Technology Committee was held on Monday, September 21, 2009 at 6:30 p.m. in the Intermediate School, District Office Conference Room.

Members Present: Mr. Shuhi, Mr. Noone and Mrs. Fabbri.

Also Present: Dr. Wheeler, Messrs. Falcetti, Simone, Katzin, and Crowe; Mrs. Longobucco and press.

Approval of Minutes – May 6, 2009

MOTION made by Mr. Noone and seconded by Mrs. Fabbri: to approve the special meeting minutes of May 6, 2009.

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

Communications - None

Public Participation - None

MOTION made by Mrs. Fabbri and seconded by Mr. Noone: move items VIII. Center School Playground Expansion; VI. Update on OCR Site Visit; and V.(d) Center School Office Furniture up for discussion.

Center School Playground Expansion: Provide for more grassy areas; information has been gathered for changes; map of areas was shown; playground equipment is 22 years old and parts not stocked for purchase for needed repairs; make area handicapped accessible. Discussed possible funding; must go to the land use boards; will be seeking grants; further study of project will be done.

Update on OCR Site Visit: Litchfield Public Schools has been chosen for a Civil Rights compliance review. Site visit February 2nd for student/staff interviews. Facility review will be March 24, 2010. There will be a self-study conducted.

Center School Office Furniture: \$15,000 in Capital last year; front office secretary work area needs to be redone; need to free up the heating area; estimated cost \$9,000-\$10,000. The counters need rounded edges.

(Mrs. Longobucco left the meeting.)

Facilities Manager Report including: Mr. Crowe distributed a handout outlining the work done on all three buildings.

(a) **LIS Parking Lot Update:** Parking Lot is on schedule to be completed by November 1st. Top soil might be used on the campuses; will have lights and sidewalks.

(b) **Dedication Ceremony (Building Project):** Ceremony will be held on October 22, 2009, 7:00 p.m. in the LHS lobby. Ribbon cutting and tours of LHS and LIS will be conducted.

(Dr. Wheeler left the meeting)

(c) LHS Cable Feed Report

(d) Center School Office Furniture – This item was already discussed.

(e) “Going Green” Conference: October 10, 2009 at UConn (Torrington), cleaning materials are now going green.

(f) Heating Units at LHS: LHS units have some problems. All units are on a master control system. Investigation is taking place; some units are being examined by manufacturing company; investigating an insurance claim. Controls for boilers have been acting strangely over the past 3 days.

Update on OCR Site Visit (D. Wheeler): This item was already discussed.

Signage for Campus (T. Crowe): Uniform look for entire all campuses; current signage is not user friendly. Approximately \$15,000 is needed for this project. It will be a long term project.

Center School Playground Expansion (T. Crowe and A. Longobucco): This item was already discussed.

Technology – Update on any current or outstanding matters: Intrusion alarm/security presently being worked on. Camera system is currently being worked on by town. Discussed updating district computer needs and equipment inventory.

Strategic Plan Discussion – Next Steps: Several tasks including (1) vision regarding how technology is used in the teaching process and (2) having a plan for replacement of equipment. Establish goals; determine staffing and structure and how to pay for it. Discussed licensing; declining enrollment and its effect on facility use; transportation will be in this committee’s planning.

MOTION made by Mrs. Fabbri and seconded by Mr. Noone: to adjourn the meeting at 8:30 p.m.

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

Respectfully Submitted
Donald R. Falcetti
Litchfield Board of Education