

Litchfield Board of Education
Regular Meeting Minutes
March 10, 2022

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

Members present: Mr. Terzian, Chair, Mr. Clock, Vice Chair, Mr. Malo, Secretary, Ms. Reardon, Ms. Stone, Mr. Morosani, Mr. Breslin, Ms. Murphy, and Mr. Shuhi. Also present: Mr. Leone, Superintendent, Ms. Della Volpe, Assistant Superintendent, Mrs. Kennedy, Chief Academic Officer, Mr. Sattazahn, Chief Operating Officer, Mr. Valerio, Principal Litchfield Intermediate School, Mrs. Deltano, Principal Litchfield Center School, Mr. Robillard, Accounting Manager, Ms. Haggard, Director of Pupil Services, Mrs. Baranauskas, K-12 STEM Coordinator, Mrs. Vecca, K-12 Humanities Coordinator, and Mrs. Hodges, District Liaison, LPS & RSD6.

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 of February 10, 2022

Ms. Reardon made a motion to approve the regular meeting minutes of February 10, 2022. Mr. Breslin seconded the motion. The motion passes unanimously.

4. Public Comment

None

5. Superintendent's Report

- a. 2021-2022 Finance Report

Mr. Leone reviewed the 2021-2022 Finance Report as of March 1, commenting on a balanced budget of \$19,930,110 with Contingency of \$113k. Next month the Board can expect a Budget Transfer request for Classified Staff salaries and savings in Employee Benefits. The district will continue to monitor fuels costs.

- b. Personnel Report

Mr. Leone reviewed the March Personnel Report noting vacancies for an Educational Assistant Litchfield Middle/High School, STEM Coordinator, Van Driver, and Systems Administrator. Also noted was a resignation of an Educational Assistant at Litchfield Intermediate School, and an internal transfer of an Educational Assistant from Litchfield Middle/High School to Litchfield Intermediate School. Mr. Leone closed by announcing Joanne Moore, Librarian at Litchfield Center School is retiring. The district will formally recognize Ms. Moore at the June Board of Education meeting.

- c. Enrollment Report

Mr. Leone requested the Board focus on enrollment numbers for Pre-K, Kindergarten and Grade 8 which will be a focus of discussion when he presents the 2022-2023 Superintendents Recommended Budget. Additionally, given the timing of the Board packet preparation, March attendance is not included in this report. Attendance will be included in the April report.

- d. Temporary Regional School District Study Committee Update

The next committee meeting is Friday, March 11 at 6:00 p.m. in the Wamogo auditorium. Mr. Leone said the committee is "very close" to a near-final report. Mr.

Leone also acknowledged there has been some back-and-forth correspondence in the Litchfield BZ on the work done by the committee. Mr. Leone will not get pulled into the discussion. As Superintendent he remains neutral. Mr. Leone cannot and does not lobby on behalf of passing a school budget and it is the same for the regionalization committee. His role is to do the work charged to him by the Board of Education and the work charged to him by the committee members. If or when it comes time to inform the public about the Region 20 plan, Mr. Leone will present the facts and the truth. Referencing the Litchfield BZ correspondence, he commented for someone to run on a campaign about consolidation and then throw barbs at other towns doing this work is appalling. The work of the committee is thoughtful in nature and thoughtful in methodology. Mr. Leone hopes that the committee can pass a final document. The state will accept the document and the people from the towns Goshen, Litchfield, Morris, and Warren can have their say.

e. 2021-2022 School Calendar – Update

Mr. Leone reviewed the most recent 2021-2022 School Calendar commenting the tentative last day of school is June 21, 2022. The district will officially set the high school graduation date at the April Board of Education meeting.

6. New Business

a. Superintendents 2022-2023 Recommended Budget Presentation

Mr. Leone presented the Superintendent's Recommended Budget for 2022-2023. Some highlights of the presentation include 0% change to town contributions for the *third consecutive year* while maintaining current staffing levels. For the *second consecutive year*, there is no increase in medical insurance costs. Mr. Leone publicly thanked Deb DeLisle, Human Resources for her work on the medical insurance plan. Mr. Leone highlighted the food services program that sources fresh produce, meats, and milk from local farms, an increase of funding in mental health services, and the continuation of the Summer Enrichment Program, *SummerFest*. The district will continue to monitor fuel and Special Education transportation expenses.

Ms. Reardon made a motion to add Item 6f. *Approval of the 2022-2023 Superintendents Recommended Budget*. Ms. Stone seconded the motion, The motion passes unanimously.

b. Approval of MOA-Food Services Agreement –EdAdvance & Regional School District No .6

Mr. Breslin made a motion to approve the MOA-Food Services Agreement – EdAdvance & Regional School District No. 6. Ms. Stone seconded the motion. Mr. Morosani abstained. The motion passes 8 yes, 0 no, 1 abstention.

c. Approval of MOU with Regional School District No. 6 –Student Services

Mr. Shuhi made a motion to approve the MOU with Regional School District No. 6 – Student Services. Ms. Stone seconded the motion. The motion passes unanimously.

d. Approval of District Climate Survey (2022)

Ms. Reardon made a motion to approve the District Climate Survey (2022). Ms. Stone seconded the motion. The motion passes unanimously.

e. Approval of Healthy Food Certification - Healthy Food Option & Food and Beverage Exemptions

6.e.1 Motion language for healthy food option: Pursuant to C.G.S. Section 10-215f, the board of education or governing authority certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2022, through June 30, 2023. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.

Mr. Breslin made a motion to approve item 6.e.1 Motion language for healthy food option as written. Mr. Morosani seconded the motion. The motion passes unanimously.

6.e.2 Motion language for combined food and beverage exemptions: The board of education or governing authority will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food and beverage items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food and beverage sales.

Ms. Reardon made a motion to approve item 6.e.2 Motion language for combined food and beverage exemptions as written. Ms. Stone seconded the motion. The motion passes unanimously.

6f. Approval of 2022-2023 Superintendents Recommended Budget at \$19,803,000.

Mr. Shuhi made a motion to approve the 2022-2023 Superintendents Recommended Budget at \$19, 803,00. Ms. Stone seconded the motion. The motion passes unanimously.

7. Old Business

None

Ms. Reardon made a motion to table Policy Review 9a. Second Reading Policy 6177.1 Reading Assignments and Other Instructional Materials and send back to the Policy Committee for review. Mr. Shuhi seconded the motion. The motion passes unanimously.

8. Committee Reports

Mr. Shuhi provided an update on the Facilities and Technology Committee meetings of February 24th and March 10th. Topics covered were an update on the security audit, a

review of proposed Capital Projects for 2022-2023, and status on the singular IT/Facilities Ticket System.

Ms. Reardon spoke about the Curriculum, Personnel, and Programs Committee that met earlier in the evening and covered the NWEA winter results, the spring testing schedule, reviewed the annual climate survey questionnaire, and discussed accomplishments to date since the adoption of the 5 Year Renewal Cycle and progress updates on the K-12 Mathematics Curriculum Cycle.

Mr. Clock concluded with an update on the Finance Committee. The committee met in February and reviewed the Food Services Agreement and the Budget Workshop #2 presentation. This evening committee member received a status report on the March 1, 2022 Finance report.

9. Policy Review

a. Second Reading

- i. NEW – Policy 6141.321 Computers: Responsible Use of the Internet, Computer Systems, Networks, and Filtering
- ii. NEW – Policy 6146.1 Grading/Assessment Systems
- iii. NEW – Policy 6177.1 Reading Assignments and Other Instructional Material

Mr. Malo requested a motion to aggregate 9a. Policy Review Second Reading i.-ii. Ms. Stone made a motion to aggregate 9a. Policy Review Second Reading i.-ii. Mr. Breslin seconded the motion. The motion passes unanimously.

Mr. Clock made a motion to approve aggregate 9a. Policy Review Second Reading i.-ii. Ms. Stone made a motion to approve aggregate 9a. Policy Review Second Reading i.-ii. The motion passes unanimously.

10. Executive Session (Anticipated)

Mr. Shuhi made a motion to enter in Executive Session and invited Mr. Leone and Ms. DellaVolpe. Ms. Reardon seconded the motion. The motion passes unanimously.

Entered Executive Session: 7:49 p.m.

Exited Executive Session: 7:52 p.m.

11. Adjournment There being no further business to come before this meeting, *Mr. Shuhi made a motion to adjourn. Ms. Reardon seconded the motion. The motion passes unanimously.* The meeting adjourned at 7:53 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem