



Torrington Public Schools

SUSAN B. FERGUSSON
INTERIM ASSISTANT SUPERINTENDENT

SUSAN M. LUBOMSKI
INTERIM SUPERINTENDENT

Personnel Committee Meeting Wednesday, November 14, 2018, 6:30 PM Migeon Ave.

MINUTES

1. Call to Order – 6:30pm
2. Roll Call - Mr. Maniccia, Mr. Kissko, Mr. Eucalitto, Ms. Spino, Ms. Todor, Ms. Cappabianca, Ms. Schulte, Ms. Gelormino
Acknowledge public – Ms. Labbe, and Rep-Am representative
3. Approval of Agenda – Mr. Maniccia made the motion, Mr. Eucalitto second. All in favor.
4. Approval of Minutes – Ms. Cappabianca made the motion, Mr. Maniccia second. All in favor.
5. Public Participation – None
6. Information Sharing and Discussion/Possibly Move to Board –
 - a. Substitute Fill Rate – Kelly Services and Delta T: Kelly Services Fill Rates were shown in a comparison of August & September 2018. The # of Jobs and how many have been filled by percentages. Paras are being tracked from last years #'s. Teachers #'s are down, however there are less absences and less requests.
 - b. Teacher and Paraprofessional Absenteeism - Ms. Schulte is trying to streamline the codes in Kelly Services. She is currently looking at how the contract reads. Absenteeism based on a number of reasons. There continues to be a substitute shortage district wide and state wide. She is looking at ways to build up our substitute and paraprofessional lists. Delta T. is showing absences, which are actually vacancies. Ms. Schulte is streamlining the process for substitutes. There is a question as to whether we are losing people because of difficulties with the online site. Paraprofessional info to be brought back to next meeting with true numbers.
New World program functions will be able to run reports and utilize the data input much more readily. Respect must be given to what information is shared in regards to HIPPA Laws and the rights of the employee.

These minutes were approved by the Torrington Board of Education on December 19, 2018.

- c. Superintendent Search – Ms. Schulte suggested different ways to go about the search. Discussion was had regarding a Special Meeting. It was decided to be discussed at a later date.
7. Comments for the Good of the Order – None
8. Topics for Future Meetings
9. Adjournment – Mr. Manicca made the motion to adjourn, second by Mr. Eucalitto. All in favor. Meeting adjourned at 6:55pm.
10. Next Meeting: December 12, 6:30PM, Migeon Avenue