
**TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT**

Regular Meeting – April 7, 2015

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 3/24/2015

IV. REPORTS/ACTION ITEMS

- A. Approval/THS Empire Mock Trial Competition Trip & Demonstration – Mr. August
- B. Update on \$874,000 Reserve Spending – Dr. Cialfi, Mr. O’Keefe
- C. Non-Renewal of Non-Tenured Staff – Dr. Cialfi

V. OTHER

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting, April 7, 2015

Dr. Cialfi

Agenda Item III-A

Personnel

Request for Leave of Absence

Sansone, Michele; teacher (.5) at Frenchtown Elementary School since August 2005 (currently on child rearing/FMLA leave), is requesting a personal leave of absence without pay for the 2015-16 school year. This request complies with the Trumbull Board of Education Leave of Absence Policy, 4150.

Recommendation:

Approve the above request for a personal leave of absence for Mrs. Sansone.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – April 7, 2015

Dr. Cialfi

Agenda Item – III-B

Approval/Minutes

Regular Meeting
March 24, 2015

Recommendation:

Approve the minutes of the
above noted meeting.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT
Regular Meeting – March 24, 2015
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

Members absent:

R. Seaman, Secretary

J. Donofrio, Board Member – Left meeting at 8:18 p.m.

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 6:15 p.m. At this time, it was moved (Donofrio) seconded (Ward) to go into Executive Session to discuss an opinion of the Board of Education attorney regarding attorney-client communication pertaining to international travel and invited the Superintendent and Assistant Superintendent to be part of the discussion. Vote: Unanimous in favor. Executive Session began at 6:20 p.m. By unanimous consent of Board members present, it was moved to come out of Executive Session at 6:59 p.m.

Agenda Item II – Preliminary Business

A. Salute to the Flag - The Public Session resumed with a salute to the Flag at 7:00 p.m.

B. Correspondence –There was no correspondence this evening.

C. Comments –There were no public comments this evening.

It was moved (Chory) and seconded (Peddle) to take Agenda Item IV-C, D, E out of order to this portion of the meeting. Vote: Unanimous in favor.

It was also moved (Chory) to take items III-A, B, C, D, E from Consent Agenda. No second was needed.

Agenda Item IV – Reports/Action Items

C. Approval/Trip “Holocaust in Europe” — Dr. Cialfi said this trip was originally proposed to the Board of Education on October 21, 2014 and has been brought back before the Board. THS Department Chair Mrs. Kathy Rubano and THS Teacher Mr. John Matthews discussed the tour of Holocaust sites in Europe and answered questions from the Board members who expressed concerns regarding students and chaperones during the trip. Mr. Greg Rotundo, a representative from EF Tours, was also available to provide information regarding safety, security and procedures. A discussion ensued. Mr. Peddle asked about currency conversion with regard to booking. Mr. Rotundo answered that it was calculated at the current rate. Mrs. Herbst stated that the Policy Committee is currently reviewing the international travel policy but the Board intends on voting tonight using the existing policy. She appreciates the effort of the teachers but regrets that international travel is risky at this time.

It was moved (Chory) seconded (LaFrance) to approve the above trip. A discussion ensued. Mrs. Chory stated that she thought the Board should not entertain any international trips at this time. Mr. Donofrio said his focus was on the risk. Vote: 2 in favor (LaFrance, Peddle) and 4 opposed (Herbst, Chory, Donofrio, Ward). Motion fails.

- D. Approval/THS Choir Tour to Italy — THS Choir Director Anne Tornillo and THS teacher Ms. Karen Rodrigues discussed a proposed performance trip to Italy during the April 2016 vacation (originally proposed at the February 3, 2015 meeting). Concerns were expressed by Mrs. Herbst and Mrs. Chory regarding security and safety of students and chaperones. A discussion ensued. Mrs. Chory asked if trips in the U.S. can be considered and Ms. Tornillo said that they can submit audition materials in the future for these. Mrs. Herbst and Mr. Ward said they appreciate the hard work of the teachers regarding these trips but are apprehensive regarding vulnerability with international travel.

It was moved (Peddle) seconded (Donofrio) to approve the above choir trip to Italy. Vote: 2 in favor (LaFrance, Peddle) and 4 opposed (Herbst, Chory, Donofrio, Ward). Motion fails.

- E. Review of January 7, 2014 Approval of THS World Language Trip to Italy – THS World Language Teacher Mrs. Jennifer Conti discussed the previously approved trip to Italy for April 2015. She provided a list of students and chaperones to the Board. Concerns were expressed about safety and security. Mr. Greg Rotundo of EF Tours also spoke on behalf of the precautions in place with his company. A lengthy discussion ensued. Specific concerns were vocalized about any unsupervised student time. Mrs. Conti stated that free time was structured as well. Mrs. LaFrance asked if they can put together a supervision plan. Mrs. Conti assured the Board that this would be reviewed by the sponsors and the chaperones and a plan put in place for supervision. She will share this with the Superintendent and will have students and chaperones sign off on this prior to the trip. At this time no further action was taken by the Board. Mrs. Herbst wished them well.

Agenda Item III – Taken off of Consent Agenda

- A. Personnel – Superintendent Dr. Cialfi reported that two resignations were received that needed Board action. It was moved (Chory) seconded (LaFrance) to accept the resignations of Laura Guadagnoli, Latin teacher at Trumbull High School since December 2003 (currently on a personal leave of absence), resigning effective June 30, 2015 and Kelly Perry, social studies teacher at Hillcrest Middle School since August 2007 (currently on a personal leave of absence), and resigning effective June 30, 2015. A discussion ensued regarding leave of absence. Vote: Unanimous in favor. Dr. Cialfi also noted that there was one request for leave of absence that needed Board action. It was moved (Chory) seconded (LaFrance) to accept Jillian Stugard, teacher at Middlebrook Elementary School since August 2009 on a child rearing/FMLA leave without pay for the 2015-2016 school year in compliance with Board of Education Leave of Absence Policy, 4150. Vote: Unanimous in favor.
- B. Approval/Minutes – Regular Meeting – 2/17/2015. It was moved (Peddle) seconded (Donofrio) to approve the minutes as presented. Vote: Unanimous in favor.

It was moved (Peddle) and seconded (LaFrance) to move up Agenda Item III-F Teacher and Student Oral Reports. Vote: Unanimous in favor.

F. Oral Reports

1. Teacher Board Representative Jennifer Pacelli commented on a few items. Science CAPT testing was done at Trumbull High and there is a pilot computer science test also being given. SBAC testing in the elementary schools is also underway and going well, grade 3 will begin after break

and the middle school and high school beginning in May. Per the Link Crew Advisors, Libbi Intemann and Vin Artese, the THS Link Crew support initiatives for freshmen such as goody bags and a large “shout out” board are very positive. As mid-terms approach, there are after school study sessions called “Cocoa and Cram” and the Pay-It-Forward program continues to be very positive. Link Crew is currently taking applications for next year.

2. Student Board Representative Michael Zabin reported that this weekend is the spring musical “*Hello Dolly*” at Trumbull High School. Recently THS had the Colt Poetry Contest and Trumbull sent the most participants and won the most medals. Model UN Club went to Washington, D.C. and won awards. THS Debate team competed against St. Joseph’s High School at the Trumbull Library and was very successful. The Senior Showcase took place and shows off the talent at THS. He commented that Mrs. Rubano was recognized by the Connecticut Association of School Librarians for integrating library skills into the classroom. Sports teams did very well, gymnastics took 2nd FCIAC and wrestling received 3rd FCIAC and spring sports is beginning. Also the Mock Trial team went to the state competitions.

- C. Approval/Financial Reports as of 1/31/2015 and 2/28/2015 –Business Manager Sean O’Keefe reported that the Finance Sub Committee met on March 18, 2015 to review financial reports as of February 28, 2015. There were no budget transfers for month ending February 28, 2015. Mr. O’Keefe reviewed the expenses through February 2015 and year to date is in the amount of \$56 million. He also reviewed spending and stated that we are in good shape. A discussion ensued. The Finance Sub Committee also discussed several other items that were included on the cover sheet. Discussion continued.

It was moved (Ward) seconded (Chory) to accept the Board of Education Financial Reports for the period ending February 28, 2015 as presented. Vote: Unanimous in favor.

Mr. Donofrio left the meeting at 8:18 p.m.

- D. Textbook: “Imaginez” – French IV, French IV Honors. World Language Department Chair Mrs. Nicandra Perusi discussed the textbook that was recommended by the Curriculum Sub-Committee titled “Imaginez”. She commented that this textbook is up to date and includes access to its corresponding website. Discussion ensued.

It was moved (LaFrance) seconded (Peddle) to accept the textbook: “Imaginez” – French IV, French IV Honors as presented. Vote: Unanimous in favor.

- E. Curriculum Guides: U.S. Political Systems, Algebra II College Prep

THS Department Chair Mrs. Kathy Rubano discussed the curriculum guide for U.S. Political Systems. This was reviewed thoroughly by the Curriculum Sub Committee, complies with state guidelines, covers local, state and federal government and synchronizes with the student Project Citizen assignment. Discussion ensued.

It was moved (Chory) seconded (Peddle) to accept the Curriculum Guide: U.S. Political Systems as presented. Vote: Unanimous in favor.

Mrs. Fran Basbagill and Ms. Jennifer Payne presented the Algebra II College Prep curriculum guide and answered questions from the Board. This curriculum guide was also reviewed by the Curriculum Sub Committee. Mrs. Basbagill commented that the expectation is this curriculum will support the NCAA requirement for college bound student athletes who want to play Division I and II sports. Discussion ensued.

It was moved (Peddle) seconded (Chory) to accept the Curriculum Guide: Algebra II College Prep as presented. Vote: Unanimous in favor.

Agenda Item IV—Reports/Action Items

- A. Standards Based Report Card (SBRC) Survey — Dr. Cialfi stated that Acting Director of Curriculum Mrs. Patricia Colello is well versed to present the results of the SBRC Survey. As retired Principal from Middlebrook Elementary, she played a vital role as Chair of the Committee and Middlebrook served as the pilot school for the SBRC. Mrs. Colello gave an overview presentation of the results of the report card survey. All six elementary schools were included in the survey with 930 responses total. Discussion ensued. Mrs. Colello will bring these results back to the committee which will continue to review and refine the process.

By unanimous consent, Agenda Item IV-F was moved up.

- F. Request for Self-Funded Medicare Reimbursement Clerical Position – Mr. O’Keefe and Mrs. Smith discussed a new clerical position in the PPS Department that requires Board approval. This position would be self-funded and be responsible to bill out for ECS grant funding related to medical expenses and special education. This was discussed at the Finance Committee and received unanimous support. Currently this is being performed by PPS personnel sporadically, resulting in not realizing full potential for reimbursements. A dedicated person would focus on driving higher reimbursements for PPS as well as for the Town. Discussion ensued.

It was moved (Ward) seconded (LaFrance) to approve the Self-Funded Medicare Reimbursement Clerical Position. Vote: Unanimous in favor.

- D. Smartboard Utilization in the Elementary Classroom – Mr. Gary Kunschafft gave a very informative presentation on the role that Smartboards and technology play in classroom instruction. He provided examples through a Venn diagram and video which demonstrated how technology has transformed learning and pedagogy. Smartboards have become essential to the instructional process and he invited the Board to visit classrooms to see first-hand the students and teachers interacting with the Smartboard. Mr. Kunschafft thanked the Board for voting to finance Smartboards and Technology Integration Specialists enabling the district to move forward with technology.

Agenda Item V – Receive and File

These items were received and filed.

Agenda Item VI—Other

There was no business under this agenda item.

Adjournment

Board Members gave unanimous consent to adjourn the Public Session at 9:54 p.m.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting, April 7, 2015

Mr. August

Agenda Item IV- A

Trumbull High School Mock Trial Program
Simulation and Approval/THS Empire Mock Trial
Competition Trip to Atlanta, Georgia

Mock Trial is an activity used by high schools to educate young people about the country's legal system. Mock Trial not only educates students about the law, but also provides them with invaluable lifelong skills. The skills acquired through the mock trial experience include public speaking, extemporaneous arguing, critical thinking, logical reasoning, effective writing and enhancing the ability to work well in a team.

Mock Trial is also a vehicle for equipping students with the skills that will enable them to succeed in any future career path. Participants must use legal theory and analytical reasoning to develop complex fact patterns into coherent cases. At the same time, students utilize critical thinking skills while arguing procedural rules and examining witnesses; they also acquire public speaking abilities when delivering compelling opening and closing statements and engaging witness portrayals.

Mr. August and the following students representing the THS Mock Trial Program will demonstrate their learning experience through a simulation:

Lauren DeNomme
Sarah Angelo
Geethika Kodakara
Elena Kemper

Attached is a description of the trip to Atlanta, Georgia for the Empire Mock Trial Competition.

In accordance with Board Policy, field trips shall not result in the student missing more than two consecutive days of school unless approved by the Board. Students participating in this trip will leave on Wednesday, September 9, 2015 and return on Monday, September 14, 2015 resulting in 3 missed school days.

The cost of the trip is defrayed by contributions from the ACE Foundation, BEI, and the PTSA.

Recommendation:

Review, discuss and approve THS Empire Mock Trial Competition trip to Atlanta, Georgia 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 reasons.

TRUMBULL HIGH SCHOOL MOCK TRIAL

Trumbull Mock Trial Accomplishments:

2009 - 2010 - Yale Mock Trial Competition - 3rd Place

2010 - 2011 - Yale Mock Trial Competition - 1st & 3rd Place

2010 - 2011 - CT Regional Champions and Quarterfinalist

2011 - 2012 - Yale Mock Trial Competition - 1st & 3rd Place

2011 - 2012 - CT State Semi-Finalist - 3rd Place Overall

2012 - Empire Mock Trial International Competition - 6th Place

2012 - 2013 Connecticut High School Mock Trial State Champions

2013 - National High School Mock Trial Competition (24th Place)

2013 - Empire Mock Trial Competition - Semi-Finalist

2013 - 2014 Connecticut High School Mock Trial State Champions

2014 - National High School Mock Trial Competition (16th Place)

2014 - Empire Mock Trial Competition - Semi-Finalist

**Trumbull High School - Mock Trial Empire Competition Estimated Expenses
2015 - Empire Competition
Atlanta, Georgia
September 9 - 14, 2015**

Expenses:

1. Registration Fee (and additional fees)	\$2000.00
2. Airfare	\$5900.00**
a. 20 passengers x \$295 ticket (estimated as of 4/1)	
3. Transportation to/from Airport and Hotels	\$600.00**
4. Hotel	\$6000.00**
a. 5 nights x \$170 per night x 6 rooms	
5. Social Event	\$1500.00
a. \$75 x 20 tickets	
6. Activities while in Atlanta	\$750.00**

Total Anticipated Costs	\$16,750.00**
Anticipated Costs for Attendees (Before Contributions)	\$837.00

Financial Contributions:

1. PTSA	\$250
2. BEI	\$1,000
3. ACE	\$1,000
4. THS Mock Trial	\$1,000
a. Through anticipated fundraising	
5. Trumbull High School	\$6,000
a. THS Academic Team Competition Account	
6. Families of Participating Students	\$7,500

Total	\$16,750.00**
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NET COST PER STUDENT WILL NOT EXCEED \$500

****Subject to price changes**

TRUMBULL PUBLIC SCHOOLS
FIELD TRIP REQUEST

6153/Field Trips
APPENDIX A
MAR

Min

- 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, AND AT LEAST NINETY (90) DAYS PRIOR FOR OVERNIGHT TRIPS AND TRIPS TO FOREIGN COUNTRIES.
- IF SCHOOL OR COACH BUSES ARE INVOLVED THE APPROVED REQUEST WILL BE FORWARDED TO THE TRANSPORTATION DEPARTMENT.
- CONFIRMATION WILL BE FORWARDED FOLLOWING APPROVAL.

Date Submitted 3/11/15 Submitted By E August Trip Date 9/9-9/14 (2015)
 School THS Group MOCK TRIAL
 Destination Empire Mock Trial Competition Address(Directions) Atlanta, GA
 Time: Leave School 9/9 TBD Leave Destination 9/14 TBD
 Arrive Destination 9/9 TBD Arrive At School 9/14 TBD
 Itinerary Empire Mock Trial Comp 9/10 - 9/14

How will this activity enhance student learning and integrate curricular goals?
Students will take place in prestigious Empire Mock Trial Comp. which will be THS fourth consecutive year competing.

Number of Students 14-16 Grade Level 11+12 Number of Adults 4
 Teacher(s) E August, J Labassa, K Boland

Substitute Required? Yes No Nurse Notified AKH Date 3-12-15
 Initials

Transportation: School Buses Coaches Parents Driving
 Airfare - by Teacher (parents must sign parent driver form) *KR*

To be arranged by: Transportation Office School Office

Any Special Considerations _____

Costs:
 Transportation _____ Amount TBD To Be Paid By Buss Pd by ACE
 Other _____ Airfare by students, THS + fundrasers

Principal's Approval [Signature] Date 3/16/15
 Assistant Superintendent [Signature] Date 3/18/15

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 _____

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – April 7, 2015

Dr. Cialfi, Mr. O'Keefe

Agenda Item IV-B

Update on the \$874,000 Reserve Spending

The current status of the 1% Reserve (\$874,000) is provided in the attached outline. As discussed in the March 18, 2015 Finance Committee meeting and follow up discussions, the recommendation is that the remaining 1% funds be used as follows:

- Purchase of a second dump truck with a sander (\$62,000) for the Facilities Department. This is a cost-effective measure that will save significant overtime expenditures.
- Absorb the unplanned expenditures in the Classroom Equipment account: 01421001-57310 (\$34,916).
- Purchase of a new technology firewall (\$19,688).

The estimated remaining balance will be less than \$3,000 with these proposed expenditures.

Recommendation:

Review and approve.

Status of the 1% Reserve (\$874K) As Of April 2, 2015

	Current Plan	Status / Details
Smartboards	\$700,407	\$317,000 - Grade 3 + MS Polyvision replacements (2/3) - Complete \$100,000 - Grade 2 - Complete \$243,000 - Grade 1 + remaining MS (3/3) \$92,000 - Kindergarten \$18,222 - JR Netbooks in lieu of Smartboards funded by Father's Club \$16,432 - DF Netbooks in lieu of Smartboards funded by Father's Club/PTA (\$86,247) - remaining 2013-14 Tech Bonding
	Bid Process <-----	
Facilities Equipment - Truck with snowplow for snow removal	\$54,000	On Order - Delivery in April 2015
Subtotal	\$754,407	
Recommendations:		
	\$62,000	Additional Dump Truck with Sander
	\$34,916	Overrun in the Classroom Equip account 01421001-57310 as of Feb 2015
	\$19,688	New Firewall (March 2015)
	\$116,604	
Total	\$871,011	
Est'd Remaining Balance	\$2,989	

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting, April 7, 2015

Dr. Cialfi

Agenda Item IV-C

Non-Renewal of Non-Tenured Staff

Prior to May 1 of any given year, the Board of Education is asked to non-renew the contracts of non-tenured staff whose employment may not continue. This year, the non-renewal process will include 17 long-term replacement teachers, individuals who were hired for the 2014-15 school year in a position of fixed duration.

It is the opinion of the Superintendent that the non-renewals recommended fall within the scope of the statutory teacher employment and tenure provisions, Section 10-151 of the Connecticut General Statutes; and are consistent with provisions of the TEA Agreement applicable to non-renewals of non-tenured and Long Term Replacement teachers.

Also, please note that it may be necessary to revisit this agenda item at a Special Meeting once the final budget numbers are known.

Recommendation:

Non-Renew

Move that pursuant to the Connecticut General Statutes 10-151, the Trumbull Board of Education non-renew the teaching contracts of the following staff at the end of the 2014-15 school year as recommended by the Superintendent:

Tenured Staff

Amy Gorruso (.50)

Non-Tenured Staff

Elisa Esteves

Cortney Tyszka-Zwierlein

Gregory Sullivan (.60)

Long Term Replacements

Anthony Artese		Maria Kopstein	(.80)
Bryce Brown		John Matthews	(.40)
Benjamin Brust	(.20)	Katja Pieragostini	
Jennifer Carravone		Diane Polacik	(.40)
Deidre Foley		Lauren Popoli	
Christina Fulco		Michelle Potok	
Marcia Hinkle-Kaufmann		Maria Ribeiro-Garcia	(.50)
Jo-Anne Kershaw	(.20)	Marion Sperry	(.75)
		Lisa Zielinski	(.50)

and further move, that the Superintendent of Schools be directed to communicate this action of the Board in writing to the above-named teachers and that the Superintendent of Schools be authorized to respond on behalf of the Board of Education to any requests which may be forthcoming from these teachers or their representatives pursuant to Connecticut General Statutes 10-151.