



**TORRINGTON PUBLIC SCHOOLS BOARD
OF EDUCATION MEETING
Wednesday, October 27, 2021, 6:00 P.M.
THS Media/Library Center
Torrington, CT 06790**

Minutes

1. Call to Order: 6:00 P.M.
2. Roll Call: Ms. Cappabianca, Mr. Corey (remote), Ms. DePretis, Ms. Fappiano, Ms. Hoehne, Mr. Kissko, Mr. Maniccia, Ms. Richardson, Ms. Todor, Mr. Barlow, Ms. Boisvert, Mr. Craig, Ms. Fergusson, Ms. Lubomski, Ms. Schulte
Absent: Mr. Eucalitto (excused), Ms. Klimaszewski (Mr. Craig)
3. Approval of Agenda: Mr. Kissko made a motion to approve the agenda, second by Ms. DePretis. All in favor.
4. School/Community Service/Public Participation:
James C. – Spoke about patriotism in schools. He shared his concerns about the Equity/Diversity Committee, masks, and vaccines.
Nick P. – Shared his concerns about the possibility of white privilege being taught in schools.
Jason L. (Zoom) – Encouraged candidates to attend tomorrow’s meet and greet. Who has access to and aggregates the survey results?
5. Recognitions: Ms. Lubomski and the Chair recognized all the THS students who helped with the Kids Marathon, the THS coaches, Rick Dubois was present and Tim Gaffney, coordinator. They congratulated Leah Darby – She is a member of the State Student Advisory Council on Education.
6. Information Sharing Session:
 - A. Superintendent’s Report: Ms. Lubomski acknowledged the THS students who came to the Kids marathon and acted as mentors for our younger students. She acknowledged Ms. Ferguson for her leadership on the LEAP project. The district has been recognized as a leader in the State for our progress with the LEAP project. The TMS fitness trail has 10 new elements. Back to school nights went very well. Parent conferences are coming up and parents will have the option to attend virtually or in person. Ms. Fappiano asked for an update about the mask breaks. There is no more plexiglass in cafeterias. Students are unmasked while eating. All Elementary classrooms have adopted every other row mask break time during snack breaks. They also get a mask break during recess and lunch time. TMS has actual rotation schedule for a 10–15-minute time block. THS students don’t take as many breaks. The teachers allow mask breaks as needed.
 1. Office of Teaching and Learning Update – Ms. Creedon did a presentation on English Learners in Torrington Public Schools, citing the October 2021 data. There are 432+ EL students in our district. Current Staffing numbers are: 15 Certified Teachers, 13 EL/Bilingual Paras, 4

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Tutors (part-time), and 5 Translators. There are 85% of ELs who have Spanish as their home language and the other 15% represent 20 other languages. Ms. Fappiano asked out of the 75 new students, how much exposure to English do they have? Little to none. Ms. Richardson asked how are we doing with our translating our handbooks? Traditionally, our handbooks are translated to Spanish during the summer. All schools have translations. THS is finishing up their Spanish translation Handbook.

2.Special Education Update – Mr. Craig stated that overall numbers in special education have lessened. The Prevalence Rate is under 15% with a 2-year differential drop of 3.44%; therefore, we are officially under the State average. There has been one student who exited Sped already this school year and there are no new students who have been identified currently. There are 23 students who have moved into the district. There have been several referrals that will be reviewed. An intervention period usually lasts 4-8 weeks.

- B. Budget Report - 6/30/2021 – We will be returning \$346,705.99 to the City
- C. September 2021 Finance Report - We should be ending the year with a surplus.
- D. Monthly Financials – 2021-2022 – The board reviewed the monthly financials.
- E. Tyler Technologies – Ms. Boisvert presented a PowerPoint on IV (Infinite Visions) to the board. The system provides for: Budgeting to include Payroll encumbrances, general ledger, human resource, and payroll processing, purchasing and payables and fixed assets. Infinite Visions allows for greater transparency, integrated applicant tracking, HR dashboard with proactive alerts for staff performance measures, School-Based Employee Functionality and Powerful Reporting and Analytics. Ms. Richardson asked who will be using this program? Central office, principals, and secretaries. Everyone who needs access to the regular monitoring of the budget will have access to this information.
- F. Elementary Dismissal Traffic Update – Mr. Barlow presented a picture of a solution to the Torrington pickup/drop off traffic by alleviating the traffic out of the intersection. The principal is in agreement with this proposal. The timeframe for the completion of this project is by the end of November.
- G. Time & Attendance Presentation: Mr. Schulte presented a PowerPoint to the board. There is a single sign on for all our staff. She presented results of the initial soft rollout. Whenever there was an issue with the roll-out, our staff was able to fix it with Frontline's help. Employees can now view their accrue time. There is a mobile app available for the staff. Initial results of the roll out produced glitches that they are addressing. Ms. Herold is exploring ways to upgrade the clock process. Ms. Richardson asked if everyone has access to the app? Yes, they can log in also on the computer if they do not have a smart phone. This system and Tyler Technologies integrate. Over the next two months, Ms. Herold will develop a single sign on with their google account.
- H. Removal of Adult Education Policy – The policy committee decided we no longer need this at the recommendation by our attorney. We do not need a policy on this, but we are not removing this program. It will remain in existence in its current form.
- I. Removal of Bilingual/Bicultural Education Policy - The policy committee decided we no longer need this at the recommendation by our attorney. We do not need a policy on this. We are not removing this program. It will remain in existence in its current form.

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- J. Policy Manual Revisions: We are trying to realign with the Shipman and Goodwin's policy manual. These are the policies that we do not have that we should have. These are currently up to the legislature.
 - 1. Deadly Weapons/Firearms Policy #1029
 - 2. Green Cleaning Programs Policy #1030
 - 3. Security & Safety Plan Policy #1031
 - 4. Sexual Offenders on School Property Policy #1032
 - 5. Prohibition Against Smoking Policy #1033
 - K. Update Bullying and Safe School Climate Plan Policy #5010 – The policy committee adopted Shipman and Goodwin's policy with the insertion of our section XI.
7. Committee Reports:
- A. Budget Committee – Mr. Maniccia reported that we are in good financial standing. They will discuss the propane contract and the elevator contract next month.
 - B. Facilities & Technology Committee – The committee discussed roof options, elementary dismissal, and the timeline on the windows project.
 - C. School Improvement Committee – Mr. Kissko reported that the presentation of the TMS improvement plan went very well. Their next meeting is at Vogel Wetmore. Ms. Herold will present on meeting minutes documentation and access. There will be a presentation on the EL program in November or December.
 - D. Policy Committee – The committee is reviewing the 2000 series and anything else that comes along.
 - E. Building Committee Update – Ms. Cappabianca provided the information to the board within the packet and requested that the board members come back with any questions next month for discussion.
 - 1. Graduation Requirement Presentation – Presentation given to the board.
 - 2. Enrollment Presentation – Presentation given to the board.
 - F. Liaison Reports: (paraphrased)
 - Nikki on Vogel Wetmore – “The school will have conferences in November, Fall Fun Day on Friday, and there will be a school-wide reverse parade for Veteran's Day.”
 - Sue D. on Southwest – “The school will offer an option for in person or virtual parent teacher conferences. They participated in the Kids Marathon, the reverse Veteran's Day parade, passing the dragon is still going strong, second emergency fire drill, November 19th is picture day, and they will have Spirit Day.”
 - Sue D. for Gary on Tarringford – “The school participated in the Kids Marathon, there is a book fair, Pawsome rewards – acknowledgement for being safe responsible and respectful (entered into the raffle to win great prizes) and iPad training will take place on Election Day.”
 - Cathy for Forbes – “The student leadership began their meetings, Forbes PTO made a generous donation, classes can earn points for positive behavior and attendance for a raffle and awards, and there will be a reverse Veteran's Day parade.”
 - Armand for TMS – “The school had Student Led Conferences, National Juniors Honors Society, Spirit week is the second week in November, and the fall programs are off to a great start.

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Jessica for THS – “The attendance is averaging 90%, progress reports are coming, October 8th was PINK out, over 200 students and parents attended the college fare, students can get free tutoring and can sign up online, Volleyball made it to the state tournament, haunted hallways, homecoming dance, parent teachers conferences. Please note that the School Governance council and PTO are looking for new members.”

John for Ed Advance – “They had their annual meeting and passed the budget. They are happy about the roll out of the LEAP program.”

8. Action Items:

- A. Monthly Financials: Ms. Fappiano made a motion to approve both financial reports, second by Mr. Maniccia. All in favor.
 - 1. Budget Report - 6/30/2021
 - 2. September 2021 Finance Report
- B. Tyler Technologies – Mr. Kissko made a motion to approve Tyler Technologies, second by Ms. DePretis. Discussion: The Board of Finance asked the Superintendent to request that Tyler Technologies do a presentation for them. The Chair clarified that the board decides the software the district uses. We can vote now to approve Infinite Visions or we can wait until the presentation and have the Board of Finance have their input. The board decided to vote tonight. Ms. Fappiano and Mr. Maniccia were opposed, everyone else in favor. Motion carries.
- C. Elementary Dismissal Traffic Proposal – Torrington – Mr. Fappiano made a motion to approve the proposal, second by Ms. DePretis. Discussion: How is this being paid for? The funding would be covered in the funds put aside for the TF curbing in Capital Budget. All in favor.
- D. Removal of Adult Education Policy but not program – Mr. Todor made a motion to remove the policy but not the program, second by Mr. Kissko. All in favor.
- E. Removal of Bilingual/Bicultural Education Policy but not program- Ms. Hoehne made a motion to remove the policy but not the program, second by Ms. Todor. All in favor.
- F. Policy Manual Revisions: Ms. Hoehne made a motion to approve all the policy manual revisions as a bundle 1-5, second by Ms. Todor. All in favor.
 - 1. Deadly Weapons/Firearms Policy #1029
 - 2. Green Cleaning Programs Policy #1030
 - 3. Security & Safety Plan Policy #1031
 - 4. Sexual Offenders on School Property Policy #1032
 - 5. Prohibition Against Smoking Policy #1033
- G. Update Bullying and Safe School Climate Plan Policy #5010 – Ms. Hoehne made a motion to update the policy, second by Ms. Todor. All in favor.
- H. BOE Regular Meeting Minutes – August 22, 2021 – Mr. Kissko made a motion to approve the amended minutes adding Ms. Boisvert to the roll call list, second by Ms. Fappiano. All in favor.
- I. BOE Special Meeting – October 4, 2021 – Mr. Kissko made a motion to approve the minutes, second by Ms. Fappiano. Ms. Todor abstained. Everyone else is in favor.
- J. Committee Meeting Minutes: Mr. Kissko made a motion to receive the committee minutes, second by Ms. Fappiano. All in favor.
 - 1. Budget – September 8, 2021
 - 2. Facilities and Technology – September 8, 2021

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- 3. Building – September 9, 2021
- 4. Building – September 23, 2021
- 5. Policy – September 15, 2021
- 6. School Improvement – September 15, 2021

K. Consent Agenda: Appointments, Retirements & Resignations – Mr. Kissko made a motion to approve the consent agenda, second by Ms. Fappiano. All in favor.

9. Items for Upcoming Agenda:

- A. Monthly financials
- B. Budget Timeline
- C. Bus Issues
- D. Survey Results

10. Comments for the Good of the Order (paraphrased)

Ed – “I appreciate all the data being presented right now.”

Nikki – “Thank you Joanne for your update, I love data. It’s great to see the kids’ recognitions. It would be great if Leah could give us an update in the future. Thank you to the parents for talking about the tough things professionally. I view Torrington as an open place that accepts everyone.”

Sue – “Great meeting, thank you.”

Cathy – “Great meeting and we got a lot accomplished. I am excited for the Torrington families with the new traffic solution. I am also excited about Lynn’s and Kim’s new programs.”

Ellen – “I love seeing all the kids from the schools for the Liaison reports.”

John – “I enjoyed Joanne’s component tonight and also for anyone who is watching – we need to pass the referendum on the roof.”

Chair – “We have procedures and protocols that we have to follow during public comment, but if we want to change the protocol, the whole board will have to vote to change it. There is not supposed to be a back and forth between the board members and the public. I want to wish all the candidate’s good luck on Tuesday. Thank you to the administration and everyone in the buildings. Unfortunately, each month it seems to be getting a little bit more intense.”

11. Future Meetings:

Wednesday, November 3, 2021 (at Vogel-Wetmore)

6:00 p.m. – School Improvement Committee

7:00 p.m. – Policy Committee

Wednesday, November 10, 2021 (at Migeon Ave.)

6:00 p.m. – Facilities/Technology Committee

7:00 p.m. – Budget Committee

Wednesday, November 17, 2021 (at THS)

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

12. Adjournment: Mr. Kissko made a motion to adjourn the meeting, second by Ms. Fappiano. All in favor. Meeting adjourned at 7:58 P.M.