

These minutes were approved by the Torrington Board of Education on June 27, 2018.



Torrington Board of Education

SUSAN M. LUBOMSKI
ASSISTANT SUPERINTENDENT

DENISE L. CLEMONS
SUPERINTENDENT

Personnel Committee Meeting Wednesday, May 9, 2018, 6:30 p.m. 355 Migeon Avenue

Board Members on committee: Dr. Brogis (chair), Ms. Richardson, Mr. Corey, Mr. Vergaro

Board Members Present: Dr. Brogis (chair), Ms. Richardson, Mr. Vergaro (6:32pm), Mr. Kissko, Ms. Hoehne, Ms. Spino (6:40pm)

District Administrators: Ms. Lubomski, Ms. Schulte

1. Call to Order: 6:30PM
2. Roll Call: Dr. Brogis, Ms. Richardson, Mr. Vergaro
3. Approval of Agenda: Ms. Richardson motioned, Dr. Brogis seconded; All in favor.
4. Approval of Minutes: Ms. Richardson motioned, Dr. Brogis seconded; All in favor.
5. Discussion items:
 - a. Consent agenda: Two people leaving; Mr. Kissko asked about the retirement date; Ms. Schulte confirmed it was for TRB purposes
 - b. Kelly services substitute fill rates: Dr. Brogis commented that fill rates for para's are low for March and April; Dr. Brogis asked about process if a 1:1 para is absent; Ms. Schulte commented that para's still report to work and are assigned other para duties; Dr. Brogis stated that Danbury contracted with EdAdvance to recruit additional paraprofessional substitute candidates
 - c. Kelly services fill rate report (Special Education Teachers versus Regular Education Teachers): No discussion
 - d. Delta T recap of fill rates: Mr. Vergaro asked how many days total that we have substitutes; Ms. Schulte indicated that she would gather that information for the next meeting;
 - e. Paraprofessional coverage hours in comparison to Kelly fill rates: Ms. Richardson stated that this information is helpful if the rate is higher than the substitute rate; Ms. Schulte will determine the cost of the paraprofessional substitutes versus the hours for the next meeting;
 - f. Daily substitute pay rates for surrounding districts: Dr. Brogis stated that she was surprised at the rates; Mr. Vergaro asked what rate of pay for paraprofessionals is; Ms. Schulte stated that the starting rate is \$14.46 per hour. Dr. Brogis asked for information on why smaller districts are able to pay so much; Ms. Schulte will look into this further; Ms. Schulte did suggest that those districts may have less attendance issues; Dr. Brogis acknowledged a comment from the floor – Mr. Lafreniere stated that TMS has many substitutes who come back on a regular basis; Dr. Brogis acknowledged a comment from the floor – Ms. Mangan stated that paraprofessional substitutes are paid for 6.5 hours; teacher substitutes are paid for 7.5 hours; difference is minimal on a daily basis; (\$9 approximately per day difference) which makes paraprofessional substitute position more desirable;
Dr. Brogis recommended increasing the substitute pay rate to \$80 a day for pay for teacher substitutes; \$85 after 22 days worked; Dr. Brogis moved; Ms. Richardson seconded; All in favor;
Dr. Brogis inquired as to what prompted the move to use Kelly services originally; Dr. Brogis

These minutes were approved by the Torrington Board of Education on June 27, 2018.

acknowledged a comment from the floor – Ms. Mangan stated that originally it was utilized only for needs when an internal substitute was not available; the previous process for absence reporting held employees more accountable; Process of using the online system is easy now, which possibly increases absenteeism; When the secretary was doing it, there was a higher fill rate; Possibly a result of downsizing and personnel reductions;

Ms. Schulte will get more information on Kelly versus internal hiring and comparison from other districts;

6. Action items:

- a. Consent agenda
- b. Kelly Services Substitute fill rates
- c. Kelly fill rate (Special Education versus Regular Ed)
- d. Delta T Recap
- e. Paraprofessional Coverage Hours
- f. Daily Substitute Pay Rates

Dr. Brogis motioned to move all items to board with a recommendation for increasing the substitute teacher rate of pay to \$80 per day, \$85 after 22 days; Ms. Richardson seconded the motion; All in favor;

7. Comment for the Good of the Order:

Ms. Vergaro asked if we can look at the way we fill subs in future; Dr. Brogis asked to find out how many districts utilize both internal substitutes and Kelly Services. Ms. Schulte will research this further.

8. Topics for Future Meetings:

- a. Consent Agenda
- b. Affordable Care Act Presentation
- c. Substitute Teacher Fill Rates
- d. Kelly Services comparison to In-district substitutes

9. Adjournment: Ms. Richardson motioned, Dr. Brogis seconded; All in favor. Meeting adjourned at 7:09PM.

10. Next Meeting: June 13, 2018, 6:30PM