

**LITCHFIELD BOARD OF EDUCATION**  
**REGULAR MEETING**  
**MAY 2, 2018**

Approved 5/16/2018
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A regular meeting of the Litchfield Board of Education was held on Wednesday, May 2, 2018, at 7:00 p.m. in the L.C.S. gym.

Present were: Ms. Carr, Chair; Ms. Stone; 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, Mr. Ammary, and members of the public.

MOTION made by Mr. Simone and seconded by Mr. Clock to add “Leave of Absence” to New Business on tonight’s Agenda.

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

**Approval of Minutes:**

MOTION made by Mr. Simone and seconded by Mr. Shuhi: to approve the minutes of the regular meeting of April 4, 2018 with the following corrections on page 3703 under Community Conversation, change “Mark Youngling” to “Mark Yanaway”, and “google” to “Google.” On page 3704 under LEF communications change “grand concert” to “band concert” and “Kids Marathon” to “kids marathon.”

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

**Payment of Invoices**

MOTION made by Ms. Stone and seconded by Mr. Terzian: approve the payment of FY 2017-18 invoices on Accounts Payable warrant #2018-19 dated 4/25/2018 in the amount of \$215,003.75, warrant #2018-20 dated 5/2/2018 in the amount of \$107,344.58, and Food Service warrant dated 4/25/2018 in the amount of \$6,390.92.

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

**Public Comment and Correspondence Communications**

- a. STPC - none.
- b. PTO - Caroline Wilcox Ugurlu reported: Working on their mission and goal to provide opportunities for community, schools parents/caregivers and kids to come together to create a culture of belonging. Would like to differentiate themselves from LEF. Currently, working to promote a growth mindset and have 97% involvement. Would like 100% participation from families and the community. Growth mindset could include both middle and high schools. Reviewed various activities. Also commented on the tremendous volunteer support, including the AOK Club with each event. LEF purchased 2 buddy benches for PTO; Launching a website and upcoming welcome event in cooperation with art teachers at LIS which will conclude with talent show and ice cream social.

Ms. Carr suggested the schools send out an email message encouraging families to participate; a dedicated message on school messenger inviting families to join. Ms. Stone suggested setting up a kiosk to assist parents on how to sign up and join. Teach parents how to use the link, and they can share this with others. Ms. Wilcox Urgula thought this could work at the beginning of the school year.

- c. Student Council - Helena reported on the upcoming prom, themed 'Rustic Gardens' on May 26; Junior Class will visit and volunteer at the Greater Waterbury Interfaith Ministry soup kitchen on May 4; upcoming fundraising cornhole event on May 19, 10th grade class will host a Friday Fun Day on May 18 at LCC; a joint car wash and tag sale, a middle school dance with the 9th grade student council, and a movie night. Successful bake sale for prom raised \$501; Act of Kindness club will host an Ice Cream Social at Ed Advance on May 4. Third issue of The Torch school newspaper was released, and both the boys and girl's tennis teams are currently undefeated.
- d. Litchfield Prevention Council - none
- e. Litchfield Education Foundation - none

**Other Public Comment:**

- Erich Marriott commented on his disappointment with the loss of the outgoing middle school swim coach Christine Harding, and hopes with the hiring of a new coach, consideration is given towards another coach with a strong background comparable to Ms. Harding.

Ms. Carr commented on her appreciation of the kind words shared about Ms. Harding by Mr. Marriott.

- Becky Stull spoke on behalf of LIS Student Council and thanked LEF for their donation of the buddy bench, and funded a picnic table for the playground. Ms. Stull thanked Gary Gilman for building the bench and picnic table, with only cost for materials, and not labor. Official dedication later in the year.
- Message from Jackie Tiul was read by Caroline Wilcox Ugurlu on her thoughts for looking carefully into the 3rd grade classroom size, and consideration given to adding a classroom.

Mr. Terzian asked if Dr. Pascento will redo the coffee for parents to continue the conversation on this.

- Ed Paruda, American News, offered his commitment to transmit Board of Education meetings live via the internet. Meetings link is: litchfieldboe and recorded in high definition. Live feed is on YouTube channel.

#### **Correspondence:**

- Thank you notes for Administrative Professional Day from L.H.S and L.C.S. offices
- Email from Diane Wilson regarding the CREC program review for Center School.

#### **Administrators' Reports:**

Ms. Kubisek and Dr. Pascento were not present.

Mr. Ammary offered thanks to Andy Parker for coordinating the ACES event. All children and staff exercised simultaneously; AOK club came to school to promote their Ice Cream Social. Thank you to Caroline Wilcox and PTO for their partnership. Kindergarten Orientation set for May 9, with 37 families participating. PTO will be at the orientation.

Ms. Haggard reported; Continued busy time of year.

Mr. Fiorillo reported: Working with the Town's Public Work's department on two bids awaiting BOS approval – 1. HVAC Center School estimated at \$38,500, came in as \$43,500 and 2. Stair Treads estimated at \$25,000, came in as \$16,500. Flyer for E-Rate grant update – Jamie Terry credited for the grant. Reminder that the district is on a spending freeze and has been for the past month to ensure that the district does not end the FY at a deficit. If funds are available, higher priority items will be approved. LMS/LHS were allowed to keep secondary devices in the classrooms following the 1-to-1 program rollout. This has been removed from current year budget. Meetings held with staff and

the union this week. Will allow approximately 5 staff members to use their existing devices until end of next school year. Staff may check out a loaner device to utilized at PPT's. The plan is to replace the primary devices in the classrooms this year for the LHS teachers. Green Team met yesterday, Mr. Fasano spoke about how to continue to be more energy efficient with respect to oil. Looking into a VW settlement to add electric vehicle charging stations around town and possibly at schools. Next energy trend analysis in the next few weeks. We have filled the vacant custodial position with one of our substitute custodians. Continuing to build our substitute custodian pool. This will assist in reducing the amount of external help needed for the summer deep cleaning which has to be completed in 42 days. Reminder that we now have a safety email tip line that can be used to report unsafe building conditions or unsafe bus driving and the website was updated to reflect this information. Mr. Fiorillo was recently nominated to the Connecticut Board of Directors at CASBO (Connecticut Association of School Business Officials).

Board discussed how much is saved to remove secondary devices. Getting all budgets down. How many more years for reductions in electricity, 27 more payments, pay off early if possible.

Ms. Della Volpe reported: Celebrated Professional Assistant's appreciation day. Thank you to staff in high school and school counseling offices. Visit from Chelsea Knox graduate of the Class of 2010 and now principal flutist with the MET Orchestra. Chelsea gave a workshop for band students. Amazing experience for our students. Lynn Rice Scozzafava continues the School-to-Career program with alum speaker Matt Gallagher on finance; and coordinating with the North West Chamber of Commerce to visit local manufacturing facility.

### **New Business**

- a. Healthy Food Certification 2018-2019 - Holli LaBarbera reported; decide if we are participating and if allowing food exemptions.

MOTION made by Mr. Terzian and seconded by Mr. Simone: to implement the health food option.

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

MOTION made by Mr. Terzian and seconded by Mr. Shuhi: to allow the food exemptions.

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

- b. Intermediate School Vision - tabled until the June 6 BOE meeting.
- c. Center School SRBI Program Review - CREC Proposal: Ms. Turner distributed and reviewed the proposal for the Literacy program review for grades K-3, and the SRBI process review for grades K-3. Two specialists will come in June to spend a day putting results together to present. Next steps for us to help children.

MOTION made by Mr. Clock and seconded by Mr. Morosani: to move forward with the CREC Proposal for the Literacy program review.

Board discussed: Funding with current spending freeze, won't know if funding is available until the end of year. Can we take care of it with next year's budget? Deliver report in July use funding for current year. Questioned the success of the program, and validity. Anyone working with students in intervention have certification for this? Board top priority and what we need to move forward; by doing this we can validate what we are doing. Okay with spending money for this program, but wants to be certain we will have the money to pay for this. If we invoice in July can we have the money for this. Program is imperative for students. With finance meetings coming, offers a chance to review finances and come back with decision then. Keep it on the calendar if we don't have to make a decision tonight. Will need approval tonight in order for them to come on June 11th, option to cover \$2,000 of this right now, and arrange for the report to come later; if this is a priority we can look at something to un-fund; Approve today and discuss what to un-fund if we need a decision today. This has been discussed for the last 2 curriculum meetings. Phonics is being taught at LCS. This proposal is for a SRBI Intervention review not classroom teacher instruction of Language Arts.

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

- d. Seherr-Thoss Grant Application for Music Program 7-12: Jodiann Tenney and Jill Vermilyea went to a Facilities and Technology Committee meeting to propose that the BOE write a grant to purchase equipment. There are numerous repairs because of the age of the instruments. Wanted to bring to the BOE \$100,000 needed for equipment, and risers

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need to be replaced. Grant has to come from the BOE or the schools. Designate a BOE member to assist in writing the Grant. Long term planning on replacing equipment if you don't receive a grant. Accomplished music program at Litchfield and need new and better instruments to continue. Asking for a discussion for approval to work with Mr. Morosani on writing and submitting the grant. Suggestion to make this a capital item for future budgets.

MOTION made by Mr. Clock and seconded by Mr. Shuhi: to authorize Ms. Tenney and Ms. Vermilyea to work with Mr. Morosani as an advisor in putting together a grant.

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

- e. Technology Ad Hoc Committee Update: Ms. Carr reported; Dr. Benzoni agreed to sit on the committee, and Mr. Clock will chair. EdAdvance researched and vetted this information. Mr. Shuhi will undertake the hardware and software side with technology.
- f. May 16<sup>th</sup> BOE Retreat: scheduled for May 16th at EdAdvance at starting at 7:00 p.m.; work to resolve current issues within the Board, open lines of communication. Ms. Stone cannot attend, traveling for work. Important that all 9 Board members to attend. Will reschedule a special meeting. Have a two-part meeting, useful in having BOE members together to go over conduct and procedures. Purpose and opportunity for BOE members to get to know each other, and have conversation.
- g. Leave of Absence:

Motion made by Mr. Simone and seconded by Ms. Stone: to allow an unpaid child rearing leave for Caitlin Johnson for the 2018 - 2019 school year.

Board discussion: Supports the leave because we know in advance. Ms. Rice Scozzafava reported according to the LEA contract if asked for leave of absence for the whole year, you can allow.

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

**Superintendent Report:**

Superintendent Turner reported the administrators continue the walk through process; helpful with professional development. Screenagers program sponsored by Litchfield Prevention Council;

supporting the event; final district newsletter in June; thank you to those who came to town meeting. May 10<sup>th</sup> is the town budget vote. Survey about possibilities for dismissals from the different schools to get feedback. Powerschool, school climate inventory.

### **Committee Reports:**

**Finance:** Mr. Simone reported: the next meeting is on Monday, May 7, 2018.

**Technology:** Mr. Shuhi reported: presentation from Mr. Fasano regarding the summer schedule and documentation available from business office on schedule. Fiber bid was tabled. Discussed music department and grant, safety audit, resource officers to keep the school safe. Some information is confidential. Consensus previous audit done in 2013; still functional and more items are being taken care of; paging systems and timeline in getting items were discussed. Resource officers are a presence for children, and some support that, but others are not certain. Transportation incident reports; overall performance interactions and policies and procedures in place from last few weeks. AD HOC discussion as well. Thank you to Abe Ammary and Sherri Turner on how they handled the second fire alarm at Center School.

**CPP:** Ms. Stone reported: April Curriculum, Programs and Personnel discussed; reading audit proposal, and ASVAB proposal. Pilot program prep work to take the ASVAB. More benefits to the test, foremost vocational test, up to guidance to take and link with students' interest and link up with Department of Labor to see vocational interests. Mr. Yanaway teaches at Region 6 after school, cost \$4500 for program. Mr. Stedronsky will look at raising the funds. Peterson program Marks of Success looks at weakness and strengths in test scores. Heard this course will help with ACT/PSAT testing as well. Expense and being offered after-school could be the only down-side. Could we coordinate this with Wamogo? Retired Colonel Yanaway reported this has been proposed during the school day in conjunction with LHS. Based on a .2 teaching position. March to Success; ACT/SAT prepares for MCAT medical, and accelerated programs. ASVAB: vocational ability score - 1 peer group measured, 2. By grade and same sex, 3. Opposite sex measured, compare interest with competency with access to Department of Labor job bank. Foresee it being a 90-minute class every other day. Could be an administration matter more than a BOE matter. Turn this over to collaboration meeting, and ask the Administrators to look into adding to curriculum or collaboration. Educate parents on this program, and options and what it really means. Give to administration to consider, possibly as an elective at the school. Superintendent and principal meet; BOE supports this program to see how to share

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with our students. Offer to take at Region 6, or money will be raised independently to offer at LHS. Snow days, CABE review digital snow days, education can continue on snow days. Join a pilot for next year if interested. Teachers available during school hours. Initiative on Yale Center for emotional intelligence, teaches how to develop emotional intelligence, for leaders of the school.

**EdAdvance:** Free service to BOE's rules and responsibilities of members. October 4 is Annual EdAdvance meeting, open to full BOE members.

**Collaboration:** Mr. Morosani reported: Students exchange in classes with Wamogo and Litchfield students. Meeting with Administrators and counselors on May 9 to update on courses available with each school. Transportation is being worked out. Torrington; meeting with LHS July 18 on ways of cooperating with Professional Development and courses; possible collaboration with other schools align food services, if all partners continue to sign up with food services. Joint meeting with Region 6 on Tuesday. Attended a legislative meeting and 'regionalization' addressed, sharing resources, and shared services. Focus on cooperative programs between schools. Talk about where we are as a board.

**Policy:** no report at this time.

**Policy Review** – none

Mr. Pavlick reported on being on the committee for the annual Litchfield High School Scholarship Association meetings, and a breakfast to award scholarships on June 1, 2018 at the Litchfield Community Center. A great experience meeting these stellar students.

MOTION made by Mr. Clock and seconded by Mr. Simone to adjourn the meeting at 8:58 p.m.

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

Respectfully submitted,



Matthew B. Terzian, Secretary

Tammy Knox, Recording Secretary