I. Call to Order
The Curriculum, Programs & Personnel Committee meeting held in the Litchfield Intermediate School auditorium and via teleconference was called to order at 5:17 p.m. by Ms. Reardon.

Members present: Ms. Reardon, Chair, Mr. Malo, Ms. Stone, and Ms. Murphy. Also present: Mr. Leone, Superintendent, Mr. Terzian, BOE Chair, Ms. Della Volpe, Assistant Superintendent, and Mrs. Smith, K-12 Humanities Coordinator.

II. Approval of Minutes
a. Review the minutes of the special meeting of October 13, 2022
Mr. Malo made a motion to pass the special meeting minutes of October 13, 2022. Mr. Terzian seconded the motion. The motion passes unanimously.

III. Communications
None

IV. Public Participation
None

V. Old Business
None

VI. New Business
a. Fall Assessment Data
Mr. Leone reviewed the Fall Assessment Data commenting on K-8 MAP results. All grades, with the exception of Kindergarten, saw an increase over prior year. Mr. Leone further reviewed the Math and ELA by grade fall-to-fall comparison. Discussion ensued and Mr. Leone addressed questions from the committee.

b. School Engagement Plans (Update)
Ms. Della Volpe commented the 2022-2023 School Engagement Plans are posted on the website. She went on to explain the school leadership team were charged to analyze their schools data in four specific areas Curriculum, Instruction, Assessment and Climate making observations and identifying areas of focus for improvement. The team then set action steps and accountability goals. Ms. Della Volpe closed by saying these plans are different than school improvement plans where if students, parents and teachers are all actively engaged on the same ideas and areas that those areas will eventually improve.
VII. Future Agenda Items
   a. Future Agenda Items include a Communication Plan Update in December and the committee closed by holding a discussion on school start times.

VIII. Adjournment
      There being no further business to come before this committee, Mr. Malo made a motion to adjourn. Mr. Terzian seconded the motion. The motion passes unanimously. The meeting adjourned at 5:56 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem