A regular meeting of the Litchfield Board of Education was held on Wednesday, December 17, 2014, at 7:00 p.m. in the Litchfield High School Library Media Center.

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

Excused were: Ms. Fabbri and Mr. Falcetti.

Also present were: Dr. Pandiscio; Dr. McMullin; Mr. Poole; Ms. Mongeau; Ms. Della Volpe; Ms. Murphy; Ms. Turner; Ms. Kubisek; and members of the public.

MOTION made by Mr. Shuhi and seconded by Ms. Carr: to move agenda item V. b. to I. b.

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

b. Mariah Eykelhoff reported on the high school student council activities.

Reception for Lynn McMullin, New Superintendent

Board members adjourned for 30 minutes to hold a reception for Superintendent, Lynn McMullin.

Dr. McMullin thanked the Board for the opportunity to serve as Superintendent in such a proud and beautiful school community.

Board members thanked Dr. Pandiscio for the work that he did to carry the system through this transition period.

Approve Minutes

MOTION made by Ms. Carr and seconded by Mr. Waugh: to approve the minutes of the regular meeting of November 19, 2014 with the following corrections: on page 3314 under invoices, change “o” to “on” and on page 3317 under finance change that the committee did not meet and add a second sentence, “The Board discussed the budget requests and updated capital submittal.”

MOTION carried. All votes were in the affirmative. There were no abstentions.
Approve Payment of Invoices

MOTION made by Mr. Clock and seconded by Ms. Carr: to approve the payment of FY 2014-15 invoices on Accounts Payable warrant 12/4/2014 in the amount of $110,896.62; warrant dated 12/18/14 in the amount of $178,049.04 and approve the payment of FY 2014-15 invoices on Food Service warrant dated 12/18/2014 in the amount of $62,508.26.

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

Public Comment and Correspondence Communications

a. STPC-none
   PTO- none
b. Completed earlier
c. Litchfield Prevention Council – Mr. Waugh reported: December 1st presentation on Project Purple; national launch day in January; mission statement discussed; Mr. Storrs and Mr. Schwartz facilitators; and positive responses from parents.
d. Public Comment - none
e. Correspondence
   ▶ Letter from Heather DeLeone regarding interview process concerns.
   ▶ Email from Heather Boesch-Wages regarding survey concerns and solutions.
   ▶ Letter from Kristie Farrington regarding bus stop issues.
   ▶ Letter from Julia Hrica, Director of “Room To Grow” and Judy DeLorenzo, Founding Director regarding bus stop issues.
   ▶ Email from Tracy Roche, investigator from DCF regarding bus stop issues.
   ▶ An email from Amey Win regarding bus stop issue.
   ▶ A copy of Board Policy # 3541.5 Transportation Safety Complaints.
   ▶ Response to Ms. DeLeone’s letter.
f. Administrators’ Reports
   ▶ Ms. Murphy reported: $2,000 received in mini-grants; UConn literacy lab; strategies for testing; commencing in February; band concert last Thursday; Chorus concert tomorrow night at 6:30 p.m.
   ▶ Ms. Della Volpe reported: L.M.S. musical well attended; Interact holiday cookies; Dec. 4th Winter Band concert; Mr. Litchfield Dec. 5th with 7 participating; field trip to Hartford Courant by journalism class; tomorrow night Chorus concert; and concert scheduled for last day of school before holiday break.
   ▶ Ms. Turner reported: $2,000 mini-grant received; use for Common Core workshops and English-Language Arts; parents included; one in Jan., Feb., Mar., and April; Sarah McCue facilitator; start of Book Club; Charlotte’s Web chosen; start in January; and thank Stephanie and Kristen for music students coming to CS on Friday.
Mr. Poole reported: distributed “Clearing Health Care Hurdles;” status of Business Manager’s search; Red Sky update – 911 program; system tested on Friday the 26th; hook up at other schools in mid-January; new phone system in C.S.; documentation of phone calls; replace other schools in future; and need to extend search until filled.

Ms. Mongeau reported: IEP Direct Update; Behavioral Supports; Office Business; and Personnel.

Board members discussed: balancing of significant negatives in report; and extreme competition for grant awards and the two received are a tribute to the staff.

Superintendent’s Report

1. Personnel Updates:

   MOTION made by Ms. Carr and seconded by Mr. Waugh: to accept the resignation of Ernesto J. Davila.

   MOTION AMENDED by Ms. Carr and seconded by Mr. Waugh: to accept the resignations of Ernesto J. Davila and Jane Pappas.

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

   MOTION made by Mr. Clock and seconded by Mr. Bongiorno: to approve Bethany J. Kaylor as Special Education teacher at the Intermediate School.

   MOTION carried. Ms. Rosser, Messrs. Bongiorno, Clock, Shuhi and Waugh voted in the affirmative. Ms. Carr voted in the negative. There were no abstentions.

   MOTION made by Ms. Carr and seconded by Mr. Waugh: to approve Kate Victoria Mrowka as seventh grade English teacher.

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

   MOTION made by Mr. Bongiorno and seconded by Mr. Shuhi: to approve Alison Mincarelli McNeil as eighth grade English teacher.

   MOTION carried. Ms. Rosser, Messrs. Bongiorno, Clock, Shuhi and Waugh voted in the affirmative. Ms. Carr voted in the negative. There were no abstentions.
Board members discussed: transitioning new teachers as smoothly as possible for student needs.

**New Business**

a. **Volunteer Background Checks**

Ms. Hodges reported: FBI audited State Police; BOE’s can no longer utilize the COLLECT and NCIC systems to do background checks on volunteers; need different solution to clear volunteers; need finger printing @ $80.00; 230 background checks last year; 80 background checks this year; substitutes are fingerprinted; need to have policy for volunteers; need solution for this year; input from other districts and possible use of last year’s list to add to this year’s list.

Board members discussed: cost of doing business; timing for fingerprinting; input from other districts; volunteers cannot work with students if not fingerprinted; teacher requirements when using volunteers; fingerprinting cannot be shared between districts; paying for fingerprinting or volunteers pay by themselves; charges listed on judicial website; field trip needs; need for Board to pay; how long fingerprinting can be used; possible new policy needed; need to approve use of last year’s list for this year until policy is completed; literary volunteers issues; and input from State Police and resident trooper.

**MOTION made by Mr. Clock and seconded by Mr. Shuhi:** to use the list of volunteers from last year for remainder of this year and new ones have to go through the process with the Board paying for fingerprinting.

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

b. **Superintendent Contract Date Change**

**MOTION made by Mr. Bongiorno and seconded by Mr. Shuhi:** to change the Superintendent contract date from January 5th to January 1st.

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

c. **Out of State Field Trip – New England Music Festival**

**MOTION made by Mr. Shuhi and seconded by Ms. Carr:** to approve the out of state field trip to the New England Music Festival, Keene, N.H. in March, 2015.
MOTION carried. All votes were in the affirmative. There were no abstentions.

d. Out of State Field Trip – Imperial Theater, New York, NY.

MOTION made by Mr. Bongiorno and seconded by Shuhi: to approve the out of state field trip to Imperial Theater, in New York, NY on January 18, 2015.

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

Committee Reports

Finance Committee - Mr. Shuhi reported that the committee did not meet since the last meeting.

Facilities and Technology - Mr. Bongiorno reported that the committee met and discussed the following: business office issues; IT department; phone bills; cell phone plans; wireless issues; high monthly plans for phones; impact on budget; replacing entire network; phone solutions; capital requests; use of grant money; cameras and DVRs; input from Finance Committee; transferring funds from Capital; meeting with Jack regarding OCR item; Plumb Hill issues; landscaping needs; issues with town, Plumb Hill committee or schools paying for updates; cost options; viewing position for soccer field; capital approval for signage and shades; electronic sign at HS; and shed in use.

Policy - Ms. Carr reported that the committee met.

Policies


Board members discussed: could keep or eliminate; need for attorney input; sometimes easier to review requests without having a policy in place; nice to have donations; competing for donations; where money goes when donated; and need to have funds go directly to schools.

b. New – First Reading – Policy #5160 Protective Holding / Physical Intervention – Return for second reading at next regular BoE meeting.

c. First Reading – Policy # 5124 Reporting to Parents – Return for second reading at next regular BoE meeting.
Board members discussed: structured at C.S. and L.I.S.; flexible at L.H.S.; state statute requirements; needs for every parent to have opportunity to meet with teachers; input from power school; not at CS; narrative better at CS; developing progress report for grades K-3; based on survey data; need to reschedule early dismissal days if schedule conferences at HS; nightmare to schedule L.H.S. conferences; could sign up any day after school from 2:00 to 2:35 p.m.; need to be in compliance with stature; input from Open House; need to communicate to parents how to schedule conference with L.H.S. teachers; and need to review statute at next Board meeting.

d. First Reading – Policy # 5141.7 Student Sports – Concussion and Head Injuries – Return for second reading at next regular BoE meeting.

e. Second Reading – Policy # 5145.5 Sexual Harassment.

   MOTION made by Ms. Carr and seconded by Mr. Waugh: to adopt Policy # 5145.5 – Sexual Harassment as amended.

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

f. Second Reading – Policy # 5145.71 Surrogate Parent Program.

   MOTION made by Mr. Bongiorno and seconded by Ms. Carr: to adopt Policy # 5150 as presented.

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

g. Second Reading – Policy # 5150 School-Family-Community Partnership.

   MOTION made by Mr. Bongiorno and seconded by Ms. Carr: to adopt Policy # 5151 School-Family-Community Partnership.

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

h. Second Reading – Policy # 6151 Class Size.

   MOTION made by Ms. Carr and seconded by Mr. Clock: to adopt Policy # 6151 Class Size as presented.
MOTION carried. Ms. Carr, Ms. Rosser, Messrs. Clock and Waugh voted in the affirmative. Mr. Bongiorno and Mr. Shuhi voted in the negative. There were no abstentions.

MOTION made by Mr. Bongiorno and seconded by Mr. Waugh: to adjourn the meeting at 8:55 p.m.

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

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