



Torrington Board of Education

SUSAN M. LUBOMSKI
ASSISTANT SUPERINTEDENT

DENISE L. CLEMONS
SUPERINTENDENT

Personnel Committee Meeting Wednesday, April 11, 2018, 7:30 p.m. 355 Migeon Avenue

Board members: Dr. Brogis (chair), Mr. Corey, Ms. Richardson, Ms. Spino, Mr. Vergaro,
Ms. Hoehne, Ms. Cappabianca, Mr. Kissko
Administration: Ms. Clemons, Ms. Lubomski

1. Call to Order-7:34PM
2. Roll Call
3. Approval of Agenda: Mr. Corey motion, Ms. Richardson second. All in favor.
4. Approval of Minutes: Mr. Vergaro motion, Dr. Brogis second. All in favor.
5. Discussion Items:
 - a. Consent agenda items: Ms. Schulte wanted the committee to know that four people would be added to the list that was presented at the meeting. They will be notified April 12. Mr. Corey motion, Ms. Richardson second. All in favor.
 - b. Kelly Services Subs Fill Rate Report was reviewed. \$74.00 daily rate; \$78.15 for long term subs. There is a need to increase this amount, but this is a budgetary consideration.
 - c. Kelly Services Sub Teacher Report (Regular Education vs. Special Education) More information was requested on Delta-T services provided and a cost analysis of services and the process used to request a sub.
 - d. ACA Substitute Teacher Responsibility Act- The Board needs clarification on what should be covered for subs, if they become full time, permanent subs. Some districts hire permanent subs to help with fill rates. Dr. Brogis recommended a presentation by Lindenberg next month. Ms. Schulte will schedule the presentation.
 - e. PPACA. This was all part of the ACA packet and information. Ms. Schulte can clarify this next month.
 - f. Board of Education Self-Evaluation-CABE's comprehensive evaluation tool was presented as a sample. Each board member would complete the evaluation. Move to the full board for discussion.
 - g. Superintendent Evaluation: Dr. Brogis presented the CABE and the MA evaluation tool (shared by Ms. Clemons at the last meeting). Dr. Brogis recommended the CABE tool. Mr. Corey also liked the CABE document. Ms. Richardson agreed. Mr. Vergaro liked the MA evaluation tool, stating the CABE document was too generic. However, he felt the MA model was better suited to a "mature" district. The tool has to be mutually agreed

These minutes were approved by the Torrington Board of Education on May 23, 2018.

upon by the Board and the Superintendent. Ms. Cappabianca said the Superintendent should be evaluated on the Board Goals. Mr. Kissko added that Board Goals for the 2018-2019 school year should be finalized after the May SIC meeting. Mr. Vergaro stated this year's evaluation would be based on performance of duties, such as communication, team building, etc. The committee members agreed to use the CABE model. Ms. Clemons reminded the committee that she needs to be evaluated annually.

6. Action Items:
 - a. Consent agenda items-move to the Full Board. Mr. Corey motion, Ms. Richardson second. All in favor.
 - b. Kelly Services Subs Fill Rate Report-Increase sub rate; to be discussed at a future meeting.
 - c. Kelly Services Sub Teacher Report (Regular Education vs. Special Education)-Move report to the full board. Mr. Corey motion, Ms. Richardson second. All in favor.
 - d. ACA Substitute Teacher Responsibility Act –presentation by Lindenberg at next month's meeting-10 minutes, maximum.
 - e. PPACA Employer Shared Responsibility-Will be clarified at next meeting
 - f. Board of Education Evaluation-The CABE model will be presented to the full board. Mr. Corey motion, Ms. Richardson second. All in favor.
 - g. Superintendent Evaluation- Mr. Corey motion, Ms. Richardson second. All in favor. Once the evaluation document is chosen, the Board Chair will reach out to the Superintendent. The evaluation instrument will be mutually agreed upon by the Board Chair, acting on behalf of the full board, and the Superintendent. The CABE model will be presented to the full board. Mr. Corey motion, Ms. Richardson second. All in favor.
7. Comments for the Good for the Order-none
8. Topics for Future:
 - a. Substitute Fill rate and Rate of Pay
 - b. ACA presentation-10 minutes
9. Adjournment: Mr. Corey motion, Ms. Richardson second. All in favor. Meeting adjourned at 8:03PM.
10. Next Meeting: May 9, 2018, Migeon, 6:00PM