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**TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT**

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**Regular Meeting – August 4, 2015**

Long Hill Administration Building

Lorraine R. Smith Assembly Room

6:00\*/7:00 p.m.

**AGENDA**

**I. CALL TO ORDER**

**\*Executive Session**

**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 7/14/2015

**IV. REPORTS/ACTION ITEMS**

A. Policies, First Reading

1. Affirmative Action, Policy Code 4000.1 – Dr. Budd

2. Non-Discrimination in Employment, Policy Code 4111.1. – Dr. Budd

B. 2015-2016 Enrollment Update – Dr. Cialfi

C. Approval/Town of Trumbull Fall Festival Special Request– Ms. Arnow, Mr. McCarthy

D. Pay to Participate Fee for Trumbull High School Golden Eagle Marching Band  
(THSGEMB) – Dr. Cialfi, Mr. O’Keefe

E. Approval/Non-Affiliates’ Salaries - Dr. Cialfi

F. Preliminary Year-End Financial Projection – Mr. O’Keefe

**V. OTHER**

**\* It is anticipated there will be an Executive Session at 6:00 p.m. upon 2/3 vote of members present and voting for the purpose of meeting and discussing the Trumbull High School A House Principal candidate and THS Transition Counselor.**

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting, August 4, 2015

Dr. Cialfi

Agenda Item III-A

Personnel

Resignations – Certified

Martin, Jianine, (unaffiliated) Board Certified Behavior Analyst since August 2013, resigning effective July 8, 2015.

Bosse, Lauren; special education teacher at Trumbull High School since August 2011, resigning effective July 15, 2015.

Marin, Christine; social worker at Trumbull High School since August 2014, resigning effective August 1, 2015.

Pytlak, Melissa; Spanish teacher at Madison Middle School since August 2008, resigning effective August 4, 2015.

Recommendation:

Accept.

Appointments – Certified

The following appointments are effective August 27, 2015:

Craig, Tara; 6/6 (\$26,318) special education\* teacher (.4) at Trumbull High School.

Fulco, Christina; BA/5 (\$32,533) social studies teacher (.6) at Hillcrest Middle School.

Kopstein, Maria; BA/9 (\$61,483) Latin\* teacher at Trumbull High School.

Pieragostini, Katja; MA/5 (\$59,317) science\* teacher at the Alternate Program.

Orsi, Christina; 6/5 (\$63,892) mental health specialist at Trumbull High School.

Koripsky, Kaelyn; MA/6 (\$55,056) speech/language\* pathologist at Tashua Elementary School.

Travisano, Ivy; 6/12 (\$78,469) ELL\* teacher – elementary, district-wide.

Recommendation:

Receive and file.

\*Designated teacher shortage area.

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting – August 4, 2015

Dr. Cialfi

Agenda Item – III-B

Approval/Minutes

Regular Meeting  
July 14, 2015

Recommendation:

Approve the minutes of the  
above noted meeting.

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT  
Regular Meeting – July 14, 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  
R. Seaman, Secretary  
J. Donofrio, Board Member  
S. LaFrance, Board Member  
M. Ward, Board Member

Members absent:

J. Peddle, Board Member

**EXECUTIVE SESSION**

The meeting was called to order at 6:15 p.m. At this time, it was moved (Chory) seconded (Ward) to go into Executive Session to discuss the Superintendent's evaluation, contract and salary. Vote: Unanimous in favor. Executive Session began at 6:16 p.m. The following Board members were present: (D. Herbst, L. Chory, R. Seaman, M. Ward, S. LaFrance at 6:20 p.m., and J. Donofrio at 6:50 p.m.). Board member J. Peddle was absent. Dr. Cialfi was invited to attend the first portion of the Executive Session. By unanimous consent of Board members present, it was moved to come out of Executive Session at 7:05 p.m.

Agenda Item I – Call to Order

The meeting was called to order at 7:09 p.m.

Agenda Item II – Preliminary Business

A. Salute to the Flag - The Public Session began with a salute to the Flag.

There was a moment of silence for THS graduate, Kevin Sutherland who died tragically in Washington, D.C.

By unanimous consent of all Board members present the Superintendent's, evaluation, contract and salary is added to the Personnel section of the meeting

B. Correspondence – There was no correspondence this evening.

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

D. Recognitions

1. TPSLD 2015 "Above and Beyond" Awards— Trumbull Parents of Students with Learning Differences (TPSLD) are a group dedicated to increasing awareness of learning differences between children. Co-Chairperson Ms. Alice Ferreira spoke of the determination of the students, staff and parents who make a difference every day. Annually, TPSLD presents awards to recognize outstanding achievements by people who improve the lives of Trumbull students with disabilities.

The following people were recognized for their contributions:

Maryan Agostin  
Sean & Maggie Carroll  
St. Vincent Special Needs Services (Ray Baldwin)  
THS Elite Program  
Monica Moussavian  
Emma Schober  
Ann Savo  
Dena Noc  
Helene Lui  
Jennifer Halls  
Laurie Voccoli  
Lorna Weinstein  
Michelle Keckler  
Olga Caruso  
Rachel Murphy  
Kathryn Broderick  
Donna Marcus  
Sue Reynolds  
Larry Stowe

The Superintendent and Board members commended and recognized the honorees.

### Agenda Item III – Consent Agenda

- A. Personnel –It was moved (Seaman) and seconded (Ward) to extend the Superintendent’s contract by an additional year and approve his evaluation and 2.5% raise based on his excellent performance for a remarkable job in leading the Trumbull School District in enhancing student achievement. Vote: Unanimous in favor.

Superintendent Dr. Cialfi reported that there are three resignations that were received that need Board action. It was moved (Chory) seconded (LaFrance) to accept the resignation of Rita McDougald-Campbell, House Principal at Trumbull High School since September 2010, retiring effective August 1, 2015; Megan Linke, special education TRAC 21 teacher at Trumbull High School since August 2014, resigning effective July 19, 2015. Vote: Unanimous in favor. It was also moved (Donofrio) seconded (Seaman) to accept the resignation of employee John Denisevich, Supervisor of Data Services since September 1976, retiring effective August 6, 2015. Vote: Unanimous in favor.

There are eight appointments that require Board action. It was moved (Donofrio) seconded (Seaman) to accept the following appointments as of August 27, 2015: Kezia Exantus, 6/4 intervention specialist at Madison Middle School; Joanna Lapham, 6/16 Spanish/ELL teacher at Trumbull High School; Nicholas Martorana, MA/5 special education teacher at Hillcrest Middle School; Brittany McGovern, MA/5 language arts (.6) teacher at Hillcrest Middle School; Marika Sagnella, 6/8 English teacher at Trumbull High School; Neji Sakly, MA/14 French teacher at Madison Middle School; Alana Tartaglia, MA/5 business teacher at Trumbull High School; and effective July 1, 2015, Dr. Jonathan Budd, Category I/Step 1 Director of Curriculum, Instruction and Assessments. Vote: Unanimous in favor.

It was moved (Chory) and seconded (LaFrance) to take Agenda Item IV – Reports/Actions out of order to this portion of the meeting. Vote: Unanimous in favor.

#### Agenda Item IV—Reports/Action Items

- A. Approval/Trip to National FFA Convention in Louisville, Kentucky – Ms. Pam Berlekovic discussed the details of the annual National Future Farmers of America (FFA) Convention which will take place in Louisville, Kentucky from October 27 to 31, 2015. This trip would be open to Agriscience students in grades 10 through 12. The program includes horse evaluation events, leadership and career development workshops, and motivational speakers. Monies from fundraising activities would defray most expenses of the trip with students contributing some of the cost. It was moved (Chory) and seconded (Ward) to approve the trip to Louisville, Kentucky as presented 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 and with the stipulation that the Board can rescind it at any time depending on the security situation. Vote: Unanimous in favor.

#### Agenda Item III – Consent Agenda

- B. Approval/Minutes – Regular Meeting – 6/9/2015. It was moved (Seaman) seconded (Chory) to approve the minutes as presented. Vote: 4 in favor(Chory, Herbst, Ward, Seaman), 2 abstain (Donofrio, LaFrance)
- C. Approval/Financial Reports as of 5/31/2015 – Business Administrator Sean O’Keefe stated that the Finance Sub Committee met on June 30, 2015 to review the financials through May 31, 2015 (there were no transfers for the month ending May 31, 2015). In addition to the May 2015 financials, the Finance Sub Committee discussed the five year capital plan for Food Services, the 2012 Gibson Report recommendations and briefly discussed the projected 2014-15 year end surplus. Mr. O’Keefe provided an executive summary of the May 2015 financials to the Board of Education and also re-confirmed his current estimate for year-end but noted that there were still many moving parts that could affect the estimate. Further discussion ensued regarding Continuing Education and THS Musical fund balances. It was moved (Chory) seconded (Donofrio) to accept the Board of Education Financial Reports for the period ending May 31, 2015 as presented. Vote: Unanimous in favor.

It was moved by Mrs. LaFrance to take Curriculum Guides and Textbooks out of Consent Agenda to Report/Action Items.

#### D. Curriculum Guides

1. English Grade 10, CP Level

It was moved (Ward) seconded (Seaman) to approve the curriculum guide for *English Grade 10, CP Level* as presented. Vote: Unanimous in favor.

2. American Government AP/ECE

It was moved (Ward) seconded (Seaman) to approve the curriculum guide for *English American Government AP/ECE* as presented. Vote: Unanimous in favor.

E. Textbooks

1. *Building Citizenship Civics & Economics* –

It was moved (Ward) seconded (Seaman) to approve the textbook for *Building Citizenship Civics & Economics* as presented. Vote: Unanimous in favor.

2. *Biology by Miller & Levine* –

It was moved (Ward) seconded (Seaman) to approve the textbook for *Biology by Miller & Levine* as presented. Vote: Unanimous in favor.

3. *Biology, Concepts and Connections* –

It was moved (Ward) seconded (Seaman) to approve the textbook for *Biology, Concepts and Connections* as presented. Vote: Unanimous in favor.

B. Policies – Second Reading

1. Electronic Monitoring of the Workplace, Policy Code 4118.4 – Mrs. Pat Frillici presented the policy code for approval. It was moved (Chory) and seconded (Ward) to approve the policy as presented. Vote: Unanimous in favor.

C. 2015-2016 Enrollment Update

1. Dr. Cialfi presented preliminary projected enrollment data as of July 9, 2015. A discussion ensued involving kindergarten registration and retention, classroom size and the dissolution of portables. Updated enrollment numbers will be presented again in August 2015 with the most up to date numbers.

Agenda Item VI—Other

There was no business under this agenda item.

Adjournment

Board Members gave unanimous consent to adjourn the Public Session at 8:36 p.m.

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting – August 4, 2015

Dr. Budd

Agenda Item – IV-A-1,2

First Reading

4000.1/Affirmative Action

4111.1/Non-Discrimination in Employment

Affirmative Action and Non-Discrimination in Employment were last revised in September 2007. Since then, Federal and State laws have been updated to include additional protected classes of people. The Policy Committee, along with Central Administration, reviewed policy language and the Board's attorney was consulted for additional input.

These policies are being presented to the Board for a First Reading.

**Policy Committee changes with strikethroughs and new wording bolded and highlighted in green.**

Recommendation:

Review and Discuss



First Reading August 4, 2015

Policy Committee changes consist of strikethroughs with new wording **bolded** and highlighted in green

## AFFIRMATIVE ACTION

### Policy Statement

The Trumbull Board of Education will continue to take Affirmative Action to ensure that no persons are discriminated against in its employment on the basis of race, color, religious creed, **religion**, sex, age, national origin, ancestry, marital status, sexual orientation, **gender identity or expression**, disability (**including but not limited to, present or past history of mental disability, intellectual disability, and past/present history of mental disorder, learning disability or physical disability, including but not limited to, blindness**), genetic information, or any other basis **prohibited by Connecticut State and/or Federal nondiscrimination laws.** ~~and/or disability.~~

The Trumbull Board of Education recognizes that ensuring Equal Employment Opportunity is essential; however, it is not enough to guarantee the full and fair employment of minorities and other protected classes. Therefore, Affirmative Action is necessary because it requires the Trumbull Board of Education to make every reasonable effort to correct any major imbalances in its workforce. Special efforts will continue to be taken to ensure that full consideration has been given to all qualified minority and female employees and applicants.

This Policy Statement is based on both the spirit and the letter of state and federal anti-discrimination laws, regulations, and executive orders. Accordingly, care is taken to ensure that no person shall be excluded from participation in, be denied the benefits of, or otherwise be unlawfully discriminated against **in** any of its programs because of minority status as exemplified in paragraph one. The Trumbull Board of Education will not knowingly use the services of, patronize, or otherwise deal with any business, contractor, subcontractor or agency that engages in acts of unlawful discrimination.

Adopted: 11/03/99

Approved Revisions: 04/29/03, 02/10/04  
09/18/07, ??/15

NOTE: **Title VI** (Civil Rights Act of 1964 prohibits discrimination based on race, color or national origin)  
**Title IX** (Education Amendments of 1972 prohibits discrimination in education programs or activities)  
United States Department of Education Office of Civil Rights  
**Title II-Genetic Information Non-Discrimination Act of 2008** (prohibits discrimination based on genetic information)  
For appropriate person to contact, please refer to attached appendix.

**References**

- Guideline issued by the Equal Employment Opportunity Commission under Title VII
- Title VI of the Civil Rights Act of 1964
- Section 46a-60, Discriminatory Employment Practices Prohibited, General Statutes Connecticut as amended.
- Section 504 of the Rehabilitation Act of 1973.
- Title IX of the Educational Amendments of 1972.
- **Genetic Information Non-Discrimination Act of 2008**
- P.L.97-35 Section 558 (c) (d) & 34 CFR 22.60

**4000.1/Affirmative Action**

**APPENDIX A**

Title VI issues (Civil Rights Act of 1964 prohibits discrimination based on race, color, or national origin) can be reported to the Assistant Superintendent, who will serve as the District's Title VI coordinator, at (203) 452-4348, Trumbull Public Schools, 6254 Main Street, Trumbull, CT 06611.

Title IX issues (Education Amendments of 1972 prohibits discrimination based on sex in education programs or activities) can be reported to the Assistant Superintendent, who will serve as the District's Title IX coordinator, at (203) 452-4348, Trumbull Public Schools, 6254 Main Street, Trumbull, CT 06611.

United States Department of Education Office of Civil Rights  
5 Post Office Square, 8<sup>th</sup> Floor  
Boston, MA 02109-3921  
Telephone (617) 289-0111  
Fax (617) 289-0150  
TTY (800) 877-8339  
Email: [OCR.Boston@ed.gov](mailto:OCR.Boston@ed.gov)  
[Http://www.ed.gov/ocr](http://www.ed.gov/ocr)

First Reading August 4, 2015

Policy Committee changes consist of strikethroughs with new wording **bolded** and highlighted in green

## NON-DISCRIMINATION IN EMPLOYMENT

### Policy Statement

The Trumbull Board of Education is an equal opportunity employer. The Trumbull Board of Education will not discriminate in its employment on the basis of race, color, religious creed, **religion**, sex, age, national origin, ancestry, marital status, sexual orientation, **gender identity or expression**, disability (**including but not limited to, present or past history of mental disability, intellectual disability, and past/present history of mental disorder, learning disability or physical disability, including but not limited to, blindness**), genetic information, or any other basis prohibited by Connecticut State and/or Federal **nondiscrimination laws**. ~~and/or disability~~. No qualified person shall be subjected to discrimination in employment under any program of the Trumbull Board of Education.

The Superintendent will continually evaluate employment policies and practices in terms of this policy and will report ~~annually~~ to the Board the results of such evaluation. When appropriate, the Superintendent will recommend any changes of policies and practices to eliminate the effects of any discrimination. In reviewing employment practices in terms of this policy, the Superintendent ~~will~~ **shall, as needed**, call upon the advice and counsel of ~~the~~ a Committee on Employment Policies.

The Board of Education shall establish regulations to ensure that the district recruit, employ, promote, and implement the hiring of qualified staff of diversity at all levels of employment. Recruitment methods ~~to~~ include, but **are** not limited to: urban newspapers, national magazines, recruitment companies which specialize in minority educators, and to broaden and encourage internships to **diverse groups of people of diversity**.

The Superintendent will communicate the contents of this policy and its attendant regulations to employees and applicants for employment.

NOTE: Title VI (Civil Rights Act of 1964 prohibits discrimination based on race, color or national origin).  
Title IX (Education Amendments of 1972 prohibits discrimination in education programs or activities).  
Section 504 (Rehabilitation Act of 1973 prohibits discrimination on the basis of handicap).  
**Genetic Information Non-Discrimination Act of 2008 (prohibits discrimination based on genetic information).**  
United States Department of Education Office of Civil Rights  
For appropriate person to contact, please refer to attached appendix.

Adopted: 2/24/76

Approved Revisions: 10/79, 10/81, 11/88

4/93, 2/3/98, 04/29/03, 02/10/04, 09/18/07

## 4111.1/Non-Discrimination in Employment

### Regulations

1. The Assistant Superintendent has the responsibility for supervising this policy and regulations while all administrators and supervisors in the employ of the Board of Education have the responsibility for administering this policy and regulation.
2. The Assistant Superintendent will be responsible for including in any printed materials used in the recruitment or application phases of the process of hiring new employees the statement that the Trumbull Board of Education is an Equal Opportunity Employer. He/she shall distribute such material without discrimination on the basis of ~~race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, and past/present history of mental disorder and/or disability~~ race, color, religious creed, **religion**, sex, age, national origin, ancestry, marital status, sexual orientation, **gender identity or expression**, disability **(including but not limited to, present or past history of mental disability, intellectual disability, learning disability or physical disability, including but not limited to, blindness), genetic information, or any other basis prohibited by Connecticut State and/or Federal nondiscrimination laws.**
3. By means of newspaper ads and by posting in appropriate places in all buildings, the Superintendent will annually inform all employees and employee bargaining units about this policy, its attendant regulations, as well as the name, office address and telephone number of the administrator responsible for administering this policy and its attendant regulations.
4. The Assistant Superintendent shall, as needed, appoint and chair a Committee on Employment Policies. This Committee shall be comprised of no more than five (5) members which shall as reasonably as possible be representative of all employee categories including, but not limited to race, color, religious creed, **religion**, sex, age, national origin, ancestry, marital status, sexual orientation, **gender identity or expression**, ~~and past/present history of mental disorder and/or disability~~ **(including but not limited to, present or past history of mental disability, intellectual disability, learning disability or physical disability, including but not limited to, blindness), genetic information, or any other basis prohibited by Connecticut State and/or Federal nondiscrimination laws.** This committee shall review employment policies and practices in terms of this policy.
5. This Committee shall follow the established complaint procedure. The resolution of complaints is encouraged at the earliest stage.

### Procedures

1. Employees shall discuss the complaint with their immediate supervisors with the hope of resolving the matter. Supervisors may seek assistance from other sources, including central office administration.
2. If the employee is not satisfied with the proposed resolution of the matter by his/her supervisor, the employee shall file, in writing, a discrimination complaint with the Assistant Superintendent. As much as practical under the circumstances, complaints will be maintained confidentially on a need to know basis. A complaint shall be acknowledged in writing

Procedures cont'd.

within three (3) business days. It shall be investigated, and the complainant informed of the findings and recommendations, within twenty (20) business days of receipt of the complaint. In the unusual circumstance when an investigation cannot be concluded within twenty (20) business days, it shall be concluded as soon as possible.

3. If a complainant is not satisfied with the findings and/or recommendations, he/she may request, within ten (10) business days of the receipt of the decision of the Assistant Superintendent, a hearing before the Superintendent. Such request shall be in writing and shall state the reasons the complainant is not satisfied. The Superintendent shall meet with the complainant within ten (10) business days of receipt of the complaint and shall respond, in writing, within ten (10) business days of the hearing.
4. A complainant may, if desired or if dissatisfied with action taken at the local level, report the grievance directly to the **United States Department of Education** Office of Civil Rights.
5. At the conclusion of the investigation, all written complaints, investigating notes and other documents, other than any discipline dispensed, shall be maintained in a secure file, separate and apart from the personnel files of the parties involved.

Reference

- Trumbull Board of Education Policy:
  - Affirmative Action, Policy Code 4000.1
  - Sexual Harassment, Policy Code 4118.112
- Title VI of the Civil Rights Act of 1964
- Guideline issued by the Equal Employment Opportunity Commission under Title VI
- Section 46a-60, Discriminatory employment practices prohibited, General Statutes of Connecticut as amended
- Section 504 of the Rehabilitation Act of 1973
- Title IX of the Educational Amendments of 1972
- **Genetic Information Non-Discrimination Act of 2008**
- P.L. 97-35 Section 558 (c) (d) & 34 CFR 200.60

**4111.1/Non-Discrimination in Employment**

**APPENDIX A**

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United States Department of Education Office of Civil Rights  
5 Post Office Square, 8<sup>th</sup> Floor  
Boston, MA 02109-3921  
Telephone (617) 289-0111  
Fax (617) 289-0150  
TTY (800) 877-8339  
Email: OCR.Boston@ed.gov  
[Http://www.ed.gov/ocr](http://www.ed.gov/ocr)

**TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT**

Report to the Board of Education  
Regular Meeting – August 4, 2015  
Agenda Item – IV-B

Dr. Cialfi  
2015 – 2016 Enrollment Update

The administration closely monitors enrollment during the summer months. The following is a breakdown of our numbers as of July 31, 2015, excluding out-placed students.

<u>School</u>	<u>Projected</u>	<u>Actual</u>	
Booth Hill	455	456	1
Daniels Farm	432	450	18
Frenchtown	519	533	14
Jane Ryan	384	366	-18
Middlebrook	527	461	-66
Tashua	<u>370</u>	<u>389</u>	<u>19</u>
	2687	2655	-32
Hillcrest	777	762	-15
Madison	<u>777</u>	<u>784</u>	<u>7</u>
	1554	1546	-8
THS	<u>2112</u>	<u>2134</u>	<u>22</u>
<b>Totals</b>	<b>6353</b>	<b>6335</b>	<b>-18</b>

Please note the following observations:

- 1) Past experience has shown that these numbers will increase as we get closer to the opening of the 2015 – 2016 school year.
- 2) Our K – 12 projected enrollment was 6,353; actual students enrolled are 6,335. As of July 31, 2015, we are 18 students below projections.
- 3) Our elementary enrollment is 32 students below projections. Attached is our current actual elementary enrollment breakdown.
- 4) Our middle school enrollment is 8 students below projections and the THS enrollment is 22 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 will be reviewed, closely monitored, and adjusted as necessary.

Kindergarten:

Booth Hill is over the BOE guideline cap by 1 student; Jane Ryan and Middlebrook are over the cap by 2 students.

Grade 1:

Middlebrook is over the BOE guideline cap by 1 student for three sections.

Grade 3:

Middlebrook is over the BOE guideline cap by 1 student for three sections.

Grade 4:

Booth Hill and Daniels Farm are over the BOE guideline cap by 1 student for three sections.

I will be closely monitoring these enrollment numbers.

Administrative Recommendation:

Review and discuss.



**DISTRICT ENROLLMENT REPORT  
TRUMBULL PUBLIC SCHOOLS  
September 1, 2015**

7/31/15 (includes re-enrollments,  
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 Total	**Out-Placed	Grand Total
Booth Hill		61	66	75	82	76	96							456		456
Daniels Farm		66	64	79	84	76	81							450		450
Frenchtown		73	71	101	85	110	93							533		533
Jane Ryan		62	52	58	67	62	65							366		366
Middlebrook		62	67	77	76	88	91							461		461
Tashua		70	61	68	63	63	64							389		389
<b>Total K-5</b>		<b>394</b>	<b>381</b>	<b>458</b>	<b>457</b>	<b>475</b>	<b>490</b>							<b>2655</b>	<b>0</b>	<b>2655</b>
Pre-K														0		0
<b>TOTAL Pre-K thru 5</b>		<b>394</b>	<b>381</b>	<b>458</b>	<b>457</b>	<b>475</b>	<b>490</b>							<b>2655</b>	<b>0</b>	<b>2655</b>
Hillcrest						258	265	239						762		762
Madison						283	274	227						784		784
<b>TOTAL MIDDLE SCHOOLS</b>						<b>541</b>	<b>539</b>	<b>466</b>						<b>1546</b>	<b>0</b>	<b>1546</b>
Trumbull High										534	560	507	533	2134		2134
<b>TOTAL SECONDARY</b>						<b>541</b>	<b>539</b>	<b>466</b>	<b>534</b>	<b>560</b>	<b>507</b>	<b>533</b>		<b>3680</b>	<b>0</b>	<b>3680</b>
<b>Grand Total</b>	<b>0</b>	<b>394</b>	<b>381</b>	<b>458</b>	<b>457</b>	<b>475</b>	<b>490</b>	<b>541</b>	<b>539</b>	<b>466</b>	<b>534</b>	<b>507</b>	<b>533</b>	<b>6335</b>	<b>0</b>	<b>6335</b>
*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 4, 2015

Ms. Arnow, Mr. McCarthy

Agenda Item – IV-C

Approval/Trumbull Fall Festival 2015 Special Request

The Trumbull Fall Festival planning team would like to use Hillcrest Middle School and Trumbull High School on Saturday, September 12, 2015. The Trumbull Fall Festival planning team is requesting that the Board of Education waive its Policy 1330, Use of Public School Buildings and Sites for one (1) day to allow for an alcohol concession on the grounds of Hillcrest and Trumbull High Schools:

*"As with recent Trumbull Day events we plan to serve beer and wine to patrons. The procurement of a temporary liquor permit from the State of CT and coordination with the Trumbull Police Department who will be providing security for the event is currently underway. Alcohol service will be handled by trained staff to assure that patrons are of legal drinking age and that no one is overserved at the event. All alcohol must be purchased through the vendor. Bags and coolers will be checked at entry points and patrons will not be permitted to bring alcohol onto the property."*

If approval is granted, all other provisions of the Board Policy must be adhered to and alcohol distribution and consumption must be properly monitored and controlled by the Trumbull Police Department, First Selectman's office and Trumbull Fall Festival planning team to insure that this concession is regulated in a responsible and appropriate manner.

Administrative Recommendation:

Approve a waiver for the Town of Trumbull to allow an alcohol concession booth on the the grounds of Hillcrest and Trumbull High School in conjunction with the Trumbull Fall Festival on Saturday, September 12, 2015.

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting – August 4, 2015

Dr. Cialfi, Mr. O'Keefe

Agenda Item IV-D

Pay to Participate Fee for Trumbull High School  
Golden Eagle Marching Band (THSGEMB)

The June 9, 2015 Board of Education meeting included a brief and preliminary discussion regarding financial support in the amount of \$20,000 for the THS Marching Band.

The financial support is contingent on the Superintendent's expectation that the 2015-2016 Band participation fee not exceed \$500 per member.

Recommendation:

Review and discuss and approve.

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
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Dr. Cialfi

Agenda Item – IV - E

Approval/Non-Affiliate Salaries

At this time of the year, the Board of Education reviews and approves the non-affiliated salary increases and/or adjustments for those employees not in a bargaining unit.

The non-affiliated positions are listed with an alignment to comparable ones in an appropriate bargaining unit. Although each position is unique and has its own distinctive responsibilities, the alignment provides for an appropriate comparison.

Please note the following:

- It has been the intent of both the Administration and the Board to provide these employees with fair and reasonable compensation.
- None of these positions involve incremental increases and are consistent with increases given to Town of Trumbull department heads and supervisors.
- The designations and recommended percentage increases for those non-bargaining unit employees are predicated on numerous factors as outlined below:
  - The present economic conditions;
  - The current cost of living rate;
  - Recommendations of respective supervisors;
  - Individual yearly performance ratings;
  - A review of past salary history of the respective positions, particularly as they compare to other bargaining units;
  - Significant changes in the duties and responsibilities of an existing position;
  - Analysis of the increases and salaries given to other comparable positions and bargaining units;
  - Retaining of staff by remaining competitive with salaries given to comparable positions in other districts, particularly that of an administrative nature; and

- Maintaining the distinction between members of separate bargaining groups to signify the difference in the level of responsibility and work duties.

The following increases are recommended with the corresponding bargaining unit (in red):

**Non-Central Office**

- a. Health Aides/Special Education (paras)

**Increase amount for 2015-2016 pending contract settlement.**

- b. Trumbull Public Schools Signing Aide (paras)

**Increase amount for 2015-2016 pending contract settlement.**

- c. OT/PT (Therapists) (teachers)

Grant six of these seven positions an increase of 2.9% from \$63.75 to \$65.60 per hour and one position an increase of 1% from \$67.96 to 68.64 per hour.

- d. Behavior Analyst (teachers)

Grant two of these positions an increase of 2.9% from \$84.48 to \$86.93 per hour and one position an increase of 2.9% from \$73.67 to \$75.81 per hour.

- e. Cafeteria Aides

These individuals work approximately two hours per day in school cafeterias. Grant these positions an increase of 2.5% from \$12.41 to \$12.72 per hour.

- f. Trumbull Public Schools Webmaster (teachers)

Grant this position an increase of 2.9% from \$7,333.71 to \$7,546.39.

### Central Office/Non Affiliates

- a. Grant the Executive Assistant to the Superintendent an increase of 2.5% from \$61,765.11 to \$63,309.24 plus an additional \$1,000 for a total of \$64,309.24 (CILU Support)
- b. Grant the Secretary to the Superintendent an increase of 2.5% from \$54,237.66 to \$55,593.60 plus an additional \$1,000 for a total of \$56,593.60 (CILU Support)
- c. Assistant Superintendent  
Grant the Assistant Superintendent a 2.5% increase from \$168,454 to \$172,665.35
- d. Business Administrator  
Grant the Business Administrator position a 2.5% increase from \$147,893.63 to \$151,590.97
- e. Grant the Director of Building & Facility Maintenance position a 2.2% increase from \$125,000 to \$127,750 (TAA – Category VI)

Recommendation:

Review, discuss and approve the increases or salaries for the positions identified.



TRUMBULL PUBLIC SCHOOLS  
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Mr. O'Keefe

Agenda Item IV-F

Preliminary Year-End Financial Projection

Mr. O'Keefe will provide his latest assessment of the  
financials as of June 30, 2015.

Recommendation:

Review and discuss.