

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT  
Regular Meeting – June 15, 2010  
Senior Lounge, Trumbull High School

The Trumbull Board of Education convened in the Senior Lounge at Trumbull High School for a Regular Meeting.

Members present:

E. Lovely, Chairman  
D. Herbst, Vice Chairperson  
T. Kelly, Secretary  
L. Chory, Board Member  
L. Labella, Board Member  
M. Ward, Board Member  
S. Wright, Board Member

Members absent:

Agenda Item I – Preliminary Business

- A. Salute to the Flag - The Public Session began at 7:00 p.m. followed by a tour of the new Trumbull High School auditorium. The meeting resumed at 7:20 p.m. with a salute to the Flag.
- B. Correspondence – There was no correspondence this evening.
- C. Comments and Questions – There were no comments this evening.
- D. Recognition—Mr. Iassogna recognized Christopher Romano and Murielle Cherilus as recipients of the CABE Leadership Award, presented to them by Chairman Lovely. Mr. Iassogna presented them with certificates of appreciation for their work as Student Representatives to the Board, noting their leadership qualities, outstanding service and contributing positive insights into the difficult decisions facing the Board.

Agenda Item II - Personnel

- A. Personnel – It was moved (Herbst) seconded (Labella) to rescind the Personal Leave of Absence for Jennifer Grannis, reading teacher at Booth Hill School for the school year 2010-11 and appoint her to the position of reading teacher at Tashua School with no interruption of service. Vote: unanimous in favor. It was moved (Herbst) seconded (Labella) to accept the resignations of Gillian Collings, Special Education teacher at Hillcrest Middle school since September 1, 1979, retiring effective June 30, 2010 and Emily Wentworth, French teacher at Trumbull High School since August 24, 2000, resigning effective June 30, 2010. Vote: unanimous in favor.

Agenda Item III – Consent Agenda

- A. Approval/Minutes – Regular Meeting –6/2/10 – By unanimous consent of members present at that meeting, the minutes were approved as presented.
- B. Approval/Financial Reports – Mr. Sirico noted that the Board of Education Expense Report for the 11 months ended 5/31/10 reflects that 98.3% of the 2009-10 budget has been spent and anticipates that another \$900,000 will be spent by June 30, 2010. Those expenses include monies committed to pre-buying with surplus funds and approximate monies already committed to Madison Middle School intercom update (\$25,500), cooling system for Long Hill (\$55,000) and TECEC playground (\$40,000). It was moved (Labella) seconded (Chory) to accept the Board of Education Expense Report for the 11 months ended 5/31/10 as presented. Vote: unanimous in favor. Mr. Sirico noted that most grant monies will be spent by June 30, 2010, except for the Perkins grant. It was moved

(Chory) seconded (Labella) to approve the Grant Expense Report for the 11 months ended 5/31/10 as presented. Vote: unanimous in favor. Mr. Sirico reviewed this report and noted that the 5-year capital projects plan for Food Services was approximately \$300,000. It was moved (Chory) seconded (Labella) to approve the Consolidated Financial Statement for the 11 months ended 5/31/10 as presented. Vote: unanimous in favor. Discussion took place regarding monies in accounts including: Open Choice, Rebates, Interdistrict funds, and THS Musical. Mr. Iassogna noted that monies from Open Choice and Interdistrict funds are used for items directly related to students and Rebates are used to improve technology. It was moved (Kelly) seconded (Herbst) to approve the Board of Education Programs Detail Report as of 5/31/10. Vote: unanimous in favor.

#### Agenda Item IV Reports

There were no reports this evening.

#### Agenda Item V – New Business

- A. Approval/THS Trip to South Carolina and Georgia – Per Board policy, all trips in which students would miss two or more school days must be approved by the Board of Education. Mrs. Rubano noted that the purpose of trip is for U.S. History students to experience “living” history of America’s past. Discussion ensued including the timing and cost of the trip. It was moved (Ward) seconded (Wright) to approve this trip as outlined with such approval contingent upon parent(s)/guardian signing a waiver relieving the school district of any financial obligations due to trip cancellations for any reason with the stipulation that the Board can rescind it at any time depending on the security situation. Vote: 6 in favor (Herbst, Kelly, Labella, Lovely, Ward, Wright) 1 opposed (Chory). Motion passes.
- B. Approval/Mentor/Cooperating Teachers—Dr. Cialfi reviewed the TEAM Program (formerly BEST) and noted that each year at this time, the Board is asked to approve those teachers chosen to represent their respective district in the TEAM program which involves working as mentors with first year teachers and as cooperating teachers for student teachers. He also noted that presently the State pays for mentor teacher stipends. It was moved (Herbst) seconded (Ward) to approve the following teachers for participation in the TEAM Program: Lisa Acerbo, Laura Alford, Jennifer Bauer-Tibor, Pamela Berlekovic, Nicole Caruso-Garcia, Nancy Ciborowski, Denise D’Addario-Weed, Harold Darak, Steffanie Elkins, John Elliff, John Evans, Lesley Kitchener, Jeanne Malgioglio, Cheryl Monaco, Eric Paradis, Gene Stec, Christina Toti, and Rebecca Trzaski. Vote: Unanimous in favor.
- C. Healthy Food Certification Renewal – In accordance with CT General Statute 10-215f, local Boards of Education must annually certify if the schools in their district will or will not participate in the Healthy Foods Program. Administration monitored the program, and last year recommended non-participation in the program. Again this year, it is recommended to continue non-participation in the program. It was moved (Ward) seconded (Herbst) to continue with non-participation in the Act Concerning Healthy Foods and Beverages in Schools. Vote: unanimous in favor.
- D. Beverage Sale Approval--In compliance with State Statute GCS 10-221q, Boards of Education must address allowing the sale of beverages on school premises that are not on the State’s approved list. Conditions that must be met include: the sale is in connection with an event occurring after the end of the regular school day or on the weekend; the sale is at the location of the event; and products are not sold from a vending machine or school store. It was moved (Ward) seconded (Wright) to approve the sale of beverages as described above. Vote: unanimous in favor.
- E. School Lunch Price Increase—Mrs. Sinko noted that TPS Food Services is a self-sustaining program and not supported by the District’s operating budget. Program needs were assessed and analyzed, focusing on the large rise in the cost of food and related items, equipment maintenance, and

contractual obligations. Accordingly, a \$.20 price increase per lunch is recommended with prices as follows: elementary--\$2.45; middle--\$2.55; and high school--\$2.70. It was moved (Ward) seconded (Herbst) to approve price increases for school lunches as presented. Discussion ensued. It was further noted that this increase would help assure continued delivery of a quality food services program, as well as provide monies to be used for their capital project plans. It was noted that prices in the last 18 years were increased 3 times and the Trumbull lunch prices are lower than the state average, even with the proposed increase. Capital projects for the next 5 years total \$300,000 and the State recommends maintaining a balance of \$300,000 in food service programs. More information was requested regarding costs to produce lunches and capital projects. Following discussion, Mr. Ward withdrew the motion. It was moved (Labella) seconded (Herbst) to table this agenda item to the next meeting. Vote: unanimous in favor. Mr. Iassogna asked the Board to forward any questions they have regarding this item so information can be provided for the next meeting.

- F. Director of Curriculum, Instruction & Assessment Vacancy—Mr. Iassogna reviewed the job description of the position and emphasized its importance as it is the backbone of our system and one of the primary reasons our instructional programs have achieved at higher levels. He further noted that the Director works in concert with the principals; provides district consistency of instruction that has resulted in enhanced student achievement; and directly supervises/evaluates school math/reading specialists. Dr. Cialfi shared the many aspects the Director is involved in including data analysis, teacher evaluation, SRBI, performance based assessments, facilitates DAC meetings and designs professional development to implement teaching methods, analyses and assessments. After discussion, it was determined that no Board action was necessary.

#### Agenda Item VI-Old Business

- A. Policies—Second Reading/Approval—Special Education Instruction, Policy Code 6171—This policy was created because the United States Department of Education, Office of Special Education Programs (CSEP) has advised that all IEP's written on or after July 1, 2005 must comply with the requirements of the 2004 Reauthorization of the Individuals with Disabilities Education Improvement Act (IDEA). Per this requirement, in February 2009 the Connecticut State Department of Education, Bureau of Special Education, revised IEP manuals and forms. Further noted is that this policy will help ensure compliance with the statutory requirements of IDEA and State Law. It was moved (Ward) seconded (Chory) to approve Special Education Instruction, Policy Code 6171 as presented. Vote: unanimous in favor.
- B. Investment of Scholarship Monies—Mrs. Chory noted that scholarship monies should be placed in investment accounts that bear larger interest earnings than currently received so more monies would be available for students as was discussed at the Finance Committee's May 19th meeting. It was moved (Chory) seconded (Labella) that the Board of Education create a Scholarship Investment Committee, whose task will be to review the Expendable Trust Funds and report their recommendation back to the Board no later than Aug 17, 2010 regarding: 1) How much of the \$153,357 cash, now held in a non-interest bearing checking account, the Board should invest; 2) The financial institution(s) that should be used; 3) The type of financial instrument(s) that should be invested in; and that the committee be comprised of four members: John Ponzio, Trumbull Town Treasurer; Joseph Cassidy, Director of Global Tax Operations at GE Capital and one of the donors to the Trust Fund; Steve Sirico, our Business Manager, and Loretta Chory representing the Finance Committee. Discussion ensued including how much money should be invested, type of investments, expendable versus unexpendable trusts, and whether the committee should be on-going. It was moved (Labella) seconded (Chory) to amend the motion to add the following: and to recommend that the Scholarship Investment Committee have continuing oversight of these investments. Vote on amended motion: Unanimous in favor. Vote on original motion as amended: Unanimous in favor.

C. Account Balancing—At this time, Mrs. Herbst recused herself from discussion on this agenda item. Mr. Iassogna reviewed that at the last meeting, the Board finalized its 2010-11 budget allocation with the exception of \$316,000 in unspent monies that was to be deployed in balancing of three accounts—THS Athletics, Adult Education and Continuing Education. He noted that since the last meeting, approximately \$72,000 in deposits was received for Athletics, consisting of Pay-to-Participate fees, insurance fees, and fundraisers, such that the Athletic account now was in deficit of approximately \$60,000, and not the \$132,000 as reported at the previous Board meeting. Mr. Iassogna also reminded the Board that the Adult Education account, which does not produce revenues, has been moved to the Board's operating budget. Discussion ensued including athletic deposits and pay-to-participate fees. It was moved (Labella) seconded (Chory) to hire an audit firm to conduct an operational and financial audit of the accounts listed on the Board of Education Programs Detail Report and to make recommendations to the Board with respect to controls and procedures to ensure compliance with accounting practices. Discussion ensued including the necessity of an audit, written policy for waiver of fees, scholarships awarded from Superintendent's student activity account. It was moved (Chory) seconded (Wright) to amend the motion to include all student activity programs. A lengthy discussion ensued including the scope of the audit, consistency in handling all financial aspects of student activity programs, common procedure for handling fee waivers. Following discussion, Mrs. Chory withdrew the amended motion. Vote on original motion: 5 in favor (Chory, Kelly, Labella, Lovely, Wright) 1 opposed (Ward). Motion passes. It was moved (Labella) seconded (Wright) to balance the Adult Education Account by using \$99,242 in unspent monies which is the deficit amount as of 5/31/10 to be placed in that account. Discussion ensued including excess monies in the Bus Trips account and following discussion, Mrs. Labella withdrew the motion. It was moved (Labella) seconded (Chory) to help balance the Adult Education account by transferring \$78,242 in unspent monies into that account. Vote: Unanimous in favor. It was moved (Labella) seconded (Chory) to complete the balancing of the Adult Education Account by transferring \$21,000 from the Bus Trips Account into that account. Vote: Unanimous in favor. It was noted that at this time, no action would be taken to balance the Continuing Education Account. It was moved (Chory) seconded (Labella) to transfer unspent monies of \$80,330, the amount which is the beginning negative balance in the Athletics Account as of July 1, 2009, into the Athletics Account for the purpose of balancing that account. Vote: 6 in favor (Chory, Herbst, Labella, Lovely, Ward, Wright) 1 opposed (Kelly). Motion passes. Mr. Iassogna reminded the Board that these accounts, especially Athletics, need to be addressed either by increasing their amounts in operating budget, increasing pay-to-participate fees, or reducing some programs/sports costs or totally eliminating a program/sport. It was further noted that not all of the \$316,000 of unspent monies were allocated. It was moved (Labella) seconded (Chory) to not spend the difference between the \$984,000 previously voted on to spend and the amounts already allocated and to return that amount, approximately \$158,000 to the Town. Vote: Unanimous in favor.

It was noted that Mr. Ward will be replacing Mrs. Labella on TEA negotiations, presently underway.

#### Agenda Item VII – Receive and File

These items were received and filed.

#### Agenda Item VIII—Other

It was moved (Labella) seconded (Wright) to table Agenda Items VIII A and VIII B. Vote: Unanimous in favor.

#### Adjournment

Board Members gave unanimous consent to adjourn the Public Session at 9:50 p.m.