

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Regular Meeting – April 22, 2008  
Long Hill Administration Building  
Lorraine R. Smith Assembly Room

7:00 p.m.  
AGENDA

**I. \*PRELIMINARY BUSINESS**

- A. Salute to the Flag
- B. Correspondence
- C. Comments and Questions

**II. PERSONNEL**

- A. Personnel – Mr. Iassogna

**III. CONSENT AGENDA**

- A. Approval/Minutes-Regular Meeting – 4/8/08
- B. Approval/Financial Reports – Mr. Sirico
- C. Approval/Finance Subcommittee of the Board of Education Transfers – Mrs. Chory  
Mrs. Labella, Mr. Wright, Mr. Sirico

**IV. REPORTS**

**V. NEW BUSINESS**

- A. Policies – First Reading
  - 1. Student Teachers, Policy Code: LEAA – Mrs. D’Amato, Dr. Vespe

**VI. OLD BUSINESS**

- A. 2008-09 Budget Discussion – Mr. Iassogna
- B. Policies –Second Reading/Approval
  - 1. Volunteers, Policy Code: KKAA/1212.1 – Mrs. D’Amato, Dr. Vespe
  - 2. Visitors to Schools, Policy Code: KKA/1212 – Mrs. D’Amato, Dr. Vespe

**VII. RECEIVE AND FILE**

- A. Pending Litigation – Dr. Cialfi
- B. Negotiations – Dr. Cialfi

**VIII. OTHER**

**NOTE:** \*If needed, the Board may choose to hold an Executive Session upon two-thirds vote of members present and voting.

# TRUMBULL PUBLIC SCHOOLS

## Trumbull, Connecticut

Report to the Board of Education  
Regular Meeting April 22, 2008

Mr. Iassogna

### Agenda Item II-A

#### Personnel

##### a. Resignations – Certified

Duggan, Carol; mathematics teacher at Trumbull High School since September 1977, retiring effective June 30, 2008.

Sipprell, Kathleen; library/media specialist at Tashua School since March 1990, retiring effective June 30, 2008.

Skibiski, Barbara; mathematics teacher at Madison Middle School since September 1969, retiring effective June 30, 2008.

#### Recommendation:

Accept

##### b. Appointments – Certified

Kennan, Philip; MA-3 Spanish teacher at Hillcrest Middle School, effective August 25, 2008..

#### Recommendation:

Receive and file

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting – April 22, 2008

Mr. Iassogna

Agenda Item – III-A

Approval/Minutes

Regular Meeting - 4/8/08

Administrative Recommendation:

Approve the minutes of the above  
noted meeting.

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT  
Regular Meeting – April 8, 2008  
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:

S. Wright, Chairperson  
M. Ward, Vice Chairperson  
J. Tyborowski, Secretary  
L. Chory, Board Member  
D. Herbst, Board Member  
L. King, Board Member  
L. Labella, Board Member

Agenda Item I – Preliminary Business

- A. Salute to the Flag - The Public Session began at 7:12 p.m. followed by a salute to the Flag.
- B. Correspondence –Secretary Joann Tyborowski reported that the Board had been copied on a plethora of emails that had been sent to the Town Council requesting they restore the education budget to at least the status quo level. Mrs. Tyborowski also noted that emails were received criticizing the proposed budget cut list, but that no alternatives were suggested.
- C. Comments and Questions –Trumbull Resident John Karpowich, 29 Ellsworth Street, voiced his appreciation to the Board and administration for the hard work they have done during this tumultuous budget season. He also made several suggestions for recouping some monies usurped by mandates such as having parents whose child is in-school suspension pay a share of the teacher or having parents of in-school suspended students supervise them.
- D. Recognition – Girls' Soccer Team – The Trumbull High School Girls' soccer Team, under the direction of Coaches Dan Uhrlass and Lou Monaco, won the CT Division LL State Championship for the second consecutive year. Athletic Director Michael Herbst presented the following Soccer Team members with a commemorative plaque: Crissy Ayala, Christine Larson, Meg Loughman, Colleen Nilan, Lis Bundschuh, Meg Noviskis, Ali Ditolla, Marissa Pearson, Jenn Rose, Kristen Forster, Bianca Reggiano, Kali Stamos, Alissa Cornell, Amy Catanese, Andrea Young, Kara Kepell, Jess Deigel, Celine Vitale, Steph Helfrich, and Rachel O'Sullivan.

Agenda Item II -- Personnel

Personnel – A Revised Personnel Agenda was distributed. It was moved (Herbst) seconded (King) to accept the resignation of Maria Breen, grade one teacher at Frenchtown Elementary School since October 2003, resigning effective June 30, 2008; Carol Brennan, reading and language arts teacher at Madison Middle School since September 1968, retiring effective June 30, 2008; Deborah Linane, art teacher at Tashua School since September 1973, retiring effective June 30, 2008; and Joseph Moyer, music teacher at Jane Ryan School since September 1971, retiring effective June 30, 2008. Vote: unanimous in favor.

It was moved (Tyborowski) seconded (Herbst) to take Item IV-A, A Day on the Hill, out of order. Vote: unanimous in favor.

Agenda Item IV Reports (out of order)

A. A Day on the Hill – Trumbull High School Social Studies teacher Michael Margonis and several students from his *We the People* class joined Board Chairman Steve Wright in Hartford to interact with Connecticut Legislators at a convention. This yearly convention, sponsored by the CT Association of Boards of Education, brings together local officials and community members to rally for public education.

Mr. Margonis and students Morgan Griffin, Sarah Sweeney, John Scott and Eric Brennan described this hands-on, enjoyable experience to the Board.

Agenda Item III – Consent Agenda

A. Approval/Minutes – Special Meeting –3/25/08 – By unanimous consent of members present at that meeting, the minutes were approved as presented.

It was moved (Herbst) seconded (King) to take Item V-A, Board Committee Appointment, out of order. Vote: unanimous in favor.

Agenda Item V – New Business (out of order)

A. Board Committee Appointment – In addition to serving on the Board of Education, members also serve on a variety of subcommittees. One such subcommittee, the Charter Communications Advisory Committee, changed the schedule of their meetings and now meets at the same time as the Board of Education. As a result Chairman Wright is recommending that former Board member Donna Cassidy be appointed to this committee for a term of two years or until such time she is replaced since she was a member of that group and is knowledgeable in that area. Following discussion, it was moved (Ward) seconded (Labella) to approve Mrs. Cassidy’s appointment to this position.

B. Sabbatical Request –Trumbull High School Guidance Counselor James Capella requested a one-half year sabbatical to research and implement a program using Art to help students achieve their fullest potential. According to contract, upon recommendation of the Superintendent and with the approval of the Board, leave may be granted for such requests. In light of budgetary reductions, the Superintendent is not recommending this request to the Board.

It was moved (Herbst) seconded (King) to take Item VI-A, Disaster Policy, out of order. Vote: unanimous in favor.

Agenda Item VI- Old Business (out of order)

A. Policies, Second Reading/Approval – Disaster Policy, Policy Code: EBCA/6114. This policy was presented to the Board for a first reading on March 4, 2008 and no changes were recommended. It was moved (Tyborowski) seconded (Ward) to approve this policy as presented. Vote: unanimous in favor.

Agenda Item III – Consent Agenda

B. Approval/Financial Reports – This item was tabled from the March 25 meeting. Discussion ensued regarding the Expense Report that included the cost of interns. It was moved (Herbst) seconded (King) to approve the Expense Report as presented. Vote: unanimous in favor. Following discussion, it was moved (Ward) seconded (King) to accept the Grant Expense Report for the 8 months ended 2/29/08 as presented. Vote: unanimous in favor. In discussion about the consolidated Financial Statement, student Board member Jameson Cherilus noted that the food in the cafeteria at

Trumbull High had much improved. It was moved (Tyborowski) seconded (King) to approve the Consolidated Financial Statement as presented. Vote: unanimous in favor.

- C. Approval/Finance Subcommittee of the Board of Education Transfers – This item was tabled from the March 25 meeting. Mrs. Labella noted that three January transfers and five February transfers needed full Board approval. It was moved (Tyborowski) seconded (Herbst) to approve January transfer numbers 322, 331 and 332 and February transfer numbers 339, 346, 347, 348 and 349 as described. Vote: unanimous in favor. A discussion ensued regarding clarification of consultants, who work with teachers and parents of special education students.
- B. 2008-09 Budget Discussion – As previously discussed, the Superintendent and Board are in the process of reducing the 2008-09 budget request by \$2,383,201. It was noted that the Finance Committee of the Town Council will meet on April 10 to make their recommendation to the full Council, who will meet on April 22. Further discussion ensued this evening including the Board's going out for bid on legal service and the agent of record for insurance services, scheduling of Board work sessions as the Board has final decision of where budget cuts will be made, maintaining a TAG program to service only identified students, OT and PT hours and salaries, the possibility of hiring less experienced teachers at a lower cost, costs of sending students to the Aquaculture, RCA and Six-to-Six Magnet School programs, clarification that the Girls' Ice Hockey Team is a combined Trumbull/Joel Barlow team that is not recognized by the CIAC as a sport and that Joel Barlow pays the same participation fees as Trumbull, but does not contribute to any overhead costs, Title IX as it relates to equality for girls' and boys' teams, and class size.

It was noted that Board work sessions will be scheduled for April 29 and 30 and will be open to the public.

#### Adjournment

Board Members gave unanimous consent to adjourn the Public Session at 9:00 p.m.

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting – April 22, 2008

Mr. Sirico

Agenda Item III – B – 1

Financial Reports

	<u>Page</u>
a) Board of Education Expense Report for the 9 months ended 03/31/08.....	1
b) Grant Expense Report for the 9 months ended 03/31/08....	4
c) Consolidated Financial Statement for the 9 months ended 03/31/08.....	6

Recommendation:

Accept the Trumbull Board of Education Financial reports  
for the nine months ended 03/31/08

Trumbull Board of Education Expense vs Budget  
Report for the 9 Months Ended 3/31/08

Printed 4/14/08

Object Description	Object#	Budget			Expended	Commitments/ Estimates	Available	% Spent
		Original	Transfers	Revised				
<b>Salaries</b>	<b>100</b>							
Admin./Supervisors	110	3,760,079	(240,383)	3,519,696	2,695,647	817,293	6,755	99.81%
Teachers	120	37,129,945	(437,492)	36,692,453	24,476,022	12,192,947	23,484	99.94%
Custodians/Maintenance	130	3,217,828	(73,952)	3,143,876	2,383,696	743,104	17,076	99.46%
Tech Support	140	472,913	24,393	497,306	389,440	111,432	(3,566)	100.72%
Secretaries	150	2,212,750	0	2,212,750	1,669,803	512,160	30,787	98.61%
Paras	160	1,849,708	4,128	1,853,836	1,414,788	501,015	(61,967)	103.34%
Substitutes	170	731,234	203,000	934,234	594,204	255,000	85,030	90.90%
Coaches & Advisors	180	521,078	(4,100)	516,978	269,620	0	247,358	52.15%
Salaries Other	190	2,189,423	77,872	2,267,295	2,040,960	155,482	70,854	96.87%
Salaries Totals		52,084,958	(446,534)	51,638,424	35,934,180	15,288,433	415,811	98.34%
<b>Benefits</b>	<b>200</b>							
Health Insurance	210	8,974,350	(184,350)	8,790,000	6,365,872	2,195,907	228,221	97.40%
FICA	220	1,239,194	0	1,239,194	936,999	353,338	(51,143)	104.13%
Life Insurance	280	124,000	0	124,000	90,590	28,624	4,786	96.14%
Benefits Other	290	26,500	0	26,500	18,549	5,756	2,195	91.72%
Benefits Totals		10,364,044	(184,350)	10,179,694	7,412,010	2,583,625	184,060	96.45%
<b>Services - Prof. &amp;</b>	<b>300</b>							
Professional Development	320	186,125	17,934	204,059	98,197	6,093	99,769	51.11%
Legal	330	120,000	75,355	195,355	115,016	101,406	(21,067)	110.78%
Service Contracts	340	262,450	(6,576)	255,874	276,552	1,156	(21,834)	108.53%
Consultants	360	257,250	240,820	498,070	309,545	199,098	(10,573)	102.12%
Other Prof Services	390	188,860	(4,730)	184,130	122,570	6,306	55,254	69.99%
Services - Prof. & Totals		1,014,685	322,803	1,337,488	921,880	314,059	101,549	121.81%
<b>Services - Property</b>	<b>400</b>							
Utilities	410	2,094,250	(205,270)	1,888,980	1,068,505	753,305	67,170	96.44%
Energy	415	1,510,600	0	1,510,600	901,217	355,159	254,225	83.17%
Repairs & Service Fees	430	428,350	(44,285)	384,065	117,357	32,983	233,725	39.14%



Trumbull Board of Education Expense vs Budget  
Report for the 9 Months Ended 3/31/08

Printed 4/14/08

Object Description	Object#	Budget			Expended	Commitments/ Estimates	Available	% Spent
		Original	Transfers	Revised				
Telephones	440	124,100	0	124,100	68,762	54,440	898	99.28%
Internet	442	43,520	12,801	56,321	42,886	13,323	112	99.80%
Leases & Rentals	445	408,650	(26,700)	381,950	235,642	103,060	43,248	88.68%
Other Purch Prop Services	490	197,245	79,185	276,430	162,716	56,613	57,101	79.34%
Services - Property Totals		4,806,715	(184,269)	4,622,446	2,597,085	1,368,883	656,478	82.51%
<b>Services - Purchased</b>	<b>500</b>							
Transportation	510	3,794,300	3,597	3,797,897	1,700,863	2,010,342	86,692	97.72%
Postage	530	60,000	0	60,000	40,581	3,000	16,419	72.63%
Advertising	540	7,050	0	7,050	1,504	700	4,846	31.26%
Interns	550	108,000	159,350	267,350	252,016	7,668	7,666	97.13%
Tuition	560	2,301,068	103,550	2,404,618	1,911,169	460,349	33,100	98.62%
Printing	570	70,125	(2,600)	67,525	39,013	2,839	25,673	61.98%
Other Purch Services	590	99,425	39,800	139,225	103,770	14,904	20,551	85.24%
Services - Purchased Totals		6,439,968	303,697	6,743,665	4,048,916	2,499,802	194,948	101.69%
<b>Supplies</b>	<b>600</b>							
Supplies Teaching	610	648,959	69,664	718,623	539,873	69,021	109,729	84.73%
Supplies Office	620	206,435	(15,056)	191,379	130,218	13,338	47,823	75.01%
Supplies Custodial	630	126,660	0	126,660	59,310	20,734	46,616	63.20%
Supplies Maintenance	635	386,350	32,847	419,197	237,644	30,198	151,355	63.89%
Text & Workbooks	640	443,549	7,462	451,011	385,506	16,761	48,744	89.19%
Subscriptions	645	55,247	400	55,647	38,326	1,805	15,515	72.12%
Testing Materials	650	83,480	1,000	84,480	54,482	1,681	28,317	66.48%
Books & AV	655	99,070	551	99,621	69,109	20,766	9,746	90.22%
Software	660	132,069	68,170	200,239	191,977	497	7,765	96.12%
Other Supplies	690	41,025	0	41,025	10,309	4,056	26,660	35.02%
Supplies Totals		2,222,844	165,038	2,387,882	1,716,753	178,858	492,272	85.28%
<b>Property</b>	<b>700</b>							
Office Equipment	710	6,150	900	7,050	5,132	281	1,638	76.77%

Trumbull Board of Education Expense vs Budget  
Report for the 9 Months Ended 3/31/08

Printed 4/14/08

Object Description	Object#	-----Budget-----			Expended	Commitments/ Estimates	Available	% Spent
		Original	Transfers	Revised				
Office Furniture	720	36,906	7,807	44,713	23,840	1,633	19,240	56.97%
Classroom Equipment	730	403,225	(7,993)	395,232	283,908	34,838	76,486	80.65%
Building Equipment	750	66,750	407	67,157	36,350	1,592	29,215	56.50%
Other equipment	790	38,350	0	38,350	3,693	0	34,657	9.63%
Property Totals		<u>551,381</u>	<u>1,121</u>	<u>552,502</u>	<u>352,923</u>	<u>38,343</u>	<u>161,236</u>	<u>70.96%</u>
<u>Other Objects</u>	<u>800</u>							
Dues, Fees and Memberships	810	93,365	(2,506)	90,859	72,213	1,058	17,588	80.64%
Unemployment	825	20,000	25,000	45,000	24,805	22,445	(2,250)	105.00%
Other Objects	890	33,000	0	33,000	34,799	0	(1,799)	105.45%
Other Objects Totals		<u>146,365</u>	<u>22,494</u>	<u>168,859</u>	<u>131,817</u>	<u>23,503</u>	<u>13,539</u>	<u>106.12%</u>
Report total		<u>\$77,630,960</u>	<u>\$0</u>	<u>\$77,630,960</u>	<u>\$53,115,563</u>	<u>\$22,295,505</u>	<u>\$2,219,892</u>	<u>97.14%</u>

	<u>Total Budget</u>	<u>Exp LY</u>	<u>Budget @ BOY</u>	<u>Expended</u>	<u>Encumbered</u>	<u>Available</u>
<u>Grants Ending 9/30/07</u>						
Headstart ABCD P	264,585	186,497	78,088	78,143	0	(55)
9/30/07 Totals	264,585	186,497	78,088	78,143	0	(55)
<u>Grants Ending 3/31/08</u>						
USDE Crisis Management P	110,050	9,676	100,374	69,461	0	30,913
3/31/08 Totals	110,050	9,676	100,374	69,461	0	30,913
<u>Grants Ending 6/30/08</u>						
IDEA Pre-K P	38,762	38,511	251	230	0	21
IDEA-B NP	30,000	11,000	19,000	5,336	13,162	502
IDEA-B P	1,173,420	1,079,185	94,235	88,437	196	5,602
Magnet School P	94,827		94,827	58,603	36,224	0
Open Choice P	87,500	0	87,500	47,546	267	39,687
Perkins P	39,941	0	39,941	22,254	1,475	16,212
Title 1 P	131,587	131,587	0			0
Title 2-A NP	24,367	14,845	9,522	9,522	0	0
Title 2-A P	92,101	92,060	41	41	0	0
Title 2-D Tech NP	225	134	91	63	0	28
Title 2-D Tech P	783		783	783	0	0
Title 3-A P	15,340	10,925	4,415	180	0	4,235
Title 4-A NP	3,418	2,040	1,378	1,378	0	0
Title 4-A P	12,639	12,611	28	0	0	28
Title 5 NP	1,308	781	527	365	0	162
Title 5 P	4,869	4,779	90	90	0	0
Underage Drinking P	133,226	35,737	97,489	34,173	0	63,316
6/30/08 Totals	1,884,313	1,434,195	450,118	269,001	51,323	129,794
<u>Grants Ending 9/30/08</u>						
Headstart ABCD P	268,508	0	268,508	117,749	79,561	71,198
9/30/08 Totals	268,508	0	268,508	117,749	79,561	71,198
<u>Grants Ending 6/30/09</u>						
IDEA Pre-K P	38,896	0	38,896	20,334	11,471	7,091
IDEA-B NP	27,450	0	27,450	11,000	0	16,450

e-estimated budget

	<u>Total Budget</u>	<u>Exp LY</u>	<u>Budget @ BOY</u>	<u>Expended</u>	<u>Encumbered</u>	<u>Available</u>
IDEA-B P	1,191,073	0	1,191,073	758,906	396,089	36,078
Immigrant & Youth P	24,757		24,757	372	0	24,385
Title 1 P	151,315	0	151,315	93,618	39,595	18,102
Title 2-A NP	24,941	0	24,941	0	0	24,941
Title 2-A P	94,227		94,227	61,419	21,827	10,982
Title 2-D Tech NP	188	0	188	0	0	188
Title 2-D Tech P	727	0	727	31	0	696
Title 3-A P	15,983	0	15,983	0	0	15,983
Title 4-A NP	3,439	0	3,439	0	0	3,439
Title 4-A P	12,681	0	12,681	3,786	0	8,895
Title 5 NP	1,372	0	1,372	0	0	1,372
Title 5 P	5,015	0	5,015	3,938	0	1,077
<b>6/30/09 Totals</b>	<b>1,592,064</b>	<b>0</b>	<b>1,592,064</b>	<b>953,402</b>	<b>468,982</b>	<b>169,680</b>
<b>Report total</b>	<b>\$4,119,520</b>	<b>\$1,630,368</b>	<b>\$2,489,152</b>	<b>\$1,487,756</b>	<b>\$599,867</b>	<b>\$401,529</b>

Consolidated Balance Sheets as of 03/31/08					
	Special Revenue		Trust Funds		Total
	School Lunch	BOE Programs	Expendable Trust	Student Activity	
<b>Assets:</b>					
Cash	\$ 812,985	\$ 553,181	\$ 150,904	\$ 458,375	\$ 1,975,444
Accounts Receivable	81,057		99,956		181,013
Inventory	66,220				66,220
Prepaid Expense					-
<b>Total Assets:</b>	<b>960,262</b>	<b>553,181</b>	<b>250,860</b>	<b>458,375</b>	<b>2,222,677</b>
<b>Liabilities:</b>					
Accounts Payable	98,414	42,365			
Wages Payable	2,774				2,774
Deferred Revenue	81,511		99,956		181,467
Due to others				458,375	458,375
<b>Total Liabilities:</b>	<b>182,699</b>	<b>42,365</b>	<b>99,956</b>	<b>458,375</b>	<b>783,395</b>
<b>Fund Balances:</b>	<b>\$ 777,563</b>	<b>\$ 510,816</b>	<b>\$ 150,904</b>	<b>\$ -</b>	<b>\$ 1,439,282</b>
<b>Statement of Revenues, Expenditures and Changes in Fund Balances for the eight months ended 03/31/08</b>					
<b>Revenue/increases:</b>					
Food Sales/Charges for Service	\$ 1,397,742	\$ 750,579			\$ 2,148,321
Intergovernmental	165,729	30,137			
Transfer from student activity		272,319			
Other Income/Interest	37,165		3,082		40,247
Donations			10,827		10,827
<b>Increases</b>				<b>824,218</b>	<b>824,218</b>
<b>Total revenue/increases</b>	<b>1,600,636</b>	<b>1,053,036</b>	<b>13,908</b>	<b>824,218</b>	<b>3,491,798</b>
<b>Expenses/decreases</b>					
Wages and Fica	612,066	865,095			1,477,161
Medical	246,720				
Other Expenses	53,028	116,427	685		170,141
Supplies	52,789	104,599			
Cost of Food	582,655	20,509			603,164
Equipment	28,353	59,624			
<b>Decreases</b>				<b>1,102,560</b>	<b>1,102,560</b>
<b>Total Expenditures/Increases</b>	<b>1,575,611</b>	<b>1,166,254</b>	<b>685</b>	<b>1,102,560</b>	<b>3,845,111</b>
<b>Increase (decrease) in net assets</b>	<b>\$ 25,025</b>	<b>\$ (113,219)</b>	<b>\$ 13,223</b>		<b>(74,971)</b>
<b>Fund Balances:</b>					
Beginning of year	\$ 752,538	\$ 624,034	\$ 137,680	\$ -	\$ 1,514,252
End of period	\$ 777,563	\$ 510,815	\$ 150,903	\$ -	\$ 1,439,281

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting – April 22, 2008

Mrs. Chory, Mrs. Labella, Mrs. Tyborowski,  
Mr. Wright, Mr. Sirico

Agenda Item - III - C

Approval/Finance Subcommittee of  
The Board of Education Transfers

The Finance Subcommittee of the Trumbull Board of Education, convened in the office of the Business Administrator for a regular meeting on April 3, 2008. Transfers made in March 2008 were reviewed and discussed.

For informational purposes, the minutes of the above meeting are attached.

Mrs. Labella will discuss the substance of this meeting and request full Board approval for the qualifying transfer.

Review, discuss, and approve transfer.

Administrative Recommendation:

Budget Transfers For Trumbull BOE  
Operating Account for Mar—08

<u>Ac#</u>	<u>CC-Function-Description</u>	<u>Inc/Dec</u>	<u>Amount</u>	<u>Description</u>
<u>Transfer # 356x</u>				
01912520-52002	Benefits-Benefits-Health & Dental	Decrease	25,000	Needed for budget shortfall
01912520-52006	Buss Ad-Admin Office-Unemployment	Increase	25,000	Needed for budget shortfall
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 353</u>				
01711016-54201	THS-Music-Uniform Cleaning	Decrease	1,052	funds needed for field trip
01711016-56411	THS-Music-Text & Workbooks	Decrease	1,100	funds needed for field trip
01711016-57301	THS-Music-Equipment Inst.	Decrease	1,445	funds needed for field trip
01711016-55809	THS-Music-Field Trips	Increase	3,597	funds needed for field trip
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 354</u>				
01712400-57308	THS-Admin Office-New Furniture	Decrease	2,000	Fee for Peer Mediation Training
01712400-55800	THS-Admin Office-Professional Development	Increase	2,000	Fee for Peer Mediation Training
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 355</u>				
01582400-56110	TSE-Admin Office-Office Supplies	Decrease	41	to purchase paper and supplies
01582400-57301	TSE-Admin Office-Equipment Inst.	Decrease	229	to purchase paper and supplies
01582400-57308	TSE-Classroom-New Furniture	Decrease	8	to purchase paper and supplies
01582400-58900	TSE-Admin Office-Dues & Fees	Decrease	1,006	to purchase paper and supplies
01581001-56111	TSE-Classroom-Classroom Supplies	Increase	1,284	to purchase paper and supplies
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 357</u>				
01912520-52002	Benefits-Benefits-Health & Dental	Decrease	9,350	Budget Shortage
01401000-55502	Asst. Super-District Wide-Interns HS	Increase	9,350	Budget Shortage
	<u>Transfer total</u>		<u>0</u>	
Total Increases			<u>\$41,231</u>	
Total Decreases			<u>\$41,231</u>	

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT  
Finance Committee of the Board of Education  
Minutes of Meeting – April 3, 2008  
Long Hill Administration Building  
Office of the Business Administrator

The Finance Committee of the Trumbull Board of Education convened in the office of the Business Administrator.

Members present: Lisa Labella, Board Member  
S. Sirico, Business Administrator  
S. Wright, Board Chair  
Members absent: Loretta Chory, Board Member  
Joann Tyborowski, Board Member

The meeting was called to order at 8:10 a.m.

**Agenda Item I – Review of Budget Transfers March.**

The Committee reviewed the March transfers, of which one will need Board approval. 356X transfers funds into the unemployment account, as that account was under budgeted for the current fiscal year.

**Agenda Item II – Approval of Minutes from March 6, 2008**

The minutes of the above meeting were approved by unanimous consent.

**Agenda Item III – Expense Reports**

Mr. Sirico explained that he will be changing the headings on the Expense vs. Budget report he distributes to the Board. He believes that the term “encumbered” is confusing, and, in order to be more user friendly, suggested the heading “Committed & Estimates”, which is a clearer identifier of the number in the column. He will also be changing the “Available” heading to “Uncommitted”. The committee concurred with these changes.

**Agenda Item IV – Budget Transfer Policy and the Finance Committee Policy**

This item requested to be on the agenda by Mrs. Chory. It was tabled by unanimous consent as Mrs. Chory was absent from the meeting.

**Adjournment**

The Committee gave unanimous consent to adjourn the meeting at 8:20 a.m.

Respectfully submitted,



Lisa Labella  
Committee Chair



TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting- April 22, 2008

Mrs. D'Amato, Dr. Vespe

Agenda Item-V – A.1

First Reading  
Student Teachers

PAC and the administration revised this policy to include wording regarding background checks of student teachers and that student teachers must abide by District policies. (New wording is noted in bold; deletions by a strikethrough.)

Recommendation:

Discuss *Policy LEAA*  
*Student Teachers.*

## **POLICY OVERVIEW**

**Policy Title:** Student Teachers

**Section:** LEAA – Student Teachers

**Code:** LEAA

**Sponsor:** S. D'Amato

**Phone No.:**

**New:** No, adopted 9/16/75.

**Revision:** Last revised, 4/10/94.

**Initiated By:** Policy Advisory Committee

### **Reason For New Policy/Revision:**

This policy was due for review. PAC and the administration included wording regarding background checks of volunteers.

### **Summary of Actions Required By New Policy/Revision:**

This policy must be shared with all principals, appropriate staff and potential student teachers.

### **Board Responsibility (if any):**

**Responsibility for Monitoring Actions:** Superintendent

**Additional Budget Required (if any):** Yes, cost of background checks.

**(Budgetary):**

TRUMBULL PUBLIC SCHOOLS  
BOARD OF EDUCATION  
POLICY MANUAL

02-06-08 DRAFT

SECTION: L – Education Agency Relations  
CATEGORY: LE – Relations with  
Colleges & Universities  
POLICY CODE: LEAA – Student Teachers

02-06-08 DRAFT

## STUDENT TEACHERS

### Policy

The Trumbull Board of Education recognizes it has an obligation to assist student teachers in gaining the valuable experience of classroom instruction and that every effort should be made to place student teachers in a situation where there will be optimum opportunity for success. The Board of Education also recognizes that in order to fulfill successfully the above it must establish certain regulations that will guarantee that Trumbull students will continue to receive a high standard of instruction while student teachers receive the best possible teaching experience. **Student teachers must follow all policies and guidelines as any other instructor in the Trumbull Public Schools.**

Adopted: 9/16/75  
Approved Revision: 4/10/94  
**Proposed Revision: Pending**

Regulations

1. All requests by colleges for placement of student teachers will be made through the District Facilitator **or his/her designee.** (Assistant Superintendent)
2. Student teachers shall be interviewed by the principal (or his/her designee) and the cooperating teacher before placement is allowed.
3. Student teachers must abide by the school calendar and daily schedule during their tenure of student teaching.
4. It is the responsibility of the cooperating teacher to recommend termination, at the earliest possible date, to the college supervisor and building principal if it appears that a student teacher's performance is not adequate.
5. **All student teachers are required to submit to a background check completed by the Trumbull Board of Education Personnel Office. Each potential student teacher will complete and sign the School Volunteer Security Check form. This form is available at each school, the Trumbull Board of Education Personnel Office, and the Trumbull Public Schools Website. The form will be completed during the interview process and then submitted to the Trumbull Board of Education Personnel Office. ~~Once the form is received, processing takes only a few seconds.~~ If there are any questions raised from the check, the matter will be referred to the Superintendent and/or his/her designee for review; otherwise the individual is approved and able to student teach in the Trumbull Public Schools.**
6. **All student teachers must follow all university and district-wide policies.**

Approved: 9/16/75  
Approved Revision: 4/10/94  
**Proposed Revision: Pending**

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting – April 22, 2008

Mr. Iassogna

Agenda Item – VI-A

2008-09 Budget Discussion

As shared previously by the Superintendent, the process of eliminating a minimum of \$ 2,383,201 from the Board's 2008-09 request will be **ongoing** until the final allocation is received following the Town Council's April 24, 2008 meeting.

As previously distributed and discussed, attached is the Superintendent's final recommendation to the Board of Education, with only minor refinements. The document reflects recommended savings of \$2,283,363 as follows: \$998,510 in personnel; \$743,604 in programmatic areas; and \$541,249 in support accounts. Approximately \$99,838 is yet to be determined.

Administrative Recommendation: Review and discuss.

# TO BE REDUCED: \$2,383,201

## Initial Board Reduction: \$868,964

### A. PERSONNEL\*

Curr./Text/Wk/bk	-308,700	1.0	Data Technology Specialist (new)	\$ 60,000
.8 TECEC/Outplacement Chair	-44,000	1.0	Elementary Asst. Principal	110,000
Curr. Dept./School Classroom Supplies	-82,000	6.0	Elementary Interns (Intervention)	75,000
District Classroom Equipment	-70,500	2.0	Elem. Spec. Ed (new, JR, DF)	110,000
District Prof. Development	-73,100	3.0	Elem. Rdg. Spec. (new)	165,000
THS/2.4 positions (.6 new Sci, .6 new Bus, .6 new Math, .4 new SS, .2 new World Lang.)	-168,000	--	Restructure In-School Suspension Monitor Position Use Paras (new). (55,000 - 13,000)	42,000
Phase I Reduction List (remaining)	-102,664	0.2	FT School Psych. (new)	11,000
Phase II Reduction List (remaining)	-35,000	0.4	Dist. Speech Teacher	22,500
District Curr. Writing	-30,000	1.0	Sp. Ed. Teacher - THS	55,000
	<b>-\$913,964</b>	1.0	M.S. Math (new .6 MAD, .4 HC)	55,000
2nd All Day Kindergarten	35,000	1.0	THS Attendance Para (new) (Modify Policy)	17,500
		--	FAST Forward Intervention/Support	48,000
		--	Secretarial Reductions - Long Hill and Secondary Schools	41,010
THS Night Media Specialist	<u>10,000</u>	--	Benefits for Above Positions	<u>186,500</u>
	<b>-\$868,964</b>			<b>\$ 998,510</b>

\*New positions in 2008-09 Request are noted (unless otherwise indicated, all other positions are existing ones)

## B. PROGRAMMATIC

Curr. Dept. Gr. 1 Math Investigations	\$ 37,000	
Full Day Kdg. Pilots (2)	70,000	
Curr. Dept. - Word Study Units	81,287	
TAG Program - 3.0 Teachers	165,000	
M.S. Basketball/Transportation	8,000	
M.S. Intramurals	34,795	
THS Intramurals	6,568	
THS Athletics (Girls Ice Hockey, JV Cheerleading, Sophomore Football)	52,320	
(All 9th grade sports)	109,784	
District Sub. Teacher Accts.	48,000	
District Sub. Sec. Accts.	9,500	
THS Field Trips/Sub Accts.	9,000	
THS Clubs/Advisor Accounts	29,750	
District Furniture Accts./New & Benefits for Above	37,600	
	<u>45,000</u>	
	<b>\$743,604</b>	

## C. SUPPORT

K-12 Classroom Supply Accts.	\$116,327	
K-12 School Text/Wkbk Accts.(replacement)	90,972	
Division/School Prof. Dev. Accts.	27,400	
District Prof. Development	22,400	
Curr. Dept. Prof. Development (K-2 Reading)	42,000	
Plant Operations Project Reductions	101,050	
Plant - Close All Bldgs. at 6:00 p.m. except for THS and Town recreation programs (2 day per month Adm./Community Use Available)	29,100	
Eliminate All Use of Buildings on Sunday	12,000	
Plant - Misc. Supplies	19,500	
Tech. Dept. District Equip.	20,000	
PPS Printing, Materials Accts.	9,500	
PPS Equip. Acct.	10,000	
PPS Curr. Writing	8,000	
Supt./Board - Legal	15,000	
Secondary "Late" Bus Runs	<u>18,000</u>	
	<b>\$541,249</b>	
	Total of A, B & C	\$2,283,363
	Yet to be determined	\$99,838
	revised	4/17/2008

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting- April 22, 2008

Mrs. D'Amato, Dr. Vespe

Agenda Item-VI – B 1

Second Reading/Approval  
Volunteers

This policy was presented to the Board for a first reading on March 4, 2008. The Board recommended that language discouraging volunteers from bringing in younger siblings should be considered and that information regarding the use of cell phones be added. It was also recommended that the School Security Check Form be made available online.

The policy was forwarded to the Board attorney for input. The attorney recommended the following: including introductory language stating and acknowledging the value that volunteers bring to the District; adding language prohibiting registered sex offenders or convicted felons from volunteering; and, changes to the definition of volunteers. (New wording is noted in bold; deletions by a strikethrough.)

Recommendation:

Discuss and Approve *Policy KKAA/1212  
Volunteers.*



## **POLICY OVERVIEW**

**Policy Title:** Volunteers

**Section:** K – School Community Relations

**Code:** KKAA/1212

**Sponsor:** S. D’Amato

**Phone No.:**

**New:** Yes.

**Revision:**

**Initiated By:** Policy Advisory Committee

### **Reason For New Policy/Revision:**

This policy was created to address volunteers in the schools, specifically the difference between a visitor and a volunteer, to establish guidelines for volunteer behavior and procedures for background checks of volunteers.

### **Summary of Actions Required By New Policy/Revision:**

This policy must be shared with all principals, staff, parents/guardians and community volunteers.

### **Board Responsibility (if any):**

**Responsibility for Monitoring Actions:** Superintendent

**Additional Budget Required (if any):** Yes, cost of background checks.

**(Budgetary):**

02/26/08 DRAFT

02/26/08 DRAFT

## VOLUNTEERS

### Policy

**The Board of Education recognizes that volunteers can make many valuable contributions to our schools. The Board of Education encourages the use of volunteers to: (1) enhance students' learning achievement, (2) provide enrichment experiences for students, (3) increase the effective utilization of staff time and skills, (4) give more individual attention to students, and (5) promote greater community involvement.**

~~The Board of Education permits and encourages parents and community volunteers in our schools.~~ While we value this contribution, we must also protect the safety and welfare of our pupils and employees. To this end, the Principal of each school shall administer volunteers in accordance with regulations established by the Superintendent of Schools. **Annually, Principals shall submit a list of all volunteers in the district (chaperones on field trips, aides, library and classroom volunteer assistance, assistance at athletic events, field days, etc.) to the Superintendent of Schools.**

**The Superintendent shall establish procedures for securing and screening volunteers. No person who is a "sex offender" as defined by Public Act 98-111, An Act Concerning the Registration of Sexual Offenders shall be used.**

### References

#### **Connecticut General Statutes**

**10-4g Parent and community involvement in schools; model programs; school based teams.**

**10-235 Indemnification of teachers, board members, employees and certain volunteers and students in damage suits; expenses of litigation.**

**54-254 Registration of person who has committed a felony for a sexual purpose**

Adopted: Pending

Regulations

1. A volunteer is defined as an individual, **other than an employee**, who works with the students at any of the Trumbull Public Schools. An example of a volunteer is a parent or guardian who assists the classroom teacher during centers or chaperones a school trip. **Volunteers serve only in auxiliary capacity under the direction and supervision of a staff member; they are not a substitute for a member of the school staff. Volunteers do not have access to confidential student school records. Volunteers may come from all backgrounds and all age groups. The main qualification for a volunteer is that he or she has a desire to give his or her time and talent in order to enrich student learning opportunities and the school community generally.**

**No person who is a “registered sex offender” may serve as a volunteer; a request to volunteer or to continue volunteering will be denied if the volunteer behaves in any manner that demonstrates he or she is not a good role model or is otherwise detrimental to the school environment. Examples of such behavior include: swearing, failing to be dependable, failing to follow the supervisor’s instructions, committing any criminal act on school grounds or at a school activity, inappropriately touching a student, failing to dress in an appropriate manner, or violating any school rule.**

2. All volunteers are required to submit to a background check completed by the Trumbull Board of Education Personnel Office. Each potential volunteer will complete and sign the School Volunteer Security Check form. This form is available at each school, as well as the **Trumbull Board of Education Personnel Office, and the Trumbull Public Schools Website**. ~~Once the form is received, processing takes only a few seconds.~~ If there are any questions raised from the check, the matter will be referred to the Superintendent and/or his/her designee for review; otherwise the individual is approved and able to volunteer in the Trumbull Public Schools.
3. In order to process the large number of volunteers in an efficient fashion, building principals will forward the bulk of the year’s potential volunteer background check forms to the Personnel Office for processing no later than one week prior to the start of the school year. These forms will be sent under confidential cover.
4. The Principal and/or his/her designee has the responsibility and authority to set reasonable conditions for each volunteer at his/her school.
5. All volunteers are required to report to the main office to sign in and receive a visitor’s badge, which must be prominently displayed. All volunteers must sign out at the main office immediately prior to their departure from school.

Regulations

6. Volunteers will be informed by the Principal and/or his/her designee of these regulations and guidelines. Any volunteer who refuses to abide by the regulations and guidelines shall be requested by the Principal and/or his/her designee to leave the school and school grounds. If the volunteer refuses to leave, the Principal and/or his/her designee shall request the police remove the ~~visitor~~ **volunteer** from the school and school grounds.
7. If at all possible, no single volunteer will be left alone with a child or group of children.
8. Volunteers may not bring younger siblings to their volunteer obligations without prior approval of the classroom teacher and/or principal.

Adopted: Pending

## Guidelines

### **Sign in at the Office and Wear a Visitor Badge**

Volunteers must check in at the office, sign the visitor's log, fill out and wear a visitor's badge. The badge lets teachers, students and other volunteers know that you are legitimately volunteering at our school.

### **Confidentiality**

We insist that volunteers maintain confidentiality outside of class. If parents ask you about a student's performance or behaviors, please refer them to the teacher. It is inappropriate to discuss situations observed while acting as a volunteer. We also require that if you have a question about a specific child, you ask the teacher in confidence and privacy, not in the presence of other parents or students.

### **Names and Labels**

Every child brings to school his or her own specific skills and abilities. Everyone is unique and special in their own way. Some learn quickly; some come to school with more developed skills. Each child grows and learns at his/her own pace. To us, they all come just the way they are supposed to be. We are here to help them grow as fast as they can. Please do not make value judgments or label the abilities or skills of any child. Please be careful not to compare your child to another in the class as they are all unique individuals.

### **Questions and Issues**

We don't expect you to agree with everything a teacher does in class; but each teacher's job is to make decisions in the best interest of the whole class. If you have a problem, issue or disagreement with a teacher, please bring it to the teacher's attention privately at an appropriate time. Discussing issues in the middle of the class or with other staff members or parents is not appropriate. Clear, open, and direct communication is vital to our school community.

### **Accept and Value Diversity**

Each of our parents comes from a slightly different background and culture. They all have their own ideas and experiences about raising children. We ask that you accept their children and respect their beliefs and requests. The diversity of people, values, cultures, and beliefs is what makes such a rich experience for all of us.

## Guidelines

### **Discipline**

The school, and each classroom, has an established discipline policy. Please talk with the teacher to see how you can fit into and support the program. When issues arise concerning inappropriate student behavior, we encourage parents to check with the teacher for the appropriate action and to support students by encouraging them to make good choices and demonstrate appropriate behavior. In practice, we 'catch' the students doing appropriate things and give the recognition in front of other students. We appreciate your efforts and help. We try to focus our direction on what we want the children to do, rather than on what we don't want them to do. **We appreciate your efforts and help but refer the matter to a teacher whenever possible.** Whenever possible, we try to work toward positive discipline.

### **Helping the Teacher and Class: Your Primary Responsibility**

Parent volunteers work under the direction of the classroom teacher who defines the volunteer's duties and expectations. Your primary responsibility in the classroom is helping the class as a whole. By supporting the class, you will be building your own child's self-esteem. Please try to keep your role as volunteer and parent separate in the classroom. If your child has a problem, let your child work out the problem with others and the teacher through established classroom routines and procedures. Please do not try to solve problems for your own child while in class; that takes power away from your child. We are striving to help our students become more independent and self-sufficient.

### **Keeping Commitments**

It is important that you set a scheduled time with the teacher to assist in the classroom and that you follow in a timely manner. ~~The teacher will be planning for you to be there.~~ Whenever possible, please call the day before (or at least send a note the morning of your commitment) if you are not going to be able to be in the classroom at the scheduled time. The teacher is counting on you and needs adequate time to adjust the class plans. Support the classroom teacher to maximize instructional time; when you are volunteering in a classroom where several volunteers are present, please keep adult conversations to a minimum. This will assist students in staying focused on the classroom lesson or activity. **Volunteers need to follow the same policies and procedures as any student or teacher in the school, for example, no cell phones or electronic devices can be used inside the school during school hours.** ~~Also, to avoid any unnecessary classroom interruptions, if you carry a cell phone, please turn off the ring tone and hold any phone conversations outside of the classroom.~~

### **Final Notes**

Please review your individual school's handbook for additional policies and procedures. If you have any other questions, comments or concerns, please contact your school's principal.

**APPENDIX A**

**TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT**

**SCHOOL VOLUNTEER SECURITY CHECK**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

SCHOOL(S) YOU VOLUNTEER AT:

\_\_\_\_\_

I give permission for the Trumbull Public Schools to complete a security check to verify that I have not been prosecuted for any criminal charges that would jeopardize the safety and security of children in the Trumbull Public Schools. All information obtained will be kept confidential and filed in the Trumbull Public Schools Personnel Office.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

**Completed form must be sent to the Personnel Office, at the Long Hill Administration Building, 6254 Main Street, Trumbull, CT 06611 for processing.**

Adopted: Pending

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting- April 22, 2008

Mrs. D'Amato, Dr. Vespe

Agenda Item-VI – B 2

Second Reading/Approval  
Visitors to Schools

This policy was presented to the Board for a first reading March 4, 2008; the Board recommended including a definition of a visitor. (New wording is noted in bold.)

Recommendation:

Discuss and Approve *Policy KKA/1212*  
*Visitors to Schools*



## **POLICY OVERVIEW**

**Policy Title:** Visitors to Schools

**Section:** K – School Community Relations

**Code:** KKA/1212

**Sponsor:** S. D'Amato

**Phone No.:**

**New:** No, adopted 05/15/73

**Revision:** Last revision 07/12/05

**Initiated By:** Policy Advisory Committee

**Reason For New Policy/Revision:**

**Summary of Actions Required By New Policy/Revision:**

**Board Responsibility (if any):**

**Responsibility for Monitoring Actions:** Superintendent

**Additional Budget Required (if any):** No

**(Budgetary):**

TRUMBULL PUBLIC SCHOOLS  
BOARD OF EDUCATION  
POLICY MANUAL

SECTION: K-School Community Relations  
CATEGORY: KK-Visitors to Schools  
POLICY CODE: KKA/1212-Visitors to  
Schools

06-13-07 DRAFT

06-13-07 DRAFT

## VISITORS TO SCHOOLS

### Policy

The Board of Education permits visitations to the schools by parents and other members of the community. However, in order to avoid interference with the educational program and to protect the safety and welfare of pupils and employees, the Principal of each school shall administer visitations in accordance with regulations established by the Superintendent of Schools.

Adopted: 5/15/73

Approved Revision: 4/18/95

Approved Revision: 7/12/05

**Proposed Revision: Pending**

Regulations

1. **A visitor is considered anyone who is in the school or the classroom for a one-time specific event (i.e., open house, classroom party, concert, etc.) who will not be working directly with students or left alone with students at any time.**
2. The Principal **and/or his/her designee** has the responsibility and authority to set reasonable conditions of visitation for each visitor to his/her school. ~~Any person disrupting or otherwise interfering with school activities will be asked to leave.~~
3. All visitors to school buildings are required to report ~~first~~ to the main office to sign in and receive a visitor's badge, which must be prominently displayed. Staff members should be alert to the possibility of unauthorized visitors and promptly report any concerns to the principal **and/or his/her designee**. All visitors ~~should~~ **must** sign out at the main office immediately prior to their departure from school.
4. The Principal **and/or his/her designee** has the responsibility and authority to deny visitation if, in his/her judgement, the purpose is not reasonably clear or legitimate, might cause unreasonable interference with the educational program or might threaten the safety and welfare of pupils and/or staff.
5. Any visitor to a school informed by the Principal **and/or his/her designee** of these regulations and of the conditions set for his/her visitation who refuses to abide by the regulations and conditions of his/her visit shall be requested by the Principal **and/or his/her designee** to leave the school and school grounds. If the visitor refuses to leave, the Principal **and/or his/her designee** shall request the police remove the visitor from the school and school grounds.
6. Before any student visitor is allowed to attend classes with a Trumbull school student, he/she must first have the prior permission of the Principal **and/or his/her designee** and all teachers of the classes the student will be visiting.

Adopted: 5/15/73

Approved Revision: 4/18/95

Approved Revision: 7/12/05

**Proposed Revision: Pending**

TRUMBULL BOARD OF EDUCATION  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting, April 22, 2008

Dr. Cialfi

Agenda Item VII-B:

Status of Negotiations

Please see reverse side for status  
of negotiations with the eight  
bargaining units.

Recommendation:

Receive and file.

## **STATUS OF NEGOTIATIONS**

<b><u>Unit</u></b>	<b><u>Member of Board's Negotiating Team</u></b>	<b><u>Status of Negotiations</u></b>
TEA (Teachers)	Attorney Richard O'Connor Dr. Gary Cialfi	The TEA Agreement covers the period from July 1, 2007 to June 30, 2011.
TAA (Administrators)	Attorney Richard O'Connor Mrs. Lisa Labella Mrs. Joann Tyborowski	The TAA Agreement covers the period from July 1, 2008 to June 30, 2012.
EST (Secretaries)	Board Attorney Floyd Dugas	The Secretaries Agreement covers the period of July 1, 2006 to June 30, 2009.
Custodial/Maintenance	Board Attorney Floyd Dugas	The Custodial/Maintenance Agreement covers the period July 1, 2006 to June 30, 2010.
Paraprofessionals CILU/UE	Board Attorney Floyd Dugas	The Paraprofessional Agreement covers the period from September 1, 2004 to June 30, 2008.
Cafeteria Workers	Board Attorney Floyd Dugas Lunch Manager	The Cafeteria workers Agreement covers the period from July 1, 2006 to June 30, 2010.
CILU Supervisor/ Support Staff	Board Attorney Floyd Dugas	The CILU Supervisors Agreement covers the period from July 1, 2004 to June 30, 2008.  The CILU Support Agreement covers the period from July 1, 2007 to June 30, 2011.

TRUMBULL BOARD OF EDUCATION  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting, April 22, 2008

Dr. Cialfi

Agenda Item VII-A:

Pending Litigation

There are no major changes this month.

Recommendation:

Receive and file.

**PENDING LITIGATION**

CASE TOWN/BOARD	DESCRIPTION	CASE	REPRESENTATIVE TOWN/BOARD
1. M.A. vs.	M.A., a Trumbull resident tripped and fell on sidewalk at Trumbull High School on May 1, 2004. This claim seeks monetary damages against Board of Education and the Town of Trumbull, Mr. Donald Walsh, Maintenance Supervisor, Mr. Ralph Iassogna, Superintendent, Mr. Paul Kallmeyer, former Director of Public Works. (Notice of claim received April 21, 2006).	Pending	CIRMA
2. L.M., PPA B.M. vs.	L.M., PPA B.M. a Monroe minor was injured on November 11, 2006 while playing on the field located behind Middlebrook Elementary School when he tripped to the ground and fell onto a metal "spike" object protruding out of the ground. L.M. received injuries to his right knee. This claim seeks monetary damages against Board of Education and the Town of Trumbull. (Notice of claim received November 13, 2006).	Pending	ITT
3. M.S., PPA M.S. vs.	M.S., PPA M.S. a Trumbull minor was injured on September 15, 2005 at Trumbull High School while walking up stairs when she was caused to slip and fall. M.S. received injuries to her right knee, resulting in multiple surgeries and scaring from injuries. This claim seeks monetary damages against Board of Education and the Town of Trumbull. (Notice of claim received August 8, 2007).	Pending	ITT