



Torrington Board of Education

JOSEPH L. CAMPOLIETA
DIRECTOR OF HUMAN RESOURCES

DENISE L. CLEMONS
SUPERINTENDENT

Personnel Committee Meeting Wednesday, May 10, 2017 355 Migeon Avenue

MINUTES

Members Present: Daniel Thibault-Committee Chair, Joanne Brogis, Bill Knight

Also Present: Administration: Denise Clemons, Joe Campolieta, Jerry Domanico

1. Mr. Thibault called the meeting to order at 6:32 p.m.
2. Roll Call was taken.
3. Approval of April 12, 2017 Minutes: Motion to accept minutes was made by Mr. Knight and seconded by Mr. Thibault. Motion passed 2-0-1 with Dr. Brogis abstaining.
4. Additions/Resignations: The additions/resignations list was reviewed and moved to the full BOE.
5. Kelly Educational Staffing Fill Rates: Mr. Thibault noted that the trend of difficulty in filling absences is continuing. Mr. Thibault further noted that at Forbes, for example, while there were 15 para sub requests, only 53% were filled. The trend is similar at all schools in the district. The Pay Rate and Fill Rate comparisons of neighboring districts was discussed. It was noted that neighboring districts to Torrington Public Schools also have had challenges filling absences and exhibit similar fill rates. It was noted that pay rates between the neighboring districts and Torrington Public Schools were similar as well. Mr. Campolieta discussed that he and Ms. Clemons had met with Kelly Services earlier in the day to review the school year, fill rates, and protocols. Ms. Clemons stated that she discussed providing PD workshops for subs as an introduction to Torrington Schools. The plan would be to have the training twice a year, in August and December, to ensure that as many Kelly Services subs as possible are given the introduction and PD. In addition, a PowerPoint of the training would be created so that it could be given to new Kelly services hires throughout the school year. Dr. Brogis agreed this was a good idea as it can be difficult at schools to help new subs given how busy and hectic it can be at the beginning of the school day.
6. Discussion of Other Substitute Fulfillment Services: Mr. Campolieta shared the details of a meeting that he and Mr. Domanico had with Source4Teachers, a provider of substitute teachers and paras for school district. In addition, Mr. Campolieta shared information Delta T Group, which is a company that provides substitute PPS and Special Education Paras to school districts. Mr. Thibault stated that it may be in the best interest of the district to source for substitutes from multiple companies to ensure

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fill rates are adequate. Mr. Domanico stated that it would be possible to develop an RFP that would award substitute fulfillment to multiple companies. Mr. Thibault stated that the crux of the matter would be the administration fee charged by the companies.

7. Review and Discussion of Non-Bargaining Unit Contracts:
8. Executive Session: Mr. Knight made the motion to move to Executive Session to review and discuss the non-bargaining unit contracts. Motion seconded by Dr. Brogis. All in favor. Meeting moved to executive session at 6:45 PM.
9. Mr. Thibault called the meeting out of executive session at 6:56 p.m. Motion was made by Mr. Knight to move the non-bargaining unit contracts to the full Board for consideration. Motion seconded by Dr. Brogis. All in favor.
10. Comments for the Good of the Order: None given.
11. Topics for future meetings: Kelly Educational Staffing fill rates, Substitute Services other than Kelly that may be available, non-bargain unit employment agreements, Additions/Resignations
12. Motion to adjourn was made by Mr. Knight and seconded by Dr. Brogis. All in favor.
13. Meeting Adjourned: 7:03 p.m.