



**TORRINGTON PUBLIC SCHOOLS  
BOARD OF EDUCATION REGULAR MEETING  
Wednesday, January 25, 2017  
50 Major Besse Drive**

**CALL TO ORDER:** The meeting was called to order at 6:01 pm.

**Pledge of Allegiance**

**Ms. Cappabianca welcomed Superintendent Denise Clemons to her first Board Meeting. She stated that the Board was looking forward to working with her and is happy she is here. She also thanked Sue Lubomski, Assistant Superintendent for stepping in for the two weeks between Mr. Winzler and Ms. Clemons. She recognized that it was a lot of additional work and appreciated her willingness to take the lead and handle the day to day operations. It was greatly appreciated.**

**Roll Call:**

**Present:** Fiona Cappabianca, Chair; Joanne Brogis; Ellen G. Hoehne; Bill Knight; Jim Lamoin; Armand Maniccia; Jessica Richardson; Daniel Thibault; Kenneth P. Traub; Peter Vegaro

Administration: David Bascetta, Director of Facilities; Joseph L. Campolieta, Director of Human Resources; Denise L. Clemons, Superintendent; Jerry Domanico, Director of Business Services; Le'Tanya Lawrence; Director of Student Services; Susan M. Lubomski, Assistant Superintendent

**SCHOOL/COMMUNITY SESSION**

William Battle spoke about the Latin program and economic development. He discussed a shared marketing system. Marketing the schools for the academic excellence that they have. Important to correct the false statements of unsafe streets.

**APPROVAL OF AGENDA**

Mr. Lamoin made a motion to approve the agenda with January 11 changed to February 8 and all years changed from 2016 to 2017 in Future Meetings. Dr. Brogis seconded the motion. All in favor.

**INFORMATION SHARING SESSION**

**A. Recognition of:**

1. Superintendent Clemons recognized Janice Harrington for being awarded the Scribes Institute's Oprah Winfrey Award for Leadership and Exposure.

2. TMS received an Energy Star Award. The staff at TMS and Mr. Bascetta were recognized for their hard work.

## **B. Superintendent's Report**

1. Ms. Clemons spent her first week building relationships and reviewing strategic plans with one-on-one meetings.

## **C. 2017-18 Board of Education Calendar**

Regular board meetings have been moved to the 4<sup>th</sup> Wednesday of the month. This will provide for more efficiencies as the subcommittees meet on the 2<sup>nd</sup> Wednesday which provides limited time to collect data to have full board agenda drafted and distributed by Friday. This will provide an additional week to gather information for full Board rather than a day.

## **D. Status of a student representative**

The Board is still looking for a student representative. The student they are looking for can be outside of student council so they have time to attend the meetings.

## **E. Fuel Storage Replacement Project (David Bascetta)**

Once the Board of Education approves this project, then it will go to the State for approval and it will be open to bid.

## **F. Accessible Elevator Project for THS**

The Board approves the Educational Specifications for "The Torrington High School ADA Accessible Elevator Project."(A1) The Board requests that the City Council establish a Building Committee for The THS ADA Accessible Elevator Project naming David Bascetta, Director of Facilities as the Building Committee.(A2) The Board request the City Council to authorize at least the preparation of schematic drawings and outline specifications for the THS ADA Accessible Elevator Project.(A3) The Board request the City Council to authorize the TBOE to apply to the Commissioner of Education and to accept or reject a grant for the THS ADA Accessible Elevator Project.(A4) The City Council authorizes the funding for the THS ADA Accessible Elevator Project.

## **G. RFP for Autism Program Enhancement Services**

Ms. Lubomski presented the need for the staff to receive intensive one-on-one training for students with complex needs. Ms. Lubomski stated that this training would be a one-time cost. This model would allow our existing staff and Special Education Department staff the ability to train other staff members working in these programs.

## **H. IT Model 2017-18**

Ms. Clemons proposed moving the IT services from private vendors to in house. Documentation was provided regarding what this model would look like and the cost savings comparison to outsourcing these services.

### **School Capacity Presentation (School Capacity Committee)**

Mr. Vegaro reported that Migeon Avenue could be moved. There is room at THS for the central office. A capacity report will be sent to the full board via email with specific information for each building. There is capacity to close any elementary school. It takes about 18 months for redistricting. The next step is to decide if a grade level model or neighborhood model is best. There was also discussion regarding moving the 8<sup>th</sup> grade to the High School and the 5<sup>th</sup> grade to the Middle School. This will be investigated further. Ms. Richardson questioned the logistics of how the 8<sup>th</sup> grade would work at THS rather than just the numbers. Mr. Traub stated that the current Band and Orchestra facility cannot accommodate the students they have and would like to know the impact this would have. Ms. Cappabianca noted that we need to consider the proposal for the housing complex at the East End and the potential impact on our student numbers. The Board would like the Administration to research our options in more detail for review. Ms. Clemons recommended conducting a Parent Survey to start the process to determine the desire of the community.

## **I. Policy no. 6042 (Student Use of Information Systems and Internet Safety)**

Ms. Hoehne stated that Policy no. 6042 was discussed. We have a staff policy and needed to have a student policy. Once approved this policy will be distributed in house by the administration and it will also be available on the website.

## **J. Special Education Semi-annual Report proposed date**

Proposal date is Wednesday, March 15, 2017.

## **COMMITTEE REPORTS**

- A. Budget Committee- Mr. Traub reported that the budget is on track and approved two transfers. The committee has reviewed the Student Activity Funds, Para Audit, Food Service RFP, Autism RFP, Alumni Endowment and the ECS shortage.
- B. Grievance Committee- Mr. Lamoin reported there will be a grievance on February 1, 2017.
- C. Personnel Committee- Mr. Thibault reported that the fill rates for subs and paraprofessionals are still a concern.

- D. Policy Committee- Ms. Hoehne reported that food service was discussed. A Board Member asked to discuss video conferencing and electronic voting as a future topic of discussion.
- E. School Improvement Committee- Ms. Richardson reported on sustainable marketing and forming the curriculum committee. The subcommittee will be looking for potential candidates for the Distinguished Alumni award. Nomination forms will be available on the website.
- F. Ed-Advance- Dr. Brogis reported that there were 320 students and 460 community members that participated in programs. Next meeting is in February.
- G. Turf Field Committee- Ms. Cappabianca reported that the punch list has not been completed and; therefore, cannot be turned over to the BOE.
- H. Special Education Ad-Hoc– On Hold
- I. Ad-Hoc Capacity Committee- Capacity Study has been completed and Presentation was provided to Board. The committees report will be emailed to the Board for review.

## **ACTION ITEMS**

### **A. Approval of IT Model 2017-18**

Ms. Richardson made a motion to approve the IT Model 2017-18. Ms. Hoehne seconded the motion. Motion carried – Y-6, N-3 (Knight, Thibault, Traub)

### **B. Approval of 2017-18 Board of Education Calendar**

Mr. Knight made a motion to approve the 2017-18 Board of Education Calendar. Mr. Lamoin seconded the motion. Motion carried – Y-8, N-1 (Traub)

### **C. Approval of RFP for Autism Program Enhancement Services**

Dr. Brogis made a motion to approve the RFP for Autism Program Enhancement Services. Mr. Lamoin seconded the motion. Motion carried – Y-8, N-1 (Thibault)

### **D. Approval of the final plans and professional cost estimate of State Project 143-0073 CV (Fuel Storage Replacement Project)**

Mr. Knight made a motion to approve the final plans and professional cost estimate of State Project 143-0073. Mr. Lamoin seconded the motion. All in favor.

### **E. Approval of Educational Specifications (Accessible Elevator Project – THS)**

Mr. Lamoin made the following motion and Mr. Knight seconded the motion. All in favor.

The Board approves the Educational Specifications for “The Torrington High School ADA Accessible Elevator Project.”(A1) The Board requests that the City Council establish a Building Committee for The THS ADA Accessible Elevator Project naming David Bascetta, Director of Facilities as the Building Committee.(A2) The Board request the City Council to authorize at least the preparation of schematic drawings and outline specifications for the THS ADA Accessible Elevator Project.(A3) The Board request the City Council to authorize the TBOE to apply to the Commissioner of Education and to accept or reject a grant for the THS ADA Accessible Elevator Project.(A4) The City Council authorizes the funding for the THS ADA Accessible Elevator Project.”

#### **F. Approval of Policy no. 6042 (Student Use of Information Systems and Internet Safety)**

Ms. Hoehne made a motion to approve Policy no. 6042. Mr. Thibault seconded the motion. All in favor.

#### **G. Approval of Consent Agenda**

1. Approval of Monthly Financials
2. Approval of Budget Transfers
3. Approval of Board of Education meeting minutes
  - a) November 16, 2016 Regular BOE Meeting
  - b) December 21, 2016 Regular BOE Meeting
4. Receive Subcommittee minutes
  - a) Budget Committee – November 9, 2016
  - b) Budget Committee – December 14, 2016
  - c) Personnel Committee – November 9, 2016
  - d) Policy Committee – December 7, 2016
  - e) School Improvement Committee – December 7, 2016
5. Appointments & Resignations

Mr. Lamoin made a motion to approve the Consent Agenda. Ms. Hoehne seconded the motion. All in favor.

#### **COMMENTS FOR THE GOOD OF THE ORDER**

Mr. Thibault welcomed everyone to 2017.

Mr. Traub thanked everyone for their work on the energy project.

Mr. Vegaro would like the administration to consider allowing staff members to arrive early on delayed opening days. He also wanted to request the Administration look into the timing of Prom weekend. It is held on a three day holiday weekend and students are known to go to the beach after the prom where they are unsupervised. He would like to see the prom moved from Memorial Day weekend and have some official training on the dangers of prom weekend.

Mr. Maniccia thanked the Capacity Committee for their work.

Dr. Brogis indicated agreement with Mr. Vegaro’s concerns regarding prom safety. She also expressed that she would like to see subcommittees follow Roberts Rules of Order.

Mr. Lamoin welcomed everyone to 2017 and thanked the interims for the work that they have done.

Ms. Hoehne reported on the activities of East School for the month.

Mrs. Richardson welcomed Superintendent Clemons and thanked Mr. Vegaro for his work with the Capacity Committee.

Ms. Cappabianca thanked the administrators and staff in the buildings for all of their hard work. It has been a tough year from a budget standpoint and the staff is working hard to alleviate the impact to students and this is greatly appreciated. She also wanted to remind the Board that Sub Committees are supposed to be formulating there agenda for the following month at their meeting so that the Administration has time to put the information requested together. If agendas are not provided then it is possible that items will not be able to be provided. If Sub-Committee chairs do not provide agendas in a timely fashion then the agendas will be prepared based on the known information.

## **ITEMS FOR UPCOMING AGENDA**

A. Monthly financials

## **FUTURE MEETINGS (Amended to Read 2017)**

### ***Wednesday, February 1, 2017 (at Migeon Ave.)***

6:00 p.m. – Policy Committee

7:00 p.m. – School Improvement and Community Relations Committee

### ***Wednesday, February 8, 2017 (Migeon Ave.)***

6:30 p.m. – Personnel Committee

7:00 p.m. – Budget Committee

## **ADJOURNMENT**

Mr. Knight made a motion to adjourn. Dr. Brogis seconded the motion. Mr. Traub pointed out that Items for Upcoming Agenda was not discussed. All in favor of adjournment.

Meeting adjourned at 7:46 p.m.