

To: Patrick O'Sullivan - Town Clerk
Date: October 29, 2019
From: Mary Shaw - OBOE

Personnel/Policy/Transportation Committee
Meeting Minutes
October 28, 2019

In attendance: Kim Browe, Evelyn Russo, Vince Scarpetti, Christian Young, Ken Ziman, Chantelle Bunnell, Betty Hadlock, Bill Kraut, Susan Riccio

AGENDA

1. Call to Order – meeting began at 6:20 pm
2. Public Participation -- none
3. Kelly Services – Meg Bernhard/client services manager; tight talent market in CT; comprehensive screening process – state standards plus more background screening (7 years); absence management piece thru them; robust retention program; cost elimination and reduced administrative burden; training program – Smart Practice; provides/access to Health Care program; established Kelly Team in Hamden; must have experience with children; Bachelor degree minimum; hard costs – fill rates; service costs depend on fill rate – 40% mark up from Kelly – about \$35 a position?; very high cost; Currently we have a 57% fill rate. We need about 12 a day – we pay \$90/\$95 a day. Aides have been filling in.
4. Personnel Update – no changes; caf subs, custodial subs, teacher subs – all needed
5. Audit Updates --- policy audit begins in February by CAFE; Administrative Assistants and Office aides audit began today by West Ed.

6. 21st Century -- change the way we do business; ad hoc committee rebuilt 21st Century program into a very strong, re-invigorated program under the leadership of Tricia Lasto; should we make it its own entity with an EIN # without a complete divorce from the BOE?? How would this look – need to look at other district models. Some current district employees are working more hours – how to avoid extra costs like overtime – two different entities would make two separate jobs – maybe a Board oversight committee. Make it a non-profit organization. Should there be external people on the oversight group? How can 21st Century be a self-contained entity? Need a business perspective. What is the actual cost of the 21st Century program?

An ad-hoc committee will probably be formed to investigate.

7. Salary Adjustments* -- executive session convened at 7:22 and Dr. Scarpetti and Bill Kraut were invited in. Entered out of Executive Session at 7: 45.
8. Policy 5125 Student Records Confidentiality -- tabled for next meeting
9. Policy 1331 Smoke Free Environment – tabled for next meeting

Adjourn – motion by Chantelle and Susan at 7:46.

Respectfully submitted
Betty Hadlock