

LITCHFIELD BOARD OF EDUCATION
REGULAR MEETING MINUTES
September 9, 2021

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

Members present: Mr. Terzian, BOE Chair, Mr. Clock, BOE Vice Chair, Mr. Malo, BOE Secretary, Ms. Reardon, Ms. Stone, Mr. Pavlick, Mr. Shuhi, and Mr. Falcetti. Also present: Mr. Leone, Superintendent, Ms. Della Volpe, Assistant Superintendent, Mrs. Kennedy, Chief Academic Officer, Mr. Sattazahn, Chief Operating Officer, Ms. Haggard, Director of Pupil Services, Mr. Valerio, Principal Litchfield Intermediate School, Mrs. Deltano, Principal Litchfield Center School, Mr. Storrs, Dean of Students, Mrs. Vecca, K-12 Humanities Coordinator, and Mrs. Baranauskas, K-12 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 regular meeting minutes of August 19, 2021

Mr. Pavlick made a motion to approve the regular meeting minutes of August 19, 2021.

Mr. Malo seconded the motion. Mr. Clock abstained. The motion passes.

4. Public Comment

Margaret Hunt, a Litchfield resident spoke to Board members about being pro-active when addressing curriculum especially as it relates to history. Ms. Hunt feels there is a lot of misinformation on what is being taught in our schools and it is important to communicate accurate information. Ms. Hunt suggested using *The Litchfield Pride* as a vehicle to communicate on this subject as this newsletter is sent to all Litchfield community members.

5. Superintendent's Report

- a. 2021-2022 Finance Report

Mr. Leone provided the 2021-2022 Finance Report. Revised revenue projections sit at \$225,110 that includes a reduction to outside tuition due to no viable candidates came forward with the Limited Tuition Agreement with Winchester Board of Education, and the addition of ESSER II and partial addition of ESSER III funds. On the expense side, Mr. Leone reviewed costs associated with the addition of a .5 Social Worker, after-school coverage, enrichment curriculum for learning loss, math intervention, and SmartBoard expenses to name a few. Mr. Leone reported a balanced budget with contingency at approximately \$55k.

- b. Personnel Report

Mr. Leone reviewed the September Personnel Report that included vacancies of a Special Education teacher at LCS, an Educational Assistant, STEM Coordinator, and an Art Teacher; new hires of a .5 Social Worker, an Educational Assistant, and an English Teacher. Mr. Leone also shared information on a recent resignation of an Art Teacher.

- c. Enrollment Report

Mr. Leone reviewed the September Enrollment Report noting next month's report will include student attendance results.

d. Reopening of Schools – Update

Mr. Leone was pleased to share that Reopening attendance is 97% and there have been zero cases of COVID-19 in the schools to date. Mr. Leone provided information on Executive Order 13D and the impact on keeping schools in person.

e. Workgroup Recommendations - Update

Mr. Leone attended a recent meeting with the attorneys from the towns of Litchfield, Warren, Morris, Goshen, the LPS Board of Education attorney, and the RSD6 Board of Education attorney. The purpose of the meeting was to develop a plan to bring forward the recommendations to the CSDE. Mr. Leone left the meeting feeling optimistic that all parties want to bring forth the Workgroup Recommendations to the towns for a referendum vote. It is anticipated that by June 2022 there will either be a referendum vote or a date set for a referendum vote.

6. Presentations

a. Academic Performance – A. Kennedy

Mrs. Kennedy presented the 2020-2021 Academic Performance report. Some highlights of the presentation include steady academic progress on state assessments despite the pandemic; mathematics SBAC performance impacted greater than ELA performance. Strategies to address math performance include utilizing the interim SBAC results to address gaps in knowledge and skills, more instructional minutes with the new middle school schedule, and a curriculum review in PK-12 mathematics to determine curriculum development needs and programming for 2022-2023.

7. New Business

a. Superintendent Goals for 2021-2022

Ms. Reardon made a motion to approve the Superintendent Goals for 2021-2022. Mr. Clock seconded the motion. The motion passes unanimously.

b. Teacher Evaluation for 2021-2022

Mr. Shuhi made a motion to approve the Teacher Evaluation for 2021-2022. Ms. Reardon seconded the motion. The motion passes unanimously.

c. Memorandum of Understanding – Litchfield Hills Rowing Club

Mr. Pavlick made a motion to approve the Memorandum of Understanding – Litchfield Hills Rowing Club. Mr. Clock seconded the motion. The motion passes unanimously.

d. Approval of Tuition Request for 2021-2022

Mr. Clock made a motion to approve the Tuition Request for 2021-2022. Mr. Shuhi seconded the motion. The motion passes unanimously.

e. Approval of LPS Board of Education Meeting Dates – 2022

Ms. Reardon made a motion to approve the LPS Board of Education Meeting Dates – 2022. Mr. Clock seconded the motion. The motion passes unanimously.

f. Approval of Budget Transfers – September 2021

Mr. Shuhi made a motion to approve Budget Transfers-September 2021. Mr. Clock seconded the motion. The motion passes unanimously.

8. Old Business

None

9. Committee Reports

Ms. Stone had no report for EdAdvance.

Ms. Reardon reported that Curriculum, Programs, and Personnel met earlier in the evening and discussed results from the Youth Survey and received the 2020-2021 Academic Performance update.

Mr. Leone provided the Facilities and Technology update commenting the committee met earlier in September and discussed summer capital work, key fobs at LCS and LIS, brick and mortar issues at LCS, and the elevator at LCS.

Mr. Clock shared the Finance Committee met and discussed the fiscal year-end 2020-2021 budget, received an update on the 2021-2022 budget, discussed a budget transfer and a strategy to increase the insurance pool to mitigate expenses for 2022-2023 budget.

10. Policy Reviewa. Recommendation to Rescind

- i. Policy 4111/4211 Regulation -Recruitment and Selection Procedures
- ii. Policy 4111.3 Hiring
- iii. Policy 4111.4 Administrative Vacancies
- iv. Policy 4112.5/4212.5 Regulation -Security Check/Fingerprinting
- v. Policy 4112.51/4212.51 Reference Checks
- vi. Policy 4112.51/4212.51 Regulation - Reference Checks
- vii. Policy 4112.52/4212.52 Criminal History Record Information (CHRI)
- viii. Policy 4115 Evaluation and Support Program
- ix. Policy 4115.1 Evaluation – Supervisors
- x. Policy 4117.4 Non-Renewal/Suspension

b. Pending Legal Review

- i. Policy 4000.1 Title IX of the Education Amendments of 1972
- ii. Policy 4111.2 Minority Teacher Recruitment Plan
- iii. Policy 4112.5/4212.5 Security Check - Fingerprinting
- iv. Policy 4112.51/4212.51 Reference Checks
- v. Policy 4112.8/4212.8 Nepotism-Employment of Relatives
- vi. Policy 4118.1 /4218.1 Prohibition of Sex Discrimination
- vii. Policy 4118.11/4218.11 Nondiscrimination

c. First Reading

- i. Policy 4000 Concepts and Roles in Personnel
- ii. Policy 4111.1/4211.1 Affirmative Action: Recruitment and Selection
- iii. NEW -Policy 4100 Certified Personnel
- iv. Policy 4112.2 Placement on Salary Schedule
- v. Policy 4112.6/4212.6 Personnel Records
- vi. Policy 4112.6/4212.6 Form A Notification to Employee of Request for Records
- vii. Policy 4112.6/4212.6 Form B Objection to Disclosure of Records
- viii. Policy 4112.6/4212.6 Form C Notification of Denial of Request for Records

d. Second Reading

- i. Policy 3000 Concept and Roles- Business
- 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

Mr. Pavlick requested a motion to aggregate *10a. Recommendation to Rescind Items i-x*. Mr. Shuhi made a motion to aggregate *10a. Recommendation to Rescind Items i-x*. Mr. Malo seconded the motion. The motion passes unanimously.

Mr. Pavlick requested a motion to approve *10a. Recommendation to Rescind Items i-x*. Mr. Clock made a motion to approve *10a. Recommendation to Rescind Items i-x*. Ms. Reardon seconded the motion. The motion passes unanimously.

Mr. Pavlick requested a motion to aggregate *10d. Second Reading Items i-xv*. Mr. Shuhi made a motion to aggregate *10d. Second Reading Items i-xv*. Mr. Malo seconded the motion. The motion passes unanimously.

Mr. Pavlick requested a motion to approve *10d. Second Reading Items i-xv*. Mr. Shuhi made a motion to approve *10d. Second Reading Items i-xv*. Mr. Malo seconded the motion. The motion passes unanimously.

11. Executive Session

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

Executive Session Begins: 8:07 p.m.

Executive Session Ends: 8:19 p.m.

12. Adjournment There being no further business to come before the Board, Mr. Pavlick made a motion to adjourn. Mr. Shuhi seconded the motion. The motion passes unanimously. The meeting adjourned at 8:20 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem