
**TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT**

Regular Meeting – August 5, 2014

Long Hill Administration Building

Lorraine R. Smith Assembly Room

7:00 p.m.

AGENDA

I. CALL TO ORDER

II. PRELIMINARY BUSINESS

- A. Pledge of Allegiance
- B. Correspondence
- C. Comments and Questions

III. CONSENT AGENDA

- A. Personnel – Dr. Cialfi
- B. Approval/Minutes – Regular Meeting 7/15/2014
- C. Financial Reports/Minutes as of 5-31-2014 - Mr. O’Keefe

IV. REPORTS/ACTION ITEMS

- A. Approval/THS Peer Mediation Program to George Mason University – Mr. McLaughlin,
Mr. Mecca
- B. 2014-2015 Enrollment Update – Dr. Cialfi
- C. Student Athletic Insurance – Mr. O’Keefe
- D. 2013-2014 Year-End Update – Mr. O’Keefe

V. OTHER

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting, August 5, 2014

Dr. Cialfi

Agenda Item III-A

Personnel

Resignations – Certified

Zinser, Scott; physical education/health teacher at Trumbull High School since August 2001, resigning effective July 24, 2014.

Recommendation:

Accept.

Appointment – Certified

The following appointments are effective August 21, 2014:

Garra, Diana; 6/16 (.5 - \$44,005) technology integration specialist at Hillcrest Middle School

Nave, Kristina; MA/6 (\$61,009) special education teacher at Trumbull High School.

Voytek, Craig; MA/20 (.6 - \$57,061) culinary arts teacher at Trumbull High School.

Recommendation:

Receive and file.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – August 5, 2014

Dr. Cialfi

Agenda Item – III-B

Approval/Minutes

Regular Meeting
July 15, 2014

Administrative Recommendation:

Approve the minutes of the above noted meeting.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT
Regular Meeting – July 15, 2014
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:

D. Herbst, Chairperson
L. Chory, Vice Chairperson
R. Seaman, Secretary
J. Donofrio, Board Member
S. LaFrance, Board Member
J. Peddle, Board Member
M. Ward, Board Member

Agenda Item I – Call to Order

The meeting was called to order at 7:06 p.m.

Agenda Item II – Preliminary Business

- A. Salute to the Flag - The Public Session began with a salute to the Flag.
- B. Correspondence – There was no correspondence this evening.
- C. Public Comments - There were no public comments this evening.

TEA representative Tammy Baillargeon introduced Jennifer Pacelli, Trumbull High School Technology Integration Specialist and Technology Team Leader for the district, as the new TEA Board Representative. The Board welcomed and congratulated her.

Agenda Item III – Consent Agenda

- A. Personnel – Dr. Cialfi conveyed there were 4 resignations that needed Board action. He noted that Lucinda Timpanelli has given 41 years to Trumbull High School, has made tremendous contributions throughout those years, was very involved with the budget process and especially organized graduation, and has genuinely cared for her students. Mrs. Herbst, on behalf of the Board, thanked her for her years of service and wished her well. It was moved (Chory) seconded (LaFrance) to accept the resignations of Lucinda Timpanelli, House Principal at Trumbull High School since September 1973, retiring effective September 5, 2014; Lauren Julian, grade 3 teacher at Middlebrook Elementary School since August 2012, resigning effective July 15, 2014; Michelle Marini; math specialist (.4) at Booth Hill Elementary School since August 2005, resigning effective July 11, 2014; and Elizabeth Orlando, grade 5 teacher at Middlebrook Elementary School since August 2012, resigning effective June 30, 2014. Vote: unanimous in favor. It was moved (Chory) seconded (Donofrio) to approve a personal leave of absence without pay for the 2014-15 school year for Elisa Esteves, teacher at TECEC since August 2011, in

compliance with the Trumbull Board of Education Leave of Absence Policy, 4150. Vote: unanimous in favor. Motion passes.

Mr. Ward asked the Superintendent how many appointments/hires are Trumbull High School graduates. Dr. Cialfi commented that we try to make sure that THS graduates receive interviews, although they may not necessarily get the job and Mrs. Herbst concurred. Mrs. Chory asked to have salary reflected on the cover page. Discussion ensued. A motion was made (LaFrance) and seconded (Chory) to direct the Superintendent to include the salaries of new appointees on the personnel report going forward. Vote: unanimous. Motion passes.

B. Approval/Minutes – Regular Meeting – 6/17/14 – It was moved (Ward) seconded (LaFrance) to approve the June 17, 2014 minutes as presented. Vote: unanimous in favor. Motion passes.

C. Approval/Curriculum Guides

Mrs. Herbst commented that the Curriculum Sub Committee thoroughly went through each curriculum guide, met with the teachers and Dr. Paslov, updated each and determined the following curriculum guides were in alignment with the Common Core State Standards, and they were placed under the Consent Agenda. Mrs. Seaman gave an overview of the sub-committee meeting and the efforts and work of its members to present the following to the full Board of Education for approval. Mrs. LaFrance expressed her concerns about not having more detailed curriculum guides with track changes and asked for more time before making a decision. She also indicated that if there is a major overhaul, then a summary of changes could be provided because she would like to respond to parent questions. Further discussion ensued. Dr. Cialfi asked that any parent concerns be brought to him, Dr. McGrath or Dr. Paslov. Mrs. Seaman welcomed Mrs. LaFrance to join them at the sub-committee meeting and noted that the minutes of the sub-committee meeting were included in the Board packet. Mrs. Herbst also noted that these curriculum guides need to be in place for the start of school. Mrs. LaFrance suggested possibly tabling the items because they lacked the specificity that she requested at a March 2014 meeting. A discussion ensued. During this discussion, Mrs. LaFrance asked about receiving the Board of Education agenda and packet 7 days prior to the BOE meeting. A discussion ensued. Mrs. Herbst stated that this item should not be discussed at this point in the agenda. If so desired, Mrs. LaFrance can raise this proposal during the portion of the agenda entitled Other.

Mrs. Herbst asked for a consensus from every Board Member on how to present curriculum guides to be sent to herself and Dr. Cialfi in an email by Friday, July 18, 2014. She wanted it noted on the record that Board Members should never change curriculum.

Further discussion ensued. Dr. Paslov remarked that curriculum guides are holistic and include the scope and sequence. She said some pages are taken out because they contain test questions and teacher instruction. Ms. Baillargeon commented that the scope and sequence for a teacher is like the map to their year. Discussion continued.

A motion was made (Seaman) and seconded (Ward) to accept the following curriculum guides:

Middle School

Mathematics Grade 6/Mathematics Grade 7

High School

World Language: *English as a Second Language/French 1/French 5/5 Honors*
Business Education: *Computer Technology*

English: *Drama 1/English Grade 10 – ACP/Film as Literature – ACP/Poetry/
Women's Literature/Honors World Literature*

Vote: unanimous. Motion passes.

D. Approval/Textbooks – *Western Civilizations*

A motion was made (Seaman) and seconded (Peddle) to accept the textbook, *Western Civilizations* as presented. Vote: unanimous. Motion passes.

The Board Chair called a 5 minute recess at 8:06 p.m.

The meeting was called back to order at 8:11 p.m.

Agenda Item IV—Reports/Action Items

A. Policies/First Reading

1. “The Management of Food Allergies at School”, Policy Code 5 51 41.260 – Mrs. Frillici Middlebrook Principal Pat Frillici and Director of Nursing Coleen Figliuzzi presented the guidelines for the management of students with food allergies. Mrs. Frillici gave an overview of this plan and said it will be made available on the Board’s website per the new Connecticut statute 10-212c. Mrs. Figliuzzi discussed the aspects of the policy and the plan that was developed in the committee which included principals and a physician specializing in pediatric allergy. Mrs. Figliuzzi has been involved with the training of school nurses, teachers, staff including substitutes, as well as department heads. It is important that a folder be kept for a student with a life-threatening allergy to be shared with substitutes. She cited the importance of the use of epinephrine, Individualized Health Care Plans, 504 plans and community awareness. Discussion ensued. This policy will be returned to the Board for a second reading and approval.
2. “Trumbull Board of Education Policy Committee”, Policy Code 9131 – Board of Education Mrs. Chory stated this is a new policy which consolidates two policies: “Policy on Policy”, Policy Code 9311 and “Policy Advisory Committee”, Policy Code 9132.1. The attached policy addresses new protocols and procedures for policy making, giving the Board more involvement and authority with regard to the development of new policy and revision of current policy. Mrs. Chory stated the enclosed form is the first step in proposing policy change. It may involve a staff member with regard to their area of expertise and copies go to Mrs. Chory and Dr. Cialfi. A discussion ensued. This policy is being presented to the Board for a first reading. This policy will be returned to the Board for a second reading and approval.

B. NEASC Report/Trumbull High School

Dr. Cialfi and Mr. Guarino highlighted the efforts made in this accreditation process by THS staff, especially Mrs. Timpanelli. The five phases of this process were discussed: THS self-study; visitation assessment; progress report due on March 1, 2015; the 2-year report due October, 2015; and the 5-year report. Mrs. Timpanelli said she has been through this four times and stated that it is a very introspective look at the way the high school operates. It includes at least three sources from teachers, parents, students and/or Board members. NEASC was impressed with Trumbull High School citing the strong connections to the community. She presented the components involved and the efforts of the Steering Committee. Mrs. Timpanelli thanked this Board and the former Board for their support. The Board of Education commended Mr. Guarino, Mrs. Timpanelli and the efforts of all those involved.

C. Approval/Non-Affiliates Salaries

Dr. Cialfi stated that every year at this time the non-affiliated employees are reviewed for salary increases. These positions, although not affiliated with any bargaining unit, have been aligned with a bargaining unit as a guideline. The rationale is based on several factors such as performance, duties and responsibilities. Discussion ensued.

An amendment was proposed by Mrs. Chory regarding the *Human Resources Specialist* and *Human Resources Support Specialist* positions. She moved to table these increases until receipt of a report to the Board on the additional duties assigned to these positions. Motion to table these positions (Chory), seconded (Donofrio). Vote: unanimous. Motion passes.

A discussion ensued. Mrs. Herbst commended all the non-affiliates for their hard work. She asked that in the future to give the prior year language on the raises in the cover sheet.

It was moved (Ward) seconded (Seaman) to accept the remainder of the Non-Affiliates' salaries as presented: Non-Central Office, Non-Affiliates: *Health Aides/Special Education from \$15.67 to \$16.17 per hour; Trumbull Public Schools Signing Aide from \$19.90 to \$20.30 per hour; OT/PT (Therapists), grant six of these seven positions an increase of 1% from \$63.12 to \$63.75 per hour and one position an increase of 1% from \$65.39 to \$66.04 per hour; Behavior Analyst an increase of 1% from \$84.48 to \$85.32 per hour; Cafeteria Aides from \$12.17 to \$12.41 per hour; Trumbull Public Schools Webmaster from \$7,261.10 to \$7,333.71 per year. Also, Central Office/Non-Affiliates: the Executive Assistant to the Superintendent from \$60,258.64 to \$61,765.11 per year; the Secretary to the Superintendent from \$52,914.79 to \$54,237.66 per year; Assistant Superintendent from \$165,151 to \$168,454; and the Business Administrator from \$144,993.75 to \$147,893.63. Vote: Unanimous in favor. Motion passes.*

D. Year-End Preliminary Financial Update – Mr. O’Keefe

Mr. O’Keefe presented the status of the 2013-2014 year-end closing. Although the books will not be closed until the first week of August, he estimates that there could be a surplus of between \$250,000 and \$300,000 which is approximately 0.3% of the 2013-14 budget. He discussed options for utilizing the potential surplus such as supplementing the Health Reserve and making purchases for critical capital items (dump truck, Toolcat, and SmartBoards) that had not been approved by the Town Council in the 2014-15 Capital Request. These options have already been pre-authorized by the Board of Education during the June 17, 2014 regular meeting. The Board congratulated Mr. O’Keefe on a job well done.

Agenda Item V—Receive and File

These items were received and filed.

Adjournment

Board Members gave unanimous consent to adjourn the Public Session at 9:30 p.m.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – August 5, 2014

Mr. O’Keefe

Agenda Item III-C

Financial Reports/Minutes as of 5/31/2014

The Finance Committee of the Board of Education met on July 30, 2014 to review the Financial Reports as of May 31, 2014. In addition to the review of the Financial Reports, the Finance Committee discussed the following:

- Year-end 2013-14 Status
- 2014-15 Interscholastic/Athletic Insurance renewal (Agenda Item IV-C)
- Current BOE Bonded Projects
- E-Rate Funding process
- Current risks in the 2014-15 approved budget

Recommendation:

Approve.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT
Finance Committee of the Trumbull Board of Education

Minutes

Date of meeting: July 30, 2014
Attendees: Susan LaFrance (Chair), Rosemary Seaman, Sean O'Keefe
Absent: Loretta Chory
Location: Long Hill Administration Building
Start: 5:40 P.M.
End: 7:25 P.M.

The Chair called the meeting to order at 5:45 P.M.

1. Approval of June 9, 2014 minutes: Accepted
2. Review of Monthly Financial Reports: As of May 31, 2014 (June 2014 tabled to August meeting).
 - a.) June 2014 Financials will be finalized by the week ending August 8 and will be presented at the August 19th BOE meeting. However, preliminary yearend June estimates include: potential surplus of \$300K - \$310K (estimated) of which \$250k will be allocated to the BOE Health Reserves account as per the BOE vote on June 17, 2014.
 - b.) The remaining \$50-60K, although initially earmarked for unfunded capital projects per the June 17th BOE meeting, the Finance Committee discussed a continuing shortfall in the Elementary Strings/Band (Special Revenue Programs) A/C # 2051717. Discussion ensued for the use of the remaining surplus to be allocated to cover some of the shortfall which is estimated at (\$86,000).
 - The Finance Committee will formally request the Board to amend its June 17th decision and to redirect (\$50-60K) of potential surplus funds to the on-going shortfall in the Elementary Strings/Band organization (consistent with prior years) and to review data on its operating costs, student enrollment and general operations with the full Board.
 - Discussion ensued about the projected 2013-14 cost overrun in natural gas of approximately \$600K. Natural gas rates began to increase significantly in November 2013 and continues at very high levels today. As a result, the 2014-15 budget is potentially exposed by a similar amount. The Finance Committee discussed options (ie locking in rates) to mitigate the 2014-15 and future exposures in this account. The Business Administrator will pursue with Mark Deming (new BOE Facilities Director) and with John Marsilio on the Town side.
 - c.) Legal costs were higher than anticipated, mostly due to contract negotiations, SPED, and grievances.
3. Budget Transfers: None
4. Other New Business
 - a.) Discussion of Athletic Insurance for 2014-15: The Business Office was recently notified that the Board Of Education's Athletic Insurance provider (Ace American Insurance) would no longer cover Trumbull Public Schools as a result of consistently high claims (current

coverage expired on July 31). After reviewing several quotes from other insurance companies, the Board of Education will be insured by Bollinger Insurance, a leader in the Student/Athletic Insurance field with an effective date of August 1, 2014. Meanwhile, Mr. O'Keefe conducted a survey with his colleagues in other districts and determined that Trumbull is unique in how it handles Student/Athletic insurance. Mr. O'Keefe will address this topic in more detail at the August 5, 2014 Board of Education meeting and the Finance Committee will be recommending a change in the BOE policy concerning this area.

b.) Review status of all BOE outstanding Bonds: Mr. O'Keefe provided a spreadsheet outlining the 2014-15 bond request and highlighted the projects that were approved by the Town. In addition, the status of the prior year appropriations were also discussed and Mr. O'Keefe advised that the status of all years were in the process of being updated by Mr. Deming and Mr. Kennedy. This item will be added to the Finance Committee agenda on a monthly basis and Mark Deming and Steve Kennedy will be invited to attend as necessary. Once the update is completed and reviewed by the Finance Committee, the report will be reviewed by the BOE prior to a meeting with the Board of Finance to discuss current status and actions resulting from the BOE review.

c.) Discuss E-Rate: E-Rate is a support mechanism which provides discounts to schools (and libraries) to assist them in obtaining affordable telecommunications, internet access and infrastructure. Discounts can range between 20-90% based on the poverty level and whether the district is urban or rural. Since 1998, Trumbull has received between as little as \$38K in 2000-01 to as much as \$124K in 2013-14. For 2014-15, the district is anticipating receiving \$101K for expenditures in Telephone, Wireless, Wide Area Network, and Internet Access.

The Finance Committee discussed how the district can optimize the savings and will invite Jeff Hackett to its August meeting to review current process and to determine if any action may be required to increase the benefit.

e.) General discussion regarding continued comprehensive review of all BOE Financials and suggestions on how to constantly review ways to increase transparency.

f.) Retreat/Planning meeting agenda to be discussed: It was determined that any committee business can be done at regularly scheduled meetings.

5. Old Business

Review complete list of 501(c)(3)s under the BOE (tabled to future date due to limitation)

Trumbull Board of Education
May 2014 Financial Reports

Trumbull Board of Education Financials As Of May 31 2014

Executive Summary

- o YTD Expense as of May 31, 2014 is \$75.9M
 - YTD Attainment of 2013-14 Budget is 81.6% (LOWER than avg of last two years)
 - Lower Attainment Drivers: Salary & Benefits; Svcs Purchased Other
 - Higher Attainment Drivers: Svcs Property (Utilities/Energy), Transport, Legal, Svc Contracts (RTI/Techneeq)
- o YTY Expense Up 0.3%
 - Lower than Budgeted YTY increase of +2.8%
 - Slower Growth Rate Drivers: Benefits Down -16.9% YTY vs Budget of +3.5%
 - Faster Growth Rate Drivers: Same Drivers as the ones with Higher Attainment
 - > Natural Gas is Up 72% YTY (\$1317K vs \$766K in prior YTD May)
 - > Electricity is Up 9% YTY (\$1298K vs \$1191K in prior YTD May)
- o Accounts Being Monitored as we close out the year (2 months to go)
 - Energy & Utilities
 - Transportation
 - Tuition
 - Supplies & Equipment - announced a freeze on April 8
 - Benefits

Trumbull Board of Education Financials As Of May 31 2014

Executive Summary Cont'd

- o **Food Services Financials**
 - **Revenue up 1.34% YTY (\$30K)**
 - **Expense up 0.74% YTY (\$16K)**
 - **YTD Profit of \$35K - fund balance \$551K**

- o **BOE Programs**
 - **Negative balances:**
 - > **Continuing Ed - \$13K YTD May**
 - > **Elementary Strings - deposit in May but may need help from DW Support**
 - > **Interdistrict - timing; expecting \$45K grant money from Town in June**
 - > **Summer Explorations - significant improvement; running YTD profit**
 - > **THS Auditorium - revenue recorded in May**
 - > **THS Musical - now positive**

Summary Expense Report As Of May 31 2014

Attainment Analysis (\$K)

	2013/14 YTD May	FY 2013/14 Budget	YTD Attain %	2012/13 YTD May	FY 2012/13 Actual	YTD Attain %	2011/12 YTD May	FY 2011/12 Actual	YTD Attain %	Prior 2Yrs AVG Att %
Total Trumbull BOE Spend	\$ 75,867.9	\$ 92,962.4	81.6%	\$ 75,677.4	\$ 90,472.5	83.6%	\$ 72,487.2	\$ 86,569.3	83.7%	83.7%
- Salaries	\$ 49,877.3	\$ 62,200.2	80.2%	\$ 48,429.1	\$ 60,095.1	80.6%	\$ 46,456.3	\$ 57,541.8	80.7%	80.7%
- Benefits	\$ 10,170.1	\$ 13,879.2	73.3%	\$ 12,234.7	\$ 13,407.9	91.2%	\$ 11,240.9	\$ 12,417.0	90.5%	90.9%
S/Tot Salary & Benefits	\$ 60,047.4	\$ 76,079.4	78.9%	\$ 60,663.8	\$ 73,503.1	82.5%	\$ 57,697.1	\$ 69,958.8	82.5%	82.5%
- Svcs Prof / Tech	\$ 1,218.5	\$ 1,291.2	94.4%	\$ 966.5	\$ 1,279.0	75.6%	\$ 982.8	\$ 1,160.3	84.7%	79.9%
- Svcs Property (Util/Repairs/Copiers)	\$ 3,806.2	\$ 3,769.1	101.0%	\$ 3,100.3	\$ 3,579.7	86.6%	\$ 3,079.9	\$ 3,714.3	82.9%	84.7%
- Svcs Purch'd Oth (Transport/Tuition)	\$ 8,285.9	\$ 8,808.3	94.1%	\$ 8,458.1	\$ 8,903.3	95.0%	\$ 8,362.1	\$ 8,754.6	95.5%	95.3%
- Supplies	\$ 2,033.5	\$ 2,375.0	85.6%	\$ 1,943.4	\$ 2,295.1	84.7%	\$ 1,899.6	\$ 2,257.7	84.1%	84.4%
- Property (Off Equip/Furn)	\$ 337.3	\$ 394.2	85.6%	\$ 364.8	\$ 713.5	51.1%	\$ 263.3	\$ 505.2	52.1%	51.5%
- Other	\$ 139.2	\$ 245.1	56.8%	\$ 180.5	\$ 199.0	90.7%	\$ 202.3	\$ 218.4	92.6%	91.7%

- YTD May 2013/14 Actual Expense is \$75.9M (81.6% Attainment of FY Budget)

'- LOWER overall attainment vs AVG of prior two years (83.7%) and lower than prior year (83.6%)

'- Lower Attainment by Category:

- o Salaries - slightly lower than 2 year avg and prior year
- o Benefits - SIGNIFICANTLY LOWER attainment vs last two years - due to shift to self-funded medical & dental
'(Current year budget reflects the -\$873K transfer approved at Nov 2013 BOE mtg)
- o Svcs Purch'd Other - slightly lower - continue to monitor Tuition & Transportation
- o Other - lower attainment vs 2-yr avg and prior year

'- Higher Attainment by Category:

- o Svcs Prof & Tech - Legal, Oth Prof Svcs (THSMB), Svc Contracts (RTI/IC), partly offset by Consulting-continue to monitor
- o Svcs Property (Util/Repairs/Copiers) due to Utility/Energy
- expect to overrun budget in Energy (Nat Gas) and Utilities (Electricity) due to price escalation this year
- o Supplies - slightly above 2 year avg and prior year
- o Property (Off Equip/Furn) - spdgd down YTY but incr in attain due to end of yr computer purchases in 2012-13

Appears OK
Inspect
Action Req'd?

Summary Expense Report As Of May 31 2014

Year-to-Year (YTY) Analysis (\$K)

	FY 2013/14 <u>Budget</u>	FY 2012/13 <u>Actual</u>	Budget YTY %	2013/14 <u>YTD May</u>	2012/13 <u>YTD May</u>	YTD YTY %
Total Trumbull BOE Spend	\$ 92,962.4	\$ 90,472.5	2.8%	\$ 75,867.9	\$ 75,677.4	0.3%
- Salaries	\$ 62,200.2	\$ 60,095.1	3.5%	\$ 49,877.3	\$ 48,429.1	3.0%
- Benefits	\$ 13,879.2	\$ 13,407.9	3.5%	\$ 10,170.1	\$ 12,234.7	-16.9%
S/Tot Salary & Benefits	\$ 76,079.4	\$ 73,503.1	3.5%	\$ 60,047.4	\$ 60,663.8	-1.0%
- Svcs Prof / Tech	\$ 1,291.2	\$ 1,279.0	1.0%	\$ 1,218.5	\$ 966.5	26.1%
- Svcs Property (Util/Repairs/Copiers)	\$ 3,769.1	\$ 3,579.7	5.3%	\$ 3,806.2	\$ 3,100.3	22.8%
- Svcs Purch'd Oth (Transport/Tuition)	\$ 8,808.3	\$ 8,903.3	-1.1%	\$ 8,285.9	\$ 8,458.1	-2.0%
- Supplies	\$ 2,375.0	\$ 2,295.1	3.5%	\$ 2,033.5	\$ 1,943.4	4.6%
- Property (Off Equip/Furn)	\$ 394.2	\$ 713.5	-44.8%	\$ 337.3	\$ 364.8	-7.5%
- Other	\$ 245.1	\$ 199.0	23.2%	\$ 139.2	\$ 180.5	-22.9%

Appears OK
Inspect
Action Req'd?

- 2013/14 FY Budget is \$93.0M (+2.8% YTY vs 2012/13 Actual)

- '- YTD May 2014 up YTY by 0.3%, LOWER vs FY budget growth rate of +2.8%
- '- Categories growing SLOWER than budgeted growth rate:
 - o Salaries - slightly lower than planned growth rate
 - o Benefits - reflects expected savings from shift to self-funded (use savings to fund y/e reserves)
 - o Svcs Purch'd Other - slightly lower; monitor Tuition & Transportation
 - o Other - growing less than plan
- '- Categories growing FASTER than budgeted growth rate:
 - o Svcs Prof & Tech - Legal, Svc Contracts (RTI/Techneeq), Oth Prof Svcs (THSMB, IC Messenger/Shoutpoint), and partly offset by lower spending in Consultants
 - o Svcs Property (Util/Repairs/Copiers) - Nat Gas, Electricity due to price escalation
 - o Supplies - Text/Wkbook & Test Mat'ls (earlier vs P/Y)
 - o Property (Off Equip/Furn) - effect of last minute spend last year in computers; will improve

Budget Transfers

There Were No Transfers in May 2014

<u>Object Description</u>	<u>Object#</u>	<u>Budget</u>			<u>Expended</u>	<u>Commitments/ Estimates</u>	<u>Available/ (Over)</u>	<u>% Spent</u>
		<u>Original</u>	<u>Transfers</u>	<u>Revised</u>				
	Total	0	0	0	\$18,142	3,899	(22,041)	?
	Salaries	0	0	0	\$18,142	3,899	(22,041)	?
Admin./Supervisors	110	4,135,368	0	4,135,368	\$3,837,641	317,686	(19,959)	100.48%
Teachers	120	44,912,774	80,000	44,992,774	\$34,007,925	10,500,356	484,493	98.92%
Custodians/Maintenance	130	3,588,679	0	3,588,679	\$3,183,180	333,397	72,102	97.99%
Tech Support	140	566,055	0	566,055	\$555,597	43,156	(32,698)	105.78%
Secretaries	150	2,323,376	0	2,323,376	\$2,106,580	186,616	30,180	98.70%
Paras & Aides	160	2,810,133	0	2,810,133	\$2,680,536	191,588	(61,991)	102.21%
Substitutes	170	880,500	0	880,500	\$951,033	86,387	(156,920)	117.82%
Coaches & Advisors	180	492,824	6,000	498,824	\$403,678	107,136	(11,990)	102.40%
Salaries Other	190	2,035,485	0	2,035,485	\$1,892,726	212,940	(70,181)	103.45%
Misc Salary Items	195	375,045	(6,000)	369,045	\$256,816	0	112,229	69.59%
	Salaries Total	62,120,239	80,000	62,200,239	\$49,875,712	11,979,264	345,263	99.44%
	Benefits							
Health Insurance	210	13,108,390	(955,438)	12,152,952	\$8,710,156	2,755,097	687,699	94.34%
FICA	220	1,532,247	0	1,532,247	\$1,289,677	260,465	(17,895)	101.17%
Insurances	280	129,000	0	129,000	\$112,293	15,771	936	99.27%
Benefits Other	290	65,000	0	65,000	\$57,933	694	6,373	90.20%
	Benefits Total	14,834,637	(955,438)	13,879,199	\$10,170,059	3,032,027	677,113	95.12%
	Services - Prof. & Technical							
Professional Development	320	102,342	0	102,342	\$83,132	12,384	6,827	93.33%
Legal	330	229,000	0	229,000	\$232,501	64,159	(67,659)	129.55%
Service Contracts	340	363,645	0	363,645	\$375,671	92	(12,118)	103.33%
Consultants	360	280,000	(80,000)	200,000	\$123,553	66,328	10,120	94.94%

Object Description	Object#	Budget			Expended	Commitments/ Estimates	Available/ (Over)	% Spent
		Original	Transfers	Revised				
Other Prof Services	390	314,253	82,000	396,253	\$403,605	33,362	(40,713)	110.27%
Services - Prof. & Technical	Total	1,289,240	2,000	1,291,240	\$1,218,461	176,324	(103,544)	108.02%
<u>Services - Property</u>	<u>400</u>							
Utilities	410	1,542,742	0	1,542,742	\$1,378,745	287,974	(123,977)	108.04%
Energy	415	918,169	0	918,169	\$1,317,777	184,799	(584,408)	163.65%
Repairs & Service Fees	430	377,085	12,000	389,085	\$305,262	33,651	50,172	87.11%
Communication	440	254,016	0	254,016	\$239,523	13,105	1,388	99.45%
Copiers	445	285,000	0	285,000	\$263,400	30,626	(9,027)	103.17%
Building Improvements	450	108,500	0	108,500	\$48,102	0	60,398	44.33%
Other Purch Prop Services	490	271,601	0	271,601	\$236,870	18,865	15,866	94.16%
Services - Property	Total	3,757,113	12,000	3,769,113	\$3,789,680	569,021	(589,588)	115.64%
<u>Services - Purchased</u>	<u>500</u>							
Other								
Transportation	510	4,613,928	0	4,613,928	\$4,706,048	216,485	(308,605)	106.69%
Postage	530	55,000	0	55,000	\$50,589	8,438	(4,027)	107.32%
Advertising	540	2,500	0	2,500	\$950	0	1,550	38.00%
Interns	550	266,000	0	266,000	\$262,301	0	3,700	98.61%
Tuition	560	3,737,971	0	3,737,971	\$3,189,867	169,523	378,581	89.87%
Printing	570	40,395	0	40,395	\$19,794	800	19,801	50.98%
Other Purch Services	590	92,524	0	92,524	\$56,305	0	36,219	60.85%
Services - Purchased	Total	8,808,318	0	8,808,318	\$8,285,854	395,246	127,218	98.56%
Other								
<u>Supplies</u>	<u>600</u>							
Supplies Teaching	610	745,494	0	745,494	\$638,214	23,780	83,500	88.80%
Supplies Office	620	177,942	0	177,942	\$137,198	6,873	33,871	80.97%
Supplies Custodial	630	152,000	0	152,000	\$137,377	6,736	7,887	94.81%
Supplies Maintenance	635	270,673	0	270,673	\$193,912	18,419	58,342	78.45%

Object Description	Object#	Budget		Expended	Commitments/ Estimates	Available/ (Over)	% Spent
		Original	Revised				
Text & Workbooks	640	600,110	600,110	\$521,592	7,693	70,826	88.20%
Subscriptions	645	100,411	100,411	\$81,413	0	18,998	81.08%
Testing Materials	650	73,271	(12,000)	\$61,937	0	(666)	101.09%
Books & AV	655	78,906	200	\$71,698	3,156	4,252	94.63%
Software	660	156,058	0	\$160,934	0	(4,876)	103.12%
Other Supplies	690	31,936	0	\$29,237	1,040	1,659	94.81%
Supplies Total		2,386,801	(11,800)	\$2,033,511	67,697	273,793	88.47%
Property	700						
Office Equipment	710	3,015	0	\$1,721	0	1,294	57.07%
Office Furniture	720	500	0	\$13,456	0	(12,956)	2691.10%
Classroom Equipment	730	317,200	(200)	\$271,667	2,133	43,200	86.37%
Classroom Furniture	740	30,040	0	\$24,658	124	5,258	82.50%
Building Equipment	750	40,600	0	\$25,844	0	14,756	63.65%
Other equipment	790	3,000	0	\$0	0	3,000	0.00%
Property Total		394,355	(200)	\$337,344	2,257	54,554	86.16%
Other Objects	800						
Dues, Fees and Memberships	810	106,114	0	\$98,896	85	7,133	93.28%
Unemployment	825	72,000	0	\$40,279	7,721	24,000	66.67%
Other Objects	890	(806,436)	873,438	\$0	0	67,002	0.00%
Other Objects Total		(628,322)	873,438	\$139,175	7,806	98,135	59.96%
Report total		\$92,962,381	\$0	\$75,867,939	\$16,233,540	\$860,902	99.07%

School Lunch Financials As of May 31, 2014

Balance Sheet as of 5/31	5/31/14 <u>School Lunch</u>	5/31/13 <u>School Lunch</u>	<u>YTY Diff.</u>	<u>% Change</u>
Assets:				
Cash	541,347	728,937	(187,590)	-25.73%
Receivables	78,956	73,216	5,740	7.84%
Inventory	69,756	41,465	28,291	68.23%
Prepaid Expense	-	-	-	-
Due From Others	-	-	-	-
Total Assets:	690,059	843,618	(153,559)	-18.20%
Liabilities:				
Accounts Payable	-	108,644	(108,644)	-100.00%
Deferred Revenue	89,242	84,041	5,201	6.19%
Due to others	49,113	45,945	3,168	6.89%
Total Liabilities:	138,355	238,630	(100,275)	-42.02%
Fund Balances:	551,704	604,988	(53,284)	-8.81%
Statement of Revenues, Expenditures and Changes in Fund Balances for the 11 months ended 5/31				
Revenue/increases:				
Food Sales/Charges for Service	1,915,769	1,914,205	1,564	0.08%
Intergovernmental	328,288	299,574	28,714	9.58%
Other Income/Interest	-	-	-	-
Donations	-	-	-	-
Increases	-	705	(705)	-100.00%
Total revenue/increases	2,244,057	2,214,485	29,572	1.34%
Expenses/decreases				
Wages	779,948	799,796	(19,848)	-2.48%
FICA	44,683	46,175	(1,492)	-3.23%
Medical	486,654	420,911	65,743	15.62%
Other Expenses/Scholarships	31,170	38,702	(7,532)	-19.46%
Supplies	67,055	65,966	1,089	1.65%
Cost of Food	767,523	786,011	(18,488)	-2.35%
Equipment/Capital	31,651	34,879	(3,228)	-9.25%
Decreases	-	-	-	#DIV/0!
Total Expenditures/Increases	2,208,684	2,192,439	16,245	0.74%
Incr/(Decr) in fund balances before				
operating transfers	35,373	22,045	13,328	60.46%
Operating Transfers in/(out)	-	-	-	-
Incr/(Decr) in fund balances after	35,373	22,045	13,328	60.46%
Fund Balances:				
Beginning of year	516,331	582,944	(66,613)	-11.43%
End of period	551,704	604,989	(53,285)	-8.81%

Trumbull Board of Education
Special Revenue BOE Programs

Printed on 7/30/2014

Org#	Description	7/1/13 to 5/31/14					Fund Balance (Deficit) as of	
		Revenues	Expenditures	Revenues over (under) Expenditures before operating	Operating transfers in/(out)	Revenues over (under) Expenditures after operating transfers	7/1/13	5/31/14
2051660	ACE Foundation	-	-	-	-	-	58	58
2059530	Agriscience	126,295	98,141	28,154		28,154	104	28,258
2051121	Athletics	332,233	311,450	20,783		20,783	22,186	42,969
2059390	BEI Mini-Grants	461	206	255		255	(255)	-
2051650	Continuing Ed	64,292	77,253	(12,961)		(12,961)	(28,437)	(41,399)
2051100	Driver's Education	156,063	141,651	14,411		14,411	81,170	95,582
2051717	Elementary Strings/Band	116,352	168,171	(51,819)		(51,819)	(5,987)	(57,807)
2051070	Enhancement Program	-	-	-		-	1,858	1,858
2056230	Guidance/Testing	53,522	14,191	39,331		39,331	18,213	57,544
2059360	Headstart Food	28,198	37,381	(9,183)		(9,183)	69,664	60,481
2059240	Interdistrict	185,350	237,491	(52,140)		(52,140)	(10,961)	(63,101)
2059540	Madison Grant	-	-	-		-	368	368
2059520	Magnet Transportation	72,800	72,800	-		-	7	7
2059490	Miscellaneous	-	-	-		-	9,962	9,962
2059460	Open Choice	182,538	121,015	61,523		61,523	148,026	209,549
2051019	PE Day	-	-	-		-	1,609	1,609
2051200	PPS Medicaid Program	18,863	1,135	17,728		17,728	-	17,728
2055904	Rebates	124,131	111,471	12,660		12,660	(10,028)	2,632
2059500	South Korea Fund	-	1,508	(1,508)		(1,508)	4,474	2,967
2051600	Summer Explorations	259,818	232,622	27,196		27,196	(45,542)	(18,346)
2051380	THS Auditorium	1,993	2,916	(923)		(923)	-	(923)
2059400	THS Connections	350	149	201		201	749	950
2055400	THS Musical	63,313	55,730	7,583		7,583	6,986	14,569
2059510	Typical or Troubled Grant	-	-	-		-	852	852
2056207	Used Books	-	-	-		-	2,145	2,145
	Grand Total	\$ 1,786,570	\$ 1,685,282	\$ 101,289	\$ -	\$ 101,289	\$ 267,221	\$ 368,510

Trumbull Board of Education
Expendable Trust Details

Printed on 7/30/2014

Account Name	7/1/13 to 5/31/14			Fund Balance as of 5/31/14		
	Revenues	Expenditures	Revenues Over (Under) Expenditures	Permanent Restricted	Unrestricted	Total
Bastien	\$ -	\$ 100	\$ (100)	\$ -	\$ 200	\$ 200
Brewster	-	-	-	1,685	3	1,688
Peter Burke	-	-	-	-	11,040	11,040
K. Capabianco	-	100	(100)	-	2,714	2,714
Donna Cassidy	-	-	-	-	30,000	30,000
Cella Music Citizenship Foundation	-	-	-	-	35	35
William Crooks Scholarship	-	250	(250)	-	1,278	1,278
S. Dick Electronics Education	-	45	(45)	-	-	-
	-	100	(100)	10,000	465	10,465
	364	-	364	-	9,697	9,697
R. Gerard	125	-	125	-	5,236	5,236
Ran Grinnell	-	-	-	-	982	982
Clare Hampford	-	-	-	-	4,224	4,224
G. Hartz	-	100	(100)	-	9	9
Klein/ Danaher	-	-	-	-	2,911	2,911
Lorimer	2,000	-	2,000	-	2,070	2,070
L.J. Lungi	-	50	(50)	-	228	228
Frances S. Mallett	-	-	-	-	-	-
Loretta McDougall	-	-	-	-	12,372	12,372
Karen Mraz	250	-	250	-	10,528	10,528
National Merit	-	-	-	-	482	482
PHNA	-	-	-	8,000	115	8,115
PPS	-	20,675	(20,675)	-	21,165	21,165
Jill Resnick	-	-	-	18,100	19	18,119
R. Rossomando	-	-	-	5,190	342	5,532
R. Simses	-	-	-	2,500	27	2,527
R. Stowe	-	-	-	2,200	24	2,224
Senior Class Awards	-	-	-	-	2,000	2,000
Trumbull High	-	-	-	-	1,000	1,000
Van- Duren	-	200	(200)	-	1,122	1,122
Skip Vaum	-	100	(100)	-	210	210
Jennie N. Villano	2,190	500	1,690	-	1,690	1,690
Mabelle Watche	-	75	(75)	2,500	8	2,508
Zink	-	-	-	10,000	3	10,003
Total	\$ 4,929	\$ 22,295	\$ (17,366)	\$ 60,175	\$ 122,200	\$ 182,375

Trumbull Board of Education
Student Activity Detail Report

Printed on 7/30/2014

Org #	Account Name	As of 7/1/13	Increases	Decreases	As of 5/31/14
20628	A.V. CLUB	295	-	122	172
20121	ATHLETICS GENERAL	-	1,750	750	1,000
20251	BOOTH HILL SCHOOL	1,610	9,042	6,725	3,927
20609	BROKEN SHELLS	2,530	100	925	1,705
20614	CHORAL GROUP	7	-	-	7
20159	Class of 2012	8,238	-	-	8,238
20160	Class of 2013	6,903	-	2,458	4,446
20161	Class of 2014	7,023	65,879	50,035	22,867
20162	Class of 2015	5,755	33,086	36,971	1,869
20163	Class of 2016	473	28,255	18,621	10,107
20164	Class of 2017	-	4,000	500	3,500
20253	DANIELS FARM	238	575	688	126
20603	DECCA (MARKETING EDUCATION)	5,734	15,932	11,826	9,840
20825	FINGERPRINTING/BACKGROUND CHK	226	3,152	3,135	243
20620	FRENCH CLUB	160	145	122	183
20252	FRENCHTOWN SCHOOL	1,760	1,215	2,800	175
20617	FUTURE BUSINESS LEADERS	397	666	990	73
20180	FUTURE FARMERS	2,155	-	657	1,498
20550	GENERAL FUND	3,200	3,267	6,358	109
20643	GRADUATION - CAP & GOWNS	3,903	18,105	16,515	5,494
20623	GUIDANCE	-	1,000	1,000	-
20152	HILLCREST MIDDLE SCHOOL	25,885	89,491	63,026	52,349
20607	HOME ECON. CLUB	147	-	-	147
20615	ITALIAN CLUB	178	7,061	5,214	2,026
20255	JANE RYAN SCHOOL	553	549	559	543
20605	KEY CLUB	492	1,254	1,253	493
20613	LATIN CLUB	182	-	-	182
20101	LIBRARY CLUB	1,691	593	-	2,284
20156	MADISON MIDDLE SCHOOL	32,017	98,728	99,142	31,602
20068	MATH HONOR SOCIETY	195	370	288	277
20254	MIDDLEBROOK SCHOOL	2,248	1,370	643	2,975
20639	MODEL U.N. CLUB	61	11,139	9,947	1,252
20707	NATIONAL HONOR SOCIETY	1,144	2,000	1,289	1,855
20702	PEER LEADERS	3,438	1,000	373	4,065
20703	PEER MEDIATION CLUB	649	1,000	343	1,306
20634	RECONNECTING YOUTH	1,611	-	-	1,611
20644	ROBOTICS CLUB	99	-	-	99
20616	S.O.S.	-	448	448	-
20642	SADD	199	-	-	199
20624	SPANISH CLUB	853	1,801	2,000	654
20510	STUDENT COUNCIL	10,717	3,486	2,265	11,939
20629	SUNSHINE FUND	651	2,200	1,533	1,318
20258	TASHUA SCHOOL	15,152	28,055	28,765	14,442
20641	THESPIAN SOCIETY	3,170	11,005	4,684	9,491
20621	THS - MISCELLANEOUS	3,246	1,368	2,889	1,726
20625	THS - SODA MACHINE	233	854	674	413
20611	THS ACADEMIC DECATHLON	506	363	206	663
20709	THS ALTERNATE	3,024	-	-	3,024
20604	THS BAND	3,502	-	120	3,382
20130	THS BOOK STORE	3,079	14,691	14,471	3,300
20622	THS IN/OUT	13,105	29,463	23,695	18,873
20608	THS LOST TEXTBOOKS	4,096	2,610	639	6,067
20728	THS MOCK TRIAL	2,050	26,303	24,595	3,758
20032	THS MODEL CONGRESS	-	140	136	4
20133	THS NEWSPAPER	360	2,149	1,969	540
20082	THS ORCHESTRA	-	3,231	1,878	1,353
20708	THS POETRY	945	2,309	2,850	404
20601	THS PROGRAMS	12,599	-	-	12,599
20734	THS WORK EXPERIENCE	7,585	-	-	7,585
20139	TRILLIUM YEARBOOK	42,440	39,137	32,501	49,076
20190	VO-AG FARM	33,966	30,351	32,026	32,291
20633	WE THE PEOPLE	300	6,900	7,153	47
	Total Student Activity Funds	282,976	607,586	528,771	361,791

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – August 5, 2014

Mr. McLaughlin and Mr. Mecca

Agenda Item –IV-A

Approval/Peer Mediation Program Trip
George Mason University, Fairfax, VA

Peer Mediation is an extracurricular activity at Trumbull High School that proactively addresses the growing number of mandates in school discipline, school safety and positive school culture. This club is a result of the coordination of the Associate to the Dean, Dennis McLaughlin and the Crisis Intervention Specialist, Bill Mecca.

The Trumbull High School Peer Mediation Program team is eligible to attend an annual Regional Middle School and High School Student Mediation Conference at George Mason University in Fairfax, Virginia from Sunday, November 16, 2014 to Tuesday, November 18, 2014 and requires a two-day absence from school. Per Board policy, all trips in which students would miss two or more school days must be approved by the Board of Education. The conference provides training for staff and students typically based on how much experience the individual has with mediation.

Attached is the trip request for review. Mr. McLaughlin will be present to answer any questions about the program.

Administrative Recommendation:

Review, discuss, and approve trip.

JUN 24 2014

ASSISTANT SUPERINTENDENT 6153/IICA - Field Trips APPENDIX A

TRUMBULL PUBLIC SCHOOLS FIELD TRIP REQUEST

- 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 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 5/19/14 Submitted By Bill Mecca Dennis McLoughlin Trip Date 11/16/14 - 11/18/14
School Trumbull High School Group Peer Mediation Program
Destination George Mason University Address(Directions) 4400 University Drive Fairfax VA 22030
Time: Leave School 9 AM Leave Destination 3:00 PM
Arrive Destination 2:00 PM Arrive At School 8:00 PM
Itinerary Visit Washington DC (11/16/14) Attend Peer Mediation conference (11/17/14) Visit Washington Monuments Return to School

How will this activity enhance student learning and integrate curricular goals?

Attending this conference will enhance the mediation skills and leadership skills of our students in the area of conflict resolution.

Number of Students 15-20 Grade Level 10-12 Number of Adults 3-4
Teacher(s) Dennis McLoughlin, Bill Mecca + Counseling staff

Substitute Required? Yes [] No [x] Nurse Notified [x] Date 6-20-14 Initials

Transportation: School Buses [] Coaches [x] Parents Driving [] (parents must sign parent driver form)

To be arranged by: Transportation Office [] School Office [x]
Any Special Considerations

Estimate

Table with 3 columns: Costs, Amount, To Be Paid By. Rows include Transportation (Coach Bus \$3,000) and Other (conference, hotel, meals \$6,000). Total To Be Paid By: Peer Mediation Account \$150-175 per student.

Principal's Approval [Signature] Date 6/24/14
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



HOME PARENTS STUDENTS COMMUNITY EMPLOYEES SCHOOLS & CENTERS ACADEMICS & PRO

Home > Administration > Special Services > Intervention and Prevention Services > Student Safety and Wellness > **Conflict Resoluti**

Annual Student Mediation Conferences

23rd Annual Northern Virginia Regional Student Mediation Conference

Conference Dates:

Middle and high school: November 17, 2014 at George Mason University [Download Flier](#)
 Elementary school: March 13, 2015 at George Mason University [Download Flier](#)

About the conferences:

Fairfax County Public Schools (FCPS) holds two conferences each year geared towards students. The Northern Virginia Regional Student Mediation Conferences, co-sponsored by the Student Safety and Wellness Office and the George Mason University School for Conflict Analysis and Resolution, are dedicated to teaching and improving conflict resolution and mediation skills of students. The annual conferences are occasions for developing leadership, enhancing fundamental communication skills, and exploring new ideas in the field of conflict resolution. Students gain the opportunity to meet other student mediators and receive validation that resolving conflict constructively leads to better outcomes than resorting to violence.

During the past 20 years, more than 25,000 students and staff from the greater metropolitan Washington, DC area have attended the annual conference. Past attendees have participated in workshops discussing: Introduction to the Mediation Process, Mediating Difficult Situations, Expanding Skills Beyond Mediation, and Restorative Justice to name a few.

The **Elementary School Conference** allows elementary school students to attend workshops according to their experience level and interest. Experienced middle school and high school peer mediators co-facilitate the workshops with an adult co-facilitator which creates an environment of students teaching students.

The **Middle and High School Conference** is designed for novice and experienced middle school and high school mediators. These peer mediators are able to discuss his or her program with other peer mediators and generate ideas for improvement. Time is allotted for these students to attend workshops to improve and develop their mediation skills.

2014 Elementary School Conference was held on March 12, 2014. [View slideshow >](#)

2013 Middle School and High School Conference was held on November 22, 2013. [View slideshow >](#)

**TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT**

Report to the Board of Education
Regular Meeting – August 5, 2014
Agenda Item – IV-B

Dr. Cialfi
Enrollment Update

The administration closely monitors PreK–12 enrollment during the summer months. The following is a breakdown of our numbers as of July 31, 2014, excluding out-placed students.

<u>School</u>	<u>Projected</u>	<u>Actual</u>	
TECEC	222	226	4
Booth Hill	482	472	-10
Daniels Farm	468	468	0
Frenchtown	562	560	-2
Jane Ryan	403	379	-24
Middlebrook	530	477	-53
Tashua	<u>368</u>	<u>381</u>	<u>13</u>
	3035	2963	-72
Hillcrest	760	757	-3
Madison	<u>797</u>	<u>783</u>	-14
	1557	1540	-17
THS	<u>2138</u>	<u>2145</u>	<u>7</u>
Totals	6730	6648	-82

Please note the following observations:

- 1) Past experience has shown that these numbers will increase as we get closer to the opening of the 2014-2015 school year.
- 2) Our PreK – 12 projected enrollment was 6730; actual students enrolled are 6648. As of July 31, 2014, we are 82 students below projections.
- 3) Our elementary enrollment is 72 students below projections. Attached is our current actual elementary enrollment breakdown.

4) Our middle school enrollment is 17 students below projections and the THS enrollment is 7 students above projections.

5) Special Education numbers will not be finalized until late August.

6) Reminder– Board of Education class size guidelines are:

Kindergarten	20 students
Grades 1 & 2	22 students
Grades 3 – 5	25 students

Based on the above information and the updated attached elementary grid, the following situations should be reviewed and closely monitored:

Kindergarten:

Booth Hill and Middlebrook are over the BOE guideline cap by only 2 students at 62 (60= 3 sections of 20 each) and Tashua is at the BOE guideline cap at 60 (60=3 sections of 20 each).

Grade 1:

Tashua is over the BOE guideline cap by only 2 students at 68 (66=3 sections of 22 each).

Grade 2:

Jane Ryan is over the BOE guideline cap by only 1 student at 67 (66=3 sections of 22 each).

Grade 3:

Booth Hill is under the BOE guideline cap by only one student at 74 (75=3 sections of 25 each).

Grade 5:

Daniels Farm is under the BOE guideline cap by only 2 students at 98 (100=4 sections of 25 each).

We will be closely monitoring these enrollment numbers with the principals.

Administrative Recommendation:

Review and discuss.

PROJECTED - DISTRICT ENROLLMENT REPORT
TRUMBULL PUBLIC SCHOOLS
AUGUST 26, 2014

Rev. 7/29/14 (includes retentions,
 late registrations, moves,
 and new students)

School	Pre-K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	In System		**Out-Placed	Grand Total
														Total	Placed		
Booth Hill		62	73	78	74	95	90							472			472
Daniels Farm		64	77	80	71	78	98							468			468
Frenchtown		72	97	81	104	90	116							560			560
Jane Ryan		44	58	67	63	62	85							379			379
Middlebrook		62	79	72	87	89	88							477			477
Tashua		60	68	63	66	64	60							381			381
Total K-5		364	452	441	465	478	537							2737	0		2737
Pre-K	226																
TOTAL Pre-K thru 5	226	364	452	441	465	478	537							2963	0		2963
Hillcrest						264	244	249						757			757
Madison						273	223	287						783			783
TOTAL MIDDLE SCHOOLS						537	467	536						1540			1540
Trumbull High										553	520	534	538	2145			2145
TOTAL SECONDARY						537	467	536	553	520	534	538		3685	0		3685
Grand Total	226	364	452	441	465	478	537	467	536	553	520	534	538	6648	0		6648

*SPECIAL EDUCATION INCLUDED WITH THE IN-SYSTEM TOTALS
 **OUTPLACED NOT INCLUDED WITH THE IN-SYSTEM TOTAL

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – August 5, 2014

Mr. O'Keefe

Agenda Item IV-C

Student Athletic Insurance

Our carrier for the Board of Education's Student Athletic Insurance (Ace American Insurance) has recently informed us that they will not renew our policy for the 2014-15 school year due to consistently high claims.

Discussion will include:

- a). Identification of other options and ultimate selection of Bollinger Insurance for 2014-15 (reviewed with Finance Committee on July 30, 2014).
- b). Survey of other Connecticut districts and how they administer Student/Athletic insurance.
- c). The Finance Committee will make the following recommendation to the Board of Education for action:
 - The mandatory athletic insurance fee should be rescinded for the 2014-15 school year.
 - All students choosing to participate in athletics must sign a waiver acknowledging that they will be responsible for any accidents/injuries that occur and that any claims must be submitted to their primary insurance company first.
 - All are encouraged to purchase inexpensive optional student accident insurance directly with Bollinger (details to be provided prior to the start of school).

Recommendation:

Approve.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – August 5, 2014

Mr. O'Keefe

Agenda Item IV-D

2013-14 Year-End Update

Although the 2013-14 Financials are in the final stages and are expected to be completed by the end of this week, this report will provide an update on where the Board of Education will land.

In addition, the Finance Committee met on July 30 to review the May 2014 financials and to discuss any accounts that might require action by the Board of Education before the books are closed.

At its regular meeting on June 17, 2014, the Board of Education voted unanimously to provide direction to the Business Administrator with regard to applying any potential surplus from the 2013-14 operating budget. The direction given was that any surplus amounts up to \$250,000 would be deposited in the BOE Health Reserve on the Town books. Any surplus above \$250,000 would be applied to any capital projects in the 2014-15 request that were not approved by the Board of Finance and the Town Council at its joint meeting on June 12, 2014.

After reviewing the May 2014 Financials and a year-end projection of certain "at risk" BOE Program Accounts, the Finance Committee agreed to and is recommending to the Board of Education to re-direct up to \$60,000 (of any surplus funds initially targeted for unfunded capital projects) to the Elementary Strings/Band account (a/c # 2051717). This action is consistent with prior years.

In addition, the Finance Committee is recommending to undertake an analysis of the revenue and cost structure of the Elementary Strings/Band Program and to report back to the Board of Education with its findings and recommendations.

Recommendation:

Approve.