

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Policy Committee
of the
Trumbull Board of Education

Regular Meeting

Long Hill Administration Building
Wednesday, September 21, 2016 – 5:30-7:00 p.m.

MINUTES

I. Preliminary Business

A. Call to Order / Introduction – The meeting was called to order by Ms. Testani at 5:31 p.m.

Members present

Suzanne Testani, Chair, BOE member
Lucinda Timpanelli, BOE member
Marie Petitti, BOE member
Jonathan S. Budd, Ph.D., administrative designee
Tammy Jacobellis, TEA representative (arrived 5:48)
Patricia Frillici, TAA representative (arrived 5:34)
Kristine Kely Murano, parent representative (arrived 5:32)
Cindy Katske, community representative (arrived 5:32)
Mary Pierson, community representative (arrived 5:40)
Carly Netting, student representative

Members absent

Jennifer Mottolese, parent representative
Bryan Woodward, parent representative
Connor Bailo, student representative

1 member of the Public

- B. Correspondence – Dr. Budd conveyed the regrets of Ms. Mottolese and Mr. Bailo in being absent from the meeting. There was no other correspondence.
- C. Public Comment – Susan LaFrance expressed concerns about aspects of the Bylaws policy on the meeting’s agenda, particularly the section on electronic attendance at meetings and its potential impact on Board operations and full discussion of meeting items; she also asked if Policy Cmte. packets could be made available earlier than the required 48 hours.

II. Reports / Action Items

A. Approval of Minutes – Regular Meeting, August 10, 2016 – Ms. Frillici moved to approve the minutes; it was seconded by Ms. Testani, and unanimously agreed to

with the revision suggested by Ms. Katske to delete the next-to-last paragraph, which was inadvertently carried forward from the meeting prior to August 10.

B. Report, Administrative Designee – Dr. Budd read into the record the press release “Trumbull Board of Education Policy Committee Advisory Members Sought,” which was disseminated to the media on September 16, 2016, with a deadline of 5:00 p.m. on Friday, September 30, 2016, for applications for parent/guardian and community membership on the Committee. He noted that the application form is available on the District website and had been referenced at the prior Board of Education meeting by Board Chairman Chory.

C. Board of Education Meeting Updates

a. August 23, 2016 Second Readings – Dr. Budd noted that the Board approved the following four policies as presented at its August 23, 2016 meeting.

- i. Sexual Abuse Prevention and Education Program, Policy Code 5145.511
- ii. Reports and Records of School Transportation Safety Complaints, Policy Code 3541.5
- iii. Security Checks, Policy Code 4212.5
- iv. Copyright Law Compliance, Policy Code 6162.6

b. August 23, 2016 First Readings – Dr. Budd noted that the Board heard First Readings of the following four policies as presented at its August 23, 2016 meeting.

- i. Reporting of Child Abuse, Neglect, and Sexual Assault, Policy Code 5141.1
- ii. Policy Committee, Policy Code 9131
- iii. Internet Filtering, Policy Code 6141.323
- iv. ~~Student Possession and Personal Use of Electronic Devices and Protocol for the Use of Technology~~ Bring Your Own Device (BYOD) and Protocol for the Use of Technology in the Schools, Policy Code 6141.328
- v. Student Network/Internet Use, Policy Code 6141.321

The Board suggested no revisions, so these policies will be returned to the Board for Second Readings on September 27, 2016.

III. Policy Review/Discussion

A. The Bylaws of the Trumbull Board of Education, Policy Code 9312 – Dr. Budd explained that this policy revision came forward from the Board Bylaws Committee, and Ms. Timpanelli, member of that Committee, presented the proposed policy revision in this evening’s packet. The Committee unanimously agreed to suggest that Board Chairman Chory return the proposed policy revision to the Bylaws Committee for additional discussion.

- B. Confidentiality and Maintenance of Student Records, Policy Code 5125 – Dr. Budd presented the proposed policy revision in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a first reading on September 27, 2016.
- C. Student Data Protection, Policy Code 3520.13 – Dr. Budd presented the proposed policy revision in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a first reading on September 27, 2016.
- D. Selection of Instructional Material, Policy Code 6161.1 – Dr. Budd presented the proposed policy revision in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a first reading on September 27, 2016, with suggestion for additional language clarifying aspects of the selection procedures.
- E. Weighted Grades for Honors and Advanced Placement Classes Grades 9-12, Policy Code 6146.2 – Dr. Budd presented the proposed policy revision in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a first reading on September 27, 2016.
- F. Eligibility to Attend Trumbull Public Schools, Policy Code 5111 – Dr. Budd presented the proposed policy revision in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a first reading on September 27, 2016.

Adjournment

Ms. Murano moved to adjourn the meeting at 6:40 p.m.; it was seconded by Ms. Katske, and unanimously agreed to.

POLICY OVERVIEW FORM

Policy Title: The Bylaws of the Trumbull Board of Education

Section: 9000 Category: Bylaws of the Board Code: 9312

New: Revision: X

Initiated by: Board of Education Bylaws Committee

Phone No.: (203) 452-4336 Email: buddj@trumbullps.org

Need for New Policy/Revision: At its September 13, 2016, meeting, the Board of Education Bylaws Committee voted to move this updated policy to the Policy Committee for review prior to its being forwarded to the full Board. The revision updates the Bylaws to conform with current best practices as suggested by CABE (Connecticut Association of Boards of Education).

State Statute if applicable: N/A

Summary of Actions Required by New Policy/Revision: See above.

Please complete this form and send to the Office of the Superintendent, Trumbull Public Schools, 6254 Main Street, Trumbull, CT 06611

Office Use Only

Approval

Superintendent:  Date: 9/20/16

Policy Committee Chair:  Date: 9/20/16

POLICY OVERVIEW FORM

Policy Title: Confidentiality and Maintenance of Student Records

Section: 5000 Category: Students Code: 5125

New: Revision: X

Initiated by: Jonathan S. Budd, Ph.D., Director of Curriculum, Instruction, & Assessments

Phone No.: (203) 452-4336 Email: buddj@trumbullps.org

Need for New Policy/Revision: These proposed revisions update Policy 5125 based on current best practices and legal challenges related to student records. The proposed new language implements the suggestions of CABE (Connecticut Association of Boards of Education) in relation to all components.

State Statute if applicable: N/A

Summary of Actions Required by New Policy/Revision: This proposed revision would include "Directory Information," and therefore current separate policy 5145.15 ("Directory Information") would be rescinded.

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Approval

Superintendent:  Date: 9/20/16

Policy Committee Chair:  Date: 9/20/16

POLICY OVERVIEW FORM

Policy Title: Student Data Protection

Section: 3000 Category: Business & Non-Instructional Operations Code: 3520.13

New: X Revision:

Initiated by: Jonathan S. Budd, Ph.D., Director of Curriculum, Instruction, & Assessments

Phone No.: (203) 452-4336 Email: buddj@trumbullps.org

Need for New Policy/Revision: This new policy is required based on Connecticut Public Act 16-189,
"An Act Concerning Student Data Privacy." The proposed new language implements the
suggestions of CUBE (Connecticut Association of Boards of Education) in relation to all
components.

State Statute if applicable: Connecticut Public Act 16-189

Summary of Actions Required by New Policy/Revision: See above.

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Approval

Superintendent:  Date: 9/20/16

Policy Committee Chair:  Date: 9/20/16

POLICY OVERVIEW FORM

Policy Title: Selection of Instructional Material

Section: 6000 Category: Instruction Code: 6161.1

New: Revision: X

Initiated by: Jonathan S. Budd, Ph.D., Director of Curriculum, Instruction, & Assessments

Phone No.: (203) 452-4336 Email: buddj@trumbullps.org

Need for New Policy/Revision: Revisions to this policy incorporate current and best practices
related to the selection of instructional material, including developments in the acquisition of
digital learning resources since the time of the last revision of the policy (2005).

State Statute if applicable: N/A

Summary of Actions Required by New Policy/Revision: Forms referenced in the
revised policy will be developed by the Director of Curriculum, Instruction, and
Assessments and the Director of Digital Learning.

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Office Use Only

Approval

Superintendent: *Jim Cialf* Date: 9/20/16

Policy Committee Chair: *Suzanne Tyler* Date: 9/20/16

POLICY OVERVIEW FORM

Policy Title: Weighted Grades for Honors and Advanced Placement Classes Grades 9-12

Section: 6000 **Category:** Instruction **Code:** 6146.2

New: **Revision:** X

Initiated by: Jonathan S. Budd, Ph.D., Director of Curriculum, Instruction, & Assessments

Phone No.: (203) 452-4336 **Email:** buddj@trumbullps.org

Need for New Policy/Revision: Revision to this policy conforms it to current practice as articulated in recent THS Student Handbooks, including the current one.


State Statute if applicable: N/A

Summary of Actions Required by New Policy/Revision: N/A.

Please complete this form and send to the Office of the Superintendent, Trumbull Public Schools, 6254 Main Street, Trumbull, CT 06611

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Approval

Superintendent:  **Date:** 9/20/16

Policy Committee Chair:  **Date:** 9/20/16