

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT
Regular Meeting – November 13, 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:

Members absent:

S. Wright, Chairperson
D. Herbst, Vice Chairperson
T. Kelly, Secretary
L. Chory, Board Member
L. Labella, Board Member, arrived at 6:45 p.m.
R. Seaman, Board Member
M. Ward, Board Member

Agenda Item I – Call to Order

The meeting was called to order at 6:20 p.m.

- A. Executive Session—Personnel/CILU Support Grievance—It was moved (Herbst) seconded (Ward) to move into Executive Session to discuss a personnel matter [CILU Support Grievance] and invite the Superintendent, Assistant Superintendent, Board Attorney, CILU Support President, CILU Representative, and grievant to be part of the discussion. Vote: Unanimous in favor. It was moved (Herbst) seconded (Labella) to come out of Executive Session at 7:24 p.m. Vote: Unanimous in favor.

Agenda Item II – Preliminary Business

- A. Salute to the Flag - The Public Session began at 7:25 p.m. with a salute to the Flag. At this time, it was moved (Herbst) seconded (Ward) to deny the grievance [referenced in Agenda Item I-A-- CILU Support Grievance]. Vote: 6 in favor (Chory, Herbst, Kelly, Labella, Ward, Wright). Mrs. Seaman recused herself from the decision [vote]. Motion passes.
- B. Correspondence – There was no correspondence this evening.
- C. Comments – Trumbull Educators Association (TEA) Executive Board Representative Matthew Bracksieck read a statement regarding technology in the schools and Board/TEA negotiations (attached). Parent Traci Galla expressed her appreciation and thankfulness to Board Chair Mr. Wright and members Mrs. Labella and Mr. Kelly for their outstanding efforts and service to the Board of Education, students and Trumbull community.
- D. Recognitions
1. Middle School Career Night—This item was tabled to a future meeting. At this time, Dr. Cialfi and Vice Chair Mrs. Herbst recognized and commended Mr. Wright, Mr. Kelly and Mrs. Labella for their outstanding service to the Board of Education and the students and staff and presented them with a gift of appreciation. Mr. Wright, Mr. Kelly and Mrs. Labella each expressed their appreciation and shared their experiences with serving as Board members.

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

Agenda Item IV – Reports/Action Items

C. Paraprofessional Settlement and TEA Arbitrated Award—Attorney Dugas conveyed that the ParaProfessional’s contract was recently settled and ratified by the Paraprofessionals’ membership. Its effective dates are from July 1, 2011 to June 30, 2015. Attorney Dugas reviewed the changes to the agreement including salary increases and step movement; increased co-pays and premium co-share for health/dental insurance; and minor wording changes, most notably changing “paraprofessional” to “paraeducator”. Following discussion, it was moved (Labella) seconded (Seaman) to approve the agreement between the Trumbull Board of Education and the CILU Paraeducators union as presented. Vote: unanimous in favor. Dr. Cialfi noted that the TEA’s settlement has been arbitrated and no action is required. The agreement between the Trumbull Board of Education and the Trumbull Educators Association is in effect from July 1, 2014 through June 30, 2017. Dr. Cialfi reviewed contract changes including salary increases; increased co-pays and premium co-share for health/dental insurance; elimination of the health insurance waiver; requirement of teachers to use Infinite Campus Gradebook; and management rights unchanged. Attorney Dugas commented that no Board action was needed because it is a stipulated arbitration award. He explained that because Board and the TEA reached an agreement after the arbitration process had begun, it is considered an arbitration award according to State Statute. He noted that the agreement was negotiated by the hard work and many efforts of both negotiating teams, and is not the decision of an arbitration panel. Attorney Dugas also reviewed contract changes and noted that the TEA contract will go before the Town Council for a vote. Attorney Dugas commented that he expects the vote to be favorable to the Board/TEA with the contract in effect beginning July 1, 2014.

Agenda Item III – Consent Agenda

A. Personnel – No Board action was required.

B. Approval/Minutes – Regular Meeting – 10/15/13 and Special Meeting – 10/28/13 Mrs. Chory moved to amend the minutes of the October 28, 2013 Special Meeting as follows: remove “Mr. Wright asked Mrs. Chory to clarify her request that the Board Chair recuse himself and it was noted that Mrs. Chory’s intent was for the Board Chair to recuse himself from all discussion on the Report” and replace with “Mr. Wright asked Mrs. Chory to clarify her request that the Board Chair recuse himself and it was noted that Mrs. Chory’s intent was for the Board Chair recuse himself as Chair during discussion of the entire Report.” Discussion ensued. Mrs. Herbst seconded the motion. Vote: 2 in favor (Chory, Herbst) 5 opposed (Kelly, Labella, Seaman, Ward, Wright). Motion fails. By unanimous consent of members present at that meeting, the minutes of the 10/15/13 meeting were approved as presented. It was moved (Labella) seconded (Seaman) to approve the minutes of the 10/28/13 Special meeting as presented. 5 in favor (Kelly, Labella, Seaman, Ward, Wright) 1 opposed (Chory) 1 abstention (Herbst). Motion passes.

C. Approval/Financial Reports as of 9/30/13 –Mr. O’Keefe shared that the Finance Committee reviewed financial reports and budget transfers for the 3 months ended September 30, 2013. The first transfer was for \$82,000, moved from the dental/health account to Trumbull High Marching Band other purchased services account. The second transfer was to move \$878,000 from the negative place holder account to the health insurance account. It was moved (Labella) seconded (Ward) to approve transfers as presented. Considerable discussion ensued regarding the transfer of \$82,000, the Trumbull High School Golden Eagles Marching Band (THSGEMB—band parent association) participation fee of \$400 per student [per season—fall and winter] and the increase in the THSGEMB’s reserve account from what they originally budgeted. Also discussed was the health [insurance] account and the need to establish a reserve fund for the self-funded health insurance plan and for 2013-14 claims processed/paid after year end (June 30, 2014). It was noted that when the Board agreed to give additional funding to the Marching Band, the

intent was that the monies [earmarked for instructor stipends] would be used to lesson financial hardship on families by reducing the participation fee to approximately \$370. Mrs. Labella commented that participation fees for school-based activities should be the responsibility of the Board of Education for collection, setting fee amounts, and having some oversight into the process. More discussion ensued and Mrs. Labella called the question. Vote: Unanimous in favor. Mrs. Seaman asked the Superintendent to meet with the Band Parents' Association to reiterate the Board's intent and Mrs. Herbst would like to know if parents are being asked for additional monies above the participation fee.

Agenda Item IV—Reports/Action Items

- A. Election of Delegate to Represent the Trumbull Board of Education to CABE—Superintendent Dr. Cialfi conveyed that CABE's annual convention takes place each year in November. A member of a district's Board of Education may participate in the CABE delegate assembly prior to the convention where the CABE legislative agenda for 2014-15 will be taken to a vote. Boards of Education must authorize one of its members to enable that member to vote at that assembly. Chairman Wright stated that he volunteered to be the delegate and will be attending the conference and invited Board members to join him. It was moved (Ward) seconded (Labella) to appoint Mr. Wright to have full voting privileges on the CABE legislative agenda for 2014-15. Vote: Unanimous in favor.
- B. Preliminary Budget Timeline and Overview—Dr. Cialfi briefly commented that the District goal will primarily be the driver of the 2014-15 budget process as the district is preparing for the full implementation of the Common Core State Standards (CCSS) in 2014-15. He commented on areas of the budget that need to be addressed including curriculum writing, technology, development of common assessments to align to the CCSS, Teacher and Administrator Evaluation Plans, professional development, continuation of Scientific Research-Based Interventions (SRBI), central registration, student engagement, technology integration specialists, and additional staffing for Pupil Personnel Services. Discussion ensued regarding the enrollment study and its impact on the budget, elimination of portable classrooms, additional staffing, and technology integration specialists. Business Manager Sean O'Keefe conveyed that budget items that will be further reviewed include salaries, increase/decrease in staffing, health insurance reserves, transportation, utilities, and technology upgrades. Mr. O'Keefe commented that the budget process is almost complete as he has met with most principals and department heads to review their portions of the budget. He and the Superintendent will be finalizing items and anticipate giving the Board the 2014-15 proposed budget by Thanksgiving (November 27, 2013).
- D. Approval/Transition to Smarter Balanced Assessments (SBAC)—Dr. Cialfi conveyed the Connecticut school districts are transitioning to the CCSS. It was noted that the current Connecticut Mastery Test (CMT) and the Connecticut Academic Performance Test (CAPT) are not well aligned to the CCSS and the Connecticut State Department of Education (CSDE) has been an active member of the Smarter Balanced Assessment Consortium which is developing the next-generation assessment system that will be fully aligned to the CCSS. The new Smarter Balanced (SB) assessments will be mandated beginning in the spring of 2015 with the SB field test to be used in the spring of 2014. The CSDE has requested one year waiver from the United States Department of Education to administer the Smarter Balanced Field Test assessments in place of the CMTs and CAPT for the spring of 2014. The CSDE's plan will permit districts to decide whether to participate in the SB Field Tests or the existing CMT/CAPT for 2013-14 or both tests. It was noted that Trumbull has already been implementing CCSS and teachers/administration are agreeable to using the SB assessments in place of CMT/CAPT. Considerable discussion ensued regarding the reporting of results which are used to inform instruction and for student academic placement and the new Teacher Supervision, Evaluation and Professional Learning Plan. It was noted that since the SB is being field tested for the Spring 2014, only raw data will be available with results given to districts in December (2014). It was also noted that since CMT/CAPT results count as a 22.5% component of a teacher's evaluation under the new teacher evaluation plan, the new plan will have to be modified, possibly using results of other district assessments. It was noted that Board approval was required to change testing from CMT/CAPT to

SB and to revise the Teacher Supervision, Evaluation and Professional Learning Plan. Also discussed was providing continual professional learning for certified staff. It was moved (Ward) seconded (Labella) to approve the use of SBAC assessments and revising the new teacher evaluation plan as presented. Vote: unanimous in favor.

- E. Review of Gibson Report—This item was not addressed since it was discussed and Board action was taken at a previous meeting (October 15, 2013).
- F. School Facilities Snow Removal and Trumbull High School Building Construction Renovation Report—Board Chair Wright commented that this report was thoroughly reviewed and discussed at the October 28, 2013 Special Board meeting. He conveyed his desire that the report should be sent back [to the Town] saying the Board reviewed it and have considered Mr. Henderson’s recommendations and findings. Mrs. Herbst asked if Board responses/questions that were raised/discussed at the October 28th meeting would also be forwarded in writing and Mr. Wright replied he didn’t think it was necessary as the Town can come back to the Board if they are interested because it is the Board of Finance’s (BOF) report and Mr. Henderson is entitled to his opinion and the Board is entitled to disagree. Mr. Wright also commented the letter [to the BOF] should state that the Board reviewed and considered this report and the Board continues to extend their collaboration with the Town in any manner to improve the operations of the Board, particularly in non-educational pursuits. It was moved (Labella) seconded (Seaman) to direct the Board Chair to draft a letter to the Board of Finance stating that [Mr. Wright’s comment in previous sentence] opinion on behalf of the Board of Education so this matter can be put to rest. Mr. Wright commented that he will work on the letter with the Vice Chair. Vote: Unanimous in favor.
- G. Collection of Pay to Participate/Play Fees—Mr. O’Keefe shared that the Finance Committee recommended that a protocol be established for the Business Office to manage the collection of all “Pay to Participate” fees. He conveyed that a local vendor has been selected to start work on a web-based software solution to enable parents, students and retirees to register and pay for various activities through the Trumbull Public Schools’ website. Activities include athletics, music/strings, driver’s education, field trips, yearbook, cap & gown, guidance fees and retiree insurance premiums. The application of this software will enable the various departments to obtain a real-time automated report showing rosters, payment confirmation and any additional information pertinent to a specific activity. Costs associated with this software include approximately \$9,450 for installation and annual maintenance fee of \$2,790 and Mr. O’Keefe noted that no bid was required although various vendors were reviewed. Discussion ensued regarding proposed procedures [included in Board packet for this meeting] recommended by the Finance committee and their implementation. This procedure would be phased in with a limited number of activities for 2013-14 with full implementation for the 2014-15 school year. It was noted that no Board action was required to move forward with new protocols/procedures for the collection of these fees.

At this time, Dr. Cialfi announced that Trumbull Public Schools will receive a State grant amounting to approximately \$270,000 to be earmarked for costs associated with increased security.

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 9:23 p.m.