

**TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT**

Regular Meeting – January 3, 2012
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- Budget Session – 12/13/2011,
Special Meeting prior to Tri-Board 12/29/2011

IV. REPORTS

V. NEW BUSINESS

- A. Approval/THS Trip to Italy—Mrs. Conti, Mrs. Guadagnoli

VI. OLD BUSINESS

- A. 2012-13 Budget Approval – Mr. Iassogna

VII. OTHER

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting, January 3, 2012

Mr. Iassogna

Agenda Item II-A

Personnel

A. Resignations - Certified

Terranova, Danielle; Intervention Specialist (.5) at Madison Middle School since October 2010, resigning effective December 23, 2011.

Recommendation:

Accept.

A. Appointments - Certified

Saunders, Julia; MA-3 Intervention Specialist (.5) at Hillcrest Middle School effective January 4, 2012.

Recommendation:

Receive and file.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – January 3, 2012

Mr. Iassogna

Agenda Item – III-A

Approval/Minutes

Budget/Work Session Meeting
12/13/2011 and
Special Meeting 12/29/11

Administrative Recommendation:

Approve the minutes of the above noted
meetings.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

BUDGET MEETING – DECEMBER 13, 2011

Long Hill Administration Building
Lorraine R. Smith Assembly Room

The Trumbull Board of Education convened in the Long Hill Administration Building for a Budget Meeting.

Members present:

Stephen Wright, Chairman
Thomas Kelly, Secretary
Loretta Chory, Board Member
Lisa Labella, Board Member
Rosemary Seaman, Board Member
Michael Ward, Board Member

Members absent:

Deborah Herbst, Vice Chairman

Agenda Item I – Preliminary Business

- A. Salute to the Flag - The Public Session began at 6:42 p.m. followed by a salute to the Flag.
- B. Correspondence – Mr. Kelly noted that an email was received in support of restoring programs previously cut and implementing full/extended day kindergarten. Chairman Wright noted that the Board reads every email/letter received and appreciates the input of the parents and Trumbull community. Superintendent Iassogna noted his appreciation of community input both in writing and speaking publicly at Board meetings. Also noted was that a Tri-Board meeting (Town Council, Board of Finance and Board of Education) is tentatively scheduled for Thursday, December 29, 2011 to share ideas on efficiencies and other cost savings measures for the Town.
- C. Comments and Questions – Mary Spiegel, 16 Plum Creek Road, expressed her appreciation and thanks to the Board and administration for their efforts in providing the best education possible for the students of Trumbull. She noted three areas at the high school level she would like the Board to consider when making a final recommendation for the 2012-13 budget, including increasing security, adding teaching staff especially in science and adding guidance counselors. John Annick, representing the Cable Advisory Committee, spoke in support of additional monies to support programming for Channel 17. Traci Cleri, 583 Booth Hill Road, spoke in support of full/extended kindergarten and restoring computer para-professionals at the elementary schools. Shannon McCoy, 51 Koger Road, spoke in support of full/extended kindergarten. Traci Galla, 6300 Main Street, spoke in support of restoring programs previously cut before implementing full/extended kindergarten.

Agenda Item II – Consent Agenda

- A. Approval/Minutes—Budget Meeting 12/6/11 and Budget Meeting 12/8/11-- By unanimous consent of members present and voting at the December 6, 2011 meeting and the December 8, 2011 meeting, the Board approved the minutes of both meetings as presented.
- B. Approval/Financial Reports— Mr. Sirico reviewed financial reports for the 5 months ended November 30, 2011. Discussion ensued regarding legal fees and tuition costs (both in and out of district) being over budget. It was moved (Ward) seconded (Chory) to accept the Board of Education

Expense Report for the 5 months ended 11/30/11 as presented. Vote: Unanimous in favor. It was moved (Chory) seconded (Labella) to accept the Grant Expense Report for the 5 months ended 11/30/11 as presented. Vote: Unanimous in favor. It was moved (Ward) seconded (Seaman) to accept the Consolidated Financial Statement as of and for the 5 months ended 11/30/11 as presented. Vote: Unanimous in favor. Discussion ensued regarding Board of Ed Programs accounts and amount budgeted for 2012-13, including elementary strings/band program, athletics and pay to participate fees. It was moved (Chory) seconded (Ward) to accept the Board of Education Programs Detail Report as of 11/30/11 as presented. Vote: Unanimous in favor. It was moved (Ward) seconded (Labella) to accept the Expendable Trust Detail Report as of 11/30/11 as presented. Vote: Unanimous in favor. Discussion ensued regarding the Superintendent's General Student Activity account (#20550) and how it is funded and the balance in the Cap and Gown account. Mr. Sirico noted that student activity accounts are recognized as fiduciary, are fee based and are not a part of the operating budget. It was moved (Ward) seconded (Seaman) to accept the Student Activity Detail Report as of 11/30/11 as presented. Vote: Unanimous in favor.

- C. Approval/Finance Committee of the Board of Education Transfers October/November—Mrs. Chory noted that the committee has not met to review transfers due to scheduling conflicts. Mr. Sirico reviewed transfers for October and November and it was noted that there were several transfers that needed Board approval. Discussion ensued. It was moved (Ward) seconded (Seaman) to approve November transfer 1425x as presented. Vote: Unanimous in favor. It was moved (Ward) seconded (Seaman) to approve October transfer 1419x as presented. Vote: Unanimous in favor.

Agenda Item III – Old Business

- A. Policy/Second Reading—Bullying Prevention and Intervention Policy, Policy Code 5131.911—This policy was presented to the Board for a first reading on November 15, 2011. Dr. Cialfi reviewed the changes recommended by the Board and noted that the policy was revised due to changes in State Statute PA 11-232 “An Act Concerning the Strengthening of School Bullying Laws” and noted that the District must provide its Safe School Climate Plan to the State by January 1, 2012. Also noted was that Dr. Michael McGrath has been appointed the District's Safe School Climate Coordinator. Discussion ensued regarding implementing the plan, each schools' Safe School Specialist and Safe School Committee, cameras on school buses, anonymous reporting by students, and the possible use of TPAUD's tip line for making anonymous complaints. It was moved (Ward) seconded (Seaman) to approve Policy Code 5131.911 Bullying Prevention and Intervention as presented. Vote: Unanimous in favor.
- B. Continuation of Budget Review and Discussion—Mr. Iassogna again briefly reviewed his 2012-13 budget recommendation and noted that an overview of all departments/schools was given at the Board's December 6 and 8, 2011 meetings. Dr. Cialfi presented the Assistant Superintendent's budget. He reviewed line items including professional development, teacher supervision and evaluation, tuition for Regional Center for the Arts, Aquaculture, Six-to-Six, and Center for Global Studies (all full and/or part time interdistrict magnet programs), programs for bullying [Positive Behavioral Interventions and Support (PBIS) and Student Success Plan (SSP)], and student database program fees (Infinite Campus). Discussion ensued including enrollment in interdistrict programs, costs for PBIS and SSP, Channel 17 funding, RTI Studio, and use of data to differentiate instruction. A lengthy discussion ensued regarding the implementation of full/extended day kindergarten and its impact on lunch and bus schedules, logistics, surveying parents as to whether they would enroll their child for a full or extended day, and the benefits associated with a full day program. Several elementary principals spoke in favor of a full day program but not at the expense of other existing programs. Mr. Iassogna noted that the budget process is long and the Board will not know what their allocation is until late April. He also stated that if his recommendation is reduced, he would not

support implementing a full/extended day kindergarten program as it would mean other current programs/staff would have to be reduced. Mr. Iassogna also noted that his core budget amount of a 3.59% increase is needed to run the district. A lengthy discussion continued regarding the impact of the loss of computer para-professionals at the elementary level, use of elementary computer labs, teacher substitute account, increased enrollment at Trumbull High School (THS) and impact of loss of THS staff. Student Board Representative Patrick Curtin spoke in support of increasing teaching staff at THS and asked the Board to address staffing issues at the high school before implementing full/extended day kindergarten. Teacher Board Representative Karen Rodrigues spoke in support of increasing teaching staff at THS and noted that many classes are at capacity and students have been denied classes. Discussion continued regarding the BOE programs accounts, Pay to Participate (P-T-P) fees, and how P-T-P fees are used. Mr. Kelly noted that he would be recommending cuts to line items in the budget in order to fund the restoration of computer paras at the elementary schools, restoring a 1.0 teacher at THS, and adding 2 interns at the middle school.

Adjournment

The Board gave unanimous approval to adjourn the Public Session at 10:49 p.m.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT
Special Meeting – December 29, 2011
Town Council Chambers
Trumbull Town Hall

The Trumbull Board of Education convened in the Town Council Chambers of Trumbull Town Hall for a Special Meeting.

Members present:

Stephen Wright, Chairman
D. Herbst, Vice Chairwoman
T. Kelly, Secretary
L. Chory, Board Member
L. Labella, Board Member
R. Seaman, Board Member
M. Ward, Board Member

Members Absent:

Agenda Item I – New Business

- A. Approval/Town of Trumbull Retirement Plan Resolution – The meeting was called to order at 7:07 p.m. It was moved (Labella) seconded (Chory) to approve and adopt the resolution amending the Town of Trumbull Retirement Plan to include Amendment No. 2 as attached for the purpose of compliance with the requirements of Internal Revenue Code of 1986, as amended; and further authorize and empower the Trumbull Board of Education to execute Amendment No. 2 to the Town of Trumbull Retirement Plan. Discussion ensued. In response to questions, Town Finance Director Maria Pires and Chief of Staff Dan Nelson reported that the Town is required to have a favorable determination letter from the IRS for the retirement plan. It was noted that in order to obtain this, the language needs to be amended to include a cap of benefits. Also noted is that the language has been added and the cap amount is \$195,000; the Town has approved the language, now the Town is asking the Board of Education to approve it as well. Ms. Pires and Superintendent Iassogna reported that bargaining unit leadership has been notified of the change, which does not actually impact anyone as they are not anywhere near the cap of benefits. Vote: Unanimous in favor.

Adjournment

Board Members gave unanimous consent to adjourn the Public Session at 7:15 p.m.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – January 3, 2012

Mrs. Conti, Mrs. Guadagnoli

Agenda Item –V-A

Approval/THS World Language/Social
Studies Trip to Italy

Attached is a description of a trip to Italy that Trumbull High School teachers Jennifer Conti and Laura Guadagnoli have organized for the World Language/Social Studies Department.

Per Board policy, all trips in which students would miss two or more school days must be approved by the Board of Education.

Students participating in this trip will leave on April 11, 2013 and return to Trumbull on April 20, 2013.

This educational trip will allow students to experience the Italian culture, language and historical sites as outlined in the attached backup.

Administrative Recommendation:

Approve trip to Italy 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.

RECEIVED

IICA - Field Trips
APPENDIX A

DEC 16 2011

TRUMBULL PUBLIC SCHOOLS
FIELD TRIP REQUEST

ASSISTANT
SUPERINTENDENT

1. FORWARD ONE COPY OF THE PRINCIPAL'S APPROVED REQUEST TO THE OFFICE OF THE ASSISTANT SUPERINTENDENT AT LEAST THREE (3) WEEKS PRIOR TO DATE OF TRIP FOR DAY TRIPS, AT LEAST NINETY (90) DAYS PRIOR FOR OVERNIGHT TRIPS AND TRIPS TO CANADA, AND AT LEAST SIX (6) MONTHS PRIOR FOR TRIPS TO FOREIGN COUNTRIES.
2. IF SCHOOL OR COACH BUSES ARE INVOLVED THE APPROVED REQUEST WILL BE FORWARDED TO THE TRANSPORTATION DEPARTMENT.
3. CONFIRMATION WILL BE FORWARDED FOLLOWING APPROVAL.

Date Submitted: 12/15/11 Submitted By: Jennifer Conti Trip Date : April 11- April 20, 2013
 School Trumbull High School Group: World Language Department- Italian / All Students
 Destination: Italy Address(Directions) N/A
 Time: Leave School To be determined upon receipt of flight assignment/Thursday April 11, 2013
 Arrive Destination To be determined upon receipt of flight assignment/Friday April 12, 2013
 Leave Destination To be determined upon receipt of flight assignment /Saturday April 20, 2013
 Arrive At School To be determined upon receipt of flight assignment /Saturday April 20, 2013
 Itinerary: See attached itinerary

How will this activity enhance student learning and integrate curricular goals?
Students will learn about Italian history, culture, and language in the native country. This experience will deepen their understanding of the people and places they've learned about in the classroom. As a result of this tour, students will develop the global awareness necessary for 21st century learning.

Number of Students 20-40 Grade Level all Number of Adults 5-6
 Teacher(s): Jennifer Conti, Laura Guadagnoli, Katherine Rubano, Pablo Sevilla, Deb Owen

Substitute Required? Yes No

Nurse Notified Yes ap Date 12-14-11
 Initials

Transportation: School Buses Coaches Parents Driving

(parents must sign parent driver form)

To be arranged by: Transportation Office School Office Self/Teacher

Any Special Considerations _____

Costs:	Amount	approved	To Be Paid By
Transportation <u>Coach bus</u>	<u>\$ 2,000</u>	<u>42</u>	<u>Students / fundraising</u>
Other <u>Per student Expense</u>	<u>\$2,794</u>	<u>"</u>	<u>"</u>

Principal's Approval _____ Date 12/15/11
 Assistant Superintendent _____ Date _____

This section to be completed by Transportation Department. Confirmation will be forwarded.

The trip schedule will be as follows:

Leave School _____ Arrive Destination _____ Leave Destination _____ Arrive School _____
 Number of Vehicles _____ Cost per Vehicle _____ Total Cost _____

Supervisor of Transportation _____

Date _____

Proposal

Tour of Italy with EF Tours

April 11–April 20, 2013 (10 day tour)

Jennifer Conti and Laura Guadagnoli from the Trumbull High School World Language Department are proposing a 10-day trip to Italy in April 2013. The itinerary includes the major highlights and cities of Italy from Milan to Rome. This trip will allow students to experience firsthand the Italian culture, language, and historical sites they've learned about in the classroom. This trip will enhance the World Language curriculum and strengthen connections across disciplines. As a result of this tour, students will develop the global awareness necessary for 21st century learning.

As a result of this tour, students will be better prepared for success in high school and beyond. Students will experience an educational itinerary that includes experiential learning activities and visits to historical and cultural sites with local guides. An emphasis will be placed on enhancing the curriculum by providing supplemental learning resources before departure. The tour company, EF Tours, provides enrichment resources for this purpose. In this way, students will be better able to draw connections between our history and the development of western civilization that they have studied.

Laura Guadagnoli led a very successful learning experience in Italy with a group of students in April 2009. She saw firsthand how impressed the students were seeing sites that they have learned about in their studies and how excited they were to practice the language they have been studying. Students enthusiastically made these connections, and gained a greater appreciation and respect for different people and cultures. Many students have now expressed interest in studying abroad to continue to accept challenges and broaden their horizons.

The tour will run through EF (Education First) Tours. We have chosen EF because they have been in business for more than 40 years and have offices around the world, which enables them to react quickly to and in person wherever we may be. Another factor in choosing EF is that EF guarantees the lowest prices for the highest quality. This company is very professional, accommodating, and thorough, providing great communication before, during, and after the trip. EF's priority is the safety and security of our students.

We would like to continue providing our students with opportunities to travel abroad at affordable prices, so that they can see and experience the places that they have learned about in school.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – January 3, 2012

Mr. Iassogna

Agenda Item – VI-A

2012-13 Budget Approval

Following a thorough and probing review and analysis of the Superintendent's budget request for 2012-13, the Board of Education will finalize its budget proposal that will be forwarded to the First Selectman no later than January 9, 2012.

Administrative Recommendation:

Approve the Superintendent's 2012-13 recommended total budget request of \$91,803,405, an increase of 4.98% over the 2011-12 allocation from the Town.