A regular meeting of the Litchfield Board of Education was held on Wednesday, October 3, 2018, at 7:00 p.m. in the L.C.S. gym.

Present were: Ms. Carr, Chairperson; Ms. Stone; Mr. Clock; Mr. Falcetti; Mr. Morosani; Mr. Pavlick; Mr. Shuhi; Mr. Simone; and Mr. Terzian.

Also present were: Superintendent Turner; Mr. Fiorillo; Ms. Haggard; Ms. Della Volpe; Ms. Deltano; Ms. Kubisek; and members of the public.

Approval of Minutes

MOTION made by Mr. Simone and seconded by Mr. Shuhi: to approve the minutes of the regular meeting of September 5, 2018 with the following corrections: on page 3754 in the second motion “to reduce the graduation requirements for Capstone and eliminate as a graduation requirement,” capitalize “Twitter and Bloomz,” page 3756 capitalize “Booster Club,” on page 3758 in first motion add “Mr.” before Falcetti.

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

Payment of Invoices

MOTION made by Mr. Pavlick and seconded by Mr. Simone: approve the payment of FY 2018-19 invoice on Accounts Payable warrant # 2019-05 dated 9/20/2018 in the amount of $350,161.52; warrant # 2019-6 dated 10/3/2018 in the amount of $62,951.23; on Food Service warrant dated 9/19/2018 in the amount of $11,013.84.

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 – Claire reported on the student council activities at the HS.


d. Litchfield Education Foundation – none.

e. Other public comment.
   -Ms. Scozzafava, LEA President commented: the need for portable devices for teachers to use for better teaching, alignment, student interaction, and better instruction for students.
Mr. Birdsall, L.H.S. Science teacher commented: distributed a handout “Litchfield High School Solar Panel History” and reasons for removal of solar panels and what will come next to possibly restore them.

f. Correspondence-
- Email from Diane Wilson re: problems continue.
- Email from Stacy Carosella Morgan re: FOI: superintendent contract.
- Email from Stacy Carosella Morgan re: FOI: legal expenses.

Administators’ Report –
- Dr. Pascento - none.
- Ms. Kubisek reported: into full swing in classrooms; success in classes; meetings with teams; first Fun Night held; gym activities; and goal setting with teachers.
- Ms. Della Volpe reported: updates on recycling; students involved; input from Mr. Markelon; where might go next; awareness needed; educating students; NHS student input; 3 students commented on leadership conference held in Stamford including: learning experiences; think outside box; problem solving; great leadership; think and give opinions; constructive leadership; Relay for Life in late spring; possible Board participation in relay; and handout distributed.
- Ms. Deltano reported: great transition for students and parents; successful Curriculum Night held; 85% attendance; snacks provided; kitchen inspection successful; input from Len Fasano regarding heating issue; oil tank updates; back playground area more student friendly; PTO meeting held; need to get more parents involved; support services for students; goal setting done; observations held in building; update on PPTs; PD for teachers; teacher collaboration; Phonics workshop this Friday.
- Ms. Haggard reported: success of recent parent workshop; 15 attended; interacting with parents; ongoing collaboration; survey workshops; first aid training ongoing; curriculum training; first steps in grant acquisition; PD for staff; crisis prevention and policy changes needed, how introduce into the curriculum.
- Mr. Fiorillo reported: Food Service Manager resigned; Mr. Birdsall concerns: water intrusion occurred and had to remove solar panels; ability to replace roof; add solar in larger scope; input from Region 6 saving money; has to be attached in different way; look into where panels are; and need to look into bringing back devices for teachers; and budget implications.

Old Business

a. Capstone Update - Ms. Della Volpe reviewed the number of students involved and teachers involved.

Board members discussed: limited numbers difficult to fund; hard to justify teacher for 1 to 2 students; need authentic experience for Capstone; difficult to have without a teacher; possible independent study option; students given options; a lot of money to fund; Board decided to offer
so need to fund the program; want to offer experience; can’t see impact until see the numbers involved; and possibly hire teacher as mentor.

b. **BOE Goals Review.**

Board members discussed: possibly combine with Strategic Plan; are different things; goals document reviewed; district goals; used for decision making in district; Strategic Plan a series of aspirations; goals are achievable, quantified and assessed; District Improvement Plan; administrators tied into district goals; want administrators to act upon goals; possible changes or additions; hiring practices; strong leadership quality; broad and measurable; overlapping; make more measurable; need benchmarks; hire and maintain best professional staff; have input; what other districts do; school district needs; budget implications; need to see line item in budget; impact on reading department with professional goals; know what PD is needed and budget for it; what is obtained from PD; alignment; impact on staffing needs; PD opportunities; invest in staff for PD; level of description; PD on math curriculum alignment; impact on reading issues; in term of goals; money for reading focus; where spending money; make sure money is there; funding issues; Board goals need to be detailed enough to fund; need to share plan with community; are comfortable with these goals or want to change; possible benchmarks to add; student achievement; how measure; mission impact; projects and progress; need progress shown; need more elaborate; ideal goals; need to be part of Strategic Plan; where going with this; far more reaching; Strategic Plan steps; benchmarks long range; goals and ideas; how show progress; district improvement plan measures goals; how measure goals; benchmarks and assessments; and statement of goals is ok to leave.

**New Business**

a. **Out of State and Overnight Fieldtrip – Music Department Trip to Washington, DC.**

b. **Out of State Fieldtrip – Fantastic Festivals, Agawam, MA.**

   **MOTION** made by Mr. Simone and seconded by Mr. Terzian: to approve a. Out of State and Overnight Fieldtrip for the Music Department Trip to Washington, DC and b. Out of State Fieldtrip to Fantastic Festivals, Agawam, MA as presented.

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

c. **CREC Review of the LCS Action Plan.**

   Ms. Deltano reported: explicit plans instituted; bold goals; scope and sequence in instruction; given out to all teachers; grade levels involved; training in different programs; K-scope and sequence; more specific for them; Teachers College included; chronological order for students; timing for instruction varies for grade; instruction included every day; classroom observations done; student individual needs; rhyming words included; strong support for students;
all cohorts doing work that is needed; LA needs; monthly goals; have flexibility to ask for support; foundation for students; reading assessments done; team meeting used; support goes on until develop skills; student exits with progress; works cited available; public conversation; workshops in August held; scope and sequence throughout year; reading and phonics PD done; twice a month meetings; plan collaboratively; PD on dyslexia; reading teachers training; Special Ed input; K-3 DIBELS training; teachers did well; assess students; NWEA started this week; SRBI students have goals; intervention needed; classroom needs; all measurable; assessment for individual students; training to start soon.

Board members discussed: have action plan; have experts involved; need to be reviewed; what other districts do; need to share with Board and community; updated plans; CREC input; Fundations used in Winchester Schools but they have a different population than ours; not appropriate for all students.

d. Technology Department Reorganization - Mr. Fiorillo reported: need for district support; support to staff and students; around $40,000 savings; accommodate needs of students and staff; align needs; large packet of info; great structure of department; technology specialist needs; split among schools; different needs at L.C.S. to L.H.S.; can impact classes; need approval of this; eliminate coordinator stipend; savings accrued; was covered in committee; and agreement on good plan.

MOTION made by Mr. Simone and seconded by Mr. Clock: to approve the technology department reorganization plan as presented.

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

e. 2019-2020 Budget Development Schedule - Mr. Fiorillo distributed a copy of the “LPS 2019-2020 Budget Development Schedule” and discussed: Nov 1 to May 9 included; made some assumptions regarding dates; what process looks like; get stakeholders involved; added BOE Community Conversation to schedule; have community members have input; input from BOF to provide early development; and long process.

Board members discussed: need to look at Capstone; how impacts curriculum and instruction; need input from Curriculum Committee; need to include PD; can add to calendar; need Capstone included; like community participation and no vote needed.

f. 2018-2019 Tuition - Mr. Fiorillo reviewed the tuition needs for this year as $11,589 grades 9-12; 11,665 grades 6-8; and $9,665 for grades K-6.

MOTION made by Mr. Simone and seconded by Mr. Falcetti: to approve the tuition for 2018-2019 as presented.
MOTION carried. All votes were in the affirmative. There were no abstentions.

g. **F&T Committee meeting time change** - Mr. Shuhi presented a possible meeting time change for mid-day instead of evening.

Board members discussed: what about people who work and want to attend; teachers can’t attend; possible try it and see what happens; leave the way it is; if have guests that want to attend then can change to evening; and Board consensus was to try it for now and see how it goes.

h. **Weather Emergency Related Schedule Changes** - “LPS School Hours 2018-2019” reviewed; discussed the early release and early dismissal differences.

MOTION made by Simone and seconded by Mr. Clock: to approve the LPS School hours for 2018-2019 as presented.

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

i. **10 Year Strategic Plan**

Board members reviewed the older Strategic Plan and discussed: list of things that were done and completed; community input; teacher input; all stakeholders involved; could do different document or keep this; more like a 5 year plan; input from Board members that were in charge; when executed; follow experience; don’t want to waste a lot of time; takes a lot of time to complete; did refine it; needs to be executed; could be valuable for the Board; could prioritize more specific jobs; insert measurable objectives; have to be followed up; well defined and specifics; have done a lot from the plan; can be useful; looking for measurable outcomes; lived for 3 years without one; could be done if wanted; could reflect Board goals; give directions and apply it; Board wants measures; is next step; put into community conversation; how to measure that; is helpful to support curriculum; use to adopt all committees; need for BOF input; not sustainable 5-10 years; and Board consensus was to continue researching whether Strategic Plan should be done.

**Superintendent’s Report**

Superintendent Turner reported: introduce Anthony Hibbert, Principal from Oxford; PD on Friday; School Safety update and meeting; successful Open Houses and Curriculum nights.

Board members discussed: budget process compared to Region 6 process; input from BOF; compare budget with Region 6; is savings of $40,000 for Region 6 going solar; budgets are really close; but a lot is different; Vo-Ag tuition is going up; they have debt payments; we can’t do that; hard to be on same page; and keep all things the same need 2-3% increase, to maintain status quo.
Committee Reports

Finance - Mr. Simone reported that the committee met and discussed all the things covered by Mr. Fiorillo this evening.

Curriculum, Program and Personnel - Ms. Stone reported that the committee met and discussed: curriculum updates; alignment in subjects; Spanish updates; Region 6 input on ASVAB; possible uncertified teacher used for ASVAB and Spanish doing well.

Facilities and Technology - Mr. Shuhi reported that the committee met on September 17th and discussed: update from Len Fasano; security issues and concerns; technology updates; discussed changing meeting time; and Capital Projects reviewed.

Ed Advance - Ms. Stone reported that the committee met and discussed: transportation updates; Torrington needs; big initiative; share costs; expanded towns; Torrington transitional services; out placements; use different location; gave up on use of UConn campus; and services expanded in all towns.

Ad Hoc Region 6 - Mr. Morosani reported that the committee met and discussed: transportation issues; curriculum development; sharing schools; expand Legacy program; offer other programs; tuition reimbursement issues; expanded schools increase revenues; issues with getting reimbursements directly; planning meeting with two Boards to meet; and possible joint meeting on Thursday, October 11th.

Technology - none.

Policy - Committee met, policy reviews as follows.

Policy Review

a. Review
   i. Policy # 4111.2 Minority Teacher Recruitment Plan.
   ii. Bylaw # 9313 Formulation, Adoption, Amendment of Administrative Regulations.

b. First Reading
   i. Policy # 6146 Graduation Requirements – take back to Committee.

c. Second Reading
   i. Policy # 1331 Smoking in School Facilities.

MOTION made by Mr. Simone and seconded by Mr. Terzian: to approve Policy # 1331 Smoking in School Facilities as amended.
MOTION carried. All votes were in the affirmative. There were no abstentions.

ii. Policy # 4112.52/4212.52 Criminal History Record Information (CHRI).

MOTION made by Mr. Simone and seconded by Mr. Falcetti: to approve policy #4112.52/4212.52 Criminal History Record Information (CHRI) as presented.

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

iii. Policy # 4118.112/4218.112 Sexual Harassment.

MOTION made by Mr. Simone and seconded by Mr. Falcetti: to approve Policy # 4118.112/4218.112 as amended.

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

iv. Policy # 4118.22/4218.22 Drug Free Workplace.

MOTION made by Mr. Simone and seconded by Mr. Clock: to approve Policy # 4118.22/4218.22 Drug Free Workplace as amended.

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

v. Policy # 4118.26/4218.26 Smoking.

MOTION made by Mr. Simone and seconded by Mr. Clock: to approve Policy # 4118.26/4218.26 Smoking as presented.

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

vi. Bylaw # 9221 Filling Vacancies.

MOTION made by Mr. Simone and seconded by Mr. Clock: to approve Bylaw # 9221 Filling Vacancies as presented.

MOTION carried. All votes were in the affirmative. There were no abstentions.
vii. Bylaw #9270 Conflict of Interest.

MOTION made by Mr. Simone and seconded by Mr. Clock: to approve Bylaw #9270 Conflict of Interest as presented.

MOTION carried. Ms. Stone, Mr. Clock, Mr. Falcetti, Mr. Morosani, Mr. Pavlick, Mr. Simone and Mr. Terzian voted in the affirmative. Mr. Shuhi voted in the negative. There were no abstentions.

viii. Bylaw #9311 Formulation, Adoption, Amendment of Policies and Bylaws.

MOTION made by Mr. Simone and seconded by Mr. Clock: to approve Bylaw #9311 Formulation, Adoption, Amendment of Policies and Bylaws as presented.

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

MOTION made by Mr. Morosani and seconded by Mr. Clock: to add item C. to the Executive Session: Update on Potential Litigation.

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

MOTION made by Mr. Simone and seconded by Mr. Clock: to move to Executive Session at 9:15 p.m. to discuss:
   a. Personnel/Performance Matter – resignation agreement
   b. Personnel Matter – Superintendent’s Goals
   c. Update on Potential Litigation

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

Executive Session

Present were: Ms. Carr, Chair; Ms. Stone; Mr. Clock; Mr. Falcetti; Mr. Morosani; Mr. Pavlick; Mr. Shuhi; Mr. Simone; and Mr. Terzian.

Superintendent Turner and Mrs. Haggard were invited to attend.

Mrs. Haggard left at 9:25pm.

Returned to public session at 9:35 p.m.
MOTION made by Mr. Terzian and seconded by Ms. Stone: to accept a resignation subject to the terms of the agreement discussed in Executive Session.

MOTION carried. Ms. Carr; Ms. Stone; Mr. Clock; Mr. Falcetti; Mr. Morosani; Mr. Pavlick; Mr. Simone and Mr. Terzian voted in the affirmative. Mr. Shuhi voted in the negative.

MOTION made by Mr. Terzian and seconded by Ms. Stone; to adjourn the meeting at 9:40 p.m.

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

Respectfully submitted,

Matthew Terzian, Secretary
Joanne Bertrand, Recording Secretary