



**TORRINGTON PUBLIC SCHOOLS
BOARD OF EDUCATION REGULAR MEETING
Wednesday, March 22, 2017
50 Major Besse Drive**

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

Pledge of Allegiance

Roll Call:

Present: Fiona Cappabianca, Chair; Joanne Brogis; Daniel Thibault; Ellen G. Hoehne; Bill Knight; Armand Maniccia; Wendy Pataky; Jessica Richardson; Kenneth P. Traub; Peter Vegaro (6:17pm)

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; Frank Rubino, Member of the Board of Finance

Moment of Silence for Momln Qureshi

The Board held a moment of silence for Momln Qureshi, a TMS student who had passed away from Cancer.

Introduction and Appointment of new Board Member

Dr. Brogis made the motion to approve Wendy Pataky as the new Board Member of Board of Education. Ms. Richardson seconded the motion. Motion carried Y-7, N-1 (Knight).

Mr. Knight voted no because he feels like it is unfair to appoint someone during budget time.

The Chair stated that Ms. Pataky has been to majority of the BOE meetings and can actively participate.

Dr. Brogis shared her confidence that Ms. Pataky does her research and is knowledgeable about the topics of discussion. Dr. Brogis also stated that Ms. Pataky is able to fulfil the commitment needed of a BOE member.

Ms. Hoehne swore in Wendy Pataky as the new Board Member of Torrington BOE.

SCHOOL/COMMUNITY SESSION

Bernadette Krayeski spoke about the homeless students in Torrington. She is offering her services in whatever manor needed to help out the homeless students in Torrington.

APPROVAL OF AGENDA

Item 4 section A subsection 1 and item 4 section D have been removed.

Mr. Knight made a motion to approve the agenda. Dr. Brogis seconded the motion. All in favor.

INFORMATION SHARING SESSION

A. Recognition of:

1. Removed.
2. Mike Fritch was not present. He was recognized by a round of applause for being awarded the National Coach of the Year.
3. Diane Hart was recognized by CT Science Teachers Association for “Excellence in Elementary School Science Teaching Award.” The ceremony will be held on May 3, 2017 in New Haven.
4. Cindy Amoroso was recognized for Secondary Art Educator of the Year. She will receive an award in April 2017.
5. The Chair, Ms. Clemons, and Wayne Splettstoeszter passed out certificates to numerous THS and TMS students who have been accepted to various music festivals during the year.

B. Student Representative Report

Darnell Battle reported on the wonderful events occurring at THS. The Softball team is going to Florida in April. The students are preparing for the Raider rally in June. The Theater is working on the musical Footloose.

C. Superintendent’s Report

Ms. Clemons reported that most of her time has been spent working on the budget. The budget has been updated and posted on the district website. She noted that on March 23, 2017, the budget cuts will be posted. She has been working on the curriculum. She stated that the teachers need to learn the skills that are needed for the generation science assessment for the next generation science standards from K-12. She is also working on realigning services for students who are behind and need some more help to develop particular skills.

When discussing the district calendar, Ms. Clemons stated that we have had 8 snow days this year and therefore, Graduation will be changed to Sunday, June 25, 2017. The Chair noted that Project Graduation will occur a week later than originally planned. After discussion, Graduation 2018 will be moved to June 24, and there will be 5 snow days added into the calendar.

D. Removed.

E. Marketing and Communication Strategy Torrington Public Schools

Ms. Richardson stated that they have a good starting point to fulfill the goal.

Ms. Lubomski reported that they are working on a District Newsletter that will be posted online and in schools. The goal is to have one newsletter for all the public schools. She also stated that there will be a meet and greet and each school to kick off the school year. Parents and students will get the opportunity to meet the teachers and administrators prior to the first day of school. Ms. Lubomski also

proposes that the newsletter have a student column, either weekly or monthly, so the students can promote their school from their own perspective. The overall goal is to have a district of schools and not schools of districts. Hiring a marketing associate would help achieve this. They would manage the social media district wide.

Mr. Traub stated that the students of Torrington are an untapped resource. He wants to take the students and have them learn how to market.

Ms. Clemons stated that we would still need to hire someone to manage the students. She believes that a college student would be the perfect candidate for the job. They would be able to do the job part time which would allow for a lower salary, \$25,000/year. The goal is to have every voice heard and we need marketing to be district wide not building based.

F. Director of IT Job Description – Proposal from Administration and Proposal with revision requests by Personnel

Ms. Clemons reported that if certifications were required, then we would be on the hook to keep up with them and that would not be cost efficient.

After discussion, it was agreed that the job description would remove the O92, state that certifications are preferred but not required, the degree has to be in Computer Science and the last bullet about LAN will be eliminated.

G. Web Hosting RFP

Mr. Domanico stated that they completed the RFP. There were 5 bids. There were presentations by 3 bidders. Committee is recommending to choose the bid from School Messenger. They are the most user friendly which would allow more staff to utilize the website. They are able to have a new website up and running by July 1.

Mr. Traub stated that using School Messenger was looked at in the Budget Committee. Their base numbers were not low but once you add all the other charges then their numbers are lower compared to other bidders. They were the only ones to provide unlimited training.

H. Food Services RFP

Mr. Domanico presented the timeline that the he received from the State. He is required to post the bid by April 3. He stated that we are able to ask all the vendors to provide 2 quotes; one based on our current structure and the other one based on if all the employees were the vendor's employees. He stated that this was the only way to get the cost differences. He recommends posting the bid this way and requesting those 2 quotes.

Mr. Traub pointed out that in the past there was a conflict with the vendors managing employees.

The Chair stated that the Food Service Manager would not be able to review or discipline the employees. There would be a person in the building that would be

appointed to supervise.

I. Revised Staffing Reports

Mr. Domanico reported that the errors that were noted from last month have been fixed. They changed the format and the report is now up to date with salaries and positions.

J. Field Trips Review

1. 8-10, 2017 – AFJROTC – Tour of the Pease Air National Guard Base
Portsmouth New Hampshire
2. May 19-20, 2017 – THS Science Club Overnight trip to the Student Innovation
Science Challenge and Film Festival – Oakdale Theatre in Wallingford CT.
3. June 10-18, 2017 – AFJROTC – Cadet Leadership course – The Citadel,
Charleston South Carolina
4. June 1, 2017 East School 5th Grade – Out of State – Sturbridge Village
Sturbridge, Mass.

Dr. Brogis wanted to point out that she is very pleased to see that the AFJROTC is taking a field trip to The Citadel.

K. Budget Update

The public hearing is being held at THS Media Center at 6pm on March 23, 2017. The Budget will be moved to the front page of the website for easier access.

L. Board of Education Sub Committees Roles, Structure and Bylaws

Ms. Richardson supports this topic going to the Policy Committee.

The Chair stated that all subcommittee agendas and packets will be sent to the full board. The chairs of the subcommittee's need to get their agendas to her as soon as possible.

COMMITTEE REPORTS

- A. Budget Committee – Mr. Traub reported that they did financials. He stated that they have a budget and that there will be a hearing on March 23, 2017.
- B. Grievance Committee – The Chair reported that there are no grievances. She also stated that the Grievance Committee needs a new chair since the departure of Mr. Lamoin.
- C. Personnel Committee – Mr. Thibault stated that they are getting decent numbers for staffing on teachers but still have issues on paraprofessionals. The Chair asked him to look into what requirements are set in place for paraprofessionals and teachers in other districts.
- D. Policy Committee – Ms. Hoehne reported that graduation requirements were discussed and reviewed.

- E. School Improvement Committee – Ms. Richardson reported that Ms. Gladdis Cerruto was picked as the 2017 Distinguished Alumnus.
- F. Education Connection – Dr. Brogis reported that there was no meeting. The next meeting is in April.
- G. Curriculum Committee – Ms. Clemons reported that nothing has started yet, it will begin next month.

ACTION ITEMS

A. Director of IT Job Description

Mr. Knight made the motion to approve the Director of IT Job Description. Mr. Thibault seconded the motion. All in favor.

B. Market and Communication Strategy

Ms. Richardson made the motion to approve the Market and Communication Strategy. Mr. Thibault seconded the motion. Motion carried Y-7, N-1 (Vergaro)

C. Web Hosting RFP

Mr. Knight made the motion to approve Web Hosting RFP. Mr. Traub seconded the motion. All in favor.

D. Food Service RFP

Mr. Thibault made the motion to approve the Food Service RFP. Dr. Brogis seconded the motion. All in favor.

E. District Calendar 2017 / 2018

The Chair entertained the motion with the following changes; Moving Graduation to June 24 and build in 5 snow days. Dr. Brogis made the motion to approve the District Calendar 2017 / 2018 with the following changes. Mr. Thibault seconded the motion. All in favor.

F. May 8-10, 2017 – AFJROTC – Tour of the Pease Air National Guard Base Portsmouth New Hampshire

Mr. Knight made the motion to approve the May 8-10 AFJROTC field trip. Dr. Brogis seconded the motion. All in favor

G. May 19-20, 2017 – THS Science Club Overnight trip to the Student Innovation Science Challenge and Film Festival – Oakdale Theatre in Wallingford CT

Dr. Brogis made the motion to approve the May 19-20 THS Science Club field trip. Mr. Traub seconded the motion. All in favor.

H. June 10-18, 2017 – AFJROTC – Cadet Leadership course – The Citadel, Charleston, South Carolina

Dr. Brogis made the motion to approve the June 10-18 AFJROTC field trip. Mr. Maniccia seconded the motion. All in favor.

I. June 1, 2017 East School 5th Grade – Out of State – Sturbridge Village Sturbridge, Mass.

Ms. Hoehne made the motion to approve the June 1 East School field trip. Mr. Traub seconded the motion. All in favor.

J. Approval of Consent Agenda

1. Approval of Monthly Financials
2. Receipt of updated 2016/2017 Staffing Report
3. Approval of Board of Education meeting minutes
4. Receive Subcommittee minutes
 - a. Personnel Committee – February 8, 2017
 - b. Policy Committee – February 1, 2017
 - c. School Improvement Committee – February 1, 2017
5. Appointments & Resignations

Ms. Hoehne made the motion to approve the consent agenda. Mr. Traub seconded the motion. All in favor.

COMMENTS FOR THE GOOD OF THE ORDER

Mr. Maniccia recognized the TMS drama club.

Dr. Brogis thanked the administrators for their hard work.

Mr. Knight welcomed the new Board Member.

Ms. Pataky thanked everyone for welcoming her and she stated that she looks forward to working with the Board.

Ms. Hoehne stated that there is a family math night at East School. Also, on Friday, March 24, the students and staff are having a 40th birthday party for East School.

Ms. Richardson welcomed Ms. Pataky. She also stated that she attended History Day at THS and thanked everyone who participated in the event.

The Chair welcomed Ms. Pataky. She also extended an appreciation for Mr. Rubino for coming to the meeting. The Chair also recognized the Middle School for their professionalism in handling the tragedy of Momln Qureshi's death.

ITEMS FOR UPCOMING AGENDA

A. Budget

FUTURE MEETINGS

Thursday March 23, 2017 (THS Library Media Center)

6:00 p.m. – Budget Committee Special Meeting Public Hearing

Monday April 3, 2017 (Migeon Avenue)

6:00 p.m. – Grievance

Wednesday, April 5, 2017 (at Migeon Ave.)

6:00 p.m. – Policy Committee

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

Wednesday, April 12, 2017 (at Migeon Ave.)

6:30 p.m. – Personnel Committee

7:00 p.m. – Budget Committee

Wednesday April 19, 2017 (THS Library Media Center)

6:00 p.m. – Regular Board of Education Meeting

PLEASE NOTE ADDITIONAL MEETINGS WILL BE ADDED AS NEEDED FOR BUDGET

ADJOURNMENT

Mr. Traub made a motion to adjourn. Mr. Knight seconded the motion. All in favor. Meeting adjourned at 7:35pm.