

Litchfield Board of Education  
Regular Meeting Minutes  
November 4, 2021

Curriculum, Programs & Personnel Committee

- I. Call to Order The Curriculum, Programs & Personnel Committee meeting held at Litchfield Center School and via teleconference was called to order at 5:03 p.m. by Ms. Reardon.

Members present: Ms. Reardon, Chair, Ms. Stone, Mr. Malo, and Mr. Falcetti. Also present: Mr. Leone, Superintendent, Mr. Terzian, BOE Chair, Ms. Della Volpe, Assistant Superintendent, Mrs. Kennedy, Chief Academic Officer, Mr. Sattazahn, Chief Operating Officer, Mrs. Vecca, K-12 Humanities Coordinator, and Mrs. Smith, K-12 Humanities Coordinator.

II. Approval of Minutes

- a. Review the minutes of the regular meeting of September 9, 2021

Mr. Terzian made a motion to approve the minutes of the regular meeting of September 9, 2021. Mr. Falcetti seconded the motion. Mr. Falcetti abstained. The motion passes.

- b. Review the minutes of the regular meeting of October 14, 2021.

Mr. Terzian made a motion to approve the minutes of the regular meeting of October 14, 2021. Mr. Malo seconded the motion. Mr. Falcetti abstained. The motion passes.

III. Communications

None

IV. Public Participation

None

V. Old Business

Mr. Leone shared the Governor announced this morning a new initiative called *Screen and Stay*. The goal of this initiative is to allow students and staff identified as having close contact to a known COVID case, who are not fully vaccinated, to remain in school and not be quarantined. These students and staff must have been wearing masks and showing no COVID symptoms. The district is awaiting further details from the state, DPH, and CSDE in order to implement.

VI. New Business

- a. Five Year Curriculum Review Cycle

Mrs. Kennedy presented the Litchfield Public Schools Curriculum Renewal Plan 2021-2026. This comprehensive document includes Curriculum, Instruction, and Assessment goals, the Curriculum Renewal Cycle (review, develop, implement, monitor) and the phases within the cycle. There is also an “at a glance” matrix of core curriculum subjects and where they fall within the renewal cycle. The Curriculum Renewal Plan will be an agenda action item for approval at the December Board of Education meeting.

b. School Engagement Plans (Update)

Mr. Leone updated the committee sharing the School Engagement Plans will be posted on the district and school websites, a presentation will be delivered to the Board of Education later in the evening, and Executive Summaries of these Plans will be available in December.

VII. Future Agenda Items

a. Communication Plan Update - December

Future agenda items include the Communication Plan Update, IEP Systems, and NWEA screening results.

VIII. Adjournment There being no further business to come before this committee, **Mr. Falcetti made a motion to adjourn. Mr. Terzian seconded the motion. The motion passes unanimously.** The meeting adjourned at 5:40 p.m.

Respectfully submitted,  
Christine Escobar  
Secretary – pro-tem