

LITCHFIELD PUBLIC SCHOOLS  
BOARD OF EDUCATION MINUTES  
August 19, 2021

1. Call to Order: The Board of Education meeting, held in the Litchfield Intermediate School Auditorium and via teleconference was called to order at 7:00 p.m. by Mr. Malo.

Members present: Mr. Terzian, BOE Chair, Mr. Malo, BOE Secretary, Mr. Morosani, Mr. Shuhi, Ms. Reardon, Ms. Stone, Mr. Pavlick, and Mr. Falcetti. Also present: Mr. Leone, Superintendent, Ms. Della Volpe, Assistant Superintendent, Mr. Sattazahn, Chief Operating Officer, Mrs. Kennedy, Chief Academic Officer, Mr. Pascento, Principal Litchfield High School, Mr. Valerio, Principal Litchfield Intermediate School, Mrs. Deltano, Principal Litchfield Center School, Ms. Haggard, Director of Pupil Services, Mr. Storrs, Dean of Students, Mr. Robillard, Accounting Manager, Mrs. Vecca, Humanities Coordinator, Ms. Smith, Humanities Coordinator, and Mrs. Baranauskas, STEM Coordinator.

2. Pledge of Allegiance

Mr. Terzian invited everyone to stand and recite the Pledge of Allegiance.

3. Approval of Minutes

- a. Review the minutes of the special meeting of July 8, 2021

Mr. Morosani made a motion to approve the special meeting minutes of July 8, 2021. Mr. Pavlick seconded the motion. Mr. Malo abstained. The motion passes.

4. Public Comment

Julie Glockner requested to make a public comment. Prior to speaking Mr. Leone asked Ms. Glockner to put on a mask, in compliance with the Governor's Executive Orders. Ms.

Glockner made a comment against the mask mandate and also spoke about the challenges she and her children have experienced when required to wear a mask.

5. Superintendent's Report

- a. 2020-2021 Finance Report

Mr. Leone provided the 2020-2021 Finance Report commenting year-end revenue projection is \$19,744,390, with unaudited contingency currently at \$228,690. Mr. Leone also reviewed budget transfers that will be approval items later in the meeting. The audit of the 2020-2021 budget will begin in the summer. Once the audit is complete and there is a firm contingency number, the district will request 50% of that amount from the town to be placed in the capital fund.

- b. 2021-2022 Finance Report

Mr. Leone reviewed the 2021-2022 budget report commenting projected revenue is \$19,693, which does not include the ESSER II or ESSER III funds. On the expense side, he reviewed the realized savings from Certified Salaries, Shared Services and Capital work completed in the 2020-2021 fiscal year.

- c. Personnel Report

Mr. Leone reviewed the August Personnel Report commenting on vacancies, new hires, and an internal transfer.

d. Reopening of Schools – Update

Mr. Leone provided the Reopening of Schools update that included wearing masks in school and the recent announcement of Executive Order 13D requiring COVID-19 vaccinations for all state, school employees, and child care facility staff by September 27, 2021. Mr. Leone went on to say there are many questions around this new Executive Order that includes understanding medical and religious exemptions and how this applies to employee union contracts. Mr. Leone will keep the Board and his staff informed as he learns more on the impact, process and implementation of this requirement.

e. Workgroup Recommendations – Update

Due to a disagreement on the process of the Workgroup on Collaboration from a town attorney who believed the process was flawed, the Public Hearing will not go forward. The district and town attorneys from Litchfield, Warren, Morris and Goshen will meet to work through a process agreeable to all. Once determined, this plan will be submitted to the CSDE for review. Mr. Leone commented the positive outcome of all of these discussions is all parties involved would like the Workgroup recommendations to move forward and allow there to be a referendum to vote. Therefore, the Public Hearing scheduled for August 26, 2021 will be cancelled.

**Mrs. Pavlick made a motion to add Item 5.f. Cancellation of the Public Hearing Scheduled for August 26, 2021. Ms. Reardon seconded the motion. The motion passed unanimously.**

f. Cancellation of the Public Hearing Scheduled for August 26, 2021

**Mr. Morosani made a motion to approve the Cancellation of the Public Hearing Scheduled for August 26, 2021. Ms. Reardon seconded the motion. The motion passes unanimously.**

6. Presentation

a. Safety & Security Update – C. Leone

Mr. Leone presented the Safety & Security Update highlighting upgrades and changes since 2017 to date. He also spoke to next-level work that includes new key fobs systems at LCS and LIS, a partnership with the RSD6 School Resources Officers and Social Media Education for grade 5 students to name a few. The Safety & Security Update presentation will be posted on the District website in the coming days.

b. Climate Survey Review – A. Kennedy

Mr. Leone also presented the Climate Survey Review based on a survey conducted in late April 2021. Some highlights of the presentation include high ratings of teachers and staff having a strong commitment to engaging their students and making their classrooms a supportive environment, and for teachers and staff being enthusiastic about equity, diversity, and inclusion work within the district. Mr. Leone commented while these results were positive, there are opportunities to improve in many areas. Mr. Leone outlined next-level work that includes using the survey results as a baseline to develop the School Engagement Plans for the 2021-2022 school year.

## 7. New Business

### a. New Storage Shed at Baseball Field - Approval

Ms. Stone made a motion to approve the New Storage Shed at Baseball Field. Mr. Malo seconded the motion. The motion passes unanimously.

### b. Release Times for 2021-2022 - Approval

Ms. Stone made a motion to approve Release Times for 2021-2022. Mr. Malo seconded the motion. The motion passes unanimously.

### c. Budget Transfer Request – 2020-2021-Approval

Mr. Morosani made a motion to approve the Budget Transfer Request – 2020-2021. Mr. Pavlick seconded the motion. The motion passes unanimously.

### d. Budget Transfer Request – 2021-2022 - Approval

Mr. Shuhi made a motion to approve the Budget Transfer Request – 2021-2022. Mr. Morosani seconded the motion. The motion passes unanimously.

### e. Joint Agreement of Shared Services – Accounting Manager-Approval

Mr. Pavlick made a motion to approve the Joint Agreement of Shared Services – Accounting Manager. Mr. Morosani seconded the motion. The motion passes unanimously.

### f. Technology Fees

Mr. Pavlick made a motion to approve Technology Fees. Mr. Malo seconded the motion. The motion passes unanimously.

## 8. Old Business

None

## 9. Committee Reports

Ms. Stone provided the EdAdvance update commenting with the ESSER funds received, the organization is in good financial shape and is looking forward to opening schools for in-person this year.

Ms. Reardon shared the Curriculum, Programs and Personnel committee met earlier in the evening and discussed the successful *Summerfest* program, received the Climate Survey results, and update on the new elective course of Inclusion of Black and Latino studies that will be piloted at LHS this school year. The committee also discussed the Global Read Aloud initiative.

## 10. Policy Review

### a. First Reading

- i. Policy 3000 Concept and Roles
- ii. Policy 3110 Budget
- iii. Policy 3240 Tuition Fees
- iv. Policy 3260 Sale and Disposal of Books, Equipment and Materials
- v. Policy 3280 Gifts
- vi. Policy 3323 Bid Requirements
- vii. Policy 3434 Periodic Audit
- viii. Policy 3516 Safety
- ix. Policy 3517 Security of Buildings and Grounds
- x. Policy 3524.1 Pest Management-Pesticide Application

- xi. Policy 3541 Transportation
  - xii. Policy 3541.2 Safety – Hazardous Conditions
  - xiii. Policy 3541.3 School Approved Trips
  - xiv. Policy 3541.5 Transportation Safety Complaints
  - xv. Policy 3542 Food Service
- b. Second Reading
- i. Policy 3250 Materials-Service Fees, Charges
  - ii. Policy 3310 Purchasing Guides
  - iii. Policy 3320 Purchasing Procedures
  - iv. Policy 3324 Contracts
  - v. Policy 3450 Monies in School Buildings
  - vi. Policy 3453 School Activity Funds
  - vii. Policy 3524.2 Green Cleaning Program
  - viii. Policy 3532.1 Liability Insurance
  - ix. Policy 3541.1 Eligibility for School Transportation

Mr. Pavlick requested a motion to aggregate *9b. Second Reading Items i.-ix.* Ms. Reardon made a motion to aggregate *9b. Second Reading Items i.-ix.* Mr. Malo seconded the motion.

Mr. Pavlick then requested a motion to approve *9b. Second Reading Items i.-ix.* Mr. Malo made a motion to approve *9b. Second Reading Items i.-ix.* Ms. Reardon seconded the motion. The motion passes unanimously.

11. Executive Session

Mr. Morosani made a motion to enter into Executive Session and invited Mr. Leone and Ms. Della Volpe. Mr. Pavlick seconded the motion. The motion passes unanimously.

Executive Session Begins: 7:54 p.m.

Executive Session Ends: 8:02 p.m.

12. Adjournment There being no further business to come before the Board, Ms. Reardon made a motion to adjourn. Mr. Pavlick seconded the motion. The motion passes unanimously. The meeting adjourned at 8:02 p.m.

Respectfully submitted,  
Christine Escobar  
Secretary, pro-tem