

These minutes were approved by the Torrington Board of Education on March 28, 2018.



Torrington Board of Education

SUSAN M. LUBOMSKI
ASSISTANT SUPERINTENDENT

DENISE L. CLEMONS
SUPERINTENDENT

Personnel Committee Meeting Wednesday, March 14, 2018, 6:00 p.m. 355 Migeon Avenue

Board Members on Committee: Dr. Brogis (chair), Mr. Corey, Mr. Vergaro

Board Members Present: Dr. Brogis (chair), Mr. Vergaro, Mr. Kissko, Mr. Maniccia, Ms. Hoehne, Ms. Cappabianca (6:45pm)

District Administrators: Ms. Clemons, Ms. Lubomski, Ms. Schulte, Ms. Forzano, Mr. Bascetta (6:30pm)

1. Call to Order: 6:02PM
2. Roll Call: Dr. Brogis, Mr. Vergaro
3. Approval of Agenda: Amended to add discussion of evaluation of Superintendent (item c) and The Board (item d); Mr. Vergaro motioned, Dr. Brogis seconded. All in favor.
4. Approval of Minutes: Move to board without a vote (no members who were present to move and second)
5. Discussion items:
 - a. Consent agenda: Mr. Vergaro asked about Ms. Theeb's retirement; Ms. Clemons confirmed the retirement.
 - b. Kelly services substitute fill rates: Fill rate may not be as high, because we pay may not be as competitive as other districts; Ms. Schulte will reach out to local districts to get comparative information; Ms. Clemons indicated that she would like to hire interns in the schools; Ms. Schulte will reach out to universities to begin plans for hiring interns for 18/19; Dr. Brogis asked about hiring substitutes in-district and Mr. Maniccia indicated that his district started hiring regular building subs; Ms. Clemons said we could look into this but would need to research the implications with benefit payment; Ms. Schulte will look into this and get the information.
 - c. Superintendent evaluation: Ms. Clemons brought a copy of the Massachusetts evaluation for the committee to review; Dr. Brogis reviewed and made recommendations to the CAFE evaluation; Mr. Vergaro stated that he liked the detail in the financial management section of the Massachusetts evaluation instrument; Dr. Brogis stated that the Massachusetts evaluation instrument was much more specific; Ms. Hoehne stated that it was more focused; Dr. Brogis stated that the instrument will be reviewed and discussion

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will be on agenda for next month for review by committee. Ms. Clemons reminded the Board that she should be evaluated this year per her contract.

- d. Board of Education evaluation: Dr. Brogis stated that the CAFE evaluation instrument for the BOE was more specific than the Superintendent evaluation instrument; Mr. Vergaro stated that something should be added to address attendance at meetings (meetings and subcommittee meetings); Ms. Hoehne noted that the instrument states that the Board should be evaluated in April or May; Agreed to hold to the April agenda and review again in committee
6. Action items:
 - a. Consent agenda – Mr. Vergaro motioned to move to the full Board; Dr. Brogis seconded; All in favor.
 - b. Kelly Services Substitute fill rates – do not move to the board next month; review at April committee meeting.
 - c. Superintendent evaluation – do not move to the board next month; review at April committee meeting.
 - d. Board evaluation – do not move to the board next month; review at April committee meeting.
7. Comment for the Good of the Order: Dr. Brogis asked Ms. Cappabianca if a reminder can be sent to BOE members about which committee they are on and the importance of attendance; Ms. Hoehne recommended that the bylaws be handed out at the next full board meeting.
8. Topics for Future Meetings:
 - a. Consent Agenda
 - b. Kelly Services Fill Rates
 - c. Superintendent Evaluation instrument
 - d. Board of Education Evaluation instrument
9. Adjournment: Mr. Vergaro motioned, Dr. Brogis seconded; All in favor. Meeting adjourned at 6:48PM.
10. Next Meeting: April 11, 2018, 6:00PM