

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Regular Meeting – May 4, 2010

**TRUMBULL HIGH SCHOOL
SENIOR LOUNGE**

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 – 4/13/10

- IV. REPORTS**
 - A. Race to the Top – Mr. Iassogna, Dr. Mark McQuillan, CT Commission of Education

- V. NEW BUSINESS**
 - A. Athletic Program Fee Structure – Mr. Iassogna, Mr. Herbst

- VI. OLD BUSINESS**
 - A. Approval/2010-2011 Calendar Revision – Mr. Kunschaft
 - B. 2010-11 Budget Discussion – Mr. Iassogna

- VII. 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, May 4, 2010

Mr. Iassogna

Agenda Item II-A

Personnel

A. Resignations—Certified

Berescik, Susan; English teacher at Trumbull High School since November 18, 1992, retiring effective June 30, 2010.

Larson, Catherine; Information Processing teacher at Madison Middle School and Trumbull High School since September 1, 1975, retiring effective June 30, 2010.

Recommendation:

Accept

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – May 4, 2010

Mr. Iassogna

Agenda Item – III-A

Approval/Minutes

Regular Meeting – 4/13/10

Administrative Recommendation:

Approve the minutes of the above
noted meeting.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT
Regular Meeting – April 13, 2010
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:

E. Lovely, Chairman
D. Herbst, Vice Chairperson
T. Kelly, Secretary
L. Chory, Board Member
L. Labella, Board Member
M. Ward, Board Member

Members absent:

S. Wright, Board Member

Agenda Item I – Preliminary Business

A. Salute to the Flag - The Public Session began at 7:06 p.m. followed by a salute to the Flag.

B. Correspondence – Mr. Kelly, Board Secretary, conveyed the Board had received communications from Lainie McHugh on behalf of the PTA President's Collaborative Committee letter and Trumbull resident John Sigona regarding alignment of the 2010-11 school vacations as related to surrounding communities. Also, Matthew and Kelly Grich gave accolades to Booth Hill teacher Selina Teisler, as related to consideration of her position for next year.

Chairman noted that many events take place at this time of year, with Congratulations extended to the THS World Guard Championships, where members placed 7th in Scholastic World Class; the cast and Jessica Spillane, director of Trumbull High School's play, *The Music Man*; the cast and Linda Golden, director of Hillcrest Middle School's play *Beauty and the Beast*; the Trumbull High School students who attended CABE's Conference to encourage support for public schools; Trumbull students in the Aquaculture program who participated and placed at the science fair Quinnipiac University; the combined / Model United Nations Team and Debate Club placed second by only two points at the World Affairs Forum's Academic World Quest held at UCONN in Stamford; and ten members of the THS Honors Marketing program who placed in the Principles of Business Administration events at Connecticut's Best Marketing competition.

Mr. Iassogna conveyed that Mark McQuillan, Commissioner of Education, will be joining the Board at their May 4 meeting, possibly to be held in the Senior Lounge at Trumbull High School.

C. Comments and Questions – Trumbull High School teacher Nick Banks commented on absenteeism, particularly for senior students at this time of year, as related to NEASC accreditation.

Agenda Item II - Personnel

A. Personnel – It was moved (Herbst) seconded (Labella) to accept the resignation of Janet Horton, mathematics teacher at Trumbull High School since August 2006 (previously August 30, 1999 through November 11, 2005) retiring effective June 30, 2010; and Deborah Ruby, teacher at Madison Middle School since November 15, 1982, retiring effective June 30, 2010. Vote: unanimous in favor. Mr. Iassogna noted that four official notices of retirement have been received; there is the possibility of three more; and twelve were budgeted. It was moved (Herbst) seconded (Chory) to approve a personal leave

of absence for the 2010-11 school year for Emily Wentworth, World Language teacher at Trumbull High School since August 24, 2000. Vote: unanimous in favor.

Agenda Item III – Consent Agenda

- A. Approval/Minutes – Regular Meeting –3/16/10; Special Meeting - 3/30/10 – It was moved (Chory) seconded (Herbst) to approve the minutes of the Regular Meeting held on March 16, 2010. Vote: unanimous in favor. It was moved (Chory) seconded (Herbst) to approve the minutes of the Special Meeting held on March 30, 2010. Vote: unanimous in favor.
- B. Approval/Financial Reports – Mr. Sirico noted that the Board of Education Expense Report for the 9 months ended 3/31/10 does not reflect significant change since the last report. A discussion ensued that included monies for: utilities and supplies, transportation, Project REACH renovation; and copiers. Also discussed was the process of arriving at the projection of unspent budgeted monies. Mr. Sirico noted that there are still two months left to the school year in which monies will be spent, including some invoices that do not have a purchase order written and, therefore, are not included in estimates of unspent monies. Mr. Iassogna noted that the Board would make a decision regarding unspent monies in May or June; however, actual dollar amounts would not be determined until August. It was moved (Chory) seconded (Labella) to accept the Board of Education Expense Report as presented. Vote: unanimous in favor. First Selectman Herbst was invited to speak by the Board Chairman. Mr. Herbst noted that the Town Council would be voting on the budget focusing on whether to agree with the Board of Finance’s restoration of \$750,000 to the Board’s budget or vote to cut back to the First Selectman’s figure. He conveyed that if a specific dollar amount of unspent monies to remain in the Town’s coffers were available from the Board prior to the mill rate being set, it could then be applied to lower the tax mill rate. First Selectman Herbst also communicated concern that for four years the Board of Education has had unspent monies voted to remain in the Town’s coffers. He also asked for a consensus of what the Board intends to do with this year’s surplus. A discussion ensued, which included use of Town’s current general fund balance to lower the mill rate; the Board’s compliance with the First Selectman’s request to freeze spending; monies needed until the end of the school year; and timeframe remaining before knowing amount of actual unspent monies. By general consensus of the Board, it was too premature to commit a specific unspent Board of Education budget dollar amount to the Town. Following discussion, it was moved (Ward) seconded (Labella) to approve the Grant Expense Report for the 9 months ended 3/31/10 as presented. Vote: unanimous in favor. It was moved (Ward) seconded (Herbst) to approve the Consolidated Financial Statement for the 9 months ended 3/31/10 as presented. Vote: unanimous in favor. Following discussion, it was moved (Chory) seconded to approve the Board of Education Programs Detail Report as of 3/31/10. Vote: unanimous in favor.
- C. Approval/Finance Committee of the Board of Education Transfers - Mrs. Chory noted that there were seven February transfers (961x, 967x, 968x, 969x, 970x, 975x, and 976x)) that required full Board approval. Following discussion, it was moved (Ward) seconded (Labella) to approve the February transfers as recommended. Vote: unanimous in favor.

Agenda Item IV Reports

- A. Trumbull Early Childhood Education Center (TECEC) Playground –The playground facility at Trumbull’s preschool (TECEC) has been damaged due to what is believed to be an ineffective drainage system causing a concern for students’ safety. Trumbull parents Alice Ferreira and Julia Massari conveyed the playground was originally installed by funds raised by a playground committee and that ChildScapes has offered a 50% reduction in cost to resurface the playground area. Following the Superintendent’s discussions with First Selectman Herbst, Town Attorney Edward Walsh, playground/community representatives Alice Ferreira and Julia Massari, TECEC Director Matt Wheeler, Mr. Herbst and Attorney Walsh have recommended the district use potential unspent

monies from the current fiscal year to repair the problem. A lengthy discussion ensued that included information that the exact cause and cost for the damage to the play ground has not been determined. It was moved (Ward) seconded (Kelly) to approve \$21,500, from an account to be determined by the Superintendent, to begin playground repairs Vote: 2 in favor (Kelly, Ward), 4 against (Chory, Herbst, Labella, Lovely). Motion fails.

Agenda Item V – New Business

- A. Curriculum Guides – Following discussion it was moved (Ward) seconded (Labella) to approve the Biology College Preparatory Curriculum Guide for use at Trumbull High School as recommended. Vote: unanimous in favor. It was moved (Ward) seconded (Labella) to approve the Honors Biology Curriculum Guide for use at Trumbull High School as recommended. Vote: unanimous in favor. It was moved (Ward) seconded (Labella) to approve Advanced College Preparatory Biology Curriculum Guide for use at Trumbull High School as recommended. Vote: unanimous in favor. It was moved (Ward) seconded (Labella) to approve the Marketing I Curriculum Guide for use at Trumbull High School as recommended. Vote: unanimous in favor. It was moved (Ward) seconded (Labella) to approve the Video Production Curriculum Guide for use at Trumbull High School as recommended. Vote: unanimous in favor. It was moved (Ward) seconded (Herbst) to approve the Child Development Curriculum Guide for use at Trumbull High School as recommend. Vote: unanimous in favor. The teachers who developed and presented these comprehensive and detailed guides were thanked and commended.
- B. Approval/THS DECA Trip to Kentucky – Per Board policy, all trips in which students would miss two or more school days must be approved by the Board of Education. Five students from Trumbull High School’s Distributive Education Club of America (DECA) have qualified to participate in the International Career Development Conference in Louisville, Kentucky from April 23-28. Vote: unanimous in favor. Following discussion that included timeliness of trip requests and coversheet date error, it was moved (Ward) seconded (Herbst) to approve this trip to Kentucky as outlined with such approval contingent upon parent(s)/guardian signing a waiver relieving the school district of any financial obligations due to trip cancellations for any reason with the stipulation that the Board can rescind it at any time depending on the security situation. Vote: unanimous in favor.
- C. Policies – First Reading – 1. Use of Privately Owned Vehicles, Policy 3541.4 – This policy was recommended by the Board’s attorney to delineate appropriate use of privately owned vehicles for student transportation and to better protect the Board of Education. Discussion ensued, including: second paragraph, sixth line of the policy page, the possible replacement of the word “exhausted” with “unless there is no other means of transportation”; and on page 2, Regulations, II-A, last sentence “In particular, the Building Principal.....” Board members conveyed they were not comfortable with private vehicle transportation related to a medical emergency as emergency vehicles should do the transporting. This policy will return to PAC. 2. Promotion/Retention/Acceleration Grades K-8 – 3. This policy contained staff recommended changes to the K-8 Promotion/Retention/Acceleration requirements, as well as deleted high school requirements as they are contained in a separate policy. Discussion arose regarding benchmark assessments, and measurement of developmental readiness. It was also suggested that on Page 1 of the Regulations, II-A – Retention, at the end of the last sentence in the paragraph, include the wording “and available achievement data.” This policy will return PAC. Special Education Instruction – This new policy was written to ensure compliance with the statutory requirements of IDEA and State law. This policy will return to the Board of a Second Reading/Approval.
- D. Approval/2011-12 Calendar – Mr. Kunschaft conveyed that the Trumbull Board of Education is currently on a two year school calendar approval cycle. Although beneficial for planning, it recently was noted that Trumbull’s calendar is not in alignment with that of Cooperative Educational Services

as well as those of surrounding districts as they approve their calendars at a later date. Mr. Kunschaff conveyed that he would reconvene the Calendar Committee to review the previously Board approved 2010-11 calendar, as well the 2011-12 calendar. No Board action was taken regarding this agenda item.

- E. Investment of Expendable Trust – The Finance Committee of the Board of Education voted to bring the discussion of the investment of expendable trust accounts before the full Board. Discussion revolved around the investment of monies from various donors for student scholarships at the high school, and the low interest it currently earns. Mrs. Chory conveyed that at present there is a bank offering 4% interest for a four year CD. A discussion ensued regarding the manner in which other school districts manage their scholarship monies; who would be responsible for managing investments and the possible formation of a committee to address such; who would be on this committee and how would they be chosen; tracking of such investments; deciding how to allocate interest earned; and liability issues. It was moved (Chory) seconded (Kelly) to authorize the Superintendent to invest \$100,000 of scholarship monies for a period of four years at a rate of 4% in a CD at Union Savings Bank, Newtown branch. Vote: 3 in favor (Chory, Herbst, Kelly) 3 against (Labella, Lovely, Ward). Motion fails.

Adjournment

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

TRUMBULL PUBLIC SCHOOLS

Please Join Us

AT OUR MAY 4, 2010 BOARD OF EDUCATION MEETING

The Trumbull Board of Education is proud to host

Connecticut's Commissioner of Education

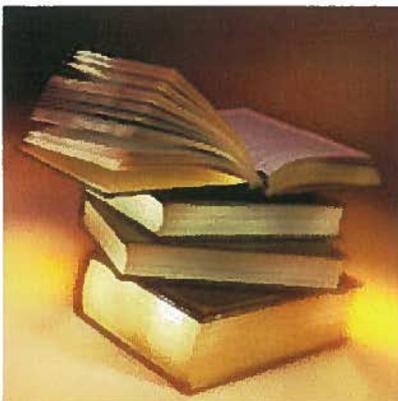
Dr. Mark K. McQuillan

Trumbull High School Senior Lounge

7:00 p.m.



Hear Commissioner McQuillan speak about the
Race to the Top and how it relates
to our district.



TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – May 4, 2010

Mr. Iassogna
Mr. Herbst

Agenda Item – V - A

Athletic Program Fee Structure

In response to previous discussions on district fees, Athletic director Mike Herbst has reviewed our sports fee structure, which is attached.

Currently, Trumbull charges a \$5 fee for adults and \$4 for students and seniors (football); all other sports have a \$3 adult and \$2 student/senior admittance fee. Trumbull Public Schools also offers a booster Ticket Pass that admits recipients into all regular season games for any sport throughout the year (see below).

After a review of this fee structure and a price comparison of all FCIAC schools, Mr. Herbst is recommending the following increase:

Football

Adults	\$ 6	(+\$1)
Students/Seniors	\$ 4	(no increase)

All Other Sports

Adults	\$ 4	(+\$1)
Students/Seniors	\$ 3	(no increase)

Booster Pass

Adults	\$ 40	(+\$10)
Students	\$ 30	(+\$ 5)
Family Plan	\$125	(New)

It is anticipated that the proposed fee increases will generate \$3,310 additional funds.

Mr. Herbst will be available at tonight's meeting to answer any questions the Board may have.

Administrative Recommendation

Discuss and approve athletic fee increases as proposed.

School	Football	Other Sports	Booster Tickets
Bassick	\$5 adults \$3 students/seniors FB & BB	No charge	No passes
Central	\$5 adults \$3 students/seniors FB & BB	No charge	No passes
Harding	\$5 adults \$3 students/seniors FB & BB	No Charge	No passes
St. Joe's	\$4 adults \$3 students/seniors FB & BB	No charge	No passes
Trumbull	\$5 adults \$4 students/seniors	\$3 adults \$2 students/seniors	Adults \$30 Students \$25 FP
Ludlowe	\$5 adults \$2 Seniors Students free with ID	FB & BB No charge	FB -\$20 BB - \$20
Warde	\$5 adults \$2 Seniors Students free with ID	FB & BB No charge	FB -\$20 BB - \$20
Staples	\$5 adults \$3 students Seniors free with ID	Same as FB	No booster passes
New Canaan	\$5 adults \$3 students Seniors free with ID	Students free with ID	Adults \$50 Students \$25
Darien	\$5 adults \$3 Students Seniors free with ID	Same as FB	Limited booster passes \$100
Danbury	\$5 adults \$3 Students Seniors free with ID	FB, BB & Wrestling only	\$500 sponsorship free pass
McMahon	\$5 adults \$3 students/Seniors for all sports		No booster passes
Norwalk	\$5 adults \$3 students/Seniors for all sports		Adults \$35 Students \$20
Greenwich	\$5 adults \$1 Students Seniors/Students free with ID	Same as FB	Provide passes to all varsity parents
Ridgefield	\$6 adults \$4 students/Seniors for all sports		Adults \$50 Students \$25
Wilton	\$5 adults \$2 Students/Seniors FIFB & BB students free with ID		Adults \$50 Students \$25
Trinity	\$5 adults \$2 Students/Seniors FB & BB	No charge	No booster passes
Westhill	\$3 adults \$2 students Seniors free with ID	FB & BB No charge	No booster passes
Stamford	\$3 adults \$2 students Seniors free with ID	FB & BB No charge	No booster passes

I would like the ticket prices to increase to the following for Trumbull High School:

- \$6 adults and \$4 for students for football
- \$4 adults and \$3 for students for all other sports
- Adult booster ticket \$40 and student booster ticket \$30 with a family plan of 2 adult & 2 student for \$125 Effective 2010-2011 seasons
- booster pass gets you into all regular season games for any sport all year long.

**TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT**

Report to the Board of Education
Regular Meeting – May 4, 2010

Mr. Kunschaft

Agenda Item – VI - A

Approval / 2010-2011 Calendar Revision

As briefly shared at your last meeting, a revised proposed calendar for the 2010-11 school year would be presented for discussion tonight.

This review was necessitated since surrounding districts and CES now have finalized their full 2010-11 calendars.

We are not in sync with their vacation date of April 18 – 22 as we are scheduled for April 25 – 29. If the revision is approved, we will be able to move the last day of school from June 16 to June 15 as Good Friday (April 22) will fall within the vacation week. We also will share the other reasons why we should align with CES and other districts.

Snow make up days, to a maximum of 6, would be added to the end of the school year. Additional make up days would be taken from the April vacation beginning with Thursday, April 21.

Recommendation:

Approve revision of 2010-2011 School Calendar presented.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – May 4, 2010

Mr. Iassogna

Agenda Item – VI-B

2010-11 Budget Discussion

As I shared last week, our total unofficial increase for the 2010-11 school year is 1.08%, or \$907,586 (.81% from the First Selectman; .27% from the Board of Finance/Town Council). Viewed from a different perspective, the Board will have to reduce **\$1,225,074** from its budget request of 2.54% /\$2,132,661. As you know, this amount does not include ARRA (\$769,881) or ECS Stabilization (\$432,000) monies.

Presented still another way, we originally had available:

• 2.54%	\$2,132,661
• ARRA/IDEA Stimulus	769,881
• ECS/Stabilization	<u>432,000</u>
	\$3,334,542

but now only have \$2,109,468 (below), necessitating **\$1,225,074** in reductions (\$3,334,542 - \$2,109,468).

• \$ 769,881	} ARRA
• \$ 432,000	
• <u>\$ 907,587</u>	Town
\$2,109,468	

Needless to say, to reach the \$1,225,074 figure will be a daunting task, particularly because we already have reduced many accounts in achieving both my 3.53% original request and your 2.54% submitted recommendation to the First Selectman, the latter of which was achieved through Board utilization of ARRA/ECS funds to supplant our budget needs.

It should not be forgotten that the already reduced items will have a definite impact on our district. Included among the cuts were 3.0 district secretaries, 1.5 maintenance workers, reduction of paraprofessional time working with students, and middle school subject area team leader positions that coordinate our academic instruction programs. All were existing positions.

Initial, far deeper reductions occurred in non-personnel areas that provide staff with key items that are important to support our programs and operations, including almost all new textbooks and workbook purchases; nearly every professional development account; THS athletic equipment purchases; and

substantial reductions in building and division accounts to minimal levels, and in several cases, below that received this year.

The above cuts were enacted to reach our lowest budget request in years, a particular achievement since our “status quo” or “carryover figure” is 4.95%. These reductions are not “paper cuts” or “budgetary fat” – they are real – with every department experiencing excessive reductions.

As I shared in December and February, the May allocation of monies received from the Town can be contentious as individuals and groups now usually promote specific items that affect, naturally, their special interest. No matter what the Board ultimately decides, it will be challenged and open for much scrutiny. Nevertheless, I believe the community realizes that your decision is predicated on only one factor – you have the responsibility to do what you believe is best for our students and staff.

Please note the following points as you begin your preliminary discussion:

- In approaching a reduction of this magnitude, and in making its recommendations to you, the administration used the following three guidelines:
 - Adhere as much as possible to our core academic tenets, such as class size, particularly at the elementary level;
 - Sustain our basic operational needs, particularly those related to safety, fundamental procedures, or those items that save us more money than they cost to run; and
 - Strive to retain as many staff as possible as they are key in working with our students and allow us to operate efficiently and without disruption.
- Although there are several approaches to specifically distribute the allocated monies, I offer two possible methods:

I. Potential Reductions to Achieve the \$1,225,074 Cut

➤ 2.5 Custodians (existing)	\$ 143,750
➤ 1.0 Behavior Specialist (existing) (Elem. Crisis Intervention Prog.)	70,000
➤ 2.0 THS Teachers (existing)	140,000
➤ OT/PT PPS Support Staff	495,536
➤ Technology/Communication	186,757

➤ 1.0 Elementary Unified	
Arts Specialist (existing)	70,000
➤ Channel 17/AV	14,400
(Reduction of taping time for on-air programming)	
➤ Athletic Department	
Middle School Sports	13,000
Sophomore Football	11,732
JV Cheerleading	3,972
Freshman Softball	7,872
Boys' Swimming	<u>26,045</u>
	\$1,182,664

(Except for the sophomore football, above done in conjunction with Athletic director and middle school principals.)

➤ **To Be Determined** 42,410

II. The second approach, and probably the simplest, is to adjust the budget by removing a significant amount of current Board of Education operating monies and shift them to ARRA/ECS monies. I must point out that this type of approach only could be applied this year since the AARA/ECS funding will be eliminated at the federal level on June 30, 2011.

Directly related to the above is the use of ARRA/ECS funds and the potential use of unspent 2009-10 monies, an area the Board previously discussed. As such, below is the breakdown of the revised Stimulus money proposal.

➤ Year 2 ARRA Funding/2010-11	
• 3.5 Special Ed. Teachers	\$ 245,000
• PPS ABA Paraprofessionals	88,638
• OT/PT PPS Support Staff	<u>495,536</u>
	\$ 829,174
➤ Year 2 ECS Funding/2010-11	
• Plant Projects	\$ 100,000
(underground tank & asbestos priorities)	
• Modulares (6) (fulfill contract)	91,619
• Nexgen Lighting Retrofit	43,056
(fulfill contract)	
➤ Technology/Communication	<u>186,757</u>
	\$ 421,432

Although we can utilize the ARRA/ECS monies in the above manner, those items that previously were in these accounts will have to be totally eliminated and include:

➤ District Instructional Equipment	\$143,332
➤ District Textbooks (New)	40,491
➤ Testing Materials	33,000
➤ Professional Development	25,500
➤ District Instructional Software	159,840
➤ Plant Projects	125,700
➤ THS Sports Supplies	39,594
➤ AutoScrubber	7,000
➤ Tech Newtwork Taps to monitor Network performance and traffic	<u>10,000</u>
	\$584,457

As you can see, this particular budget process is quite complex and entails several different aspects. In tonight's preliminary discussion, I would ask the Board to dialogue the manner in which you want the administration to proceed in the specific distribution of monies to reconcile our 2010-11 allocations. That discussion should include the use of unspent 2009-10 monies as it could impact next year's budgetary decisions. Finally, the funding cliff dilemma in 2011-12 must be revisited.

Administrative Recommendation Discuss.