

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Regular Meeting – June 15, 2009*
Long Hill Administration Building
Lorraine R. Smith Assembly Room

PLEASE NOTE CHANGE OF DATE AND TIME

6:00 p.m.*

AGENDA

I. *PRELIMINARY BUSINESS

- A. Salute to the Flag
- B. Correspondence
- C. Comments and Questions
- D. Recognition
 - 1. Trillium

II. PERSONNEL

- A. Personnel – Mr. Iassogna

III. CONSENT AGENDA

- A. Approval/Minutes- Regular Meeting – 6/2/09
- B. Approval/Financial Reports – Mr. Sirico
- C. Approval/Finance Committee of the Board of Education Transfers – Mrs. Chory, Mrs. Labella
Mrs. Tyborowski, Mr. Wright, Mr. Sirico

IV. REPORTS

- A. THS Post High School Plans – Dr. Tremaglio, Mrs. O’Connell
- B. CRAC Update – Mr. Wright, Mrs. Tyborowski, Mr. Iassogna

V. NEW BUSINESS

- A. ARRA Monies – Mr. Iassogna, Mr. Sirico

VI. OLD BUSINESS

- A. 2008-09 Budget Status – Mr. Iassogna, Mr. Sirico

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 a two-thirds vote of members present and voting.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – June 15, 2009

Mr. Iassogna

Agenda Item – I – D

Recognition
Trillium Yearbook Editors

Trillium, the Trumbull High School yearbook has consistently captured awards on a national level.

Under the advisorship and direction of Sue Berescik, the *Trillium* continues to receive awards of honor and excellence. Mrs. Berescik will be present this evening to share this award winning publication and to introduce its contributors.

Administrative Recommendation:

Recognize and commend the Trillium contributors for their outstanding work as editors for the *Trillium* yearbook.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting, June 16, 2009

Mr. Iassogna

Agenda Item II-A

Personnel

There have been no changes since
the last Board Meeting.

Recommendation:

Receive and file

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – June 15, 2009

Mr. Iassogna

Agenda Item – III-A

Approval/Minutes

Regular Meeting – 6/02/09

Administrative Recommendation:

Approve the minutes of the above
noted meeting.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT
Regular Meeting – June 2, 2009
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:

M. Ward, Vice Chairperson
J. Tyborowski, Secretary
L. Chory, Board Member (6:50 p.m.)
D. Herbst, Board Member
L. King, Board Member (7:12 p.m.)
L. Labella, Board Member

Members absent:

S. Wright, Chairperson

Agenda Item I – Preliminary Business

A. Salute to the Flag - The Public Session began at 6:40 p.m. followed by a salute to the Flag.

B. Correspondence – There was no correspondence this evening.

C. Comments and Questions– There were no comments or questions this evening

D. Recognition 1. Tenure Teachers – The following staff members were recognized and commended for attaining tenure status with the Trumbull Board of Education: Marianela Alicea, Lindsay Bachlechner, Emma Balter, Leslie Balzano, Matthew Bracksieck, Edward Brisart, Jami Brown, Lindajeane Codd, Maria Colon, Michael Curry, Michelle Dankulich, Harold Darak, Susan Devine, Christine Fisher, Bethany Gilman, Sarah Giordano, Petrina Gunsolley, Brian Hendrickson, Valentina Iacono-Cenatiempo, Stephanie Jalowiec, Laura Katz, Kelly Kimberly, Lindsay Lee, Kathleen Maloney, Michael Margonis, Michelle Marini, Jodi Martins, John Mastrianni, Arielle McGovern, William Mecca, Kimberly Moore, Janette Nicolett, Lindsay Novak, Dorian Pacelli, Cheryl Pontonio, Stefan Porco, Traci Sacco, Michele Sansone, Bonnie Seferian, Kirk Shultz, Gene Stec, Rebecca Trzaski, Angelo Vespe, Leigh Westberg and Kristen Willett. 2. TPSLD Awards – Trumbull Parents of Students with Learning Differences (TPSLD), are a group dedicated to increasing awareness of learning differences between children. An award has been established by them to recognize outstanding achievements by people who improve the lives of students with disabilities. Prior to presentation of the awards, Mr. Iassogna gave special thanks to Alice Ferreira and Stephanie Vaughn, Co-Chairs of this committee, for their commitment and sensitivity to the needs of children. Nominees included Joan Dosky, Sharon Lomnitzer, Julia Saad, Cheryl Badowski, Kara Peterson, Ardeth Miller, Lisa Collins, Janice Rousso, Claire Weitzman, Ashley Thoesen, Mary-Anne Dailey, Jennifer Crawford, Christine Joyce, and Irene Sanzone. Runners up for the 2009 award included Maddie Kennedy and Lindsey Atherton. Zachary Tomasio, college student and product of the Trumbull Public Schools, was given the 2009 TPSLD Above and Beyond Award for forming a special needs sports camp.

The Board adjourned for a brief recess at 7:25 p.m.; the meeting resumed at 7:30 p.m.

3. Student Board Representatives Christopher Romano and Jaclyn Testani were recognized and commended for exceptional service for the 2008-09 school year. 3. Teacher Board Representative – Jane Ryan teacher Darlene Ference, who is serving her first year as Teacher Board Representative and will return in this capacity next year, was recognized and commended for her outstanding service.

Vice Chairman Ward noted that that this very busy time of year, examples that include the art show at the Westfield Mall, the ACE Foundation Banquet, and the Business Education Initiative recognition.

Agenda Item II - Personnel

A. Personnel – A revised Personnel Agenda was distributed. It was moved (Herbst) seconded (King) to accept the resignation of Joan Coughlin, grade four teacher at Booth Hill School since September 1985, retiring effective June 30, 2009. Vote: unanimous in favor. It was moved (Herbst) seconded (King) to accept the resignation of Roberta Berry, Elementary Principal's Secretary at Jane Ryan School since September 1984, retiring effective August 31, 2009. Vote: unanimous in favor. In compliance with the Trumbull Board of Education Leave of Absence Policy GCBD, it was moved (Herbst) seconded (Chory) to approve a request for a personal leave of absence for the 2009-10 school year for Mary Beth Pascarella, grade two teacher at Middlebrook School (currently on maternity/child rearing leave) since August 2000. Vote: unanimous in favor.

Agenda Item III – Consent Agenda

- A. Approval/Minutes – Regular Meeting –5/19/09 –By unanimous consent of members present at that meeting, the minutes were approved as presented.
- B. Approval/Minutes – Special Meeting – 5/28/09 – By unanimous consent of members present at that meeting, the minutes were approved as presented. (1 abstention – Labella – absent from that meeting.)

Agenda Item IV – New Business

A. Approval/Textbooks – Before any new textbook is approved for inclusion in the Trumbull Public Schools program of studies, the Curriculum Subcommittee of the Board of Education consisting of Board members Deborah Herbst and Michael Ward, under the coordination of Gary Kunschaft, Director of Curriculum and Instruction, reviews its content and appropriateness. Trumbull High School teacher Candy Perusi requested Board approval of *Prego, An Invitation to Italian*, for use at Trumbull High School for the 2009-10 school year. Following discussion, it was moved (Herbst) seconded (Labella) to approve the textbook for use as described. Vote: unanimous in favor.

It was moved (Tyborowski) seconded (King) to take Agenda Item V-A out of order. Vote: unanimous in favor.

Agenda Item V – Old Business (out of order)

A. Policies – Second Reading/Approval – 1. Bullying – Policy Code 5131.911/JFCC – Changes in this policy were made to include clarification by the State Department of Education regarding anonymous reporting. It was also noted that the color red, which delineates attorney input, has been added to the color key. It was moved (Tyborowski) seconded (King) to approve this policy as presented. Vote: unanimous in favor.

Agenda Item IV – New Business

- B. Healthy Food Certification Renewal – In accordance with CT General Statute 10-215f, local Boards of Education must annually certify if the schools in their district will or will not participate in the Healthy Foods Program. Administration monitored the program, and last year recommended non-participation in the program. Both Jaclyn and Chris, Student Board Representatives, commented that the cafeteria foods were better as a result of non-participation. Following discussion, again this year it was moved (Herbst) seconded (Chory) to discontinue participation in the Act Concerning Healthy Foods and Beverages in Schools. Vote: unanimous in favor.
- C. School Lunch Prices– In light of the economic times, and in concurrence with Betty Sinko, Director of Food Services, the administration is recommending that current lunch prices remain the same for next year at each school level: elementary - \$2.25, middle - \$2.35, and high- \$2.50. Following discussion, it was moved (Herbst) seconded (Labella) to approve the continuation of school lunch prices at their existing level for the upcoming school year. Vote: unanimous in favor.
- D. Approval/Beverage Sales – In compliance with State Statute GCS 10-221q, Boards of Education must address allowing the sale of beverages on school premises that are not on the State’s approved list. Conditions that must be met include: the sale is in connection with an event occurring after the end of the regular school day or on the weekend; the sale is at the location of the event; and products are not sold from a vending machine or school store. Following discussion, it was moved (Herbst) seconded (Labella) to approve the sale of beverages as described above. Vote: unanimous in favor.

Adjournment

Board Members gave unanimous consent to adjourn the Public Session at 8:10 p.m.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – June 16, 2009

Mr. Sirico

Agenda Item III – B – 1

Financial Reports

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a) Board of Education Expense Report for the 11 months ended 05/31/09.....	1
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c) Consolidated Financial Statement for the 11 months ended 05/31/09.....	5
d) BOE Programs Detail Report.....	6

Recommendation:

Accept the Trumbull Board of Education Financial reports
for the eleven months ended 05/31/09

Object Description	Object#	Budget		Expended	Commitments/ Estimates	Available	% Spent
		Original	Transfers				
	<u>100</u>						
Admin./Supervisors	110	3,569,237	21,633	3,331,585	275,617	(16,332)	100.45%
Teachers	120	38,552,858	(262,450)	31,817,081	6,533,999	(60,672)	100.16%
Custodians/Maintenance	130	3,191,090	200,000	3,113,361	230,166	47,563	98.60%
Tech Support	140	521,447	3,000	486,902	38,597	(1,052)	100.20%
Secretaries	150	2,187,969	(5,116)	2,014,112	170,579	(1,838)	100.08%
Paras & Aides	160	1,896,299	164,059	1,875,016	150,608	34,734	98.31%
Substitutes	170	825,500	(60,000)	643,697	80,000	41,803	94.54%
Coaches & Advisors	180	400,472	34,059	218,119	215,162	1,250	99.71%
Salaries Other	190	1,717,236	500	1,712,840	58,036	(53,140)	103.09%
Misc Salary Items	195	1,011,991	(194,854)	714,752	0	102,385	87.47%
	Total	53,874,099	(99,169)	45,927,466	7,752,764	94,701	99.82%
	<u>200</u>						
Health Insurance	210	9,484,597	(435,052)	8,253,590	862,415	(66,460)	100.73%
FICA	220	1,232,206	75,000	1,147,051	160,571	(416)	100.03%
Life Insurance	280	130,173	(9,776)	100,409	16,762	3,225	97.32%
Benefits Other	290	28,200	23,292	46,612	5,356	(476)	100.92%
	Total	10,875,176	(346,536)	9,547,661	1,045,105	(64,126)	100.61%
	<u>300</u>						
Professional Development	320	139,685	(42,512)	68,565	5,600	23,008	76.32%
Legal	330	173,000	0	162,307	35,175	(24,482)	114.15%
Service Contracts	340	177,422	0	164,797	3,397	9,227	94.80%
Consultants	360	260,750	0	114,116	53,515	93,120	64.29%
Other Prof Services	390	224,655	(26,335)	193,397	28,695	(23,772)	111.99%
	Total	975,512	(68,847)	703,183	126,382	77,101	91.50%
	<u>400</u>						
Utilities	410	2,095,957	(264,700)	1,371,638	330,744	128,875	92.96%

Object Description	Object#	Budget		Expended	Commitments/ Estimates	Available	% Spent
		Original	Transfers				
Energy	415	1,824,054	(451,500)	1,372,554	92,107	231,830	83.11%
Repairs & Service Fees	430	380,030	56,723	436,753	22,634	100,277	77.04%
Communication	440	193,308	(7,180)	186,128	9,044	7,045	96.21%
Copiers	445	273,264	(7,000)	266,264	40,149	(12,434)	104.67%
Building Improvements	450	181,000	215,002	396,002	50,088	11,924	96.99%
Other Purch Prop Services	490	295,964	(7,334)	288,630	16,444	83,944	70.92%
Total		5,243,577	(465,989)	4,777,588	561,208	551,460	88.46%
500							
Transportation	510	3,879,790	447,928	4,327,718	369,789	109,244	97.48%
Postage	530	60,000	7,000	67,000	11,276	(2,505)	103.74%
Advertising	540	5,500	0	5,500	0	2,995	45.55%
Interns	550	231,692	12,616	244,308	0	1	100.00%
Tuition	560	2,630,252	371,320	3,001,572	232,957	(81,364)	102.71%
Printing	570	41,100	7,911	49,011	1,259	14,026	71.38%
Other Purch Services	590	77,964	19,546	97,510	7,916	27,564	71.73%
Total		6,926,298	866,321	7,792,619	623,197	69,960	99.10%
600							
Supplies Teaching	610	629,716	66,543	696,259	66,720	36,747	94.72%
Supplies Office	620	204,436	(5,265)	199,171	7,975	11,445	94.25%
Supplies Custodial	630	147,500	(5,000)	142,500	2,250	45,191	68.29%
Supplies Maintenance	635	486,650	(49,496)	437,154	20,186	118,056	72.99%
Text & Workbooks	640	613,125	47,617	660,742	8,403	6,358	99.04%
Subscriptions	645	107,874	(12,272)	95,602	258	3,097	96.76%
Testing Materials	650	83,925	8,680	92,605	0	3,032	96.73%
Books & AV	655	70,860	5,214	76,074	2,507	4,791	93.70%
Software	660	181,424	(7,762)	173,662	2,935	5,092	97.07%
Other Supplies	690	35,481	2,220	37,701	2,094	18,089	52.02%

Object Description	Object#	Budget		Revised	Expended	Commitments/		% Spent
		Original	Transfers			Estimates	Available	
	Total	2,560,991	50,479	2,611,470	2,246,244	113,329	251,897	90.35%
<u>700</u>								
Office Equipment	710	10,860	(1,013)	9,847	2,543	988	6,316	35.86%
Office Furniture	720	1,500	0	1,500	53	0	1,447	3.53%
Classroom Equipment	730	334,721	109,948	444,669	389,030	18,537	37,102	91.66%
Classroom Furniture	740	31,600	5,268	36,868	36,253	0	615	98.33%
Building Equipment	750	47,006	7,021	54,027	36,639	1,213	16,175	70.06%
Other equipment	790	38,000	(2,050)	35,950	32,623	3,318	8	99.98%
	Total	463,687	119,174	582,861	497,141	24,057	61,663	89.42%
<u>800</u>								
Dues, Fees and Memberships	810	102,025	(5,539)	96,486	79,394	0	17,092	82.29%
Unemployment	825	30,000	30,000	60,000	40,278	12,151	7,571	87.38%
Other Objects	890	73,000	0	73,000	73,000	0	0	100.00%
	Total	205,025	24,461	229,486	192,672	12,151	24,663	89.25%
<u>900</u>								
Misc	900	0	343,064	343,064	0	0	343,064	0.00%
	Total	0	343,064	343,064	0	0	343,064	0.00%
Report total		<u>\$81,124,365</u>	<u>\$422,958</u>	<u>\$81,547,323</u>	<u>\$69,878,748</u>	<u>\$10,258,193</u>	<u>\$1,410,382</u>	<u>98.27%</u>

Grant Summary Budget Report
for the 11 Months Ended 5/31/09

Printed 6/02/09

	<u>Total</u>	<u>Prev</u>	<u>Budget @</u>	---This Year---		<u>Available</u>
	<u>Budget</u>	<u>Year</u>	<u>BOY</u>	<u>Expended</u>	<u>Encumbered</u>	
<u>Grants Ending 9/30/08</u>						
Headstart ABCD	268,508	197,455	71,053	71,053	0	0
9/30/08 Totals	268,508	197,455	71,053	71,053	0	0
<u>Grants Ending 3/31/09</u>						
USDE Crisis Management	110,050	79,488	30,562	30,562	0	0
3/31/09 Totals	110,050	79,488	30,562	30,562	0	0
<u>Grants Ending 6/30/09</u>						
IDEA Pre-K	38,896	28,924	9,972	9,550	257	165
IDEA-B	1,233,066	1,101,373	131,693	111,706	17,915	2,072
Immigrant & Youth	24,757	4,005	20,752	18,781	1,358	613
Perkins	42,898		42,898	19,388	0	23,510
Title 1	151,315	124,325	26,990	26,990	0	0
Title 2-A	119,168	109,312	9,856	9,856	0	0
Title 2-D Tech	915	142	773	142	0	631
Title 3-A	16,062	1,429	14,633	11,441	5,498	(2,306)
Title 4-A	16,120	5,821	10,299	8,693	1,208	398
Title 5	6,387	4,750	1,637	986	0	651
6/30/09 Totals	1,649,584	1,380,081	269,503	217,533	26,236	25,734
<u>Grants Ending 9/30/09</u>						
Headstart ABCD	268,508		268,508	162,526	32,293	73,688
Underage Drinking	196,226	125,304	70,922	53,894	0	17,028
9/30/09 Totals	464,734	125,304	339,430	216,420	32,293	90,717
<u>Grants Ending 6/30/10</u>						
IDEA Pre-K	38,033	0	38,033	20,803	2,304	14,927
IDEA-B	1,246,238	0	1,246,238	899,993	137,995	208,250
Immigrant & Youth	26,508		26,508	407	0	26,101
Planetarium Grant	25,000		25,000	25	8,780	16,195
Title 1	172,380		172,380	84,514	20,193	67,673
Title 2-A	123,211		123,211	60,455	2,319	60,437
Title 2-D Tech	891		891	25	0	866
Title 3-A	13,642		13,642	2,142	0	11,500
Title 4-A	13,696	0	13,696	1,812	0	11,884
6/30/10 Totals	1,659,599	0	1,659,599	1,070,175	171,591	417,832
Report total	\$4,152,475	\$1,782,328	\$2,370,147	\$1,605,744	\$230,120	\$534,283

Consolidated Balance Sheets as of 05/31/09					
	Special Revenue		Trust Funds		Total
	School Lunch	BOE Programs	Expendable Trust	Student Activity	
Assets:					
Cash	\$ 792,464	\$ 433,578	\$ 162,808	\$ 432,707	\$ 1,821,557
Receivables	62,544		129,956		192,500
Inventory	59,583				59,583
Total Assets:	914,591	433,578	292,764	432,707	2,073,640
Liabilities:					
Accounts Payable	157,922	605			158,527
Deferred Revenue	66,361	92,135	129,956		288,452
Due to others				432,707	432,707
Total Liabilities:	224,283	92,740	129,956	432,707	879,686
Fund Balances:	\$ 690,308	\$ 340,838	\$ 162,808	\$ -	\$ 1,193,954
Statement of Revenues, Expenditures and Changes in Fund Balances for the eleven months ended 05/31/09					
Revenue/increases:					
Food Sales/Charges for Service	\$ 1,857,445	\$ 1,365,130	\$ -	\$ -	\$ 3,222,575
Intergovernmental	198,634				198,634
Other Income/Interest	12,617		1,424		14,041
Donations			14,706		14,706
Increases				125,938	125,938
Total revenue/increases	2,068,696	1,365,130	16,130	125,938	3,575,893
Expenses/decreases					
Wages and Fica	805,595	1,010,872			1,816,467
Medical	349,544				349,544
Other Expenses/Scholarships	46,650	253,812	3,327		303,790
Supplies	67,561	93,573			161,134
Cost of Food	788,192	37,553			825,745
Equipment/Capital	114,281	49,406			163,687
Decreases				142,008	142,008
Total Expenditures/Increases	2,171,823	1,445,216	3,327	\$ 142,008	3,762,375
Increase (decrease) in fund balances	\$ (103,127)	\$ (80,086)	\$ 12,802		(170,411)
Fund Balances:					
Beginning of year	\$ 793,436	\$ 420,924	\$ 150,006	\$ -	\$ 1,364,366
End of period	\$ 690,309	\$ 340,838	\$ 162,808	\$ -	\$ 1,193,955
Increase (decrease) for the month	\$ (36,994)	\$ (253)	\$ 730		\$ (36,517)

Trumbull Board of Education
BOE Programs

printed 6/8/2009

Description	7/1/08 to 05/31/09			Fund Balance (Deficit)	
	Revenues	Expenditures	Revenues (over) under Expenditures	As of 7/1/08	As of 05/31/09
ACE Foundation	-	3,590	(3,590)	(607)	(4,197)
Adult Ed	30,684	80,778	(50,094)	-	(50,094)
Athletics	274,592	239,108	35,484	(75,487)	(40,003)
BEI Mini-Grants	14,357	10,810	3,547	20	3,567
Bus Trips	418	-	418	52,907	53,325
Community Conversation	2,750	2,730	20	-	20
Continuing Ed	112,463	102,333	10,130	19,813	29,943
Driver's Education	103,838	107,128	(3,291)	40,650	37,359
Elementary Strings	158,875	139,597	19,278	(4,748)	14,530
Enhancement Program	2,089	230	1,859	-	1,859
Guidance/Testing	34,679	16,026	18,653	24,980	43,633
Headstart Food	26,230	37,553	(11,323)	128,842	117,519
Interdistrict	307,731	364,009	(56,278)	123,623	67,345
Magnet School Trans	39,650	-	39,650	-	39,650
Open Choice	112,083	29,809	82,274	-	82,274
Rebates	50,954	67,398	(16,444)	90,654	74,210
South Korea Fund	10,000	-	10,000	-	10,000
STEP Mentoring Program	-	236	(236)	464	228
Summer School	39,899	201,387	(161,488)	19,813	(141,675)
THS Musical	40,270	40,152	118	-	118
Typical or Troubled Grant	2,500	2,343	157	-	157
Used Books	1,070	-	1,070	-	1,070
Grand Total	\$ 1,365,130	\$ 1,445,215	\$ (80,085)	\$ 420,924	\$ 340,839

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – June 15, 2009

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

Agenda Item - III - C

Approval of Transfers

The Finance Committee of the Trumbull Board of Education convened in the office of the Business Administrator for a regular meeting on June 10, 2009. The substance of this meeting will be discussed this evening.

A report of the May transfers discussed at the meeting is attached.

Administrative Recommendation:

Review, discuss, and approve transfers.

Budget Transfers For Trumbull BOE
Operating Account for May—09

<u>Ac#</u>	<u>CC-Function-Description</u>	<u>Inc/Dec</u>	<u>Amount</u>	<u>Description</u>
<u>Transfer # 710X</u>				
01412210-51119	Curr Dir-Admin Office-Curriculum Writing	Decrease	20,000	Fundations Order
01412210-51135	Curr Dir-Admin Office-Clerical Xtra Time	Decrease	4,500	Fundations Order
01412210-55800	Curr Dir-Admin Office-Professional Development	Decrease	9,000	Fundations Order
01412210-51118	Curr Dir-District Wide-Prof Dev Preparation	Decrease	6,000	Fundations Order
01412210-53300	Curr Dir-District Wide-Other Prof Services	Decrease	3,000	Fundations Order
01412210-56904	Curr Dir-District Wide-Testing materials	Decrease	1,500	Fundations Order
01412210-57301	Curr Dir-District Wide-Equipment Inst.	Decrease	4,541	Fundations Order
01412214-56111	Curr Dir-District Wide-Classroom Supplies	Increase	48,541	Fundations Order
	<u>Transfer total</u>		<u>0</u>	

Transfer # 724X

01422520-54300	Tech-Admin Office-Repairs & Service Fees	Decrease	1,910	For computer equipment
01422520-55800	Tech-Admin Office-Professional Development	Decrease	2,990	For computer equipment
01422520-57301	Tech-Admin Office-WAN Equipment	Decrease	2,050	For computer equipment
01422214-54300	Tech-Location Wide-Repairs & Service Fees	Decrease	1,850	For computer equipment
01422214-56118	Tech-Location Wide-Software	Decrease	3,300	For computer equipment
01422214-57301	Tech-Location Wide-Computer Equip.	Increase	12,100	For computer equipment
	<u>Transfer total</u>		<u>0</u>	

Transfer # 733X

01711016-53300	THS-Music-Other Prof Services	Decrease	5,310	Funds needed for Band trips
01711016-54201	THS-Music-Uniform Cleaning	Decrease	1,244	Funds needed for Band Trips
01711016-56112	THS-Music-Supplies	Decrease	1,748	Funds needed for Band Trip
01711016-56411	THS-Music-Text & Workbooks	Decrease	752	Funds needed for Band trips
01711016-57301	THS-Music-Equipment Inst.	Decrease	1,461	Funds needed for Band Trips
01711016-55809	THS-Music-Transportation	Increase	10,515	Funds needed for Band trips
	<u>Transfer total</u>		<u>0</u>	

Budget Transfers For Trumbull BOE
Operating Account for May—09

<u>Ac#</u>	<u>CC-Function-Description</u>	<u>Inc/Dec</u>	<u>Amount</u>	<u>Description</u>
<u>Transfer # 688</u>				
01421001-57310	Tech-Classroom-Computer Equip	Decrease	4,000	to cover po for parts needed for schools
01422214-56900	Tech-Location Wide-Parts	Increase	4,000	to cover po for parts needed for schools
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 689</u>				
01522220-56901	FTE-Library-Supplies	Decrease	3,600	TV-Principal-Media Ctr-Boom Projector
01522220-57302	FTE-Library-Equipment Inst.	Increase	3,600	TV-Principal-Media Ctr-Boom Projector
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 690</u>				
01422520-56900	Tech-Admin Office-Parts	Decrease	120	to cover the cost of supplies
01422520-56110	Tech-Admin Office-Office Supplies	Increase	120	to cover the cost of supplies
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 691</u>				
01011000-56110	PPS-TECEC-Office Supplies	Decrease	500	to cover medical exam gloves expense
01011000-56111	PPS-TECEC-Classroom Supplies	Increase	500	to cover medical exam gloves expense
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 692</u>				
01713201-58900	Sports-Athletics-Dues & Fees	Decrease	3,290	to cover remaining cleanup services for the remainder of the school year
01713201-55900	Sports-Athletics-Other Purch Services	Decrease	6,243	to cover remaining clean up services for the remainder of the school year
01713201-54200	Sports-Athletics-Cleaning Services	Increase	9,533	to cover remaining clean up services for the remainder of the school year
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 695</u>				
01392130-56118	PPS-Classroom-Software	Decrease	1,791	to cover remaining staff travel expenses

Budget Transfers For Trumbull BOE
Operating Account for May—09

<u>Ac#</u>	<u>CC-Function-Description</u>	<u>Inc/Dec</u>	<u>Amount</u>	<u>Description</u>
01011200-55801	PPS-District Wide-Mileage	Increase	1,791	to cover remaining staff travel expenses
		<u>Transfer total</u>	<u>0</u>	
<u>Transfer # 696</u>				
01522400-55800	FTE-Admin Office-Professional Development	Decrease	989	to purchase books
01521001-56411	FTE-Classroom-Text & Workbooks	Increase	989	to purchase books
		<u>Transfer total</u>	<u>0</u>	
<u>Transfer # 697</u>				
01522400-58900	FTE-Admin Office-Dues & Fees	Decrease	433	to purchase supplies
01521001-56111	FTE-Classroom-Classroom Supplies	Increase	433	to purchase supplies
		<u>Transfer total</u>	<u>0</u>	
<u>Transfer # 699</u>				
01422520-53300	Tech-Admin Office-Other Prof Services	Decrease	1,100	to cover deficit
01422214-53300	Tech-Location Wide-Other Prof Services	Increase	1,100	to cover deficit
		<u>Transfer total</u>	<u>0</u>	
<u>Transfer # 700</u>				
01412210-51119	Curr Dir-Admin Office-Curriculum Writing	Decrease	600	to cover ELL materials
01412210-56411	Curr Dir-District Wide-Text & Workbooks	Increase	600	to cover ELL materials
		<u>Transfer total</u>	<u>0</u>	
<u>Transfer # 701</u>				
01412210-51119	Curr Dir-Admin Office-Curriculum Writing	Decrease	2,000	to cover science & ell materials
01412214-56111	Curr Dir-District Wide-Classroom Supplies	Increase	2,000	to cover science & ell materials
		<u>Transfer total</u>	<u>0</u>	
<u>Transfer # 702</u>				
01582400-54900	TSE-Admin Office-Other Purch Services	Decrease	100	to purchase books
01582400-55800	TSE-Admin Office-Professional Development	Decrease	96	to purchase books
01582400-56110	TSE-Admin Office-Office Supplies	Decrease	13	to purchase books
01582400-58900	TSE-Admin Office-Dues & Fees	Decrease	1,052	to purchase books
01581001-57301	TSE-Classroom-Equipment Inst.	Decrease	54	to purchase books

X-requires board approval

Budget Transfers For Trumbull BOE
Operating Account for May—09

<u>Ac#</u>	<u>CC-Function-Description</u>	<u>Inc/Dec</u>	<u>Amount</u>	<u>Description</u>
01581001-57308	TSE-Classroom-New Furniture	Decrease	7	to purchase books
01581001-56411	TSE-Classroom-Text & Workbooks	Increase	1,322	to purchase books
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 708</u>				
01712220-56420	THS-Library-Books & Media	Decrease	225	to cover deficit in supply account
01712220-56901	THS-Library-Supplies	Increase	225	to cover deficit in supply account
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 709</u>				
01622220-56425	MMS-Library-Periodicals	Decrease	50	to cover confirming PO to Follett Co.
01622220-56420	MMS-Library-Books & Media	Increase	50	to cover confirming PO to Follett Co.
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 717</u>				
01581001-56411	TSE-Classroom-Text & Workbooks	Decrease	52	to cover deficit
01581001-57308	TSE-Classroom-New Furniture	Increase	52	to cover deficit
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 718</u>				
01581001-56411	TSE-Classroom-Text & Workbooks	Decrease	16	to cover deficit
01582220-56901	TSE-Library-Supplies	Increase	16	to cover deficit
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 719</u>				
01822230-58900	Plant-Admin Office-Dues & Fees	Decrease	40	to cover the cost of electrician's books for class to renew license. Books were not anticipated.
01822230-56425	Plant-Admin Office-Periodicals	Increase	40	to cover the cost of electrician's books for class to renew license. Books were not anticipated.
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 720</u>				
01542400-54900	MBE-Admin Office-Other Purch Services	Decrease	200	to cover deficit
01542400-56110	MBE-Admin Office-Office Supplies	Increase	200	to cover deficit
	<u>Transfer total</u>		<u>0</u>	

Budget Transfers For Trumbull BOE
Operating Account for May—09

<u>Ac#</u>	<u>CC-Function-Description</u>	<u>Inc/Dec</u>	<u>Amount</u>	<u>Description</u>
<u>Transfer # 721</u>				
01542400-55906	MBE-Admin Office-Printing	Decrease	157	to cover end of yr expenses
01542400-56110	MBE-Admin Office-Office Supplies	Increase	157	to cover end of yr expenses
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 722</u>				
01542400-58900	MBE-Admin Office-Dues & Fees	Decrease	124	to cover end of yr expenses
01542400-56110	MBE-Admin Office-Office Supplies	Increase	124	to cover end of yr expenses
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 723</u>				
01542400-55800	MBE-Admin Office-Professional Development	Decrease	1,000	to cover expenses
01542400-56110	MBE-Admin Office-Office Supplies	Increase	1,000	to cover expenses
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 725</u>				
01422214-53300	Tech-Location Wide-Other Prof Services	Decrease	800	cover invoices for parts
01422214-56900	Tech-Location Wide-Parts	Increase	800	cover invoices for parts
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 726</u>				
01421001-57310	Tech-Classroom-Computer Equip	Decrease	800	to cover cost of invoices for parts
01422214-56900	Tech-Location Wide-Parts	Increase	800	to cover cost of invoices for parts
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 727</u>				
01711001-57301	THS-Classroom-Equipment	Decrease	87	to cover shortage
01711001-57308	THS-Classroom-Furniture	Increase	87	to cover shortage
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 728</u>				
01822230-58900	Plant-Admin Office-Dues & Fees	Decrease	200	need chairs for graduation
01822230-56110	Plant-Admin Office-Office Supplies	Increase	200	need chairs for graduation
	<u>Transfer total</u>		<u>0</u>	

Budget Transfers For Trumbull BOE
Operating Account for May—09

<u>Ac#</u>	<u>CC-Function-Description</u>	<u>Inc/Dec</u>	<u>Amount</u>	<u>Description</u>
<u>Transfer # 729</u>				
01422520-55904	Tech-Admin Office-Telephone LAN	Decrease	5,000	to cover cost of invoices
01422520-54300	Tech-Admin Office-Repairs & Service Fees	Increase	5,000	to cover cost of invoices
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 730</u>				
01422520-55904	Tech-Admin Office-Telephone LAN	Decrease	2,000	to over cost of invoices
01422520-56110	Tech-Admin Office-Office Supplies	Increase	2,000	to over cost of invoices
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 731</u>				
01511001-57308	BHE-Classroom-New Furniture	Decrease	35	to cover deficit
01511001-56411	BHE-Classroom-Text & Workbooks	Increase	35	to cover deficit
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 732</u>				
01582400-51135	TSE-Admin Office-Clerical Xtra Time	Decrease	308	to cover deficit
01581001-56411	TSE-Classroom-Text & Workbooks	Increase	308	to cover deficit
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 738</u>				
01622400-54900	MMS-Admin Office-Other Pur Serv	Decrease	1,300	computer dry eraser boards
01621001-57301	MMS-Classroom-Equipment Inst.	Increase	1,300	computer dry eraser boards
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 739</u>				
01422214-56900	Tech-Location Wide-Parts	Decrease	1,000	to cover costs of invoices
01422214-57301	Tech-Location Wide-Computer Equip.	Increase	1,000	to cover costs of invoices
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 740</u>				
01613202-53301	HMS-Academic Activity-Police	Decrease	2,805	to cover Misc. school activities
01612400-54900	HMS-Admin Office-Other Purch Services	Increase	2,805	to cover Misc. school activities
	<u>Transfer total</u>		<u>0</u>	

Budget Transfers For Trumbull BOE
Operating Account for May—09

<u>Ac#</u>	<u>CC-Function-Description</u>	<u>Inc/Dec</u>	<u>Amount</u>	<u>Description</u>
<u>Transfer # 741</u>				
01611016-57301	HMS-Music-Equipment Inst.	Decrease	27	to balance accounts
01611016-56111	HMS-Music-Classroom Supplies	Increase	15	to balance accounts
01611016-56411	HMS-Music-Text & Workbooks	Increase	12	to balance accounts
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 742</u>				
01611001-56111	HMS-Classroom-Classroom Supplies	Decrease	1,601	To balance accounts
01611001-56411	HMS-Classroom-Text & Workbooks	Increase	1,601	To balance accounts
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 743</u>				
01611001-56111	HMS-Classroom-Classroom Supplies	Decrease	1,506	To balance accounts
01611001-57301	HMS-Classroom-Equipment Inst.	Increase	1,506	To balance accounts
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 744</u>				
01422520-55904	Tech-Admin Office-Telephone LAN	Decrease	8,000	to cover invoices from WC 40130; WC 39943, CxTec 6498045
01422214-57301	Tech-Location Wide-Computer Equip.	Increase	8,000	to cover invoices from WC 40130; WC 39943, CxTec 6498045
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 745</u>				
01412214-56426	Curr Dir-District Wide-On-Line Subscriptions	Decrease	9,000	to cover PD invoices
01412210-55800	Curr Dir-Admin Office-Professional Development	Increase	9,000	to cover PD invoices
	<u>Transfer total</u>		<u>0</u>	
<u>Transfer # 746</u>				
01711003-56112	THS-Business Ed-Supplies	Decrease	150	to cover deficit in home ec supply acct
01711013-56112	THS-Home Economics-Supplies	Increase	150	to cover deficit in home ec supply acct
	<u>Transfer total</u>		<u>0</u>	
	Increases		<u>\$133,627</u>	
	Decreases		<u>\$133,627</u>	

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – June 15, 2009

Mr. Wright, Mrs. Tyborowski
Mr. Iassogna

Agenda Item – IV-B

CRAC Update

Tim Ryan, Co-Chairman of the Trumbull Citizens Review and Advisory Committee (CRAC), will be available this evening to present the attached first report of this committee.

Also, a representative of the Federation of CT Taxpayers Organization will be present to recognize the school administration employees for their enthusiasm regarding the committee's work.

Administrative Recommendation:

Review and discuss.

Trumbull Citizens Review and Advisory Committee (CRAC)



Report to the Trumbull Board of Education

June 15, 2009

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Acknowledgements

We would like to thank various members of the Trumbull School Administration and the Board of Education for their assistance in gathering the information used in this report. Most notably, we would like to thank Joann Tyborowski, our Board of Ed contact, who was extremely gracious in attending our many meetings and providing this committee with the materials requested. The school administration employees were enthusiastic about the committee's work and because of this support CRAC has nominated the school district for recognition with the Federation of Connecticut Taxpayers Organization (FCTO) for the dedication it has demonstrated to the citizens of Trumbull in the area of accountability and transparency in public service. In 2009, the Board of Finance of Trumbull joined the Connecticut Municipal Consortium for Fiscal Responsibility (a FCTO endorsed effort), a group of scores of towns in Connecticut dedicate to eliminating barriers imposed by the State on towns that impedes local fiscal responsibility.

A special thanks to Armand Fusco bringing the concepts of a citizen-based volunteer committee to Trumbull and for inspiring the CRAC volunteers. Dr. Fusco is a former teacher and superintendent of schools who has published several works on financial management in school districts and is a strong proponent for using volunteer citizen audit committees to bring accountability and transparency to the governance of our schools.

And, finally, a special thanks to our CRAC volunteers that spent their time and effort to improve their community. They reached out to our call for help and they brought their skills as engineers, accountants, information technology specialists, insurance professionals, etc. to our organization with the simple desire to help their town. This spirit of volunteerism is prevalent in Trumbull and exhibited by the many Board of Ed members, Town Council members and others that give up their free time to improve their community.

Trumbull Citizens Review and Advisory Committee (CRAC)

The Trumbull CRAC was formed with the purpose of helping the Town of Trumbull and the Board of Education by making suggestions that will lead to reduced costs and better transparency and accountability. As such, we will attempt to assess whether there is economy, efficiency and effectiveness in the use of school resources. We will assess whether there are sufficient policies and management systems in place. It is not our intent to supplant the existing external or internal audit functions conducted by the Town of Trumbull, but rather to provide an additional resource to help the town and school district achieve its goals. We anticipate our efforts extending over many years and will issue reports on a timely basis as work is completed and when recommendations are warranted.

Trumbull CRAC Activities and Audit Process

The goal of the CRAC is to ensure that members of the Trumbull Board of Education and School District administration have the policies, procedures and tools needed to properly manage the budget for which they are held responsible.

The 2009/10 Trumbull School System budget is approximately \$91M (including program expenses, transportation and bonding). The CRAC established an initial goal of issuing its first report before the end of the 2008/2009 school year and the areas to be completed would be our first looks at the asset management area, energy usage, and policies. Our activities during this reporting period included:

- Interviewing the Superintendent, Assistant Superintendent, Business Administrator, and School Board members concerning the budget, management and reporting processes.
- Obtaining and examined many reports and spending details provided by the Superintendent's Office.
- Attended meetings of the Finance Committee to see how the reports were used and the budget review process was conducted.
- Interviewed the school district Plant Manager and the Technology Manager regarding their asset management and purchasing practices.
- Interviewed Transportation Manager for background on the contract for busing students.
- Interviewed the PPS Director and head of the Policy Advisory Committee to discuss their practices and membership.
- Interviewed the Town Finance Director for background on policies and asset management practices.

- Examined the business policies and procedures posted on both the Trumbull websites and the websites of other school districts to benchmark issues that should be addressed.

Based on the examination of the data and discussions, we have concluded the Board of Education should take the following recommendations under consideration:

Asset Inventory

RECOMMENDATION #1 – Physical Verification of Assets

- Finding: It has been years since there was a fixed asset physical inventory conducted at school district locations to verify the existence of assets, and to verify that there is adequate control over its assets.
- Conclusion: The school district should conduct an inventory of all of its facilities assets to ensure there is proper control and to avoid unnecessary purchases.
- Recommendation: Such an inventory should be undertaken with the input of the school district's Plant, Technology, and Business Managers to ensure that the exercise meets the needs of all that are charged with safeguarding our assets.

This physical inventory will likely have multiple uses that could include: (1) to verify and update location information in the IT asset management system (Trac-IT), (2) serve as a tool for the Town to write off capitalized assets in its financial asset system that are no longer present, (3) identify location/condition of assets of interest to plant management (desks, chairs, etc.), (4) discard unusable items in storage, (5) identify items to be sold off.

It is proposed that a small group of well-trained individuals be used to ensure consistency in the quality of the physical verification of assets. It is further recommended that the verification be conducted at a time of minimal movement of assets to increase accuracy and that the district provide adequate support to ensure the proper reconciliation of the inventory. It is suggested that Fathers Club members at the schools may serve as a source for volunteer inventory takers. CRAC members can assist in the planning and training of volunteers. Such an inventory list should be created in a spreadsheet application and be retained for comparison to future physical inventories. It is recommended that physical inventories be conducted at least every 3 years to ensure assets are being adequately safeguarded.

On-line Check Register Access

RECOMMENDATION #2 – Making the District’s Check Register Accessible on the BOE Website

- **Finding**: At this publication date, there are at least 445 school districts in 31 states that place their check register on-line so all can access. This has become the gold standard for transparency and fiscal responsibility. Comments from administrators and BOE members generally seem positive with no increase in cost and little to no increase in requests for more information from the public.
- **Conclusion**: How the Town spends its tax dollars is an area of high concern to the Trumbull Taxpayers, and making the spending information available to a wide audience would be helpful.
- **Recommendation**: Trumbull school district should begin placing their check register on-line at their website.

It is recommended that monthly the Board of Education Finance Committee be presented with copies of the check register, and, once approved, the check register be posted to the BOE website. The content of the report may be restricted by what is currently available by the accounts payable system, but should contain (1) vendor name, (2) date of the check, (3) check number, (4) check amount, (5) reference document, and (6) the general ledger account number and description that the charge was posted to. This procedure will allow for easy checking for payments that are unusually large, being made to unfamiliar vendors, or being charged to unusual spending categories.

Policies

CRAC has noted that the Board of Education maintains its policy on its website and applauds its dedication to transparency. It has also noted its creation of a Policy Advisory Committee (PAC) composed of approximately 12 individuals including student and parent representatives- this is a unique step that goes a long way to ensure community participation in the administration of our schools. This group concentrates primarily on educational issues important to the district. CRAC has suggestions for additional policies to be undertaken by PAC, or a Finance Committee of the Board of Education:

RECOMMENDATION #3 – Financial Ethics Policy

- Finding: There is no Financial Ethics Policy for the Board of Education.
- Conclusion: Board of Education policies are important because they provide the administration with the parameters of their authority and lay out their responsibilities in managing the school district. In light of the many problems occurring in other districts, such a policy is needed by every district.
- Recommendation: Either the PAC or Board Finance Committee should create a Financial Ethics policy to be included in the list of approved policies.

CRAC is aware that the Town of Trumbull's Ethics policy covers the Board of Education employees, however, the school district needs a more detailed, robust financial ethics policy that clearly delineates the many expectations the citizens of Trumbull have for their employees. There are several examples of school districts that have such policies and CRAC can offer suggestions and advice on the wording of such a policy. This policy could incorporate such elements as:

- Board's Financial Mission-Goals-Objectives
- Board's dedication to transparency and accountability as a fiduciary of Trumbull taxpayers.
- Board's commitment to eliminate waste and mismanagement of financial and human resources
- Declaration that all programs and services will be reviewed on a periodic basis to ensure they are relevant and that the cost-benefit analysis justifies the expenditure.
- Declaration that effective monitoring procedures will be implemented to ensure the district maximizes its resources.
- Board will require all administrators to document yearly that they have successfully implemented the Board policies and Superintendents rules and regulations under their area of responsibility.
- Addresses Fraud prevention whether by BOE members, employees, vendors or others- defines financial impropriety and its consequences.
- Establishes a procedure for reporting expected abuses and protection for whistleblowers.

RECOMMENDATION #4 – Attrition Policy

- **Finding:** As expected, salaries and benefits for employees are by far the largest expense for the school district. Most employees are covered under multi-year contracts that mandate the salary and benefits to be paid by the district, and therefore cannot be easily reduced.
- **Conclusion:** The district should immediately implement an Attrition Policy.
- **Recommendation:** An Attrition Policy would require that justification be made before filling all vacated positions in the form of an evaluation of the impact of the following potential actions. Can the position be:
 1. Eliminated
 2. Consolidated
 3. Regionalized
 4. Contracted out
 5. Made more cost productive
 6. Indicate the proposed date of the hire

It is suggested that the BOE meeting agenda item for “Personnel” covered by the Superintendent include a review of new hire recommendations and the justifications details so the Board can assess that the proper due diligence has been performed.

The Board of Education has a fiduciary responsibility to the Trumbull residents and should ensure that the financial resources under its control are being wisely managed. This Attrition Policy is further evidence that they are exercising adequate control over the largest expenditure in their budget. The information gathered from the manager/principal is intended to answer the questions- “What adjustments could be done if the position cannot be filled”; and “what are the potential long term impacts/risks of not filling the position”.

Appendix

Published References to Recommendations

On-line Check Registers- see Peyton Wolcott website for the Honor Roll of School Districts complying:

<http://www.peytonwolcott.com/CheckResgisters/Report2009>

Financial Ethics Policy background, see the following websites:

Greenwich: <http://www.greenwickschools.org>

East Granby: <https://www.edline.net/GroupHome.page>

Bremond, TX: <http://www.bremondisd.net/>

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – June 12, 2009

Mr. Iassogna

Agenda Item – V-A

ARRA Monies

As the Board is aware, the federal government is providing stimulus monies to local school districts to assist and support school initiatives.

Although written finality has not yet been received, it is clear that the monies are to be used to **supplement** staff, programs or activities, although a portion can be utilized to **supplant** some of the above areas. In any regard, these monies will be processed through the district's Special Education IDEA grant, most of which are "earmarked" for special education purposes.

In 2009-010, the district will be receiving approximately \$807,000 in the new ARRA IDEA funding; and \$31,945 in ARRA preschool monies. We will receive the same amount in 2010-11. Also, at this time, our parochial/private schools should receive approximately \$32,500 of the \$807,000 ARRA IDEA monies.

Additionally, through the U.S. Department of Education's State Fiscal Stabilization Fund, Trumbull will receive \$217,000 which Governor Rell has decided will be channeled through the ECS formula.

After considerable discussion and input from staff, the administration is recommending utilizing ARRA IDEA and ECS monies as identified in the attached summary.

Administrative Recommendation: Direct the Superintendent to implement utilization of AARA and stipulation monies as described in the attached summary.

SUPPLEMENTAL STIMULUS MONIES -Year 1

Amount Allocated \$800,000

<u>Item</u>	<u>Cost</u>	<u>Rationale</u>
Regular Education		
1.0 District Behavioral Specialist	\$90,000	To support students exhibiting intensive behavioral needs
Special Education		
0.5 Behavioral Specialist	\$45,000	To support disabled students exhibiting intensive behavioral needs
3.5 Teachers	\$245,000	To replace special education staff whose positions were eliminated due to interdistrict funding reductions
Curriculum (Reading/Language Arts)		
Gr. 1-2 Making Meaning/Being a Writer Materials	\$57,875	To provide a set of core materials to deliver a broadened reading/language arts program
Gr. 3-5 Making Meaning/Being a Writer Materials	\$106,875	
Gr. 6 Making Meaning/Being a Writer Materials	\$23,600	
Facility		
Purchase 2 Modular Classrooms	\$100,000	To ease overcrowding conditions at Frenchtown (or at one other elementary school in need).
Initiate Purchase of Elementary Digital Whiteboards (Grade 5)	\$125,000	To implement 3-year State/District technology plan
Sub Total	\$793,350	
Remaining Balance	\$6,650	

<p>*\$217,000 in State Fiscal Stabilization Funds (CT ECS monies) will be utilized for the Project Reach facility</p>

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – June 15, 2009

Mr. Iassogna

Agenda Item – VI-A

2008-09 Budget Discussion

As Mr. Sirico has identified in Agenda Item III-B, there will be monies unspent in our 2008-09 budget. These monies are the result of savings in our medical insurance, utility and substitute teacher accounts, as well as the mini-freeze instituted in March.

As was the case in previous years when a similar situation occurred, the Board basically has 3 options to review in making a final determination:

- Spend the total amount remaining on Board approved items;
- Do not spend any of the unspent monies, which will then remain in the Town's coffers;
- Spend a Board determined portion of the monies and leave the remaining balance in the Town's accounts.

Per the Board's request, attached is a list of potential items that were culled from staff recommendations that, if the Board so determines, can be utilized with unspent monies.

Administrative Recommendation:

Review, discuss and take action.

2008-09 Monies

<u>AREA</u>	<u>COST</u>	<u>RATIONALE</u>
<u>Technology</u> Middle School Digital Whiteboards (35)	\$175,000	Complete middle school plan to have three-fourths (3/4) of classrooms equipped with these instructional tool
<u>Special Education</u>	TBD	Three infrared portable FM systems to provide auditory assistance to hearing impaired students
<u>Plant Operations</u> *Hillcrest Media Center carpet (\$16,000) *Tashua automated tank monitoring system (\$20,000) *Madison automated tank monitoring system (\$25,000) *Hillcrest generator (\$50,000) *District VAT (vinyl asbestos tile) classroom flooring (\$50,000)	\$161,000	Replacement of designated material and equipment that is worn, old, and not operating properly
<u>Curriculum</u> <u>Textbooks</u> Middle School Science - Grade 8 (\$20,271) Cells and Heredity, Fast 3 THS Honors Geometry (\$8,580) THS Honors Pre Calculus (\$6,600)	\$83,451	New texts for current State-mandated science GLE's Updates of texts in core mathematics courses
<u>Intervention Materials and Software</u> Grade K-3 Didax Intervention Materials (\$24,000) Grade K-8 Symphony Math Software (\$24,000)		Materials and software to support Tier II instruction in mathematics
Total	<hr style="width: 100%;"/> \$419,451	

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting, June 15, 2009

Dr. Cialfi

Agenda Item VII-A

Pending Litigation

There are no major changes this month.

Recommendation:

Receive and file.

PENDING LITIGATION

DE	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

TRUMBULL BOARD OF EDUCATION
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting, June 15, 2009

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

<u>Unit</u>	<u>Member of Board's Negotiating Team</u>	<u>Status of Negotiations</u>
TEA (Teachers)	Attorney Floyd Dugas Dr. Gary Cialfi	The TEA Agreement covers the period from July 1, 2007 to June 30, 2011.
TAA (Administrators)	Attorney Floyd Dugas Mrs. Lisa Labella Mrs. Joann Tyborowski	The TAA Agreement covers the period from July 1, 2008 to June 30, 2012.
Secretaries CILU/CIPU	Board Attorney Floyd Dugas	The Secretaries Agreement covers the period of July 1, 2006 to June 30, 2009. Negotiations for a successor Agreement have begun.
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 July 1, 2008 to June 30, 2011.
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, 2008 to June 30, 2012. The CILU Support Agreement covers the period from July 1, 2007 to June 30, 2011.