



## Torrington Board of Education

JOSEPH L. CAMPOLIETA  
DIRECTOR OF HUMAN RESOURCES

CHERYL F. KLOCZKO  
SUPERINTENDENT

### Policy Committee Meeting Wednesday, March 4, 2015 355 Migeon Avenue

#### *MINUTES*

Members Present: Ms. Hoehne, Committee Chair; Mr. Kissko; Mr. Lamoin  
Also Present: Mr. Knight; Ms. Richardson; Ms. Kloczko; Mr. Campolieta; Ms. Lubomski; Mr. Baim; Ms. Labarbara; Mr. Parenti; Mr. Kavanaugh, Board of Education Clerk

1. Ms. Hoehne called the meeting to order at 7:44 p.m.
2. Roll call was taken.
3. Approval of Minutes: Motion to approve minutes of the 02/04/15 meeting was made by Ms. Hoehne, seconded by Mr. Kissko. Motion carried, all in favor.
4. Students with Outstanding Lunch Account Balances: Ms. Labarbara discussed the process outlined in the policy. The first time a student has an outstanding balance they will be given the regular lunch and a notification slip will be given to the student to take home to their parent/guardian. If the student presents a second time with a balance that student will be given a regular lunch and a letter will be sent home and a call to the parent/guardian will be made by the cafeteria manager to directly inform the parent/guardian that their child's lunch account is in arrears. If the parent/guardian does not bring the account current, the student will receive an alternative lunch until the account is brought current and the school social worker will call the parent/guardian to discuss the situation.

Ms. Labarbara explained that currently if a student's account is in arrears the cafeterias have been ordered to give that student a regular lunch for free. The issue is that the regular lunch is reimbursable because of the lunch contents and therefore must be paid for and that is the reason for the almost \$40,000 that is owed on lunches. The policy will alleviate this situation since the lunch that will be given to students whose account are not current is not reimbursable and therefore can be given to the students for free. Ms. Labarbara assured the committee that the alternative lunches will be healthy and filling for the students.

Ms. Hoehne raised the concern that a few years ago cafeteria managers were physically taking lunches away from students and throwing them away if accounts were in arrears. Ms. Labarbara stated that this would not happen with this policy and that cafeteria managers would not be taking lunches away from students. The students whose accounts are in arrears will be receiving the alternative lunch instead. Ms. Labarbara mentioned that students who are in arrears will not be allowed to purchase snacks either. This concern is more of an issue at the secondary level where it has been observed that students would charge their lunches yet have money available to purchase snacks rather than bring their accounts current.

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A discussion ensued on tactics to help families who should be receiving free/reduced lunches to be informed of the free/reduced lunch program and for assistance in completing the necessary forms.

Motion was made by Mr. Kissko and seconded by Ms. Hoehne to move the policy to the BOE for approval. Motion was carried, all in favor.

5. Bylaws: Review and Discussion: The revised bylaws were reviewed. Motion was made by Mr. Kissko and seconded by Ms. Hoehne to move the bylaws to the BOE for approval. Motion was carried, all in favor.
6. Graduation Requirements: Mr. Baim presented the proposed graduation requirements. Mr. Baim explained that starting for the class of 2020, the State Department of Education changed the required credits to graduate to 25 credit hours. Mr. Baim stated the plan is to raise the number of credits to 23 for the incoming freshman class (Class of 2019) by adding an elective credit. The students will now be required to take four years of English, Math and Science. In addition, Mr. Baim recommended a Community Service component be added which ties back to NEASC.

Motion was made by Mr. Kissko and seconded by Mrs. Hoehne to move the amendments to the Graduation Policy forward to the BOE for approval. Motion was carried, all in favor.

7. Comments for the Good of the Order: None.
8. Topics for Future Meetings: Cell phone/Electronic Device Use Policy, Liaison Assignments, Nurses/Field Trips, Grant Policy
9. Motion to adjourn was made by Mr. Kissko and seconded by Mr. Lamoin. Motion carried, all in favor.
10. Meeting adjourned 9:26 p.m.