

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT  
Regular Meeting – October 15, 2013  
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:

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

Members absent:

S. Wright, Chairperson  
L. Chory, Board Member

Agenda Item I – Call to Order

The meeting was called to order at 7:07 p.m. Vice Chair Deborah Herbst assumed the Chair's position due to the absence of Board Chair Stephen Wright.

Agenda Item II – Preliminary Business

A. Salute to the Flag - The Public Session began with a salute to the Flag.

B. Correspondence – There was no correspondence this evening.

C. Comments – There were no public comments this evening. At this time, Mrs. Labella gave a heartfelt thanks from her family to the Trumbull Public Schools (TPS) staff for their many expressions of sympathy in the recent loss of her mother.

D. Recognition/Presentation—Superintendent Dr. Cialfi conveyed that proceeds from the First Selectman's Golf Classic are being presented to four Trumbull Public Schools' organizations that promote academics, fine arts, and athletics. Dr. Cialfi noted the excellent work of these organizations in assisting extracurricular activities. He shared that participation in these activities allow students to be competitive in college admissions process and furthers their connectedness to the school community. First Selectman Timothy Herbst thanked the members of the Golf Classic board and volunteers who were responsible for organizing and promoting the Golf Classic which benefits the Trumbull school community. He shared that monies raised are given to student organizations involved in academics, sports and fine arts competitions and highlighted the importance of these extracurricular opportunities for Trumbull students. He presented checks in the amount of \$12,000 each to representatives of the following: Academic Challenge for Excellence (ACE) Foundation; Trumbull High School Golden Eagle Marching Band; Trumbull High School Booster Club; and Friends of the Trumbull High School Choir, Inc.

Agenda Item III – Consent Agenda

A. Personnel – Superintendent Dr. Cialfi conveyed that two appointments were made. Jennifer Neumeyer, elementary math specialist, has been appointed Principal of Tashua Elementary School. Dr. Cialfi shared that Mrs. Neumeyer brings a wealth of experience to the position having been with the district since 1995 and serving as a math specialist. He also announced the appointment of Maryellen Raccuia to the position of Media Specialist at Trumbull High School. Board action was not required for the appointments.

B. Approval/Minutes – Regular Meeting – 10/1/13 It was moved (Seaman) seconded (Ward) to approve the minutes of the October 1, 2013 Board meeting as presented. Vote: 4 in favor (Kelly, Herbst, Seaman, Ward) 1 abstention (Labella). Motion passes.

- C. Financial Report Minutes as of 8/31/13— It was moved (Labella) seconded (Seaman) to table this agenda item and send back the Finance Report minutes to the Board of Education (BOE) Finance Committee.  
Vote: Unanimous in favor.

At this time, it was moved (Ward) seconded (Labella) to take Agenda Item IV-E out of order. Vote:  
Unanimous in favor.

#### Agenda Item IV—Reports/Action Items

##### E. Oral Reports

1. Teacher Board Representative Ms. Boland shared the Trumbull Education Association (TEA) has started a new program entitled Teacher of the Month which highlights what teachers have done in the classroom. She reported that the program has been well received. Each elementary school will select one teacher; middle schools select two teachers and the high school selects four teachers. September Teachers of the Month are as follows: Trumbull High—Jack LaBarca, Sheri Cayer, Matt Bracksieck and Stefan Porco; Hillcrest Middle—Phil Kennan and Leigh Gabriel; Madison Middle—Liz Doherty and Amparo Ludwig; Booth Hill—Kristen Willett; Daniels Farm—Mary O’Neill; Frenchtown—Katie Lance; Jane Ryan—Jamie Brown; Middlebrook—Jen Angelovic; and Tashua—Ashley Thoesen.
2. Student Board Representatives: Kunal Jhaveri reported that the National Honor Society students assisted with Open House on Sept. 18<sup>th</sup>; Spirit Week will be held October 21<sup>st</sup> through 25<sup>th</sup>; “Bring Your Own Device” has been positive and working well; UN Celebration Day will be held on October 25<sup>th</sup> and he invited Board members to attend. Alexa Bragg shared that the NEASC visit went extremely well and staff and students received much positive feedback from the visiting team; voter registration will take place October 28<sup>th</sup> for age-eligible students; and the high school is preparing for their annual Veteran’s Day Program. Kerry Marques shared that Mock Trial members had their Night of Law in preparation for the International Empire Mock Trial Competition which takes place this coming weekend.

##### A. Policies/Second Reading

1. Field Trips, Policy Code: 6153—Mrs. Cantafio conveyed that this policy was brought to the Board for a first reading on August 20, 2013. She reviewed one minor change. It was moved (Ward) seconded (Labella) to approve Field Trips, Policy Code: 6153 as presented. Vote: Unanimous in favor.

##### B. Policies/First and Second Reading

1. Students No Smoking and Tobacco Products Use, Policy Code: 5116—Mrs. Cantafio conveyed that high school administration asked that wording regarding electronic cigarettes be added to the policy as their use has become an issue with students. Also noted was the Staff No Smoking and Tobacco Products Use policy is revised with the same wording. The Policy Advisory Committee is asking the Board to approve these revised policies this evening without waiting the normal 30 days between readings. It was moved (Labella) seconded (Seaman) approve Students No Smoking and Tobacco Products Use, Policy Code: 5116 and Staff No Smoking and Tobacco Products Use, Policy Code: 4118.23 as presented. Discussion ensued regarding the need for a motion to waive the 30 day waiting period between policy readings. Mrs. Labella amended her motion as follows: It was moved (Labella) seconded (Seaman) to waive the normal 30 waiting period between first and second readings of policy and approve Students No Smoking and Tobacco Products Use, Policy Code: 5116 and Staff No Smoking and Tobacco Products Use, Policy Code: 4118.23 as presented. Vote: Unanimous in favor.

- C. Review of Gibson Report Responses—Dr. Cialfi conveyed that during the summer of 2012, Gibson Consulting Group conducted a comprehensive study designed to highlight opportunities for improved operational efficiencies and shared services for the Town of Trumbull and the Trumbull Board of Education (BOE). Their detailed report was reviewed by the Finance Committee [Thomas Kelly, Loretta Chory, Lisa Labella and Business Manager Sean O’Keefe] of the BOE and the Superintendent. The Superintendent and the Finance Committee drafted formal responses to each recommendation in the report. Dr. Cialfi stated

that the Finance Committee went above and beyond in their vetting of this report and suggested that the Board approve the Finance Committee's responses and move forward with establishing a joint committee with the Town to review possible efficiencies. Mr. Kelly conveyed that the Committee worked diligently reviewing the report and responding to its recommendations in a bipartisan manner. He shared that the Committee, along with the former and current Superintendents, reviewed each recommendation thoroughly in an effort to find opportunities for efficiency in daily Town/Board operations. Mr. Kelly stated: "The following reflects the collective insights from members of the Board of Education, as well as TPS Central Administration and Division Heads. They support and embrace several of the [Gibson] report's recommendations, but point out a glaring omission: the process did not review the Police Department, Parks and Recreation Department, or the Department of Public Works, and did not address Town Hall operations. The firm's charge was to only exclude the Police and Fire Departments; instead, the report focuses primarily on the Board of Education, and therefore does not take into account comparable positions on the Town side, and does not present a full picture of what options are available and beneficial. Had those been included, the result may have been a deeper appreciation and understanding of the productivity and responsiveness of the BOE workforce." Mr. Kelly conveyed that the Finance Committee's responses were realistic, and suggested moving forward with the Finance Committee's responses to recommendations contained in the Gibson Report. Mrs. Labella [in Mrs. Chory's absence] shared Mrs. Chory's suggestion that the response to Item 8.2, which refers to the phasing out of benefits, be amended to read that it would be based on an updated status of contracts since this report was created before the teachers' (TEA) contract was finalized. Mrs. Labella also reported that Mrs. Chory suggested minor wording changes to two other items which did not affect their meaning. Mrs. Labella suggested that Mr. O'Keefe update Item 8.2 to reflect the most recent contracts. It was moved (Labella) seconded (Kelly) to approve the responses to the Gibson report with the amendment to update [response to] Item 8.2 to include language surrounding the most current [bargaining unit] contract negotiations and to forward the approved responses to the First Selectman, Town Council and Board of Finance. Discussion ensued regarding the timing of the receipt of the arbitrated settlement of the teachers' contract and its impact on the BOE's responses to the Gibson Report. Vote: Unanimous in favor. It was moved (Labella) seconded (Seaman) to direct the Superintendent to communicate with the First Selectman's office a suggestion that a joint committee be established under their [Town's] direction with participation of members of the Board of Education to pursue the [Gibson Report] items that require collaboration. Vote: Unanimous in favor. Mrs. Herbst thanked and expressed appreciation to the Finance Committee for their efforts in reviewing and responding to this report.

- D. District Enrollment Report—Dr. Cialfi reviewed the official October 1, 2013 enrollment figures which are forwarded to the State Department of Education. It was noted that while the overall enrollment is 13 less students than projected, enrollment at the elementary level increased by 47 students over projection. Dr. Cialfi conveyed that in most instances, class size guidelines have been maintained with the exception of kindergarten classes at Frenchtown Elementary School. He also shared that the enrollment of Trumbull students at K-8 Discovery Magnet School is 45 and 30 students are enrolled at the Fairchild Wheeler Magnet High School. Discussion ensued regarding the imbalance of class sizes and available classroom space at the elementary level. Dr. Cialfi shared that he and Assistant Superintendent Dr. McGrath are working on an analysis of elementary classroom space. He also conveyed that he has had an initial conference call with Consultant Mike Zuba from Milone and MacBroom regarding the elementary enrollment study.

#### Agenda Item V – Receive and File

These items were received and filed.

#### Agenda Item VI – Other

There was no business under this agenda item.

#### Adjournment

Board Members gave unanimous consent to adjourn the Public Session at 7:55 p.m.