



**TORRINGTON PUBLIC SCHOOLS  
BOARD OF EDUCATION REGULAR MEETING  
Wednesday, October 24, 2018, 6:30 PM  
THS Media Center, 50 Major Besse Drive**

**MINUTES**

1. Call to Order: 6:30 PM
2. Pledge of Allegiance
3. Roll Call:  
Board Members Present: Ms. Cappabianca, Mr. Eucalitto, Ms. Hoehne, Mr. Kissko, Mr. Maniccia, Ms. Richardson, Ms. Spino, Mr. Thibault, Ms. Todor  
Board Members Absent: Mr. Corey  
Administrators Present: Mr. Bascetta, Ms. Fergusson, Ms. Forzano, Ms. Lubomski, Ms. Perzan, Ms. Schulte
4. Approval of Agenda: Mr. Kissko made the motion to approve the agenda, second by Ms. Spino. All in favor.
5. Recognitions: Superintendent Lubomski and Ms. Cappabianca presented recognition certificates for various accomplishments to the following:
  - A. IT Team
  - B. Ronnie Magistrali
  - C. TMS:
    1. Hilary Sterling
    2. Kelly Browning
    3. Angelo Calabrese
    4. Suzanne Colwell
    5. Bryan Olkowski
  - D. Vogel-Wetmore School
    1. Marci Chappel
  - E. THS:
    1. Alyssa Archimbault
    2. Dillon Corso
    3. Kayla Damon
    4. Sam Erickson
    5. Ashley Lamont
    6. Sophia Lestrud
    7. Christine Libbey
    8. Hannah Llewellyn
    9. Justin Skarupa
    10. Emily VAsquez
    11. Nathan Zwart
    12. Kyle Vincent
    13. Macayla Muzzulin
    14. Lt. Col. Coulouras
    15. Wayne Splettstoesz
  - F. Southwest School:
    1. Donna Merritt

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- G. Torrington School
  - 1. Sandy Mangan
- H. Forbes School
  - 1. Susan Smail
- 6. School/Community Service/Public Participation:
  - Robin – She spoke about a fund raising event that will benefit the Library Media Center on November 17 at Barnes and Noble in Canton.
  - Veronica – She spoke about the agenda item substitute pay and she believes that increasing substitute pay will help this issue.
  - Diane – She spoke about the agenda item substitute pay and positive reinforcement for the teachers with good attendance.
- 7. Information Sharing Session:
  - A. Interim Superintendent’s Report:
    - Ms. Lubomski highlighted the wonderful things that have been happening in the district: Empty Bowls, Pumpkin Patch Festival, new program that we can participate in is UConn Program Project Lift. They are getting ready for professional development on November 6. All of the schools participated in the Coherence Review that was suggested by the Alliance Leadership. The report will be shared. She announced that Ms. Forzano is moving to Ed Advance.
  - B. SPED Update:
    - Ms. Perzan presented a PowerPoint. She spoke about funding sources, Board of Education accounts, IDEA grant accounts, changes with fiscal impact, excess cost-previous legislation, excess cost, tuition reimbursement, status of funding, other mitigating factors, and how the budget is drafted.
    - Discussion: How do you plan on approaching over identification immediately? How do we figure out why we are so off? Ms. Perzan stated that immediately she will start with the Professional Development. There is no quick fix, this is a cultural fix. We will be in a better place in 2019, not this year.
  - C. Monthly Financials:
    - Mr. Maniccia stated that there is nothing out of the ordinary right now.
  - D. District Calendar-Parent Conference Days:
    - Ms. Lubomski – We only had two parent conference days last year and that was not enough. We want to amend the calendar to add conferences on the half day before Thanksgiving, November 16 and to add March 27. Those would be early dismissals. There was discussion for other days because five half days in a row is not favorable. Ms. Lubomski wanted to make sure that the conferences are held before report cards.
  - E. UST RFP:
    - Underground Storage Tank – Mr. Maniccia spoke about the two bids and the Budget Committee recommends Kropp Environmental bid.
  - F. Technology Computing Devices RFP #2018-002:
    - Mr. Maniccia spoke about the amendments that they made at the Budget Committee meeting.
  - G. FERPA Policy:
    - Ms. Hoehne reported that we do not have this policy and we need it.
  - H. Suspension/Expulsion Policy #6192:
    - Ms. Hoehne reported this policy was outdated and we have revised it.
  - I. Substitute Pay:
    - Mr. Maniccia - We have discussed the cost and the lack of substitutes. We think it would be a good idea to increase the substitute pay and we know that it is not a complete fix, but it will make us more competitive. Central office will look into the use of grant money to fund substitutes on professional development.

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- J. Board Sub-Committees:  
The Chair has revamped the sub-committees with the two new board members. Assignments were passed out. She also asked the board to reach out to the school they are assigned to and bring information back to the board. We will now add a section to the board where we give liaison reports.
  - K. CSDE Agreement for Child Nutrition Program ED-099:  
Ms. Forzano stated that we are required to update this form and that is why this is before the board. She requested that the board approve the CADE Agreement for Child Nutrition Program Ed-099.
  - L. Executive Session Discussion Regarding IT Supervisor and Assistant Director of SPED  
Ms. Kissko made a motion to enter into executive session, second by Ms. Spino.  
Mr. Kissko amended his motion to enter into executive session inviting in Ms. Lubomski, second by Ms. Spino. All in favor.  
The board entered into executive session at 7:51PM.  
The board returned into open session at 8:10PM.
8. Committee Reports:
- A. Policy Committee  
Ms. Hoehne reported there is a lot happening – they’re looking into attendance and graduation.
  - B. School Improvement Committee  
Mr. Kissko reported that they are looking at AP, early college experience, parking policy and they are staying on track on the board goals.
  - C. Budget Committee  
Mr. Maniccia reported that they have been talking about substitute pay, repair costs at THS and budget transfers
  - D. Personnel Committee  
No report.
  - E. Grievance Committee  
No report.
  - F. Ed-Advance  
Mr. Kissko reported that the first Thursday of October was the annual meeting of the whole board of Ed Advanced and it went well.
  - G. Curriculum Committee  
First meeting will be next Thursdays 2:30PM at THS.
  - H. Secondary Ad-Hoc Committee  
The Chair reported that the Ad-Hoc has been going well, a lot of energetic members and they have started to break out into our subcommittees. She is happy with the progress.
9. Action Items:
- A. Monthly Financials – Mr. Maniccia made a motion to approve the monthly financials, second by Mr. Kissko. All in favor.
  - B. UST RFP – Mr. Maniccia made a motion to approve the awarding of the bid for Kropp Environmental, second by Mr. Eucalitto. All in favor.
  - C. Technology Computing Devices RFP #2018-002 – Ms. Spino made the motion to approve with amendments, second by Mr. Maniccia. All in favor.
  - D. District Calendar-Parent Conference Days – Mr. Thibault made the motion to revise to district calendar as submitted, Mr. Kissko second. All in favor.
  - E. FERPA Policy – Ms. Hoehne made the motion to approve the FERPA Policy, second by Ms. Spino. All in favor.
  - F. Suspension/Expulsion Policy #6192 – Ms. Hoehne made the motion to approve the Suspension/Expulsion Policy #6192, second by Ms. Spino. All in favor.

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- G. Substitute Pay – Ms. Spino made the motion to increase substitute pay, second by Ms. Todor. All in favor.
  - H. CSDE Agreement for Child Nutrition Program ED-099 – Mr. Kissko made the motion that the board approves of the CSDE Agreement for Child Nutrition Program ED-099, second by Ms. Spino. All in favor.
  - I. IT Supervisor and Assistant Director of SPED – Mr. Kissko made the motion to approve the IT Supervisor and Assistant Director of SPED hires, second by Mr. Eucalitto. All in favor.
  - J. Approval of Board of Education Meeting Minutes: September 26, 2018  
Mr. Kissko made the motion to approve the minutes, second by Mr. Eucalitto. Abstention by Ms. Todor. All in favor.
  - K. Approval of Special Board of Education Meeting Minutes: October 12, 2018  
Ms. Hoehne made a motion to approve the minutes, second by Mr. Kissko. Abstention by Ms. Richardson. All in favor.
  - L. Receive Subcommittee Minutes: Mr. Kissko made the motion to approve the minutes, second by Mr. Kissko. All in favor.
    - i. Budget Committee – September 12, 2018
    - ii. Policy Committee – September 5, 2018
    - iii. School Improvement Committee – September 5, 2018
    - iv. Secondary Ad-Hoc Committee – September 25, 2018
    - v. Secondary Ad-Hoc Committee – October 4, 2018
  - M. Consent Agenda: Appointments & Resignations  
Ms. Hoehne made a motion to approve the consent agenda, second by Mr. Kissko. Abstention by Ms. Richardson. All in favor.
10. Comments for the Good of the Order:
- Jessica Richardson - Spoke about unified sports and that it is our 5<sup>th</sup> year of participating in the unified sports. Soccer in the fall and Basketball in the winter. It's a special thing to watch. It's a positive thing for kids to participate in. I would like this to make the news - we have been a leader in this.
- Gary Eucalitto – Made a joke that for future he needs to bring snacks.
- Molly Spino – She got to attend the Mayors committee for the first time and there is a great group of high school kids that participate. The ideas that they come up with are amazing and the things that they do in our community is amazing.
- Ellen Hoehne – Reported on Vogel Wetmore and that is happy time and happy place to learn. They had a reading celebration. Wonderful visit from the Superintendent and Assistant Superintendent.
- Chair- High school students are doing a couple of holiday events over the weekend: October 26 & 27 in little theater and on October 29 they are doing haunted hallways. Suggest another retreat. She will send out a couple of possible dates.
11. Items for Upcoming Agenda
- A. Monthly Financials
  - B. SPED Update Part 2
  - C. Liaison Updates
  - D. Budget Timeline
  - E. Update on the Alternative Program
  - F. Superintendent Search
12. Future Meetings:
- Thursday, October 25, 2018 (at THS)**  
5:30 p.m. – TPS Secondary Ad-Hoc Committee
- Thursday, November 1, 2018 (at THS)**  
5:30 p.m. – TPS Secondary Ad-Hoc Committee

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***Wednesday, November 7, 2018 (at Torringtonford)***

6:00 p.m. – School Improvement and Community Relations Committee

7:00 p.m. – Policy Committee

***Thursday, November 8, 2018 (at THS)***

5:30 p.m. – TPS Secondary Ad-Hoc Committee

***Wednesday, November 14, 2018 (at Migeon Ave.)***

6:30 p.m. – Personnel Committee

7:00 p.m. – Budget Committee

***Thursday, November 15, 2018 (at THS)***

5:30 p.m. – TPS Secondary Ad-Hoc Committee

***Wednesday, November 28, 2018 (at THS)***

6:30 p.m. – Regular Board of Education Meeting

***Thursday, November 29, 2018 (at THS)***

5:30 p.m. – TPS Secondary Ad-Hoc Committee

13. Adjournment: Mr. Kissko made a motion to adjourn the meeting, second by Ms. Spino. All in favor. Meeting adjourned at 8:27PM.