

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Policy Committee
of the
Trumbull Board of Education

Special Meeting

Long Hill Administration Building Conference Room
Wednesday, May 17, 2017 – 5:30 p.m.

MINUTES

I. Preliminary Business

- A. Call to Order / Introduction – The meeting was called to order by Ms. Petitti, acting as chair, at 5:30 p.m.

Members present

Marie Petitti, BOE member
Lucinda Timpanelli, BOE member
Jonathan S. Budd, Ph.D., administrative designee
Patricia Frillici, TAA representative
Tammy Jacobellis, TEA representative
Joseph Peddle, parent representative
E. Violet Reyes, parent representative
Deborah Herbst, community representative
Ellen Kalendra, community representative

Members absent

Suzanne Testani, Chair, BOE member
(arrived 5:50 p.m.)
Kristine Kely Murano, parent representative
Sarah Gossman, student representative
Matthew Kuroghlian, student representative

1 member of the Public

- B. Correspondence – Dr. Budd conveyed the regrets of Ms. Gossman, Mr. Kuroghlian, and Ms. Murano in being absent from the meeting. There was no other correspondence.
- C. Public Comment – There was no Public Comment.

II. Reports / Action Items

- A. Approval of Minutes – Special Meeting, April 4, 2017 – Ms. Petitti moved to approve the minutes; it was seconded by Ms. Timpanelli, and unanimously agreed to.
- B. Report, Administrative Designee – Dr. Budd conveyed that he had no Report this evening other than to note that most of the proposed policies on tonight's agenda

were the first group of revisions to other policies needing substantive revision as indicated in the recent CABE Audit of the TPS Policy Manual.

C. Board of Education Meeting Updates

a. April 18, 2017 First Readings – Dr. Budd noted that the Board heard First Readings of the following seven policies as presented at its April 18, 2017 meeting.

- i. Integrated Pest Management, Policy Code 3524.1
- ii. ~~Staff No Smoking and Tobacco Products Use~~ Staff Use and Possession of Smoking Products, Tobacco Products, Drugs, and Alcohol, Policy Code 4118.231
- iii. ~~Student No Smoking and Tobacco Products Use~~ Student Use and Possession of Smoking Products, Tobacco Products, Drugs, and Alcohol, Policy Code ~~5116~~ 5131.6
- iv. Sexual Harassment of Students, Policy Code ~~5131.4~~ 5145.5
- v. On-Campus Recruiting, Policy Code 5145.14
- vi. Security Checks, Policy Code 4212.5
- vii. Food Charging, Policy Code 3542.43
- viii. Statement of Educational Goals, Policy Code 0200

The Board suggested no substantive revisions, so these policies will be returned to the Board for Second Readings on May 23, 2017.

III. Policy Review/Discussion

A. ~~Student Exemption from Instruction on Controversial Issues~~ Exemption of Students from Instruction, Policy Code 6144.1 – Dr. Budd presented the proposed revised policy in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a First Reading on May 23, 2017.

B. Responsible Use of Animals in the Classroom, Policy Code 6141.4 – Dr. Budd presented the proposed revised policy in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a First Reading on May 23, 2017.

C. Trumbull High School Performance Standards Requirements for Graduation, Policy Code 5123.1 – Dr. Budd presented the proposed revised policy in this evening’s packet and noted that additional revisions to the policy were likely to be brought to the Policy Cmte. for the 2017-18 school year, and that the suggested revisions coming forth at tonight’s meeting were necessary for students in the 2016-17 school year. The Committee unanimously agreed to bring the policy to the Board for a First Reading on May 23, 2017.

D. Substitute Teachers, Policy Code 4121 – Dr. Budd presented the proposed revised policy in this evening’s packet. The Committee unanimously agreed to bring the policy, with revision, to the Board for a First Reading on May 23, 2017.

(Ms. Testani arrived during discussion of this agenda item.)

- E. ~~Third Party Billing~~ Medicaid Reimbursement for Special Education Students, Policy Code ~~3310~~ 3231 – Dr. Budd presented the proposed revised policy in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a First Reading on May 23, 2017.
- F. Alternative Education Programs, Policy Code 6172 – Dr. Budd presented the proposed new policy in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a First Reading on May 23, 2017.
- G. Trumbull Regional Agriscience/Biotechnology Program, Policy Code ~~6172~~ 6172.1 – Dr. Budd presented the proposed revised policy in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a First Reading on May 23, 2017.
- H. Reporting to Parents, Policy Code 5124 – Dr. Budd presented the proposed revised policy in this evening’s packet. The Committee unanimously agreed to bring the policy, with revision, to the Board for a First Reading on May 23, 2017.
- I. Student Network/Internet Use, Policy Code 6141.321 – Dr. Budd presented the proposed revised policy in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a First Reading on May 23, 2017.
- J. Student One-to-One Device Insurance Program, Policy Code 5143.2 – Dr. Budd presented the proposed new policy in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a First Reading on May 23, 2017.
- K. Pay to Participate, Policy Code 5138 – Dr. Budd presented the proposed revised policy in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a First Reading on May 23, 2017.

Adjournment

Ms. Timpanelli moved to adjourn the meeting at 6:42 p.m.; it was seconded by Ms. Testani, and unanimously agreed to.

POLICY OVERVIEW FORM

Policy Title: Exemption of Students from Instruction
[renamed from Student Exemption from Instruction on Controversial Issues]

Section: 6000 Category: Instruction Code: 6144.1

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: Based on the recent CABE (the Connecticut Association
of Boards of Education) Audit of the TPS Policy Manual, this policy must be revised based on
statutory changes since its most recent revision (2005). The proposed language incorporates the
suggestions of CABE in all respects.

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: 5/10/17
Policy Committee Chair:  Date: 5/17/17

POLICY OVERVIEW FORM

Policy Title: Responsible Use of Animals in the Classroom

Section: 6000 Category: Instruction Code: 6141.4

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: Based on the recent CABE (the Connecticut Association of Boards of Education) Audit of the TPS Policy Manual, the section of this policy dealing with student exemption from dissection instruction has been moved to Policy 6144.1, "Exemption of Students from Instruction." Additionally, new best practices related to dissection instruction are included in this revision based on changes to the National Science Teachers Association (NSTA) Policy Statement since the policy's most recent revision (2002).

State Statute if applicable: N/A

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

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Approval

Superintendent: *Jay Lial* Date: 5/10/17

Policy Committee Chair: *Stephanie Tetari* Date: 5/12/17

POLICY OVERVIEW FORM

Policy Title: Trumbull High School Performance Standards Requirements for Graduation

Section: 5000 Category: Students Code: 5123.1

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: Based on the recent CABE (the Connecticut Association of Boards of Education) Audit of the TPS Policy Manual, the content of Policy 1350, "High School Diplomas for Veterans of World War II," must be updated and incorporated into this policy. In addition, this policy is being updated to reflect a best practices change related to the distribution of credit for THS wellness courses as well as a statutory requirement regarding exemption from the physical education requirement.

State Statute if applicable: N/A

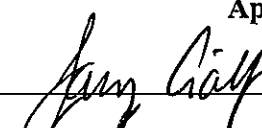
Summary of Actions Required by New Policy/Revision: Upon adoption of this revised policy, current Policy 1350, "High School Diplomas for Veterans of World War II," would be rescinded, as its content, updated, has been integrated into this revised policy.

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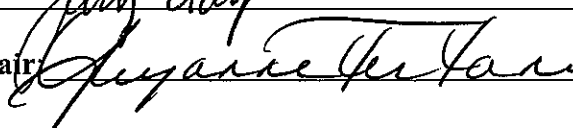
Approval

Superintendent:



Date: 5/10/17

Policy Committee Chair:



Date: 5/17/17

POLICY OVERVIEW FORM

Policy Title: Substitute Teachers

Section: 4000 Category: Personnel – Certified and Non-Certified Code: 4121

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: Based on the recent CABE (the Connecticut Association
of Boards of Education) Audit of the TPS Policy Manual, this policy must be updated to comply
with statutory changes since the time of its most recent revision (2002). The proposed language
incorporates the suggestions of CABE in all respects.

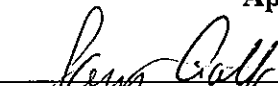
State Statute if applicable: N/A

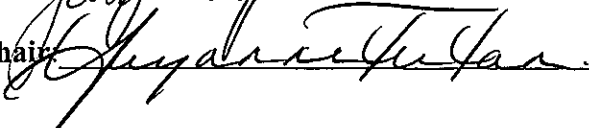
Summary of Actions Required by New Policy/Revision: See above.

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Office Use Only

Approval

Superintendent:  Date: 5/10/17

Policy Committee Chair:  Date: 5/17/17

POLICY OVERVIEW FORM

Policy Title: Medicaid Reimbursement for Special Education Students [renamed from Third-Party Billing]

Section: 3000 Category: Business & Non-Instructional Operations Code: 3310 3231

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: Based on the recent CABE (the Connecticut Association of Boards of Education) Audit of the TPS Policy Manual, this policy must be revised based on changes in federal and state law since the time of its prior revision (2002) as related to Medicaid reimbursement for special education students. The proposed language incorporates the suggestions of CABE in all respects.

State Statute if applicable: N/A

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

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Approval

Superintendent:  Date: 5/10/17

Policy Committee Chair:  Date: 5/17/17

POLICY OVERVIEW FORM

Policy Title: Alternative Education Programs

Section: 6000 Category: Instruction Code: 6172

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: Based on Connecticut Public Act 15-133, the District is required
to adopt a policy for its alternative education programs that conforms with the "Guidelines for
Alternative Education Settings" established by the Connecticut State Department of Education.

The proposed language incorporates the suggestions of the Connecticut Association of Boards of
Education (CABE) throughout.

State Statute if applicable: N/A

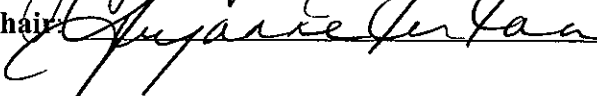
Summary of Actions Required by New Policy/Revision: Upon adoption of this revised policy,
current Policy 6172, "Trumbull Regional Agriscience/Biotechnology Program," would be
renumbered to Policy 6172.1 with minor revision.

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Main Street, Trumbull, CT 06611

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Approval

Superintendent:  Date: 5/10/17

Policy Committee Chair:  Date: 5/17/17

POLICY OVERVIEW FORM

Policy Title: Trumbull Regional Agriscience/Biotechnology Program

Section: 6000 Category: Instruction Code: 6172.1

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: Because of new required policy 6172, "Alternative Education Programs," this policy will be renumbered to 6172.1. At the same time, minor revisions are proposed to conform the policy with current practices.

State Statute if applicable: N/A

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

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Approval

Superintendent:

Date: 5/10/17

Policy Committee Chair:

Date: 5/17/17

POLICY OVERVIEW FORM

Policy Title: Reporting to Parents

Section: 5000 Category: Students Code: 5124

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: This policy, last revised in 2000, does not conform to current
or best practices. The updated language simplifies the regulations, allows for ongoing improvements,
and conforms to updated statutes and contracts. Language from the Connecticut Association of
Boards of Education (CABE) is incorporated throughout.

State Statute if applicable: N/A

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

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Approval

Superintendent: *Janey Cichy* Date: 5/10/17

Policy Committee Chair: *Debraanne G. G...* Date: 5/17/17

POLICY OVERVIEW FORM

Policy Title: Student Network/Internet Use

Section: 6000 Category: Instruction Code: 6141.321

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: The additional section proposed for this policy is necessary
to present guidelines for the upcoming student one-to-one digital learning device initiative.

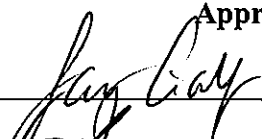
State Statute if applicable: N/A

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

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Approval

Superintendent:  Date: 5/10/17

Policy Committee Chair:  Date: 5/17/17

POLICY OVERVIEW FORM

Policy Title: Student One-to-One Device Insurance Program

Section: 5000 Category: Students Code: 5143.2

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 proposed new policy is necessary to outline District policy
for optional insurance for the upcoming student one-to-one digital learning device initiative.

State Statute if applicable: N/A

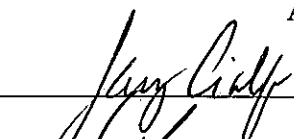
Summary of Actions Required by New Policy/Revision: See above.

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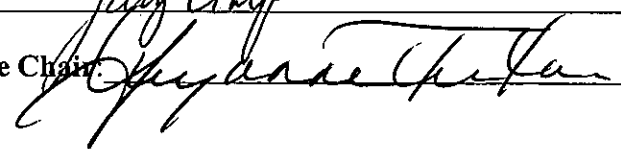
Superintendent:



Date:

5/10/17

Policy Committee Chair:



Date:

5/17/17

POLICY OVERVIEW FORM

Policy Title: Pay to Participate

Section: 5000 Category: Students Code: 5138

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: A modest addition to this policy is necessary to allow the use of
its guidelines for the upcoming student one-to-one digital learning device initiative.

State Statute if applicable: N/A

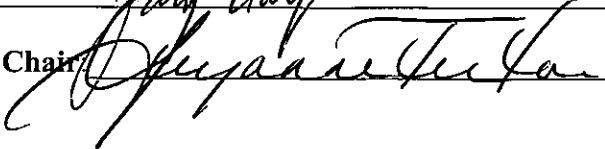
Summary of Actions Required by New Policy/Revision: See above.

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Approval

Superintendent:  Date: 5/10/17

Policy Committee Chair:  Date: 5/17/17