

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT  
Regular Meeting – February 28, 2012  
Long Hill Administration Building  
Lorraine R. Smith Assembly Room

The Trumbull Board of Education convened in the Long Hill Administration Building for a Regular Meeting.

Members present:

Members absent:

S. Wright, Chairperson  
D. Herbst, Vice Chairperson  
T. Kelly, Secretary  
L. Chory, Board Member  
L. Labella, Board Member  
R. Seaman, Board Member  
M. Ward, Board Member

Agenda Item I – Preliminary Business

- A. Salute to the Flag - The Public Session began at 7:13 p.m. followed by a salute to the Flag.
- B. Correspondence – There was no correspondence this evening.
- C. Comments – There were no public comments this evening.

Agenda Item II -- Personnel

- A. Personnel – Superintendent Iassogna noted that one resignation was received that needed Board action, noting the Ms. Cavallaro contributed much to the Pupil Personnel Services (PPS) Department and has accepted a promotional position as Director of PPS for the Oxford school district. It was moved (Herbst) seconded (Chory) to accept the resignation of Rebecca Cavallaro, Coordinator of Special Education since August 2009, resigning effective March 26, 2012. Vote: Unanimous in favor.

At this time, it was moved (Seaman) seconded (Herbst) to take the following agenda items out of order—VI-A, followed by V-A, B, C, and D. Vote: Unanimous in favor.

Agenda Item VI – Old Business

- A. Five Year Capital Projects—Superintendent Iassogna conveyed that the Town has asked the District to provide them with an updated Five Year Capital Projects Plan which was last updated in 2010 and predicated on the initial Savin Report of 2007. It was noted that many of the projects included in the Savin Report have yet to be addressed. Also noted was that upon Board approval, the plan will move forward to the Town for review by the Town Council Legislative and Administrative Committee and then to the full Council. The Board received a report with detailed information, and Facilities Manager Al Barbarotta and Plant Operations Manager Steve Kennedy presented the proposal covering the years 2012-2017 with projects categorized into 4 key areas: Life Safety, Technology, Energy Efficiency and Miscellaneous for a total of \$93,740,711. These projects would encompass the first major work done on the buildings in a long time, excluding Trumbull High which is undergoing a “Renovate as New” project. Both Mr. Barbarotta and Mr. Kennedy stated that many projects should be addressed and the current economic times are favorable to containing costs associated with these projects. Also noted was a high priority list of projects amounting to

approximately \$3.9 million dollars that need immediate attention. Those projects include asbestos abatement/vinyl floor replacement at Booth Hill and Hillcrest, roofing on the Long Hill Administration building, electrical work at Hillcrest, window replacement at Middlebrook, new hot water heaters at Daniels Farm and Middlebrook, new loading dock and stairs at Middlebrook, repaving parking lots at Middlebrook and Tashua and replacement of oil tank at Middlebrook. It was noted by several Board members that future documentation regarding the Five Year Capital Projects Plan provide reference to the 2007 Savin Report. Considerable discussion ensued regarding the separate State-mandated three-year technology plan, plant projects contained in the operating budget, and bonding of projects including a new turf field at McDougall Stadium. It was moved (Ward) seconded (Seaman) to allocate (move forward) the approximate \$3.9 million for the high priority plant project items identified along with the Five Year Capital Projects Plan to the Town as presented. More discussion ensued regarding items needing to be addressed as opposed to items that are not necessary, such as air conditioning in all school buildings. The high priority list of projects was again noted (see above). Also mentioned was that the figures used in the report represent the best knowledge of costs associated with those projects, and should not be considered bid numbers. Once the projects have been approved by the Town, normal bidding/purchasing procedures will be followed. Mr. Iassogna emphasized the immediate need to address the high priority items as they are of a critical nature. Following discussion, Mr. Ward withdrew his motion. It was moved (Wright) seconded (Labella) to approve the Five Year Capital Projects Plan as suggested in the substantial form in which it was presented to the Board at its February 28, 2012 meeting, [Agenda] Item VI-A as an estimate of the costs to address identified capital [projects] requests in the school facilities. Vote: Unanimous in favor. It was moved (Ward) seconded (Labella) to direct the Superintendent to move forward with a request for \$3,984,561 to be used for priority items [as listed on pages 5 and 6 of the Five Year Capital Projects report] as presented. Vote: Unanimous in favor.

#### Agenda Item V – New Business

- A. Approval/New PAC Member—Dr. Cialfi noted that Sonya Wich has requested and has been recommended to become a member of the Policy Advisory Committee. It was moved (Labella) seconded (Kelly) to approve Sonya Wich as a member of the Policy Advisory Committee. Vote: Unanimous in favor.
- B. Policies—First Reading
1. Staff No Tobacco Products Use and 2. Student No Tobacco Products Use – Dr. Cialfi conveyed that both policies previously addressed smoking alone and have been revised to include the use of tobacco products. It was noted that the student policy refers to the Standard of Conduct policy for disciplinary actions and the staff policy would include several steps regarding disciplinary measures. Discussion ensued. It was suggested that cessation programs should be provided for both students and staff and that smoking materials, other than tobacco, should be included in the policy. The policies will be returned to the Board for a second reading.
- C. Approval/THS George Washington University Trip—Mrs. Rubano noted that students involved in the Model United Nations Club will be attending the Washington D.C. area Model UN Conference/Competition scheduled for March 22 – 25, 2012 at George Washington University. This will be the third year students will attend this conference/competition. Students will learn valuable skills including public speaking, debate and gain an understanding of diplomacy. It was moved (Ward) seconded (Herbst) to approve the Model UN Conference Trip to Washington D.C. 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 and with the stipulation that the Board can rescind it at anytime depending on the security situation. Vote: unanimous in favor.
- D. Approval/THS GEMB Trips—Mr. Horton reviewed annual trips to Cincinnati and Dayton, Ohio for Winter Color Guard competitions. He noted that the regional and national championships would enable students to participate in preliminary, semi-finals and finals of the national Winter Championships as well as observe other winter guard programs from across the country. Mr. Horton also noted that Trumbull

High's ensemble is the only one from the East Coast competing at this level. Discussion ensued regarding trip costs. It was moved (Ward) seconded (Seaman) to approve the Winter Color Guard trips to Ohio as outlined with such approval contingent upon parent(s)/guardian signing a waiver relieving the school district of any financial obligations due to trip cancellation for any reason. Vote: Unanimous in favor.

#### Agenda Item III – Consent Agenda

- A. Approval/Minutes – Regular Meeting – 2/7/12 By unanimous consent of members present at that meeting, the minutes were approved as presented.
- B. Approval/Financial Reports as of 1/31/12 –Mr. Sirico reviewed financial reports for the 7 months ended January 31, 2012. Discussion ensued regarding the increase in available monies in the health benefits account and it was noted that the monies were received as a result of the recent federal healthcare bill (Patient Protection and Affordable Care Act). It was noted that the process was very tedious and the entire business office staff worked on the project to secure the reimbursement to be used to reduce healthcare costs. The Board and Superintendent expressed their thanks to Business Manager Steve Sirico, Assistant Business Manager Peg Brindisi and the business office staff for pursuing this initiative. Discussion also included building improvement, energy, and teacher salary accounts. Following discussion, it was moved (Chory) seconded (Ward) to accept the Board of Education Expense Report for the 7 months ended 1/31/12 as presented. Vote: Unanimous in favor. It was moved (Chory) seconded (Herbst) to accept the Grant Expense Report for the 7 months ended 1/31/12 as presented. Vote: Unanimous in favor. It was moved (Chory) seconded (Herbst) to accept the Consolidated Financial Statement as of and for the 7 months ended 1/31/12 as presented. Vote: Unanimous in favor. It was moved (Ward) seconded (Herbst) to accept the Board of Education Programs Detail Report as of 1/31/12 as presented. Vote: Unanimous in favor. It was moved (Ward) seconded (Chory) to accept the Expendable Trust Detail Report as of 1/31/12 as presented. Vote: Unanimous in favor. It was moved (Chory) seconded (Herbst) to accept the Student Activity Detail Report as of 1/31/12 as presented. Vote: Unanimous in favor.
- C. Finance Committee of the Board of Education Transfers as of 1/31/12— The Finance Committee met on February 15, 2012 to review transfers for January 2012. Mr. Kelly noted that there were 4 transfers that need Board approval. Following discussion, it was moved (Labella) seconded (Chory) to approve January transfers 1447x, 1449x, 1454x and 1455x as recommended. Vote: Unanimous in favor.

#### Agenda Item IV—Reports

- A. NEASC Schedule Follow-up—Superintendent Iassogna conveyed that Trumbull High School (THS) will be undergoing its 10 year evaluation by the New England Association of Schools and Colleges (NEASC) in October 2013 and noted that the THS NEASC Steering Committee will be presenting a change in class schedule. Dr. Tremaglio noted that, based on recommendations from the NEASC evaluation in 2003, areas of focus include master class schedule; teacher collaboration; and a teacher/student advisory period. Mrs. Owen reviewed the proposed schedule changes to include teacher collaboration time and advisory periods for students. A Regular Day schedule would include an 8 period day, lessening lunch time to one/half hour and including a 10 minute homeroom and an Advisory Day would include teacher collaboration time and an advisory period for students. On Advisory Days, there would be a delayed opening and shortened periods for students and teachers would report at the regular time beginning the day with a collaboration period. There would be approximately 6-8 Advisory Days scheduled in a school year, excluding the first and last months of school. It was noted that the new schedule will capture additional instructional time [from reduced lunch period] and will allow for the creation of teacher collaboration and student advisory periods (see attached). Dr. Tremaglio conveyed that THS would like to pilot this schedule for the 2012-13 school year and adjustments would be made as necessary. Discussion ensued including the number of Advisory/Collaboration days and it was the consensus of the Board that 8 days be assigned as Advisory/Collaboration days. It was moved (Ward) seconded (Seaman) to approve the recommended

modifications to the Trumbull High School [class] schedule for the 2012-13 school year as presented. Vote: Unanimous in favor. The Board thanked Trumbull High School administration and teachers for their efforts in coordinating this initiative.

- B. Strategic School/District Profiles 2010-11— This comprehensive report provides quantified information so that comparisons can be made with State averages as well as with other districts in Trumbull Public School's District Reference Group (DRG). Dr. Paslov reviewed the Strategic School Profiles (SSP) for the 2010-11 school year and noted that the report was delayed. She noted several errors by the State Department of Education in numbers reported including student race/ethnicity, student attendance, serious disciplinary offenses, gifted and talented, instructional specialists, graduation rates, high school science requirements and phone numbers. Dr. Paslov is working with the State to correct these errors and will provide the Board with a corrected report when received.

Agenda Item VII – Other

A. Pending Litigation -- This item was received and filed.

B. Status of Negotiations -- This item was received and filed.

It was moved (Labella) seconded (Herbst) to add to the agenda under "Other" an update on the (2012-13) budget process. Vote: Unanimous in favor.

- C. Update on (2012-13) Budget Process--Mr. Iassogna conveyed that the Board's adopted budget of a 5.07% (increase over the previous year's allocation) was reduced by the First Selectman to a 3.47% increase. He also noted that there were two meetings with the Board of Finance (BOF) to review details of the Board's request. Mr. Iassogna believed that both meetings were productive, informative and answered several questions posed by BOF members. Discussion items included special education, para-professionals, AP classes, pre-buying options, and new State statute enabling the Board to request of the Town to carry over 1% of any surplus monies if approved by the BOF. Mr. Iassogna further noted that if the Board were to receive a 4.25% to 4.5% increase, he would recommend the implementation of full/extended day kindergarten and restoration of the 2.0 school secretaries, 8 interns, and curriculum items as outlined in the Superintendent's core budget. Mr. Iassogna emphasized that the Board makes the final decision on the allocation of monies received from the Town. The BOF will meet on March 13, 2012 to make a recommendation on the full Town budget to be forwarded to the Town Council.

Adjournment

Board Members gave unanimous consent to adjourn the Public Session at 10:30 p.m.

**REVISED 2/28/2012 (Homerooms before lunch)**

**Regular Day**

**Advisory Day  
6/8 dates tbd**

	Regular Day	Advisory Day 6/8 dates tbd
Period 1	7:27 – 8:15	Teacher Collaboration 7:30 – 9:00
Period 2	8:19 – 9:07	Period 1 9:10 – 9:41
Period 3	9:11 – 9:59	Period 2 9:45 – 10:16
Period 4	10:04 – 10:52 <i>If lunch...</i> 10:04 – 10:14 HR 10:19 – 10:52 lunch	Period 3 10:20 – 10:51
Period 5	10:57 – 11:45 <i>If lunch...</i> 10:57 – 11:07 HR 11:12 – 11:45 lunch	Advisory 10:56 – 11:26
Period 6	11:50 – 12:38 <i>If lunch...</i> 11:50 – 12:00 HR 12:05 – 12:38 lunch	Period 4 11:31 – 12:02
Period 7	12:43 – 1:31 <i>If lunch...</i> 12:43 – 12:53 HR 12:58 – 1:31 lunch	Period 5 12:07 – 12:38
Period 8	1:35 – 2:25 * additional 2 minutes for any necessary whole school announcements	Period 6 12:43 – 1:14
		Period 7 1:19 – 1:50
		Period 8 1:54 – 2:25

48 minute classes  
4/5 minute passing time  
33 minute lunch  
10 minute HR for announcements  
HR is non-alphabetical, daily contact  
Video announcements on server for asynchronous use

31 minute classes  
4/5 minute passing time  
31 minute lunch  
30 minute advisory & announcements  
90 minute collaborative work session  
Advisory is alphabetical, 4 year contact, 1<sup>st</sup> day of each semester, testing, advisory sessions, graduation