



## Torrington Board of Education

JOSEPH L. CAMPOLIETA  
DIRECTOR OF HUMAN RESOURCES

CHERYL F. KLOCZKO  
SUPERINTENDENT

### Personnel Committee Meeting Wednesday, January 14, 2015 355 Migeon Avenue

#### *MINUTES*

**Members Present:** Mr. Thibault, Committee Chair; Mr. Kissko  
**Also Attending:** Ms. Hoehne; Mr. Knight; Ms. Richardson; Ms. Kloczko; Ms. Lubomski;  
Mr. Bascetta; Mr. Potter; Mr. Kavanaugh, Board of Education Clerk

- 1. Mr. Thibault called the meeting to order at 6:06 PM**
- 2. Roll Call was taken**
- 3. Approval of Minutes:** Mr. Kissko made a motion to amend the agenda to change the date of the minutes to be approved to “November 12, 2014,” Mr. Thibault seconded the motion, and the motion carried all in favor. The minutes for the November 12, 2014 meeting were reviewed. Mr. Kissko made the motion to accept the minutes, seconded by Mr. Thibault. Motion carried, all in favor.
- 4. December Staffing Report:** The staffing report for December was reviewed and discussed. Mr. Thibault pointed out that only teacher absences had a significant rise in December, and possible reasons for that rise were discussed. Mr. Kissko suggested that it would be useful to separate the number of personal illness absences from family illness absences, but agreed with Mr. Thibault that chronic absenteeism is the important consideration, and it was decided chronic absenteeism would be added as an item for the February meeting. Motion to send the December Staffing Report to the full Board was made by Mr. Kissko and seconded by Mr. Thibault. Motion carried all in favor.
- 5. Update on Department Procedures Binders:** Mr. Kissko praised the staff for the “incredible amount of work” that went into preparing the binders. Mr. Kissko pointed out that the reason for the delay in the binders being produced is clearly the large amount of work necessary to produce them. The many ways the information as organized in the binders could be useful and beneficial to the district was discussed.
- 6. Comments for the Good of the Order:** Mr. Kissko related speaking to a member of the public who told him that the business visiting program at THS was a great success and strongly attended, and that this person expressed being very pleased that the superintendent has taken such an interest in the program.
- 7. Topics for Future Meetings:** January Staffing Report, Update on Department Procedures Binders, Chronic Absences reported through the end of January to see who qualifies as having chronic absenteeism.
- 8. Motion to adjourn was made by Mr. Kissko and seconded by Mr. Thibault. Motion carried, all in favor.**

**Meeting Adjourned: 6:22 PM**

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