

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT  
Regular Meeting – July 10, 2018  
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:

L. Chory, Chairman  
L. Timpanelli, Vice Chair  
J. Norcel, Secretary  
K. Fearon  
M. Petitti  
M. Ward

Members absent:

J. Donofrio

Agenda Item I—Call to Order

The meeting was called to order at 7:01 p.m.

Agenda Item II—Preliminary Business

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

B. Correspondence

Mrs. Norcel reported receiving one thank you note from former teacher Debbie Fahey on the retirement party. Also, received was one email in support of later school start times and two emails in support of keeping the Food Services Department.

C. Public Comments

Ms. Sue Kriewald spoke on behalf of Food Services and reminded the Board of all the correspondence they received in support of it as well.

D. Board Chairman Report

Mrs. Chory expressed her regret for not being able to be present at the teacher tenure during the June 12, 2018 meeting as she was away attending her daughter's graduation.

E. Superintendent Report

Dr. Cialfi reported the following:

- He and Dr. McGrath along with four other staff members will be attending a training program relating to school safety over the next two days.
- Dr. Budd has arranged for 119 teachers to attend a *Teaching of Reading Institute* at Frenchtown School this week.
- New football coach Marce Petroccio has already been busy with the team including last weekend's "Annual Grip It & Rip It Passing Tournament" in New Canaan where 25 of our players participated.
- He and Dr. McGrath were in contact with Fran Rabinowitz, Executive Director of CAPSS regarding issues related to the Janus Decision that will need to be communicated to all bargaining unit employees.
- The new school bus contractor, Durham School Services, is official as of July 1, 2018.

F. Teacher Board Representative Report – No report.

Agenda Item III—Reports/Action Items

A. Approval/Minutes – Regular Meeting, 6/12/2018

It was moved (Timpanelli) and seconded (Petitti) to approve the minutes of the June 12, 2018 Board of Education meeting as presented. Abstain: Norcel, Chory. Vote: Unanimous in favor.

B. Personnel Report

Dr. Cialfi reported the following certified resignations:

Makiko Coakley, math teacher at Trumbull High School since August 2013, resigning effective June 30, 2018.

Nicole Garcia, English teacher at Trumbull High School since August 2003, resigning effective June 30, 2018.

Suzanne Herlihy, special education teacher Trumbull High School since October 2016, resigning effective June 30, 2018.

Laura Santelli, French teacher at Trumbull High School since August 2010; resigning effective June 30, 2018.

A motion was made to accept the above resignations (Timpanelli) and seconded (Fearon). It was unanimously accepted by the Board.

Dr. Cialfi presented the following certified appointment effective August 27, 2018:

Marcellino Petroccio MA/20 (\$100,897) physical education teacher at Trumbull High School.

This was unanimously received and filed by the Board.

Dr. Cialfi presented the following request for Leave of Absence:

Meghan Plunkett, special education teacher at Madison Middle School since August 2009 is requesting a personal leave of absence without pay for the 2018-2019 school year. This request complies with the Trumbull Board of Education Leave of Absence Policy, 4150.

It was moved (Norcel) and seconded (Timpanelli) to approve the above request for Leave of Absence as presented. Vote: Unanimous in favor.

At this time, a motion was made (Timpanelli) and seconded (Norcel) to move Agenda Item III-D, Approval/Recommendation of the BOE Finance Committee Regarding the Food Services RFP to this portion of the meeting. Vote: Unanimous.

III-D - Approval/Recommendation of the BOE Finance Committee Regarding the Food Services RFP  
Mr. O’Keefe reported that the Board of Education Finance Committee met on Monday, July 2, 2018 to review the Food Services RFP and presented their recommendation to the full Board for their review and discussion. After reviewing the presentation which included side by side financials and a number of observations, Mr. O’Keefe read the recommendation of the BOE Finance Committee as follows: “The BOE Finance Committee has reviewed the Food Services RFP from Chartwells, Whitsons, and Sodexo and is recommending to the Board of Education to NOT PROCEED with outsourcing to a Food Services Management Company at this time.” Mr. O’Keefe then reviewed a number of goals for the Food Services Director to consider and requested on behalf of the BOE for a formal response by the first regular BOE meeting in October, 2018. The goals are listed below:

It was discussed for the Food Services Department to make the following enhancements:

- Pilot a breakfast program at one middle school and one elementary school
- Initiate a Farm to School Program district-wide by 2019-2020 school year
- Design a catering menu for internal and external events that drive \$25,000 of revenue with cost competitive and attractive menus
- Increase overall food sales by 8% of 2017-2018 actuals by introducing innovative marketing campaigns designed to increase meal counts and participation rates for both Lunch and Breakfast and contact all incremental costs associated with implementing these programs.

It was moved (Norcel) and seconded (Fearon) NOT TO PROCEED with outsourcing to a Food Services Management Company at this time. Vote: Unanimous.

C. 2017-2018 Budget Update

Mr. O’Keefe discussed a very preliminary assessment of the year-end 2017-2018 financials. He noted that relative to the same time last year, the financials appear to be in better shape due the rollout this past year of the automated ‘Requisition to Purchase Order’ process which requires all purchases to be made with a Purchase Order which in turn creates an encumbrance in the MUNIS Financial System and provides better visibility to the financials. He also mentioned that the 2017-2018 financials would likely use the majority, if not all of the Excess Cost Grant that the Town has received. He will keep the Board updated.

E. Approval/Beverage Sale (Revised, Correction in Language)

This item was presented at the May 22, 2018 Board of Education meeting but needs clarification on the language. The correction in language was presented as approval for beverages.

It was moved (Ward) and seconded (Petitti) to approve the correction in language for 3) the **beverages** are not sold from a vending machine or school store. Approve the sale of **beverage** items after school and/or at school events and activities contingent upon the three conditions for the 2018-2019 school year as presented. Vote: Unanimous in favor.

F. Approval/Non-Affiliates' Salaries

At this time of the year, the Board of Education reviews and approves the non-affiliated salary increases for those employees not in a bargaining unit. The non-affiliated positions are listed with an alignment to corresponding bargaining unit positions. The following increases are recommended with the corresponding bargaining unit (**in red**):

**Non-Central Office**

- a. Trumbull Public Schools Signing Aide (**paras**)  
Grant this position an increase of 2.0% from \$21.28 to \$21.71 per hour.
- b. OT/PT (Therapists) (**teachers**)  
Grant six of these eight positions an increase of 1.74% from \$68.62 to \$69.81 per hour and one position an increase of 1.74% from \$69.77 to \$70.98 per hour and another position 1.74% from \$55.91 to \$56.88 per hour.
- c. Behavior Analyst (**teachers**)  
Grant one of these positions an increase of 1.74% from \$66.08 to \$67.23 per hour.
- d. Cafeteria Aides (**paras**)  
These individuals work approximately two hours per day in school cafeterias. Grant these positions an increase of 2.0% from \$13.34 to \$13.61 per hour.
- e. Trumbull Public Schools Webmaster (**teachers**)  
Grant this position an increase of 1.74% from \$7,894.14 to \$8,031.50.

**Central Office/Non Affiliates**

- a. Grant the Secretary to the Superintendent an increase of 2.5% from \$59,168.97 to \$60,648.19 (**CILU Support**)
- b. Grant the Executive Assistant to the Superintendent an increase of 2.5% from \$67,235.71 to \$68,916.60 (**CILU Support**)
- c. Grant the Payroll & Insurance Manager an increase of 2.5% from \$82,804.69 to \$84,874.81.
- d. Grant the Director of Building & Facility Maintenance position a 2.0% increase from \$133,759.42 to \$136,434.61.
- e. Business Administrator  
Grant the Business Administrator position a 2.0% increase from \$158,721.88 to \$161,896.32.
- f. Assistant Superintendents  
Grant both Assistant Superintendents a 2.0% increase from \$180,787.61 to \$184,403.36.

A motion was made (Ward) and seconded (Norcel) to approve the above salary increases as presented.  
Vote: Unanimous in favor.

G. Projected 2018-2019 Enrollment

The administration closely monitors enrollment during the summer months. Dr. Cialfi presented a preliminary breakdown of enrollment numbers as of July 2, 2018. Dr. Cialfi will continue to monitor the enrollment as the summer progresses.

H. English Language Learners (ELL) in TPS

Dr. Budd gave a presentation of the English Language Learner (ELL) program in Trumbull Public Schools including the five year trends. He noted that ELL identification begins immediately upon registration as well as intake testing. ELL students enter into Trumbull Public Schools with a spectrum of many languages and the goal is to give them the best education while they are learning to be proficient in English. The number of ELL students are expected to grow and need to be addressed and may require an additional leadership position which can have 60% student interaction. He cited the findings of an English Language Learner audit that was done for Trumbull. He will provide status updates in 6 months and again in 12 months.

Adjournment

Board Members gave unanimous consent to adjourn the Public Session at 9:12 p.m.