A regular meeting of the Litchfield Board of Education was held on Wednesday, June 3, 2015, at 7:00 p.m. in the Litchfield High School Library/Media Center.

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

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

**Approval of Minutes**

MOTION made by Ms. Carr and seconded by Mr. Clock: to approve the minutes of the regular meeting of May 20, 2015 as submitted.

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

**Approve Payment of Invoices**

MOTION made by Ms. Carr and seconded by Mr. Clock: to approve the payment of FY 2014-15 invoices on Accounts Payable warrant dated 6/4/2015 in the amount of $153,533.94.

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

MOTION made by Mr. Bongiorno and seconded by Mr. Clock: to move agenda item VII. b. to item VII a.

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

MOTION made by Ms. Carr and seconded by Mr. Falcetti: to add to the agenda as VII f. a recommendation to hire.

MOTION carried. All votes were in the affirmative. There were no abstentions.
Public Comment and Correspondence Communications

a. STPC – none.
PTO – Ms. Stone reported: last general meeting May 21st; new officers named; new calendar created; September 11th school social to be held; the 5th Annual Joanne McCormick Memorial Family Run and Walk completed; $3,500 earned for pancreatic cancer research; special thanks to Kirsten D’Amore-Jenks for organizing the entire event; and Board members thanked Lynn Stone for her dedication to the schools.

b. LHS Student Council – none.
d. Other Public Comment – none.
e. Correspondence
   ➢ LEF - Thank you message for supporting their fundraiser and especially the teachers who helped.
f. Administrators’ Report
   ➢ Ms. Mongeau – none.
   ➢ Ms. Turner reported: field day last Friday; school plays starting; Jr. Achievement Day on Friday; visit to Historical Society with Joanne Moore and students; presentation on Tuesday, the 11th at 6:30 p.m. and many field trips taking place.
   ➢ Mr. Fiorillo reported: financial; information technology; food service; and facilities including summer schedule.
   ➢ Ms. Della Volpe reported: “Celebration of Excellence” occurring for freshmen to seniors; Berkshire League banquet at Aqua Turf; Spring Fling for grades 7-12; Litchfield Community Center dance; Mabry Awards presentation; senior athletic awards and school athletic awards on Wednesday, June 10th; Thursday, June 11th POPS concert; 8th grade to Holiday Hill on Monday, June 8th and 6th grade to shadow 7th grade on June 9th and 10th.

Superintendent’s Report

Superintendent McMullin reported: review of issues that come up with Student Survey results; 14 students “had reported being hit, slapped, or physically hurt on purpose in the last 30 days,” reaching out to Susan B. Anthony Project; setting up a drop in day and speaking with counselors and others; June 11th from 10:30 a.m. throughout the day; issues and concerns regarding students with gambling problems; further research is needed; Survey results and full data report on District Website; Math curriculum to arrive on Friday; and completely voluntary PD for teachers to get a jump-start on the technology resources and manual will be June 22nd at Center School.

Old Business – None
New Business

Mike Edgar and others reported – current programs; successful year; positive growth; leadership change; communicating with the community; USDA handcuffs; salad bar offerings; full deli sandwiches; split salad bar; Boars Head brand used; gluten free available; timing for lunch with choices; input from dietitian; include 5 food groups; student selections; whole grain requirements; colors of fruits and vegetables; “web-trition” used; calorie requirements; % fat contents; reduces sodium; food group requirements; nutrition standards; State regulations; drink issues; feedback from students; and % fat in milk.

Board members discussed: issues with getting kids to eat healthy; kids getting used to nutrition requirements; minimum daily requirements for younger students; need for survey to be completed; could use Smart phones; need for variety; nutrient components available; issues with dropping Federal program; local, fresh fruits and vegetables; meals for athletes needed; raising costs; ala carte items; school lunches different in all buildings; issues with Gatorade; need for seconds for athletes; issues with GMO foods; and commodity program for ordering.

a. Middle School / High School Reorganization

Superintendent McMullin outlined the “Development of a Litchfield Middle School” including: introduction; rationale; traditional middle school; traditional junior high; implementation; timeline; cost; ‘Dean of Students’ job description; Principal job description; “Proposal for 2015-2016 and Beyond;” transition to middle school model; young adolescents; roll out plan to faculty and Board of Education; work we will do to create Litchfield Middle School; Separating the Middle School and High school; logistical changes for next year; dedicated and explicit Middle School Programming is critical for optimal student growth and success; no cost differential; use of stipend; input from LEA; need for department chair descriptions; and use of student surveys.

Board members discussed: issues with Principal’s position in MS; need for MOU; union issues; need to open districtwide; Dean of Students not an administrator; issues with counselors; some surplus funds available for costs; timing issues; grateful for level of details in document; go forward with plan; issues with technology; safety issues; possible goal of 6, 7 & 8; input from CPP committee; philosophy; concerns with another big shift; concerns with taxpayers input; concerns with other Boards; posting issues; standards; equity issue; educationally sound; Ms. Kubisek former guidance counselor so good for principalship; duality of Dean and SRBI position; strength in Special Ed needs; difficulty to hire; issues with failing students now; issues with student performance; issues with outcomes and gains; developmentally appropriate; possible combine elementary schools and close one school; meeting student needs; and if bumps can change.
Superintendent McMullin responded: equity issues to be reviewed; MS sports extra duty; evaluation load comparison; some evaluations go back to department chairs; 3 sections of preschool at CS; equity issues to be worked out; goal not to move 6th grade to MS; issues involved to do that; students not failing now but addressing need in this process; social issues; not serving as effective as could; relationships; cyber issues; developmental issues; looping; grade level teaming; better to address social issues; special education position 092; relationship between behavior and academic; looks at students as whole person; issues with 6th grade moving to LHS: activities after school; regionalization possibilities; dramatic impact if close school; need to improve things for kids now; hard to put together; easy to go back if we have to; Department Chair model needed; allow curriculum development; input from LEA; Department Chairs do exist in contract; Social Studies and Language Arts as one; Science and Math as the other; have savings; and covering for Dean of students.

**MOTION** made by Mr. Clock and seconded by Mr. Bongiorno: to accept the Superintendent’s desire to bring a Middle School program as developed in the documentation starting June 2015.

**MOTION carried.** All votes were in the affirmative. Ms. Carr and Mr. Shuhi abstained.

c. **Resignation**

**MOTION** made by Ms. Carr and seconded by Mr. Clock: to accept the resignation of Traci Wells as school counselor as of the close of this school year.

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

d. **Final Site**

Mr. Fiorillo reported: need to move forward; form of communication with community; link to CIAC athletic webpage; RSS feeds; Facebook, twitter; user friendly; Superintendent used in past; tell our own story; Principal web pages; kid centered; new look for school; static now; and easy to put out news on a daily basis.

**MOTION** made by Mr. Clock and seconded by Mr. Bongiorno: to approve the switch to Final Site.

Board members discussed: security issues; hacking issues; supervising controls; don’t own it; easy fixes; cost issues: $12,000 to $15,000; have level of uses; and use by Superintendent, Principals and teachers.

**MOTION carried.** All votes were in the affirmative. Ms. Carr abstained.
e. Oil Tanks Funding Grant

Mr. Fiorillo reported: town replacing 5 oil tanks; bid out; grant funding possible for 2 of the 5 tanks on our property; applying for grant; need Board resolution; possible town hall meeting; and informing the public.

**MOTION** made by Ms. Carr and seconded by Mr. Clock: to approve a resolution to approve the educational specification for the oil tank replacement project at L.I.S. and the oil tank replacement at L.C.S.

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

f. Recommendation to Hire

**MOTION** made by Ms. Carr and seconded by Ms. Fabbri: to approve Martin R. Ariola as L.I.S. and L.H.S. Psychologist.

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

Committee Reports

**Curriculum Programs and Personnel** - Ms. Fabbri reported that the committee will meet next Wednesday and not Thursday and needs the Superintendent Evaluation document completed by Board members.

**Facilities and Technology** - Mr. Bongiorno reported that the committee met and discussed the following: summer schedule; MS reorganization needs; sidewalks at HS not safe; plan from town needs to firm up; cell phone policy distributed #5131.8(a); BYOD policies; need to present to Policy Committee; Dell products over the next few years; testing went well; Jamie building out wireless access to accommodate math program; needs over summer; gym floor issues; bids to replace floors; no contract yet; and cell phone policies.

**Scholarship Committee** - Mr. Waugh reported that school awards will be given to graduating seniors and 2nd – 4th year undergraduates, too.

Policy

a. First Reading – Policy # 4118.51/4218.51 Employee Use of Social Media – return for second reading at next regular BOE meeting.

b. First Reading – Policy # 4149/4249 Employee Use of the District’s Technology Systems – return for second reading at next regular BOE meeting.
c. First Reading – Policy # 4149.2/4249.2 Bring Your Own Device – return for second reading at next regular BOE meeting.
d. First Reading – Policy # 5131.4/6177 Technology – changes made. Return for second reading at next regular BOE meeting.
e. First Reading – Policy # 5131.41 1-To-1 Computing – return for second reading at next regular BOE meeting.
f. First Reading – Policy # 5131.42 Bring Your Own Device – return for second reading at next BOE meeting.
g. First Reading – Policy # 5131.8 Cell Phone/Electronic Devices Policy – sent back to Policy Committee for review.
h. FYI: Administrative Regulation – Policy #4149/4249 Employee Use of the District’s Technology Systems
i. FYI: Staff Regulation – Policy # 4149/4249 Employee Use of the District’s Technology Systems
j. FYI: Administrative Regulation – Policy # 5131.4 Technology
k. FYI: Regulation – Policy # 5131.41 1-To-1 Computing
l. FYI: Elementary School Regulation – Policy #5131.4 Technology
m. FYI: Secondary School Regulation – Policy # 5131.4 Technology

MOTION made by Mr. Bongiorno and seconded by Mr. Clock: to adjourn the meeting at 9:05 p.m.

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

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