



**TORRINGTON PUBLIC SCHOOLS
BOARD OF EDUCATION REGULAR MEETING
Tuesday, April 19, 2016
THS Media Center, 50 Major Besse Drive**

CALL TO ORDER: The meeting was called to order at 6:03 pm.

Pledge of Allegiance

Roll Call:

Present: Fiona Cappabianca, Chair; Ellen G. Hoehne; Bill Knight; Jim Lamoin; Jessica Richardson; Daniel Thibault; Kenneth P. Traub; Peter Vergaro

Administration: David Bascetta, Director of Facilities; Joseph L. Campolietta, Director of Human Services; Jerry Domanico, Director of Business Services; Susan M. Lubomski, Assistant Superintendent; Lynda T. Reitman, Interim Superintendent; Mayor Carbone

Absent: None

SCHOOL/COMMUNITY SESSION

The Chair outlined the purpose and rules of the School/Community Session.

There was one speaker, Ms. Stomski (Media Specialist) spoke on the position of the Media Assistant in regards to the position being cut from the budget.

INTRODUCTION AND APPOINTMENT OF NEW BOARD MEMBER

The Chair introduced the candidate the Torrington Republican Town Committee put forward to be the new Board Member, Mr. Armand Maniccia. Mr. Lamoin made a motion to accept the nomination. Mr. Vergaro seconded the motion. Mr. Traub voted against the nomination and discussed his reason. He discussed the large demographic in the school system and how he would hate to see that not represented. The motion passed with one opposed, Mr. Traub. Mr. Knight abstained. Mayor Carbone swore in the new candidate.

APPROVAL OF AGENDA

Mr. Traub made a motion to remove action item for the Mitigation plan 7(a), add discussion and action item for the boiler HVAC maintenance, action item for removal of non-tenured teachers. Mr. Knight seconded the motion. All in favor

INFORMATION SHARING SESSION

A. Superintendent's Report

1. Non-Renewals

Ms. Reitman brought forth a recommendation to the Board to not renew the non-tenured contracts.

The Chair stated that statutory requirements will not be met before the budget is finalized, by no means does this mean all these people are losing their jobs, they have to be notified by May 1st and we will see where the process goes

2. Municipal Audit

Ms. Reitman received municipal audit, it is available to the Board in the Business Office if they would like to see them. Staffing in Business Office was short due to cutting the benefits person, we needed to update our procedures. We have put in the financial assistant in the proposed budget.

B. Student Report

No student to report.

C. Torrington Energy Efficient Lighting Upgrade Update

Mr. Bascetta discussed the proposal, changing out the 20-25 different lights over to LED. One option to finance it is to add the charge to the monthly bill each month over 48 months. Loan 0%, no back pay interest at all.

Mr. Traub questioned if this was in the capital plan for this year. Mr. Bascetta stated it is not. The time frame could be done this summer. Mr. Bascetta stated if they could find room in the budget he would prefer to do it in the 2016-2017 budget.

D. Update Future Electric Contract Update

Mr. Bascetta stated that currently our electric contract will be up in December of this year. We are at a .09541, which is the Liberty Power rate. Most of the terms we have been using have been two year terms. Constellation Energy we have had history with before this, Spark Energy is fairly new on the scene. \$6000 or \$7,000 difference there.

E. Review of Documents for ADA Interior Compliance Project (State Project No. 143-0072 CV)

Many ADA issues at the high school, exterior site issues as well as interior issues. The project this year is to deal with only the interior issues of the high school for ADA compliance. Grab rail in bathrooms, working on doorways, new laboratories. Board to accept project to move on to local review, Fire Marshall,

Building Inspector, he'll sign off and then meet with State. Right now, meeting with the State May 11th.

Mr. Bascetta gave a background on the Compliance Project. State of CT randomly picked us out of the hat, you are one of the first 4 or 5 first districts in the state to become compliant with the new ADA Compliance Project. We literally had to do a self-assessment of our own building and pick out the items we felt weren't ADA accessible. State came in and gave us a re-assessment of our own work. We are getting down to the last few stages of it. Last state is the elevator in the B Building.

Mr. Bascetta stated it is all this year's budget, elevator on next year's capital.

F. Receive and Review RFP for Copier Services

Mr. Domanico stated that the copier RFP went to budget committee last night, revisions were made based on that meeting. Essentially, current copier contract up June 30. We are looking to get proposals for both 4 and 5 year contracts. We are looking for all of the vendors to come in, assess the districts needs and usage and make the best recommendation for the copies. We are looking to expand the footprint of the copiers. They all need to be new machines, will not accept any refurbished. We did put in the contract that at the end of this contract, they are responsible for shipping and packing the old equipment. We are asking no machines below 50 pages per minute.

Once this approved, we will post it on the website Friday. Bids are due May 13, 2016. We have already had several vendors contact us. We will also be placing an ad in Republican American. We will make sure it gets out to a wide range of vendors.

G. Review and Discussion of IT Service Contract

Ms. Reitman stated that May 1st is the deadline in current contract basically says that the contract terminates June 30, 2017 unless it's terminated sooner. If we don't give notice June 1 that we are not extending the contract, it will extend to June 30, 2020. Two dates that are prominent in this contract.

Mr. Thibault discussed a timeline he would like to see for this contract. Will need at least 6 months to prep for the new vendor.

Mr. Vergaro discussed his experience working under this contract in the buildings. Under the current provider, the individual user has to put in tickets for each individual upgrade. Stated he is not willing to vote for this.

The Chair discussed the feasibility of putting something in place by July 1. Ms. Reitman stated no way doing a switch over to a whole new IT vendor at this juncture. Although, current vendor is not perfect, would not say unacceptable.

Mr. Domanico stated that if decision was made tonight to go out to bid, we have two months to put together an RFP and get all the proposals. It just isn't enough

time to put any other solution in place. Using the third year, would meet the needs of the district.

H. Update of Interim Superintendent Status

The Chair stated that she had a discussion today, state ensured would have a decision in 7 days.

Ms. Richardson stated that we can we get the ball rolling and then pull it back if we hear from the State.

Mr. Vergaro suggested a week is about what it would take to put the posting together to look at. Have it ready for the Board to look at but don't push that button for a week.

Mr. Traub, Mr. Knight, Mr. Lamoin agreed to get the ball rolling now, we can always pull the posting.

Ms. Hoehne questioned if they would be looking for an Interim or a Full superintendent. The Chair stated she is not in support of looking for a Full superintendent. Board doesn't even know what they want, haven't met as a committee.

Chair discussed the budgetary impact for this position.

A meeting was scheduled for next Wednesday at 7:30 p.m. to further discuss.

I. Mitigation Plan 2015-2016

Mr. Traub stated that administration gave us an updated mitigation plan, \$653,332 deficit, we are just short of where we need to be. As a budget committee we agreed to wait until the State, otherwise we have \$932,000 in the ADA Project to cover if needed.

J. Boiler/HVAC Maintenance

Mr. Bascetta updated plan since Budget Committee last night.

EXECUTIVE SESSION- ADMINISTRATORS' CONTRACT

At 7:21 p.m., Mr. Vergaro made a motion to move into executive session to discuss Administrators' contract 2016-2019 inviting in Mr. Campolietta and Ms. Reitman. Mr. Knight seconded the motion. All in favor.

The Chair called the Board in open session at 7:47 p.m.

ACTION ITEMS

A. Monthly financials

Mr. Traub made a motion to approve the monthly financials. Mr. Thibault seconded the motion. All in favor.

B. Approval of ADA Interior Compliance Project Documents (State project no. 143-0072 CV)

Mr. Traub made a motion that we, the Torrington Board of Education, hereby certify that these final plans and project manual(s) as prepared for bidding and dated April 1st 2016 and the professional cost estimate (complete in accordance with Level 3 of the American Society for Testing and Materials (ASTM) Standard #E1557, Classification of Building Elements and Related Sitework - UNIFORMAT II) for this State Project No. 143-0072 CV, dated April 1, 2016, have been reviewed and approved for this site "Torrington High School" on this day April 19th 2016. Mr. Lamoin seconded. All in favor.

C. Approval of 2016-19 Administrators' Contract

Ms. Hoehne made a motion to approve the 2016-2019 administrators' contract. Mr. Traub seconded the motion. All in favor.

D. Approval of RFP for Copier Services

Mr. Thibault made a motion to approve the RFP for copier services. Mr. Knight seconded the motion. All in favor.

E. Approval of Future Electric Contract

Mr. Traub made a motion to approve a twenty-four month contract with Spark Energy. Mr. Lamoin seconded the motion. All in favor.

F. Possible Action on PH IT Services Contract for 2016-2017

Mr. Vergaro made a motion to terminate IT services contract by May 1. The motion does not carry.

G. Approval to Initiate Bid Process for IT Services

Mr. Traub made a motion to retain services for next year. Mr. Knight seconded the motion. The motion passed with one opposed, Mr. Vergaro.

Mr. Thibault made a motion to notify IT vendor putting contract out to bid. Mr. Lamoin seconded the motion. All in favor.

H. Approval of Boiler/ HVAC Maintenance

Ms. Hoehne made a motion to approve the Boiler/ HVAC maintenance. Mr. Traub seconded the motion. All in favor.

I. Approval of Non-tenured renewals

Mr. Thibault made a motion that the Torrington Board of Education move that the contract of employment of those teachers whose names were stated by the Superintendent shall not be renewed for the following year upon its expiration at the end of the 2015-2016 school year and that the Superintendent of schools is directed to advise such persons in writing of this action immediately. Mr Traub seconded the motion. All in favor.

J. Approval of Consent Agenda

Mr. Knight made a motion to approve the Consent Agenda. Mr. Traub seconded the motion. All in favor.

EXECUTIVE SESSION TO DISCUSS BOARD MEMBER CONDUCT

Ms. Richardson made a motion to go into Executive Session to discuss Board Member conduct. Mr. Lamoin seconded the motion. Mr. Thibault requested it be done in open session. Mr. Lamoin withdrew his motion.

At a Grievance hearing on March 10, comment was made after the grievance that was heard by multiple board members and administrators. Comment that was made poses a security risk to the district. Board leadership investigated, tried to arrange a meeting with the person, did not occur. The comment that was made, was that Mr. Thibault had access to remote into the video cameras at the schools and could watch what was going on in the schools. Board has a choice to either do an investigation (estimate \$30,000) to look into this. Legal counsel stated need to determine if this is happening, who's giving the access and Board needs to decide if they want to investigate to find out these answers.

Mr. Thibault stated he has no access. He checks his e-mail and uses the web and that's it. He has no other access. He publicly apologized to Mr. Vergaro and Ms. Richardson as he was informed that neither of them had anything to do with this accusation.

Mr. Traub suggested checking with IT to see if it is even possible to have that remote access.

Mr. Bascetta discussed who has access to the cameras and how they obtain that access.

POSSIBLE ACTION REGARDING BOARD MEMBER CONDUCT

Mr. Traub made a motion recommending to work with IT vendor to make sure camera access is secure. Mr. Lamoin seconded the motion. All in favor. Mr. Thibault abstained.

COMMENTS FOR THE GOOD OF THE ORDER

Mr. Vergaro commented that he is extremely disappointed in the leadership at the Police Department. Police department is asking us for half of the pay for the Resource Office. For the Chief of Police, in this budget, to ask for half of his pay be bared by the Board is very disappointing.

Mr. Thibault apologized to Mr. Vergaro and Ms. Richardson again.

Mr. Traub thanked Administration and the Public for coming out to all the Board meetings and being active participants. Would like to see the lighting proposal at Torrington School to be active this summer. Would also like to see SPED documents so they can start that.

Mr. Lamoin thanked Administration for pulling all the numbers together.

Mr. Maniccia thanked the Board for allowing him to serve along with the people of Torrington.

Ms. Richardson thanked the people in the community that have been invested in the Budget process.

Ms. Hoehne thanked Administration for putting together the Budget.

The Chair reminded everyone of the Joint meeting of the Board of Finance and Board of Education is tomorrow.

COMMITTEE REPORTS

- A. Budget Committee – Mr. Traub reported continue to monitor Mitigation Plan.
- B. Grievance Committee – Mr. Lamoin reported upcoming meeting on Thursday.
- C. Personnel Committee – No meeting held.
- D. Policy Committee – No meeting held
- E. School Improvement Committee – No meeting held.
- F. Education Connection- Dr. Brogis was absent.
- G. Turf Field Committee- Need to appoint a new member, Mr. Maniccia volunteered.
- H. Special Education Committee – No report yet.

ITEMS FOR UPCOMING AGENDA

- A. 2016-2017 Budget
- B. Monthly Financials

FUTURE MEETINGS

Wednesday, April 20, 2016 (at City Hall Auditorium)

6:00 p.m. – Joint Meeting of Board of Education and Board of Finance

6:01 p.m. – Public Hearing BOE and BOF (immediately following joint meeting)

Wednesday, May 4, 2016 (at Migeon Ave.)

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

7:00 p.m. – Policy Committee Meeting

Wednesday, May 11, 2016 (at Migeon Ave.)

6:00 p.m. – Personnel Committee Meeting

6:30 p.m. – Budget Committee Meeting

ADJOURNMENT

Mr. Knight made a motion to adjourn. Mr. Traub seconded the motion. All in favor.

Meeting adjourned at 8:21 p.m.