



## Torrington Board of Education

SUSAN M. LUBOMSKI  
ASSISTANT SUPERINTENDENT

LYNDA T. REITMAN  
INTERIM SUPERINTENDENT

### Policy Committee Regular Meeting Wednesday, March 2, 2016

#### *MINUTES*

Members Present: Ellen Hoehne, Committee Chair; Daniel Thibault, Jess Richardson, Cameron Pruchnicki (teacher)

Also Present: Board of Education: Joanne K. Brogis, Jim Lamoin, Peter Vergaro

Administration: Joe Campolieta, Director of Human Resources; Susan M. Lubomski, Assistant Superintendent; Lynda Reitman, Interim Superintendent

1. Ms. Hoehne called the meeting to order at 7:09 p.m.
2. Roll Call was taken.
3. Mr. Thibault made a motion to approve the agenda. The motion was seconded by Ms. Richardson. All in favor.
4. Mr. Thibault moved to approve the minutes of the meeting of February 3, 2016. The motion was seconded by Ms. Richardson. All in favor.
5. **Employee On-line Checks**

Mr. Campolieta presented on the procedure from fingerprint and background checks. He discussed a survey of various school districts.

Citing statute 11-93- fingerprints are required within first 30 days and DCF Central Registry one to two weeks. If anything does come up in the DCF investigation, the employee is put on administrative leave pending investigation findings. Fingerprints and the FBI investigation take the longest.

Human resources calls if the employee hasn't gotten their fingerprints completed within 20 days.

The possibility of using Biometrics was discussed, especially during summer or high volume months like August through September.

Fingerprinting would be \$35 at our site, and the person being fingerprinted would be responsible for the cost.

Mr. Campolieta will look into Biometrics and will call Branford to check on the use of [arresthistory.com](http://arresthistory.com).

Mr. Thibault made a motion to bring it to the full Board of Education. Ms. Richardson seconded the motion. All in favor.

**6. Timing of Course Proposals**

SIC will create a new course adoption form for presentation of new courses to superintendent.

Ms. Richardson made a motion to bring the New Course Adoption Policy to the full Board for approval. Mr. Thibault seconded the motion. All in favor.

**7. Comments for the Good of the order:**

None.

**8. Topics for Future Meetings**

- a. Contract Policy
- b. Update on lunches
- c. Update on cellphones
- d. Grading/attendance and graduation requirements

**10. Adjournment**

Mr. Thibault made a motion to adjourn. Ms. Richardson seconded the motion. All in favor. Meeting adjourned at 8:18 PM.