



**TORRINGTON PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
Monday, September 21, 2020, 6:00 P.M.
355 Migeon Ave – Remote Meeting**

Members of the public may submit items to Fiona Cappabianca regarding comments on agenda items to be read during public comment. Please e-mail to fcappabianca@torrington.org

There will also be an opportunity to call in and speak during public comment.

Dial-in number: (425) 436-6343 Access Code: 225583

The meeting may be watched live via this link <https://vimeo.com/event/26843> The link is also published in the Board of Education section of the website. If you are participating in public comment, please mute the live stream while you are speaking.

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. School/Community Service/Public Participation: *The Board invites members of the community to speak on topics to be addressed in the agenda or on other topics of interest. Individuals wishing to make comments can dial in (425) 436-6343 Access Code: 225583 or e-mail their comments to fcappabianca@torrington.org with their name and address, which must be stated at the beginning of your comment. The Board will not allow comments regarding specific staff members, parents, students or personal grievances. Courtesy is expected in this limited public forum. The participating time will be limited to three (3) minutes per person and ten (10) minutes overall to guarantee efficient operation of the entire meeting.*
6. Executive Session on Legal Matter
7. Information Sharing Session:
 - A. Superintendent's Report
 - B. Instruction Update
 - C. Special Education Update
 - D. Monthly Financials
 - E. COVID Expenses
 - F. Fall Sports Update
8. Committee Reports:
 - A. Budget Committee
 - B. Marketing Committee

- C. Building Committee
- 9. Action Items:
 - A. Possible Action on Legal Matter
 - B. Monthly Financials
 - C. BOE Regular Meeting Minutes – August 26, 2020
 - D. BOE Public Forum Minutes – September 1, 2020
 - E. BOE Special Meeting Minutes
 - 1. August 25, 2020
 - 2. September 9, 2020
 - F. Committee Meeting Minutes
 - 1. Budget Committee – August 19, 2020
 - 2. Building Committee – August 6, 2020
 - 3. Building Committee – August 20, 2020
 - 4. Marketing Committee – August 17, 2020
 - 5. Marketing Committee – September 10, 2020
 - G. Consent Agenda: Appointments, Retirements & Resignations
- 10. Comments for the Good of the Order
- 11. Items for Upcoming Agenda
- 12. Future Meetings:
 - Wednesday, October 7, 2020 (at Vogel Wetmore)***
 - 6:00 p.m. – School Improvement Committee
 - 7:00 p.m. – Policy Committee
 - Wednesday, October 14, 2020 (at Migeon Ave.)***
 - 6:00 p.m. – Facilities/Technology Committee
 - 7:00 p.m. – Budget Committee
 - Wednesday, October 28, 2020 (at THS)***
 - 6:00 p.m. – Regular Board of Education Meeting
- 13. Adjournment



Expense Budget Performance Report

Printed on: 09/02/2020 07:54 AM
 Budget: 2020-2021
 Budget: 2020-2021
 Budget: 2020-2021

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
EXPENSE										
5111										
5111.01	Administrators Salaries	2,613,362.00	.00	2,613,362.00	200,051.82	.00	506,401.67	2,106,960.33	19	2,587,753.69
5111.15	Teachers	22,233,029.00	.00	22,233,029.00	1,645,453.28	.00	3,278,640.96	18,954,388.04	15	21,817,604.85
5111.31	Social Worker	670,130.00	.00	670,130.00	50,671.32	.00	101,246.64	568,883.36	15	656,664.32
5111.40	Media Specialist	418,284.00	.00	418,284.00	30,906.60	.00	61,813.20	356,470.80	15	403,305.32
5111.46	Psychologist	465,204.00	.00	465,204.00	29,290.32	.00	57,908.64	407,295.36	12	372,579.60
5111.47	Behaviorist	.00	.00	.00	.00	.00	.00	.00	+++	173,259.72
5111.50	Stipends	82,113.00	.00	82,113.00	.00	.00	.00	82,113.00	0	74,146.50
5111.51	Stipends-Athletics Middle School	48,440.00	.00	48,440.00	.00	.00	.00	48,440.00	0	29,110.18
5111.52	Stipends-Athletics High School	215,359.00	.00	215,359.00	.00	.00	.00	215,359.00	0	134,333.78
5111.56	Teacher Lunch Coverage	.00	.00	.00	.00	.00	.00	.00	+++	75.00
5111.57	Stipend Arts Drama Music	24,832.00	.00	24,832.00	.00	.00	.00	24,832.00	0	19,989.00
5111.58	Stipend - Guidance	12,249.00	.00	12,249.00	.00	.00	.00	12,249.00	0	.00
5111.59	Stipend - Curriculum	16,850.00	.00	16,850.00	192.00	.00	192.00	16,658.00	1	22,728.00
5111.60	Speech Pathologist	899,303.00	.00	899,303.00	73,859.90	.00	146,999.80	752,303.20	16	934,808.42
5111.65	Guidance Counselor	459,070.00	.00	459,070.00	35,362.72	.00	71,091.92	387,978.08	15	497,811.40
5111.75	Coordinating Teacher	76,684.00	.00	76,684.00	5,656.54	.00	11,313.08	65,370.92	15	73,367.78
5111 - Totals		\$28,234,909.00	\$0.00	\$28,234,909.00	\$2,071,444.50	\$0.00	\$4,235,607.91	\$23,999,301.09	15%	\$27,797,537.56
5112										
5112.01	Paraprofessionals	3,440,007.00	.00	3,440,007.00	8,264.73	.00	11,447.63	3,428,559.37	0	3,236,423.56
5112.02	Paraprofessional - Bristol Tech	24,199.00	.00	24,199.00	.00	.00	.00	24,199.00	0	23,609.03
5112.03	COTA	93,177.00	.00	93,177.00	.00	.00	.00	93,177.00	0	12,380.50
5112.05	Non certified support staff	190,452.00	.00	190,452.00	15,439.64	.00	32,576.32	157,875.68	17	171,269.85
5112.10	Technician	285,698.00	.00	285,698.00	21,869.70	.00	51,442.98	234,255.02	18	266,528.42
5112.25	Occupational Therapy	163,800.00	.00	163,800.00	18,800.64	.00	37,601.28	126,198.72	23	261,318.84
5112.30	Clerical	1,248,635.00	.00	1,248,635.00	96,103.46	.00	214,582.96	1,034,052.04	17	1,253,937.46
5112.32	Board Clerk	17,000.00	.00	17,000.00	1,272.60	.00	2,863.35	14,136.65	17	16,543.80
5112.34	Drivers - Athletics	20,656.00	.00	20,656.00	.00	.00	.00	20,656.00	0	7,780.00
5112.36	Misc Game Personnel	38,185.00	.00	38,185.00	.00	.00	.00	38,185.00	0	20,283.23
5112.70	Nurses	561,121.00	.00	561,121.00	36,692.47	.00	72,899.59	488,221.41	13	492,588.54
5112.80	Custodians	1,311,605.00	.00	1,311,605.00	97,184.43	.00	219,918.71	1,091,686.29	17	1,274,980.87
5112.90	Longevity	125,557.00	.00	125,557.00	650.25	.00	1,464.75	124,092.25	1	118,678.25
5112 - Totals		\$7,520,092.00	\$0.00	\$7,520,092.00	\$296,277.92	\$0.00	\$644,797.57	\$6,875,294.43	9%	\$7,156,322.35
5120										
5120	Substitute Salaries	.00	.00	.00	161.00	.00	161.00	(161.00)	+++	8,122.87
5120.02	Substitutes-Clerical	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	145.42
5120.03	Substitutes-Nurse	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	24,587.50
5120 - Totals		\$24,000.00	\$0.00	\$24,000.00	\$161.00	\$0.00	\$161.00	\$23,839.00	1%	\$32,855.79



Expense Budget Performance Report

Fiscal Year 2019-2020

Includes Budget, Encumbrances, and Transactions

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
EXPENSE										
5121										
5121	Tutors	30,000.00	.00	30,000.00	.00	.00	1,088.00	28,912.00	4	34,643.50
5121.01	Tutors - OLL	.00	.00	.00	.00	.00	.00	.00	+++	3,880.00
5121.06	Tutors - HOMEBOUND SERVICES	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	3,216.00
5121.15	Tutors - Special Ed	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	40,921.50
5121.25	Tutors - ELL TF	.00	.00	.00	.00	.00	.00	.00	+++	1,815.05
5121.29	Tutors - ELL	.00	.00	.00	.00	.00	.00	.00	+++	33.00
5121.87	Tutors - Summer School Special Ed	3,000.00	.00	3,000.00	2,480.00	.00	4,261.47	(1,261.47)	142	1,688.00
	5121 - Totals	\$58,000.00	\$0.00	\$58,000.00	\$2,480.00	\$0.00	\$5,349.47	\$52,650.53	9%	\$86,197.05
5122	Substitutes-ParaProf	.00	.00	.00	.00	.00	.00	.00	+++	104.30
5123	Long Term Certified Subs	118,000.00	.00	118,000.00	.00	.00	.00	118,000.00	0	142,362.29
5130										
5130.30	OT Wages-Clerical	15,000.00	.00	15,000.00	538.90	.00	691.21	14,308.79	5	12,144.16
5130.80	OT Wages-Custodian	77,200.00	.00	77,200.00	1,616.20	.00	3,252.68	73,947.32	4	70,276.98
5130.82	OT Wage Labor Board Cust	1,400.00	.00	1,400.00	.00	.00	.00	1,400.00	0	.00
	5130 - Totals	\$93,600.00	\$0.00	\$93,600.00	\$2,155.10	\$0.00	\$3,943.89	\$89,656.11	4%	\$82,421.14
5210										
5210	Health & Life Insurance	14,387,403.00	.00	14,387,403.00	1,466,502.22	11,732,337.76	2,933,233.56	(278,168.32)	102	13,209,516.92
5210.01	HSA Deductible	500,000.00	.00	500,000.00	215,100.00	195,900.00	229,500.00	74,600.00	85	465,591.68
	5210 - Totals	\$14,887,403.00	\$0.00	\$14,887,403.00	\$1,681,602.22	\$11,928,237.76	\$3,162,733.56	(\$203,568.32)	101%	\$13,675,108.60
5211	Life/LTD Insurance	100,000.00	.00	100,000.00	7,555.69	.00	22,485.35	77,514.65	22	87,463.18
5220	Social Security/Medicare	1,169,558.00	.00	1,169,558.00	57,457.16	.00	121,178.32	1,048,379.68	10	1,035,836.03
5230	Early Retirement	325,000.00	.00	325,000.00	9,323.00	.00	68,109.84	256,890.16	21	374,271.10
5231										
5231	Retirement Contributions	500,000.00	.00	500,000.00	35,598.05	.00	253,426.75	246,573.25	51	425,021.22
5231.01	Administrator Annuity union	40,317.00	.00	40,317.00	.00	.00	.00	40,317.00	0	.00
5231.02	Non union Annuity	41,690.00	.00	41,690.00	.00	.00	.00	41,690.00	0	.00
	5231 - Totals	\$582,007.00	\$0.00	\$582,007.00	\$35,598.05	\$0.00	\$253,426.75	\$328,580.25	44%	\$425,021.22
5250	Tuition Reimbursement	10,000.00	.00	10,000.00	.00	.00	.00	.00	0	41,788.00
5260	Unemployment Compensation	100,000.00	.00	100,000.00	23,429.00	.00	23,429.00	76,571.00	23	81,818.00
5270	Workers Compensation	474,254.00	.00	474,254.00	.00	355,673.28	118,557.76	22.96	100	506,633.04
5280	Retiree Insurance	293,440.00	.00	293,440.00	19,686.18	.00	56,660.72	236,779.28	19	318,534.04
5290	Severance	96,000.00	.00	96,000.00	15,533.10	.00	15,533.10	80,466.90	16	114,618.81
5295	Clothing Allowance	9,000.00	.00	9,000.00	.00	.00	8,250.00	750.00	92	8,625.00
5320	Prof Educ Services	115,000.00	.00	115,000.00	.00	.00	.00	115,000.00	0	115,000.00
5330	Professional Development	23,128.00	.00	23,128.00	790.00	1,475.12	790.00	20,862.88	10	12,354.56
5340										
5340	Other Professional Svcs	488,082.00	.00	488,082.00	699.62	18,400.00	39,649.24	430,032.76	12	489,356.18
5340.01	Legal/Consulting Fees	200,000.00	.00	200,000.00	9,600.50	.00	9,600.50	190,399.50	5	109,843.24



Expense Budget Performance Report

Fiscal Year to Date Budget
 Budget Policy Amount and Budget to Actual

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
EXPENSE										
5340										
5340.02	Hospitalized-Tutor Svcs	12,500.00	.00	12,500.00	.00	.00	.00	12,500.00	0	7,791.00
5340.04	Misc Professional Svcs	12,000.00	.00	12,000.00	502.31	6,508.43	1,015.57	4,476.00	63	9,860.60
5340.05	Translation Services	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5340 - Totals		\$713,082.00	\$0.00	\$713,082.00	\$10,802.43	\$24,908.43	\$50,265.31	\$637,908.26	11%	\$616,851.02
5341										
5341	Substitute Svcs-TE Kelly Services	400,000.00	.00	400,000.00	.00	.00	.00	400,000.00	0	245,206.48
5341.01	Substitute Svcs - DELTA T - other staff	28,688.00	.00	28,688.00	.00	.00	.00	28,688.00	0	6,812.47
5341 - Totals		\$428,688.00	\$0.00	\$428,688.00	\$0.00	\$0.00	\$0.00	\$428,688.00	0%	\$252,018.95
5342										
5342	Substitute Svcs-Para Kelly Services	120,000.00	.00	120,000.00	.00	.00	.00	120,000.00	0	74,731.88
5342.01	Substitute Svcs-Para - DELTA T	80,000.00	.00	80,000.00	.00	.00	.00	80,000.00	0	84,187.31
5342 - Totals		\$200,000.00	\$0.00	\$200,000.00	\$0.00	\$0.00	\$0.00	\$200,000.00	0%	\$158,919.19
5350	Technical Services	212,196.00	.00	212,196.00	17,292.00	55,560.00	38,206.01	118,429.99	44	193,354.30
5352	OthrTechSvcs-League Offl	43,421.00	.00	43,421.00	.00	.00	.00	43,421.00	0	24,776.14
5411										
5411	Utility-Water	53,965.00	.00	53,965.00	395.63	.00	1,927.58	52,037.42	4	48,707.78
5411.01	Sewer	23,587.00	.00	23,587.00	.00	.00	26,102.94	(2,515.94)	111	23,196.91
5411 - Totals		\$77,552.00	\$0.00	\$77,552.00	\$395.63	\$0.00	\$28,030.52	\$49,521.48	36%	\$71,904.69
5420	Disposal Services	85,794.00	.00	85,794.00	10,235.20	78,552.00	10,235.20	(2,993.20)	103	80,902.00
5430										
5430	Repair Equipment	103,457.00	.00	103,457.00	3,831.75	26,462.00	6,314.55	70,680.45	32	117,135.04
5430.03	General Maint	568,301.00	.00	568,301.00	45,890.03	39,687.18	96,425.46	432,188.36	24	511,163.05
5430.10	Snow Plowing Contracted Services	88,911.00	.00	88,911.00	.00	.00	.00	88,911.00	0	88,911.00
5430.20	Landscaping	125,460.00	.00	125,460.00	30,460.00	95,000.00	30,460.00	.00	100	125,460.00
5430 - Totals		\$886,129.00	\$0.00	\$886,129.00	\$80,181.78	\$161,149.18	\$133,200.01	\$591,779.81	33%	\$842,669.09
5440										
5440.02	Copier Services	170,465.00	.00	170,465.00	4,829.00	48,290.00	23,629.33	98,545.67	42	118,195.93
5440.03	Other Rental Services	5,580.00	.00	5,580.00	85.00	850.00	170.00	4,560.00	18	1,020.00
5440.05	Athletic Rental	44,583.00	.00	44,583.00	1,662.88	.00	1,662.88	42,920.12	4	43,827.70
5440 - Totals		\$220,628.00	\$0.00	\$220,628.00	\$6,576.88	\$49,140.00	\$25,462.21	\$146,025.79	34%	\$163,043.63
5441										
5441.10	Sports Complex - Annual Maintenance Contract	12,000.00	.00	12,000.00	.00	3,775.00	.00	8,225.00	31	.00
5441 - Totals		\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$3,775.00	\$0.00	\$8,225.00	31%	\$0.00
5510										
5510	Student Transport-	5,331,952.00	.00	5,331,952.00	1,448,124.29	124,719.00	1,448,124.29	3,759,108.71	29	4,852,906.61
5510.01	Transport-Summer School	47,641.00	.00	47,641.00	.00	.00	.00	47,641.00	0	40,052.00
5510 - Totals		\$5,379,593.00	\$0.00	\$5,379,593.00	\$1,448,124.29	\$124,719.00	\$1,448,124.29	\$3,806,749.71	29%	\$4,892,958.61



Expense Budget Performance Report

Period Year to Date 08/31/20

Include Budget Forward and Pickup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget YTD Transactions	% Used/ Rec'd	Prior Year Total
EXPENSE										
5520										
5520	Liability Insurance	240,000.00	.00	240,000.00	.00	132,730.20	49,862.96	57,406.84	76	144,941.81
5520.02	Athletic Insurance	10,500.00	.00	10,500.00	.00	.00	8,486.00	2,014.00	81	9,984.00
5520 - Totals		\$250,500.00	\$0.00	\$250,500.00	\$0.00	\$132,730.20	\$58,348.96	\$59,420.84	76%	\$154,925.81
5530										
5530	Communications	125,000.00	.00	125,000.00	9,378.68	24,065.96	17,511.90	83,422.14	33	108,617.66
5530.04	Postage	29,541.00	.00	29,541.00	3,067.04	1,854.91	3,067.04	24,619.05	17	27,713.04
5530.05	Licensing & Warranty Contract	426,290.00	.00	426,290.00	79,521.55	83,651.00	196,698.68	145,940.32	66	325,338.37
5530 - Totals		\$580,831.00	\$0.00	\$580,831.00	\$91,967.27	\$109,571.87	\$217,277.62	\$253,981.51	56%	\$461,669.07
5540										
5540	Advertising-Recruitment	15,000.00	.00	15,000.00	696.62	.00	696.62	14,303.38	5	7,734.44
5540.01	Video and Marketing	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
5540 - Totals		\$16,500.00	\$0.00	\$16,500.00	\$696.62	\$0.00	\$696.62	\$15,803.38	4%	\$7,734.44
5550	Printing & Binding	4,796.00	.00	4,796.00	.00	345.00	.00	4,451.00	7	2,225.45
5560										
5560.15	Tuition - Vo-Ag SPED	150,000.00	.00	150,000.00	.00	48,000.00	.00	102,000.00	32	133,375.21
5560.18	Tuition - Vo-AG	867,484.00	.00	867,484.00	.00	859,698.00	.00	7,786.00	99	834,012.20
5560 - Totals		\$1,017,484.00	\$0.00	\$1,017,484.00	\$0.00	\$907,698.00	\$0.00	\$109,786.00	89%	\$967,387.41
5561										
5561.01	Tuition - Public Sped DCF	50,000.00	.00	50,000.00	.00	.00	.00	50,000.00	0	71,016.68
5561.02	Tuition - Sped Exploration	300,000.00	.00	300,000.00	.00	.00	.00	300,000.00	0	302,571.30
5561.15	Tuition - SPED Public	2,300,000.00	.00	2,300,000.00	.00	1,162,520.00	336,460.00	801,020.00	65	110,864.92
5561.19	Tuition - Magnet School	626,630.00	.00	626,630.00	.00	.00	.00	626,630.00	0	590,594.50
5561.20	Tuition - Highlander	85,000.00	.00	85,000.00	.00	86,275.33	.00	(1,275.33)	102	194,377.18
5561.25	Tuition - Magnet School SPED	504,058.00	.00	504,058.00	.00	26,662.07	.00	477,395.93	5	748,228.47
5561.98	Tuition - Pre - K In District	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	453.60
5561 - Totals		\$3,867,688.00	\$0.00	\$3,867,688.00	\$0.00	\$1,275,457.40	\$336,460.00	\$2,255,770.60	42%	\$2,018,106.65
5563										
5563.01	Tuition-Detention Center	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	26,812.50
5563.04	Tuition - Private Sped DCF	100,000.00	.00	100,000.00	1,220.97	.00	1,220.97	98,779.03	1	138,224.73
5563.06	Tuition - Court placed	65,000.00	.00	65,000.00	.00	.00	.00	65,000.00	0	58,038.62
5563.15	Tuition - Private -SPED	5,800,000.00	.00	5,800,000.00	618,411.73	1,935,374.64	618,411.73	3,246,213.63	44	7,564,554.57
5563.25	Tuition - Summer Placements	10,000.00	.00	10,000.00	.00	.00	2,010.00	7,990.00	20	4,905.00
5563 - Totals		\$5,990,000.00	\$0.00	\$5,990,000.00	\$619,632.70	\$1,935,374.64	\$621,642.70	\$3,432,982.66	43%	\$7,792,535.42
5564	TUITION	100,000.00	.00	100,000.00	.00	.00	.00	100,000.00	0	71,942.07
5580										
5580	Travel	14,112.00	.00	14,112.00	.00	.00	.00	14,112.00	0	10,445.51
5580.01	Administrators Travel	26,400.00	.00	26,400.00	.00	.00	3,600.00	22,800.00	14	21,334.61
5580 - Totals		\$40,512.00	\$0.00	\$40,512.00	\$0.00	\$0.00	\$3,600.00	\$36,912.00	9%	\$31,780.12



Expense Budget Performance Report

Fiscal Year to Date Budget

Initial Budget Amount and Budget to Actual

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget Transactions	YTD % Used/ Rec'd	Prior Year Total
EXPENSE										
5610										
5610.01	Instructional Supplies	200,687.00	.00	200,687.00	10,188.38	29,466.70	10,188.38	161,031.92	20	136,528.25
5610.02	Audio/Visual Supl-	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	1,040.22
5610.04	Cleaning Supplies	128,783.00	.00	128,783.00	122,414.88	151,145.34	124,789.53	(147,151.87)	214	140,620.94
5610.05	Non Instructional Supply	124,707.00	.00	124,707.00	11,178.08	20,832.36	11,693.71	92,180.93	26	134,070.10
5610.20	Program Supplies	3,791.00	.00	3,791.00	.00	903.04	.00	2,887.96	24	3,645.15
5610 - Totals		\$458,968.00	\$0.00	\$458,968.00	\$143,781.34	\$202,347.44	\$146,671.62	\$109,948.94	76%	\$415,904.66
5620										
5620.02	Bus Fuel	210,000.00	.00	210,000.00	.00	.00	.00	210,000.00	0	126,779.62
5620 - Totals		\$210,000.00	\$0.00	\$210,000.00	\$0.00	\$0.00	\$0.00	\$210,000.00	0%	\$126,779.62
5621	Natural Gas	350,006.00	.00	350,006.00	11,014.29	338,991.71	11,014.29	.00	100	301,173.10
5622	Electricity	850,000.00	.00	850,000.00	69,350.83	770,214.17	69,350.83	10,435.00	99	730,772.50
5623	Bottled Gas	250.00	.00	250.00	.00	.00	.00	250.00	0	.00
5624	Oil	73,511.00	.00	73,511.00	118,750.54	.00	118,750.54	(45,239.54)	162	86,506.71
5640										
5640.1	Textbooks	43,675.00	.00	43,675.00	.00	.00	.00	43,675.00	0	14,910.57
5640.2	Library Books	10,880.00	.00	10,880.00	.00	.00	.00	10,880.00	0	7,037.48
5640.3	Subscriptions	21,354.00	.00	21,354.00	6,959.53	5,374.70	6,959.53	9,019.77	58	11,427.66
5640 - Totals		\$75,909.00	\$0.00	\$75,909.00	\$6,959.53	\$5,374.70	\$6,959.53	\$63,574.77	16%	\$33,375.71
5650										
5650	Instructional Tech Supply	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
5650.01	Non Instr Tech Supply	750.00	.00	750.00	.00	.00	.00	750.00	0	358.00
5650.03	Forbes	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	184.98
5650.04	Vogel	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	273.66
5650.05	High School	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	1,168.61
5650.06	Middle School	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	968.50
5650.08	Southwest	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	179.99
5650.09	Torrington	1,000.00	.00	1,000.00	.00	(500.00)	.00	1,500.00	-50	.00
5650 - Totals		\$15,250.00	\$0.00	\$15,250.00	\$0.00	(\$500.00)	\$0.00	\$15,750.00	-3%	\$3,133.74
5743	Non Instructional Equip	52,734.00	.00	52,734.00	1,379.00	248.65	1,379.00	51,106.35	3	36,641.34
5746	Instructional Equipment	16,593.00	.00	16,593.00	.00	.00	.00	16,593.00	0	8,073.46
5810										
5810	Dues and Fees	67,956.00	.00	67,956.00	.00	349.00	24,738.00	42,869.00	37	63,425.84
5810.54	Entry/Registration Fees - Program	.00	.00	.00	.00	.00	.00	.00	+++	(79.00)
5810 - Totals		\$67,956.00	\$0.00	\$67,956.00	\$0.00	\$349.00	\$24,738.00	\$42,869.00	37%	\$63,346.84
5890										
5890	Miscellaneous Expenditure	936.00	.00	936.00	.00	.00	.00	936.00	0	233.72
5890.15	Mentor Stipend	.00	.00	.00	.00	.00	775.00	(775.00)	+++	4,963.00



Expense Budget Performance Report

Fiscal Year to Date Budget
by Department, Account and Budget Line Item

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used?	Prior Year Total
EXPENSE										
5950										
5950.1798	Donations									
	5950 - Totals	\$936.00	\$0.00	\$936.00	\$0.00	\$0.00	\$775.00	\$161.00	83%	\$5,196.72
		.00	.00	.00	.00	.00	.00	.00	+++	404,176.00
	5950 - Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$404,176.00
	EXPENSE TOTALS	\$76,532,898.00	\$0.00	\$76,532,898.00	\$6,860,633.25	\$18,461,392.55	\$12,092,202.50	\$45,979,302.95	40%	\$73,115,656.52
		\$76,532,898.00	\$0.00	\$76,532,898.00	\$6,860,633.25	\$18,461,392.55	\$12,092,202.50	\$45,979,302.95		\$73,115,656.52
EXPENSE										
5901	Capital-Migeon + K-8	103,195.00	.00	103,195.00	.00	54,063.00	.00	49,132.00	52	40,750.83
5905	Capital-THS	100,000.00	.00	100,000.00	.00	.00	.00	100,000.00	0	78,800.00
5915	Capital Technology	101,500.00	.00	101,500.00	.00	.00	.00	101,500.00	0	388,476.80
	EXPENSE TOTALS	\$304,695.00	\$0.00	\$304,695.00	\$0.00	\$54,063.00	\$0.00	\$250,632.00	18%	\$508,027.63
		\$304,695.00	\$0.00	\$304,695.00	\$0.00	\$54,063.00	\$0.00	\$250,632.00		\$508,027.63
		\$76,837,593.00	\$0.00	\$76,837,593.00	\$6,860,633.25	\$18,515,455.55	\$12,092,202.50	\$46,229,934.95		\$73,623,684.15

	A	B	C	D	E	F	G	H	I
1					COVID 19 Expenses				
2									State
3	monitors on buses-2 hrs. each day						14,170		74,051
4									
5	14 sanitizers						418,350	418,350	
6	additional nurses-2						98,280	98,280	10,115
7	additional staff								
8			2 teachers				115,352		79,188
9			6 tech	hired 5			262,540	262,540	
10							894,522		
11									
12	supplies:			<u>ordered</u>	<u>numbers</u>			<u>PO \$</u>	
13		mask-all children		240,000	720,000		294,840	98,200	
14		N95-masks		500	500		2,380	2,380	
15		clear masks		360	360		900	900	
16		gowns-level 2		450	450		2,458	2,458	
17		wipes		50	50	boxes	798	798	
18		paper towels		270	940	cases	19,345	5,557	
19		pump sanitizer		2	2	cases	320	320	
20		face shields		800	800		2,514	2,514	
21		hand soap		110	625	cases	26,844	3,678	
22		hand sanitizer-gal		100	500	cases	21,475	4,295	
23		hand sanitizer-bot		200	200	bottles	596	596	
24		vinyl gloves		110	110	boxes	397	397	
25		water bottle filling stations			6		16,605	16,605	
26	music-instrument covers						5,360	5,360	
27	building signage						0	0	
28	tents-HS/MS-8 weeks						20,535	20,535	
29	teacher plexi shield-377						51,711	51,711	
30	café table dividers				162		29,060	29,060	
31					95		<u>21,965</u>	<u>21,965</u>	
32							518,103	267,329	480,844
33									
34	supplemental SPED transportation						11,910		11,910
35									
36	technology:								
37									
38		aruba airwave contact tracing					19,000		
39		head sets, microphones (EL/SPED)					15,000		
40		software to communicate at pick-up with parents					<u>12,000</u>		
41							46,000		
42									
43	total						1,484,705	1,046,499	656,108
44	9/16/2020								



**TORRINGTON PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
Wednesday, August 26, 2020, 5:30 P.M.
355 Migeon Ave – Remote Meeting**

Draft Minutes

1. Call to Order: 5:40 P.M.
2. Roll Call: Ms. Cappabianca, Mr. Corey (Remote), Ms. Hoehne, Mr. Kissko, Mr. Eucalitto, Mr. Maniccia, Ms. Richardson, Ms. Fappiano (Remote), Ms. Lubomski, Ms. Fergusson, Mr. Arum, Ms. Klimaszewski, Ms. Schulte, Mr. Barlow, Ms. Herold
3. Approval of Agenda: Mr. Kissko amended his motion to amend the agenda to say regular instead of special, second by Mr. Maniccia. All in favor.
4. School/Community Service/Public Participation:
E-mail:
Heather Stanerd – Advocating for sports practice since CIAC is allowing it.
Brett Fairchild – He is a student athlete who wishes to have football practice since the CIAC allows it. For some football players, their college career depends on it.
Adrian Fernandez – He is advocating for football. He has been following all of the COVID-19 rules.
Brenden McGowing and Mike Isaac – Student athletes advocating for the football season.
Vita Patel – Advocating for volleyball. It would be devastating and unfair for the seniors and underclassmen.
Sydney Burmas – Volleyball player advocating for volleyball. She is a senior and this year is crucial for her for recruitment.
Leslie Burmas – Advocating for volleyball. She made another statement stating that her daughter had to witness her brother missing all of his senior experiences.
Aiden Trever – Advocating for football. Football has taught him how to perform on the field and in the classroom.
Alissa Sabia – Advocating for volleyball season.
Maggie McGillicuddy – Reiterate the comments she sent last night regarding staff being in the building on Wednesdays.
Amelia – Advocating for volleyball. She lost softball during the spring season.
Emma – Advocating for volleyball.
Maria White – Advocating for football as planned by the CIAC.
Mike Semanic – Advocating for football. His son lost his baseball spring season this year.
Kora – Student athlete who is advocating for volleyball.
Jennifer Traver – Follow up to her letter from yesterday. She is still advocating for the football team and wanted to clarify some items that she heard on the meeting last night. We should follow the CIAC guidelines.
Lynsie and Daryl Becker – Advocating for the volleyball and all fall sports.
Maddie Becker – Believes that if they have school then they should have volleyball.
Rachel Donovan – Advocating for volleyball.
Vivian Tram – Student athlete advocating for volleyball.

Tina Tram – She is advocating cross country and volleyball.

Kelly Kua – Advocating for volleyball.

Ella Pulley – Advocating for volleyball.

Shelly Sabia – Advocating for volleyball.

Mai Tong – Advocating for volleyball.

Cathryn Klingstale – Advocating for football.

Sophia Calabrese – Advocating for volleyball

Shanley Richardson – Senior who would love to have a volleyball season

Jessica Richardson – Support for the volleyball season following the maximum guidelines set by the CIAC. There is sufficient distance and if needed, players could wear athletic style masks.

Michelle Gallant – Advocating for the football season.

Alissa Sabia – Advocating for volleyball

Jodie Calabrese– Bring back sports for the fall and winter seasons.

5. Information Sharing Session:

- A. Superintendent's Report: Very excited to welcome back our staff tomorrow and kick-off the school year. PAL, Jane Slaiby and the Stefanowski Foundation donated masks for this year. Convocation will be presented via video. Mr. Barlow and the Superintendent answered many questions about cleaning protocols and discussed how CDC guidance has changed since March. Due to creative problem solving and increased workforce, sanitizers, we have been able to schedule "deep", rigorous cleaning every day. CDC and DPH are reiterating that the contamination does not come from surfaces, it comes from droplets, which is why we are wearing masks and keeping socially distant. Mr. Barlow stated that the cleaning products that the district is using are the same we have used for many years. They are all posted on the website. He went over the cleaning schedule in detail. Ms. Fappiano asked about mask breaks. Ms. Lubomski stated that it will be easy in at the elementary level, since they have recess. A schedule is being created for middle and high school. When the students are eating, their masks will be off, and then they will wash their hands and sanitize. Mr. Eucalitto stated that when they have their mask breaks, they will be social distancing from 4-6 feet. Ms. Richardson asked when students change classes is there cleaning happening in the classrooms? Yes, teachers will be given a product called 18 ad microfiber cloths, the safest product that has cleaning abilities. When the students are entering and exiting the rooms, they must use sanitizers. Ms. Hoehne asked if we have the sports back, will we still be able to stay within budget? Yes, sports have been budgeted for. CIAC stated that there is no locker use. Coaches will be cleaning

the district equipment. Students will be responsible for cleaning their personal equipment. Mr. Eucalitto asked if we are recommending that the students do not bring their own sanitizers? Students can bring their own if they want to, but the district will also provided it. Regarding instruction, Ms. Ferguson talked about book sharing in elementary classrooms. The books that are used will be set aside for a few days and then they will return to circulation. With the hybrid model, Ms. Lubomski acknowledged the challenge with daycare. There is a link on the website citing daycare providers. EdAdvance has openings. As far as any possible instructional model changes from in person to hybrid, there will be a reevaluation at the end of September.

- B. PD and Instruction Update: Ms. Ferguson stated that the principals are setting up viewing parties in their own schools to watch the Convocation. Teachers can socially distance and watch with other people or sit in their classroom alone, if preferred. The offerings are all virtual with staff being physically in the building. There will be COVID-19 trainings to inform and prepare staff and families about our “new normal”. There will be outside presenters and some new technology platforms presented. There will be training/reminders of looking through the social emotional lens as we reopen the schools. Ms. Hoehne stated that it is good we are opening on September 8th, hopefully our Chromebook will come in by then. Will kids need headphones? The district will provide all the equipment that the students need. Every student will have their own Chromebook.
- C. Special Education Update: Ms. Klimaszewski stated that she feels like we are ready. The teachers, paras and assignments are all set. Unfortunately, we have not heard back from parents regarding their choice of hybrid or 100% distance learning. All 150 paras will be CPA and First Aid Certified. Next month, there will be an update on our special education numbers. The Chair asked if we had a lot of new enrollments this year in terms overall? Ms. Lubomski said that we have had some influx, but there are also families who are choosing to homeschool their children during this time. For September, the Board requested a summary of how many students are homeschooling, distance learning, and hybrid learning.
- D. Monthly Financials: Mr. Arum stated that there is nothing new to report. We will have a comprehensive report for October. Regarding COVID-19 expenses, the district has an

estimate of \$1,808,299 in expenses and is receiving \$656,108 from the state. Ms. Fappiano asked if we transitioned to in-person phase, would it impact budget? Yes, another million dollars. However, the Mayor said at the Board of Finance Meeting that the district should not make decisions on the model implemented based on budget.

- E. Fall Sports Update: The Superintendent distributed the 2020-2021 Fall Sports Schedule from CIAC. CIAC stated that on August 24th, students can go back to practicing, however, they will still be conferring with DPH. The district stopped practices, because the CIAC and DPH were working out a mutual decision. Following the CIAC Plan, full practices and contact with other teams would not occur until September 11th and 24, respectively. The question was asked if it was possible to allow the students to continue practicing until the final agreed upon decision from the CIAC and DPH was issued, since parents have the option to not have their students participate if they are not comfortable. The Chair would like the district to allow practicing to start, but have the central office administration have the authority to shut it down if necessary without the Board having to call a special meeting. This decision could continually change based on many factors. If the players do not follow the guidelines, then they will not play. Parents will be responsible for transportation. No bussing will be provided for practices.
- F. School Calendar 2020-2021 – Ms. Lubomski proposed that Wednesdays become early dismissal days at least until January. This would provide collaboration and professional development time that is essential. Ed-Advance does provide childcare for half days, before and after school care.
- G. Grades 7-12 Building Project Forum: The Chair, stated that it was determined that we cannot have a Marketing Committee for a building project. All that work must be done through PAC(Political Action Committee). The PAC has received approval to move forward. The administration is not legally allowed to participate in any of these public forums. The Board will be running the first public forum. The Board as a group cannot promote this project, but can only provide facts. They can support the project as individual citizens. The Board will hold the Public Forum on September 1st at 6:00PM. There will be one final Marketing Committee meeting. Mr. Maniccia asked if we can create an e-mail specific for the building project. The

building committee will be creating a video of the high school.

6. Committee Reports:

- A. Budget Committee – COVID expenses were presented.
- B. School Improvement Committee – The improvements in the middle school were discussed supported by a video. They discussed the school mascot and recommend to the Board the deletion of “Red” from Raiders and to be henceforth be called the Raiders.
Mr. Kissko asked to amend the agenda to include Board recognition of dropping the word “Red” from “Red Raiders” and in the future to be called Raiders only, second by Mr. Maniccia. All in favor.
- C. Marketing Committee – Already discussed.
- D. Building Committee – The architect reviewed education specs and floor plans. We will post information on the website. Next meeting will be Thursday, September 3rd.

7. Action Items:

- A. Monthly Financials – Mr. Kissko made a motion to approve the monthly financials, second by Mr. Maniccia. All in favor.
 - B. Fall Sports – Mr. Eucalitto made a motion to approve fall sports starting up with practices and try outs based on the current CIAC guidelines with the understanding that this could change and this is what is happening as of now. The administration will monitor this situation going forward, second by Mr. Kissko. All in favor.
 - C. School Calendar 2020-2021 – Mr. Maniccia made a motion to approve the school calendar as presented, second by Mr. Kissko. All in favor.
 - D. Approval of Board of Education Special Meeting Minutes: Mr. Kissko made a motion to approve the minutes, second by Mr. Eucalitto. All in favor.
 - 1. July 22, 2020 (5:00 P.M.)
 - 2. July 22, 2020 (5:30 P.M.)
 - 3. August 5, 2020
 - 4. August 19, 2020
 - E. Receive Subcommittee Minutes: Mr. Maniccia made a motion to approve the minutes, second by Mr. Eucalitto. All in favor.
 - 1. Joint Budget Committee and Facilities & Technology Committee – June 6, 2020
 - 2. School Improvement – March 11, 2020
 - F. Consent Agenda: Appointments, Retirements & Resignations – Mr. Kissko made a motion to approve the consent agenda, second by Mr. Eucalitto. Ms. Richardson abstained. The rest of the Board members were in favor. Motion passed.
 - G. Mr. Kissko made a motion for the Board to recognize dropping the word Red from Red Raiders and to be called Raiders, second by Mr. Maniccia. All in favor.
8. Comments for the Good of the Order: The following comments are paraphrased:

Ms. Fappaino – “ It was nice to see so many students write in about supporting fall sports, it was so impressive. Thank you so much for being so involved and expressing your concerns. The comments were received differently last night.”

Mr. Eucallitto – “I really think the public needs to know how hard the Chair and Administrators have worked, you’ve put together the best program you could have, given everything.”

Mr. Hoehne – “I agree with Gary, the amount of work is unbelievable and you always put the kids first.”

Mr. Maniccia – “Thank you all for all the hard work and good luck to everyone all the staff on opening day have a great school year.”

Mr. Kissko – “I concur in a combo of what everyone has said. It was nice to hear students express their concerns in such an articulate manner.”

Ms. Richardson – “ I want to acknowledge that Robin Magistrali is retiring and she has been an asset to THS for a long time and we thank you for your service.”

Chair – “It is not fair to say we did not receive the comments last night from teachers. Last night, we did not have an action item for the Board and we did not have anything to take action on. All Board Members are respectful towards the teachers and all the staff. The only way this Board has been able to make progress is because we have so many great people working in the buildings, working at Central Office, and a Board that is cohesively working to support people in the buildings and support people at Central Office.

9. Items for Upcoming Agenda:

- A. Monthly Financials
- B. School Reopening
- C. COVID Expenses
- D. Building Committee

10. Future Meetings:

Tuesday, September 1, 2020

Building Project Public Forum

Thursday, September 3, 2020

Building Committee Meeting at THS

Wednesday, September 23, 2020

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

11. Adjournment: Mr. Eucallitto made a motion to adjourn the meeting, second by Mr. Maniccia. All in favor. Meeting adjourned 8:17 P.M.



Torrington Public Schools

SUSAN M. LUBOMSKI
SUPERINTENDENT

SUSAN B. FERGUSON
ASSISTANT SUPERINTENDENT

Torrington Board of Education Public Forum Tuesday, September 1, 2020, 6:00 P.M. Torrington High School

Draft Minutes

1. Call to order: 6:09 P.M.
2. Roll Call: Ms. Cappabianca, Mr. Kissko, Mr. Corey, Mr. Maniccia, Ms. Todor, Ms. Richardson, Mr. Eucalitto, Mr. Lubomski, Ms. Ferguson, Mr. Arum, Ms. Herold, Mr. Longobucco, Ms. Ledversis and the Kaestle Boos Associates.
3. Ms. Cappabianca reviewed the 2 year process including community and staff collaboration into how the building committee was formed, which resulted in the Torrington Middle School/Torrington High School construction project. She also presented the architectural input and evaluations completed by Kaestle Boos Associates.
4. Kaestle Boos discussed their involvement, findings and priorities which resulted from this 2 year process. At the end of their feasibility study, they determined a new building is the most fiscally responsible solution. They shared a visual of the proposed plan. For any State Construction Grant Project, the State asks districts to look at an 8 year projected enrollment. The State allows the district to use the highest projected enrollment. The State then decides what the reimbursable size is. They calculate the possible square footage for the new building. If this passes referendum, then there will be at least a year of architectural design planning. The high school and middle school would have separate café areas and gyms. The high school, middle school and central office have their own designated entries. The middle school will have 3 levels, and high school will have 4 levels. The district filed our grant with the State in June 2020. November 3rd is the referendum. If the referendum passes, the district determines an architect and solicits a project manager in December 2020, selects a construction manager in January 2021, construction would occur from 2021 to December 2024. Kaestle Boos completed an evaluative walk through and consultants and engineers assessed the conditions of the current Torrington High School. They reviewed the list of recommendations for repairing the current high school. To solely focus on the extensive repairs was not fiscally responsible, because the State does not reimburse maintenance project unless its code items. Therefore, very few of the repairs needed would be reimbursable by the State.

Construction of a new building would allow for the highest reimbursement amount from the State.

The following questions were e-mailed to buildingproject@torrington.org:

- 1) How many staff will be needed to support the new building? More or the same?
The current 7th and 8th grade staff would move with the students. Staffing always depends on student enrollment and the courses being offered at the time, but the majority will be covered with the current staff.
- 2) How does the new school compare with the current school for utilities? Is it more energy efficient? Will costs increase due to size?
The new construction will provide an energy efficient, cost savings system. Energy systems built in 1960 were very different than what is available today. Specific details on amounts will be shared at a later meeting.
- 3) It's proposed the mill rate will increase 5 points and be estimated at \$250 on average per household to build a new school. But what about car taxes? If the mill rate increases then will car taxes increase too, or is that capped?
The car taxes right now are capped. The 5 points down the road, includes all the bonding projects for the town not just the high school project.
- 4) Why are the repairs so costly? What needs to be updated? Answered in the presentation.
- 5) Please let the public know about the current bonds we are paying and when they will be repaid. If payment of other bonds is ending this would make the school more doable.
This will be posted on the website.
- 6) Where is 6th grade going?
It is planned that 4th, 5th, and 6th grade would be at the middle school.
- 7) How are they going to make sure to keep the middle school kids safe/away from the older high school kids?
They would be totally separated, but share the same campus. Similar to other districts around us: Region 10, Litchfield, etc.
- 8) Are they sharing the same gym & café?
Middle School and High School have their own designated gym.
The cafeteria is also separated: the middle school on one side and the high school on the other side. Seating is totally separated. The food service lines are totally separated.
- 9) Are guidance and administrative offices shared for both school?
No.
- 10) Can't they share theaters to save money and utilize one area for much needed classrooms?
There is a properly sized theater, positioned between high school and middle school.
- 11) Why can't soccer field be in one area (not have two) and for baseball why two fields and a softball field, why can't they share one field (or keep one baseball and one softball field?) How could you have dirt in a soccer field?
The plans include a full size high school soccer field, because we have JV and Varsity boys and girls playing. Then, we have the middle school on the upper field. The scheduling would not work with one soccer field. Softball and baseball need very different fields, so they can't share. This is done very frequently in other districts.
- 12) What are the plans for the athletic field during the construction period?

Alternatives will be established for use of community fields during construction. Mr. Longobucco and Mr. Arum have already talked to the city about sharing some fields.

- 13) What happens if we do not meet the projected 1,500 student enrollment projection in the next 8 years?

The State will audit the project and look at enrollment. They may ask for some funding back if you do not meet the enrollment. However, we have never had an issue in the past. Ms. Cappabianca was confident with the numbers the State has established for this project.

- 14) After relocating the Central Offices to new building, what happens to Migeon Ave.?

The building would be turned back over to the city.

- 15) Is there no option to delay or do nothing?

The needs of this facility have to be addressed as soon as possible. Action needs to take place to rectify these situations.

- 16) I am under the impression that there have been multiple renovations in the years? How have we been able to do this without a tax increase?

No projects are completed without a tax increase unless there is funds in the capital reserve fund. Other projects have been done through the capital as needed. One project was an ADA project which the State reimbursed at about 70%. The Board of Education strives to be fiscally responsible. The majority of the projects needing to be completed are not reimbursable.

- 17) What do we pay for at East School?

The tenant that is at East school pays for all of the utilities. The district is not paying anything to run that building. In addition, we are receiving discounted tuition for our students to attend programs at that site.

- 18) The average annual tax increase for the Torrington family?

Average Annual Cost of the Proposed Project

Market Value	\$100,000	\$125,000	\$150,000	\$175,000	\$200,000
Assessed Value	\$70,000	\$87,500	\$105,000	\$122,500	\$140,000
New THS	\$143.00	\$178.70	\$214.50	\$250.20	\$285.90

- 19) Is there a positive correlation between building a new high school and home values?

Mr. Longobucco responded: Construction of schools revitalizes the community. Some statistics show for every \$1 spent on education, \$25 is returned to the home value.

- 20) Why no pool?

Through the process of interviewing the staff members and students, KBA developed space needs for instruction and programs that meet the State target for reimbursement, so the building was not over the reimbursable size. It was a challenge to provide all of the spaces to get to the target size, but they were able to do that without a pool included. The pool would not receive any reimbursement from the State. There were space challenges to fitting a pool in that space. Ms. Cappabianca stated a pool would not be profitable as people think it would be, because of the extra costs to maintain it.

- 21) What about the Covid related issues and security?

For security, we are required to look at the School Safety Infrastructure Council requirements and recommendations. Right now, with the existing building, classrooms are very limited regarding distancing of students. If we were in the new building, there

would be more flexibility to distance students. The new school would have better HVAC system for ventilation, heating and cooling.

- 22) Should this fail at referendum what will be the next step?

The Board will have to go back and meet with the Board of Finance about addressing capital improvements.

- 23) In the \$112M scenario to repair the building, if that is spread out over a larger period of time, would it be reasonable to expect that the figure would be greater?

The cost would accrue over time and there would be an escalation in costs.

- 24) Crime prevention through environmental designs?

Yes. This is included in the design planning.

- 25) If the project is approved, does the chosen architect choose the plan that this firm came up with?

No, they would just keep with the budget for this phase of the project, but another architectural firm could be chosen. It goes out to bid.

- 26) Where is the budget coming from to fulfill the needs of the new school?

Already answered.

- 27) Is there a contingency built in?

Since this is a conceptual design estimate, it is important to plan for the unknown. The construction manager will manage the budget. The district wouldn't enter into any contract until it could be certain that the State has approved the money for reimbursement.

There is a website where you contact us with additional questions and it has all the information that Kaestle Boos has given us. There is a virtual tour.

THSbuildingproject.org. and you can e-mail any questions to buildingproject@torrington.org

5. Adjournment: Mr. Kissko made a motion to adjourn, second by Mr. Eucalitto. All in favor. Meeting adjourned at 7:32 P.M.



Torrington Public Schools

SUSAN M. LUBOMSKI
SUPERINTENDENT

SUSAN B. FERGUSON
ASSISTANT SUPERINTENDENT

Board of Education Special Meeting Tuesday, August 25, 2020, 5:30 PM 355 Migeon Ave.

Draft Minutes

1. Call to Order: 5:40 P.M.
2. Roll Call: Ms. Cappabianca, Ms. Todor, Ms. Hoehne, Ms. Fappiano, Mr. Kissko, Mr. Maniccia, Ms. Richardson
Also Present: Ms. Lubomski, Ms. Ferguson, Ms. Herold, Mr. Arum, Ms. Klimaszewski, Ms. Schulte, Mr. Barlow
3. Public Participation:
The Chair read all the written comments:
Carmen Kocovic - Voiced her concerns about reopening the schools safely.
Carrie Cassady – Voiced their concerns about the staff being in the buildings on Wednesdays which is at the same time the buildings will be deep cleaned.
Marcella Olson – Concerned about the safety of the staff and students with the change of having staff in the buildings on Wednesdays.
Erika Pratt – Voiced that she is pleased that the school will start in the hybrid model. She also voiced concerns about the staff being in the buildings on Wednesdays – the same day of the deep cleaning.
Erin Benedict – Voiced her concern about the staff being in the buildings on Wednesday – the same day of the deep cleaning. The hybrid model is difficult for teachers to teach at home with small children.
Samantha Verbickas – Voiced her concerns about staff being in the building on Wednesday. It makes her nervous for her children to attend schools Tuesday and Thursday if the schools were not properly cleaned on Wednesdays.
Sharon Golder – Voiced her concerns about cleaning protocols and proper ventilation. She believes that there should not be staff in the buildings on Wednesday for the proper cleaning to take place.

Lorraine Ferrante – She wants to know why there was a short notice that staff now must be physically present in the building on Wednesdays – during distance learning?

Chantel Tarbox – Pleased to hear that the year is beginning with the hybrid model. She has concerns about being in the building on Wednesdays during deep cleaning – she has migraines and is concerned about what will happen to her on Wednesday.

Mary Lee Quinn – Shared her concerns about staff being in the buildings on Wednesdays during deep cleaning.

Melissa Ferrucci – She said that she is happy to start with the hybrid model. She also shared her concerns about the staff being in the buildings on Wednesdays during deep cleaning.

Donna Merritt – Thanked the BOE for beginning the year with the hybrid model. She stated that she has an underlying health condition and she hopes we reconsider the decision of staff being in the buildings on Wednesdays.

Jennifer Fernandez – She is pleased to hear that the school is beginning the year with the hybrid model. She is questioning why the decision was made to have teachers be physically present in the buildings on Wednesdays during the deep cleaning.

Dan Dunaj – How are the teachers supposed to come up with childcare on Wednesdays with only a 3 days' notice?

Jennifer Traver – Advocating for Fall sports, in particular Football. She stated that depression, anxiety, and these conditions decisions can stem from no sports.

Rick Dubois – Asked the Board to reconsider that the staff be present in the buildings on Wednesdays.

Maggie McGillicuddy – Voiced her concerns about the teachers being in the buildings on Wednesdays during deep cleaning. She questions if the cleaning and disinfecting can be done properly with staff in the building. All people in the building would need PPE.

Barbara Oles – Voiced her disappointment that all staff will be required to be in the buildings on Wednesdays during deep cleaning. My presence at home will be helpful for the son during his hybrid learning.

Erin Sullivan – Shared her concerns about the staff being in the buildings on Wednesdays during deep cleaning. What rationale is there for the teachers to be physically present in the building during remote learning?

Meg Dubois – How will only receiving 30% of the emergency funding impact the reopening plan?

Christina Avigne – Shared her concerns about staff being in the buildings during deep cleaning.

Kelly Hagymasi – She is glad we are starting the school year with the hybrid model. She has concerns about the staff being in the buildings on Wednesdays during deep cleaning. She is in a nearly impossible position of finding daycare, so will be forced to take FFRCA leave on Wednesday.

Martina Martin – She has concerns about the staff being in the buildings on Wednesdays during deep cleaning. She is unsettled and worried about her family's safety.

Christine Chapin – Concerns about the staff and student safety if the staff is in the buildings on Wednesdays.

Catherine Clinkscales – She would like to encourage the BOE to have all sports. Sports are good for mental and physical health. The teams have been conditioning since July 6th without any negative consequences.

Stacey Deloy – Shared her concerns about staff being in the buildings on Wednesdays.

Veronica Gelormino – She wanted to address that staff is required to be in the buildings on Wednesdays. She believes it does not serve a purpose and learning is not bound to a physical space. She asked for the reasoning behind this decision.

Nicole Gaynor – She shared an article regarding hybrid options. She and her husband work full time and her kids need much more stability and structure than this plan offers.

Carmen Kocovic – She wanted to voice her concerns about staff being in the buildings on Wednesdays. She has concern for her family and for the second cohort.

The following people dialed in for their comment:

Jason Lafreniere – He shared his concerns about staff being in the building on Wednesdays during the deep cleaning. He spoke about the recent COVID cases being reported. Does the new outside time follow the safety and security system?

Communication from all sides must be consistent, clear, honest, and transparent as possible.

Eva Kaminski – She wanted to clear up the misconceptions about distance learning.

Nearly 80% or more, students showed growth. Many students were more successful and gained confidence. Most students became better problem solvers and learned technology skills. She shared more positives she experienced with her students during distance learning.

Heather – Advocated for fall sports. She has been very active in the football community. Her sons have adapted to all the changes and have been patient. They have a short amount of time to play the sport they love. How will these kids get their athletic scholarships if they cannot play their sports?

4. Discussion/Next Steps:

a. COVID-19 Expenses and b. Reopening Torrington Public Schools:

Ms. Lubomski presented a PowerPoint presentation. The Governor and Commissioner revised the plan to consider operational considerations.

Disadvantages of in-person to being the school year: not an optimal situation for daily functioning, in class eating, fewer recess times and no mask breaks and long arrival and dismissal times, impacting instructional time, virtual electives, specials and unified arts; less opportunity for cleaning and disinfection and more people; social distancing was compromised; more students on busses, not socially distanced. Hybrid model: K-12 will be a rotating day schedule – 50% attend in person – two days per week. When the students are not attending in person, students attend via distance learning. Distance learning will be real time and live streamed.

These minutes have not yet been approved by the Torrington Board of Education.

The benefits of the Hybrid model:

- Healthy and safety: fewer students allow for CDC recommended social distancing. It also provides adequate time for cleaning and sanitizing between cohorts and more opportunities for mask breaks;
- Allows time for students and teachers to adjust and be trained;
- No disruption to course offerings at grade 6-12: electives, unified arts;
- Integrity of the cohorts will be maintained, grades PreK-7;
- Permits use of café for lunch time;
- Students would be able to remain in cohorts or smaller groups, which is easier for sanitizing, cleaning, and smaller number of students;
- Daily operations will be streamlined: arrivals and dismissals, meal distribution, and hallway passing;
- Interventionists/instructional support staff service in their role;
- More parents are comfortable sending students: 67% to 79% with hybrid;
- More options for mask breaks in class and outside class;
- Reduces number of students on busses.

Deep cleaning will occur every day. Six sanitizers will work from lunchtime and into the evening for a total of 8 hours (1 per building). Eight more sanitizers will work the night shift for 8 hours (overlap: 2-3 building). On Wednesdays, our custodial crews will be working on further disinfecting between cohorts. Bathrooms are high traffic areas will be cleaned throughout the day. On Wednesdays, we will be asking people to stay in designated areas.

Downside of the Hybrid:

- Childcare – working with local agencies to provide families with additional childcare options. Posted on TPS website and emailed to families and staff.

The goal for remote learning: Hybrid & Distance Learning:

- Blended learning experience, which includes daily live-stream interactions between teachers and students on remote days;
- Developmentally appropriate independent work time;
- Allows for screen breaks;
- Teachers will conduct targeted, small group instruction via the virtual platform, as appropriate.

Special Education:

- Each student with a disability will be provided the special education and related services identified in their IEP developed under IDEA;
- Students who are educated in alternate out-of-district placements will continue to follow the schedule of their attending schools;
- Additional PPE will be provided as necessary to ensure safety of staff and students.

These minutes have not yet been approved by the Torrington Board of Education.

Transportation:

- Masks: to be worn at all times by the driver, bus monitors and students;
- Bus Cohorts: families limited to 1 bus per student for pick up and drop off;
- Hybrid phase: 50% of students each day; fewer students on each bus and in each seat;
- Buses will be cleaned and disinfected after every run.

Food Service:

- All students will be provided breakfast and lunch every day, even when they are participating in remote learning;
- Students will be able to eat in designated common areas while social distancing;
- Students will be separated by Plexiglas table dividers while eating and seating will be socially distanced;
- Allows for a more varied menu.

Funding for Hybrid Model – The district received \$804,299. The estimated additional expenses are \$1.9 million. Staff needs: bus monitors, custodians, sanitizers, nurses, teachers, and techs; PPE; Technology: software and devices; transportation for special education bussing as needed.

The first day of school will be September 8th. Professional development days for staff, including preparation for the needs of 2020-2021 school year will occur August 27-September 4. Districts now have a 177 day requirement. Ms. Ferguson reviewed the sample hybrid learning schedules. It is posted for on the website under:

[Sample K-5 Hybrid Learning Schedule](#)
[Sample TMS Hybrid Learning Schedule](#)
[Sample THS Hybrid Learning Schedule](#)

Ms. Lubomski stated that we may need to go from hybrid to a 100% distance learning without much notification, depending on notification of a positive case. She will share the information as quickly as possible.

Before school started, the district has tried to accommodate the staff that needed accommodations.

Health Considerations: Temperature checks are not required by the DPH and CDC at this time due to unreliability. Hepa filters are for smaller air filtration systems, not large ventilation systems at our schools. MERF 8 filters are required for our district system to work at maximum efficiency. Our ventilation company experts have been changing the filters throughout August and will continue to do so every six months. The company is also performing maintenance checks to ensure that our systems are functioning at maximum efficiency.

These minutes have not yet been approved by the Torrington Board of Education.

Mr. Barlow clarified the cleaning schedule in detail. Sanitizers will be at sites on Mondays, Tuesdays, Thursdays, and Fridays. On Wednesday, the regular custodial shift will occur, and there will not be sanitizers present. The night custodians and sanitizers will continue cleaning the high touch surface areas. “Deep clean and clean is the same thing. Clean is clean.” A special pressure washer machine will be used in the bathrooms on Friday night. All the cleaning products we use haven’t changed from any of the products we used last year. The list is posted on our website. Our cleaning products are eco lab or green seal certified. The disinfectants not green products, they are different than cleaning products. Mr. Eucalitto asked Mr. Barlow if he would be comfortable if his family were to go into the buildings. Mr. Barlow stated that yes he was comfortable, and he knows we have done the best we can for the safety for our staff and students.

Ms. Cappabianca wanted to clarify that the Board did not make the decision for the staff to come in on Wednesdays for distance learning.

Mr. Fappiano wanted to hear what changed to make the staff come to school on Wednesdays? Ms. Lubomski stated that with the new cleaning schedule and given the number of people cleaning and sanitizing the building, we are now able to open the building to staff on Wednesday. Ms. Lubomski said some staff felt more comfortable teaching from their classrooms, since they have everything there. Having staff in the building, also allows for in-person collaboration and interaction, socially distanced, of course. Ms. Richardson expressed concern that we told staff one thing and now we are telling them another. She loves the idea of giving teachers the choice of coming in on Wednesday or staying home to do distance learning. Mr. Kissko stated that teachers have been warned that things change quickly. Mr. Maniccia stated that ever since March things have been changing. He does not see anything wrong with teachers coming in on Wednesday. He said we cannot accommodate everyone. Mr. Eucalitto stated that no one questioned the change how the parents were going to feel when we switched to hybrid. He stated that daycare is available for teachers through Ed-Advance. If it is safe, he thinks teachers should be in school on Wednesday. Ms. Fappiano stated that parents are supposed to work from home and help their kids with distance learning with a strict schedule from home. She asked now that Wednesday is not a “deep cleaning day”, can the kids go back to school that day? Ms. Lubomski said they would look into this for the future, but not at this point. Mr. Barlow stated that we would have to increase the sanitizer days to include Wednesdays, which would increase the cost.

The Chair stated that for the first two weeks we really need to see what will happen. On Wednesday afternoon for the month of September, there is teacher professional development. She does not understand the daycare issue. If parents are working 5 days a week (from home or office), then parents should have daycare already established. Mr. Eucalitto agreed. He does not understand how

teachers will not be distracted from home by their own children. Ms. Fappiano stated that you're asking parents to utilize daycare and expect them to afford it. Ms. Hoehne stated that even if the parents are teaching in school or teaching from home, their own children would need to be in daycare. It is challenging for teachers to instruct while their children are at home. Ms. Richardson stated we shouldn't judge what people can and can't do. The biggest issue is that we have been asking the teachers to give more and more and making teachers come in on Wednesday poses an unnecessary hardship. Mr. Eucalitto stated that decisions should not be made on emotions in the moment, decisions should be made based on what is best for the students.

The Chair stated that this is not a Board decision. We are not telling the Superintendent what to do. If the Board is not going to put faith in what the administration does, there will be dysfunction. You cannot continually question the decisions that were made and ask administration to change those decisions. The Board is not allowed to be involved in the day to day decisions. Ms. Lubomski stated that this is very difficult situation, I do appreciate everyone's input. Ms. Fappiano asked how often will we hear from the Superintendent? Ms. Lubomski stated similar to the March to the present there have been weekly, sometimes daily updates, these will continue as information becomes available.

- c. Fall Sports: Ms. Lubomski stated that CIAC wanted all fall sports to begin. However, football and volleyball are still in question. Reasons for the limitations: Football because of the proximity and volleyball because of proximity, occurs indoors and the yelling of plays without masks. Soccer was never in the limited category. Soccer leagues have been going on all summer. At this point, this week, we are not going back to conditioning and practicing until the CIAC and DPH come to an agreement. The district stopped practices due to a directive from DPH. Next week, the CIAC is allowing every sport could go back into practice and conditioning to get ready for the season. The CIAC and the DPH have not made a joint recommendation yet.
5. Comments for the Good of the Order (The following comments have been paraphrased:)
Mr. Maniccia and Ms. Richardson - "See you tomorrow night!"
Mr. Eucalitto - "Thank you to the administrators and Ali."
Ms. Hoehne - "Thank you to everyone."
Mr. Kissko - "See you guys in 20 hours."
6. Adjournment: Mr. Eucalitto mad a motion to adjourn the meeting, second by Mr. Maniccia. All in favor. Meeting adjourned at 9:10 P.M.

These minutes have not yet been approved by the Torrington Board of Education.



Torrington Public Schools

SUSAN M. LUBOMSKI
SUPERINTENDENT

SUSAN B. FERGUSON
ASSISTANT SUPERINTENDENT

Board of Education Special Meeting Wednesday, September 9, 2020, 5:30 PM 355 Migeon Ave.

Draft Minutes

1. Call to Order: 5:39 P.M.
2. Roll Call: Ms. Cappabianca, Mr. Corey, Mr. Eucalitto, Ms. Fappiano, Ms. Hoehne, Mr. Kissko, Mr. Maniccia, Ms. Richardson, Ms. Todor
3. Mr. Eucalitto made a motion to go into Executive Session regarding discussion concerning an attorney client communication related to the board's legal role and responsibilities, second by Mr. Maniccia. All in favor.
The board entered Executive Session at 5:39 P.M.
The board returned to Open Session at 7:53 P.M.
4. Adjournment: Mr. Kissko made a motion to adjourn the meeting, second by Mr. Eucalitto. All in favor. Meeting adjourned at 7:53 P.M.



Torrington Public Schools

SUSAN M. LUBOMSKI
SUPERINTENDENT

SUSAN B. FERGUSSON
ASSISTANT SUPERINTENDENT

Budget Committee Meeting Wednesday, August 19, 2020, 6:00 PM 355 Migeon Ave.

Minutes

1. Call to Order: 6:26 P.M.
2. Roll Call: Mr. Maniccia, Ms. Spino, Mr. Eucalitto, Mr. Corey, Mr. Lafreniere (Teacher Rep.)
Also Present: Ms. Hoehne, Mr. Kissko, Ms. Fappiano, Ms. Cappabianca, Ms. Lubomski, Ms. Schulte, Mr. Arum, Mr. Barlow
3. Approval of Minutes: Mr. Corey made a motion to approve the minutes, second by Mr. Maniccia. All in favor.
4. Public Participation: None
5. Discussion/Next Steps:
 - a. Monthly Financials – Mr. Arum went over the monthly financials.
 - b. COVID-19 Expenses – The Board reviewed the document listing the items and their costs. Mr. Maniccia asked if we are going to hire some staff. Mr. Arum stated that we were still assessing those needs. Mr. Kissko asked if the mandatory overtime need an MOA. Ms. Schulte responded that overtime terms are already in the contract. A question was asked about how the tents would be used. Ms. Lubomski stated that the extended space could be used for an outdoor class, cafeteria overflow and masks breaks. Mr. Lafreniere asked about Aruba airwave contact tracing. Ms. Herold explained that this would increase our technology capabilities and functionality in the buildings and could be used for contract tracing purposes, if necessary. Ms. Fappiano asked if every teacher feels like they have the adequate supplies. Mr. Arum said he has ordered all of the PPE the staff has requested based on a staff survey. Mr. Arum shared that the district is saving \$20,000 because of the Middle School lighting project.

These minutes have not yet been approved by the Torrington Board of Education.

6. Comments for the Good of the Order: None
7. Adjournment: Mr. Corey made a motion to adjourn the meeting, second by Mr. Maniccia. All in favor. Meeting adjourned at 6:56 P.M.

DRAFT

These minutes have not yet been approved by the Torrington Board of Education.



Torrington Public Schools

SUSAN M. LUBOMSKI
SUPERINTENDENT

SUSAN B. FERGUSON
ASSISTANT SUPERINTENDENT

Building Committee Meeting Thursday, August 6, 2020, 5:30 P.M. 355 Migeon Ave.

Draft Minutes

1. Call to Order: 5:30 P.M.
2. Roll Call: Mr. Arum, Mr. Longobucco, Mr. Dominov, Ms. Mangiagli, Mr. Biega, Mr. Roise, Mr. Lee, Mr. Solywada, Mr. Maniccia, Ms. Todor, Mr. Mele, Mr. Finn, Ms. Mattiello, Ms. Herold, Dr. McKenna, Ms. Ledversis, Mr. Eucalitto, Mr. Kissko, Ms. Lubomski, Ms. Fergusson
3. Approval of Agenda: Mr. Longobucco made the motion to approve the agenda, Mr. Eucalitto second. All in favor.
4. Public Participation: None.
5. Information Sharing Session:
 - a. School Building Committee Members and Roles & Responsibilities-Mr. Arum reviewed.
 - b. Site Plan-Mr. Lee presented the new construction tour.
 - c. Facility Report – Mr. Arum and Mr. Longobucco reviewed Existing Conditions, cost of repairs: \$112,000,000; not an option to do nothing; repairs need to occur or a new building needs to be built; will still cost the tax payers even more to repair the building, because costs will accrue over time.
 - d. Construction Budget – Review of costs to taxpayers.
 - e. Virtual Tours of Building – These are being planned.
 - f. Education Specifications-Mr. Solywada reviewed:
The plan for the building: grades 7-12
Incorporating accelerated classes for grades 7-12
Spaces that include Career Pathways Labs - Public Service, Education, Medical, STEM, Marketing & New Business, Performing Arts/ Applied Arts, working in conjunction with NCCC and UConn, Plus Innovation Labs, The building should be the “Hub of Town”.
This space would allow for an Auditorium, Music & Café open to the community with safety measures in place.

The new building would provide for energy efficient systems and cost savings each year. Mr. Arum suggested inviting Bill Findley to next meeting to review mill rates.

These minutes have not yet been approved by the Torrington Board of Education.

Issues of concern: the leaking ceilings and corrosive plumbing: THS has had flooding; issues with the heat throughout the building as well plumbing and electrical issues. New building would be more compact and more energy efficient.

Timing is appropriate for construction, because there are so few projects being submitted to the state.

Need to look at the investment in this building and sustainability, 50 years

An additional exit would help for traffic flow. Currently, parking is currently available for 400 students & staff members. This will be investigated further.

Health and Safety issues were discussed.

Levels of glass protection were clarified regarding safety of students and staff.

The current solutions for creating ventilation from outside air. The new building will be energy efficient, providing cost savings and greater, more efficient air flow due to the new systems that can be put into place in comparison to what was available in the 1960s.

Questions and Issues:

1. Is it possible to have the tennis courts upgraded?
2. The fields were discussed. Field locations for the high school and middle school were clarified. Other sites have been established while construction occurs.
3. When and how will tours occur? Tours of the schools could be done virtually.

Planning for Sharing of Information: Incorporate a video onto the website, Facebook, and TTown Chatter. Altice has a free public channel

Educating Staff and Others: Ms. Ledversis and KBA can present at staff meetings. Website can address the following:

- FAQ's
- Concerns regarding the Mill Rate and construction costs
- Shipman & Goodwin will review the flyer being distributed to the community. There will be 3 flyers distributed.
- A PAC will be established to establish fundraising
- Outside venues will be established for sharing information: for example: THS parking lot or Senior Center parking lot.

6. Action Items:
 - a. Approval of Website and items to be included: No action was taken.
7. Comments for the Good of the Order: None
8. Future Meetings: August 20th, 5:30 P.M. District Office
9. Adjournment: Mr. Longobucco made a motion to adjourn, Mr. Eucalitto second. All in favor. Meeting adjourned at 7:20 P.M.

These minutes have not yet been approved by the Torrington Board of Education.



Torrington Public Schools

SUSAN M. LUBOMSKI
SUPERINTENDENT

SUSAN B. FERGUSON
ASSISTANT SUPERINTENDENT

**Building Committee Meeting Thursday
August 20, 2020, 5:30 P.M.
Torrington School Library/Media Center**

Draft Minutes

1. Call to Order: 5:35 P.M.
2. Roll Call: Mr. Arum, Mr. Longobucco, Mr. Dominov, Ms. Mangiagli, Ms. Todor, Ms. Mattiello, Mr. Reynolds, Mr. Finn, Ms. Cappabianca, Ms. Lubomski, Ms. Fergusson
3. Approval of Agenda: Mr. Longobucco made the motion to approve the agenda, Ms. Cappabianca second. All in favor.
4. Public Participation: None.
5. Information Sharing Session:
 - a. Education Specifications for 7-12: KBA reviewed the Education Specifications and discussed the process. Visioning, Interviews, Conceptual Plans
 - i. Compact and efficient building design
 - ii. Open design as a Hub for the building and the community
 - iii. Gym – State only approved capacity of 1,000, now it holds 1,800
 - iv. Currently, Grades 9-12 and 7 & 8: $900 + 650 = 1,550$, this would be over the 1571 capacity set by the state. If we needed more space, Mr. Mele suggested they build up rather than out.
 - v. Mr. Dominov discussed the separations between Middle School/High School and the new security measures that could be put into place.
 - vi. The outdoor amphitheater could be built on the slope and work with the topography. There could even be a place for students to eat outside.
 - vii. Ms. Cappabianca stressed the possibilities of the community using the building, featuring music & performing arts with all of the security measures in place.

Questions:

- How long do we have to reach the 1,571 enrollment set by the state?
KBA explained the enrollment is set by the state by using the NESDEC enrollment numbers

These minutes have not yet been approved by the Torrington Board of Education.

- A question was raised: If the enrollment goes over the 1,571 and more space is needed, could the district plan for grades 8-12 instead? Yes, it's possible.

Ms. Lubomski clarified that the NESDEC enrollment projections were based on declining enrollment, since throughout Connecticut the birth rate is decreasing. People are getting married later and having less children. Therefore, an enrollment decline is projected.

Questions to Investigate:

- Would sports, clubs, and activities include grades 7-12 or just 9-12?
 - Could we request that the state allow a space standard waiver?
 - Should we request a NESDEC Update?
 - A concern was raised about entrance and accessibility. Mr. Roise said he would investigate the possibility of a 2 lane entry or exit.
 - Students are starting to return to THS. Enrollment is up to 916 from 865. Some students from OWT and VOAG are starting to return.
6. Update on Marketing Committee: Marketing Committee vs PAC: Marketing must go through the PAC (Political Action Committee) FAQ's have already been started and KBA has the document. Website: the website will be activated when we are ready. KBA has already set it up.
 7. Comments for the Good of the Order: None
 8. Topics for Future Meetings:
 - a. THS Tours
 - b. NESDEC Enrollment Projections
 - c. Floor Plan
 - d. Space Standard Waivers
 - e. Invite Bill Findley who provided the Project Bonds & Notes, review his figures
 9. Next Meeting: THS Tour; Thursday, Sept 3, 5:30PM at THS LMC
 10. Adjournment: Mr. Longobucco made a motion to adjourn, Ms. Cappabianca second. All in favor. Meeting adjourned at 7:10 P.M.



Torrington Public Schools

SUSAN M. LUBOMSKI
SUPERINTENDENT

SUSAN B. FERGUSON
ASSISTANT SUPERINTENDENT

Marketing Committee Meeting Monday, August 17, 2020, 5:30 P.M. Torrington School Library/Media Center

Minutes

1. Call to Order: 5:35 P.M.
2. Approval of Agenda: Ms. Hoehne made a motion to approve the agenda, second by Mr. Kissko. All in favor.
3. Roll Call: Ed Arum, Fiona Cappabianca, Kris Dargenio, Robert DeMalle, Ruth Dwyer, Nikki Fappiano, Tim Gaffney, Ali Herold, Ellen Hoehne, John Kissko, Donna Labbe, Jason Lafreniere, Robin Ledversis, Mario Longobucco, Susan Lubomski, Andrew Marchand, Kimberly Petzel, Jeff Putnam, Lance Reynolds, Jess Richardson, Rachel Santacroce, Brian Solywoda, and Hilary Sterling
4. Discussion/Next Steps:
 - a. KBA gave an overview of options for the building project with a [video presentation](#)
 - b. Political Action Committee (PAC) guidelines were distributed and many attendees expressed interest in forming a PAC for this project based, time limited initiative. Information on roles of the marketing committee were discussed. Superintendent Lubomski will follow up with legal to define employee and committee roles further.
 - c. Timeline: The information mailer will be edited to include an email and phone number on the inner pages located at the bottom and a note that this is the first of three and more information will be coming. Information on the cost of maintaining the existing facility of \$112 million was suggested to be added to the document. Strict guidelines on content being neutral was discussed. A final version of the publication is slated for August 21st with an in home deadline date of August 25th. The first of three mailers will include information on a virtual public forum scheduled for September 1st with plans for in person attendance at specific venues to follow.
 - d. Communication venues were discussed and a multi-faceted approach to communicating information via the established Website, Facebook, etc was recommended.
 - e. Marketing Committee Co-Chairs: Ms. Hoehne & Ms. Labbe agreed to co-chair
5. Comments for the Good of the Order: N/A
6. Topics for Future Meetings:
 - a. Public Forums/Legal Roles & Responsibilities of Members
7. Adjournment: A motion to adjourn was made by Mr. Lafreniere, second by Mr. Marchand. All in Favor. Meeting adjourned at 7:50 p.m.
7. Next Meeting: TBD



Torrington Public Schools

SUSAN M. LUBOMSKI
SUPERINTENDENT

SUSAN B. FERGUSON
ASSISTANT SUPERINTENDENT

Marketing Committee Meeting Thursday, September 10, 2020, 5:30 P.M. Torrington School Library/Media Center

Draft Minutes

1. Call to Order: 5:38 P.M.
2. This is a non-meeting - information only because we do not have a quorum
3. Roll Call: Ms. Cappabianca, Mr. Kissko, Ms. Richardson, Ms. Hoehne, Ms. Sterling, Mr. Lafreniere
4. Discussion/Next Steps: Ms. Cappabianca stated that we found out that the Marketing Committee can not do anything and our hands are tied. We do not want to waste anyone's time. We can only produce generic guidelines. We talked to the attorney and the attorney stated that we can't do the follow: say we support the project, talk to the public about the project, or advertise the project. We can only state that there is only a referendum and the amount. Several members came forward and got approval from the state and created a PAC. We have received donations in the amount of \$7,000 and \$11,000 dollars. People are excited about this project. The PAC is running a meeting tonight at 7:00 P.M. The Marketing Committee must be disbanded in order for them to become part of the PAC. As a private citizen you can join the PAC, however, you cannot use school equipment, school copiers, school e-mail or do PAC business during school hours. The PAC will break up into subcommittees like fundraising and social media. The PAC can do everything that the Marketing Committee cannot do. The benefit of getting on the PAC list is you will receive all the information. The feedback has been very positive. Jeff Putnam is the leader of the PAC. The board chair formally dissolved the Marketing Committee.
5. Adjournment: Meeting adjourned at 5:54 P.M.

Torrington Board of Education Consent Agenda Detail
ConsentAge200923

Employee Name	Emp. Type	Loc.	Assignment	Action	Effective
Deresa Scott	Interim Teacher	HS	Spanish	Appoint	8/25/2020
Elizabeth Weingart	Teacher	MS	Special Education	Retire	9/1/2020
Katherine Season	Teacher	FB	Special Education	Resign	8/24/2020
William Pizzuto	Teacher	MS	Intervention Support	Appoint	8/31/2020
Carol Campbell	Teacher	MS	Math	Appoint	8/27/2020
Jameson Kuczenski	Teacher	HS	Science	Appoint	9/3/2020
Chad Johnson	Teacher	MS	Special Education	Appoint	9/8/2020
Alden Paye	Administrator	VO	Assistant Principal	Appoint	10/1/2020