Personnel Committee Meeting  
Wednesday, June 6, 2018, 5:30 p.m.  
THS Media Center  
Minutes

Board Members on Committee: Dr. Brogis (chair), Ms. Richardson, Mr. Corey, Mr. Vergaro  
Board Members Present: Dr. Brogis (chair), Ms. Richardson, Mr. Kissko, Ms. Spino, Ms. Hoehne, Mr.  
Maniccia. District Administrators: Ms. Lubomski, Ms. Ferguson, Ms. Schulte

1. Call to Order: 5:30PM
2. Roll Call: Dr. Brogis, Ms. Richardson.
3. Approval of Agenda: Ms. Richardson made a motion to approve the agenda, Dr. Brogis second.  
All in favor.
4. Approval of Minutes: Ms. Richardson made a motion to approve the minutes, Dr. Brogis second.  
All in favor.
5. Discussion items:
   a. Consent Agenda: Dr. Brogis stated that there were 2 retirements and 1 new appointment  
      for next year on the consent agenda.
   b. Substitute Cost Comparison: Ms. Schulte explained the cost comparison details and  
      shared the details of hiring building substitutes; It was explained that there is a cost  
      savings by continuing to use Kelly Services and Delta T and that even if all additional  
      costs were reduced or eliminated, there would be a cost savings and that the agencies  
      handle administrative tasks that provide a benefit to the district; Dr. Brogis recommended  
      that we continue to use Kelly Services and Delta T. Ms. Schulte recommended that the  
      district consider hiring building substitutes next year to reduce the Kelly Services  
      expenses and to assist with consistency within each building; Ms. Lubomski  
      recommended one building substitute for each elementary school and one each for the  
      middle school and the high school.
   c. Interns: Ms. Schulte detailed the communications that she has had with local universities  
      in relation to internship programs and increasing our student teacher partnerships; UB,  
      CCSU, UCONN, SCSU and USJ have all responded positively with respect to providing  
      the district with candidates for student teachers; Intern programs do not exist at all  
      schools; Ms. Schulte will get more details on the intern partnership for UCONN and find  
      out the details of how become part of their network

6. Action items:
These minutes were approved by the Torrington Board of Education on November 28, 2018.

a. Consent Agenda – Dr. Brogis motioned to move to full board, Ms. Richardson seconded; All in favor.
b. Substitute Cost Comparison – Dr. Brogis recommended that the rate of pay for daily substitutes be increased to $80 per day; Ms. Schulte will confirm the new bill rate and submit to the budget committee for review; Dr. Brogis recommended that the district hire building substitutes for next year; Ms. Schulte will submit the cost assessment for building substitutes to the budget committee for review

c. Interns – No action.

7. Comment for the Good of the Order: None

8. Topics for Future Meetings:
   a. Consent Agenda
   b. Intern costs for UCONN
   c. Building Substitutes

9. Adjournment: Ms. Richardson made a motion to adjourn the meeting, second by Dr. Brogis. All in favor. Meeting adjourned at 6:06PM.