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**TRUMBULL PUBLIC SCHOOLS**  
**TRUMBULL, CONNECTICUT**

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**Budget Meeting – Thursday, December 8, 2016**

Long Hill Administration Building

Lorraine R. Smith Assembly Room

**6:30 p.m.**

**AGENDA**

**I. CALL TO ORDER**

**II. PRELIMINARY BUSINESS**

- A. Pledge of Allegiance
- B. Correspondence
- C. Public Comments
- D. Teacher Board Representative Report
- E. Student Board Representatives Report
- F. Board Chairman Report
- G. Superintendent Report

**III. REPORTS/ACTION ITEMS**

- A. Personnel Report – Dr. Cialfi
- B. Approval - Minutes, Regular Meeting 11/29/2016
- C. 2017-2018 Budget Presentation & Discussion – Dr. Cialfi, Mr. O’Keefe, Staff

Part I – Introduction

- Overview
- Financial Summary

Part II – Budget by Object

- Salaries (Object 100)
- Benefits (Object 200)
- Services – Professional & Technical (Object 300)
- Services – Property (Object 400)
- Services – Purchased – Other (Object 500)
- Supplies (Object 600)
- Property (Object 700)
- Other (Object 800)

Part III – Curriculum, Instruction & Assessments – Dr. Jonathan Budd

Part IV – Divisions

- Digital Learning – Ms. Christina Hefele
- Technology – Mr. Jeffrey Hackett

Part V – Elementary & TECEC – Mr. Dana Pierce, Mr. Gary Kunschaft, Mrs. Jackie Norcel, Mrs. Mary Ellen Bolton, Mrs. Patricia Frillici, Mrs. Jennifer Neumeyer, Dr. Matthew Wheeler

Part VI – Assistant Superintendent – Dr. McGrath

**IV. OTHER**

(Budget agenda items will be reviewed and discussed in sequence. Any area not addressed on a particular evening will carry over to the next session.)

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Budget Meeting - December 8, 2016

Dr. Cialfi

Agenda Item III-A

Personnel

Request for Leave of Absence

Toesen, Ashley; special education teacher at Hillcrest Middle School since April 2008, is requesting a personal leave of absence without pay for the remainder of the 2016-17 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. Toesen.

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Budget Meeting – December 8, 2016

Dr. Cialfi

Agenda Item – III-B

Approval/Minutes

Regular Meeting,  
November 29, 2016

Recommendation:

Approve the minutes of the  
above noted meeting.

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT  
Regular Meeting – Tuesday, November 29, 2016  
Long Hill Administration Building

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

Members present:

L. Chory, Chairman  
S. Testani, Vice Chairman  
L. Timpanelli, Secretary  
J. Donofrio, Board Member  
P. Lavoie, Board Member  
M. Petitti, Board Member  
M. Ward, Board Member

Agenda Item I—Call to Order

The meeting was called to order at 7:00 p.m.

Agenda Item II—Preliminary Business

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

B. Recognition – Trumbull High School Golden Eagle Marching Band (THSGEMB)

Director Peter Horton, Band Parents Association President Scot Kerr and band member representatives were present to accept recognition for their most recent unprecedented achievements: The Band's 1<sup>st</sup> place win in the US Bands National Championship competition held at MetLife Stadium on November 12 including Best Color Guard, Best Percussion, and Best Overall Effect in the Group VI Open. Also, THSGEMB placed 1<sup>st</sup> as Regional Champions at the Bands of America Competition held at the University of Delaware on November 15. The Board congratulated and recognized them for their outstanding accomplishments and look forward to the upcoming 2017 Macy's Thanksgiving Day Parade performance. The THSGEMB continues to be a primary source of pride for the entire community.

C. Correspondence – Resident Cindy Katske sent a letter to the Board expressing her opinion on the electronic participation of Board members at meetings.

D. Public Comments – There were no comments at this evening's meeting.

E. Board Chairman Report – Mrs. Chory reported on attending several informational seminars at the CABE Convention in Mystic, Connecticut. Guest speakers included Governor Malloy and Connecticut's Commissioner of Education. Trumbull Public Schools earned two of CABE's Awards of Excellence in Educational Communication: one for "Going Green," and one for Dr. Cialfi's Annual Report.

F. Superintendent Report – Dr. Cialfi reported on the following:

- The 2017-2018 Capital Improvement Plan was approved by the Board of Finance and will be on Monday, December 5, 2016 Town Council agenda. Mr. Deming will present to the Trumbull Town Council.
- Dr. Cialfi had the pleasure of visiting the senior Health and Wellness course that is offered this year to seniors at THS. This course is designed to help students with social and communication skills.
- The THS Football Team beat St. Joseph’s High School at this year’s Thanksgiving Day game with a significant win, 39 – 7.
- The THS Boys Soccer Team finished the season as FCIAC champions with a 16-1-5 record.

Agenda Item III—Reports/Action Items

A. Personnel Report

Dr. Cialfi reported that there is one retirement/resignation: Kathleen Flanagan, grade 2 teacher at Jane Ryan Elementary School since August 1999, retiring effective June 30, 2017. Also, there is one request for a personal leave of absence. Mindy Kloster, teacher (.6) at Hillcrest Middle School since November 2013, is requesting a personal leave of absence without pay for the remainder of the 2016-2017 school year. This request complies with the Trumbull Board of Education Leave of Absence Policy, 4150.

It was moved ( Testani) and seconded ( Donofrio) to approve the retirement of Kathleen Flanagan, effective June 30, 2017 and the leave of absence of Mindy Kloster for the remainder of the school year. Vote: Unanimous in favor.

B. Approval/Minutes – Regular Meeting, 11/15/2016

It was moved (Timpanelli) and seconded (Testani) to approve the minutes of the November 15, 2016 Regular Board of Education meeting as presented. Vote: 6 in favor, 1 abstain (Donofrio). Vote: Motion passes.

C. Approval/Financial Reports as of October 31, 2016

The Finance Committee of the Board of Education met on November 22, 2016 and reviewed the financial reports through October 31, 2016. In addition to the financials, nine budget transfers were proposed including one for the salary and benefit savings from the Voluntary Retirement Incentive Program (VRIP). It was moved (Lavoie) and seconded (Petitti) to approve the budget transfers as presented. Vote: Unanimous in favor.

Mr. O’Keefe also provided an update on the Anthem Incurred But Not Reported (IBNR) claims from the plan year ending August 31, 2016.

It was moved (Lavoie) and seconded (Testani) to approve the financial reports as of October 31, 2016. Vote: Unanimous in favor.

**D. Approval/2017-2018 School Calendar**

Dr. Budd reported that the Calendar Committee met on November 7, 2016 and adopted a large part of the C.E.S. Regional Uniform School Calendar. The Committee recommended this school year will begin for teachers on Monday, August 28, 2017 and the first student day on Thursday, August 31, 2017. The planned last day of school is June 12, 2018 with seven inclement weather make up days, if needed.

It was moved (Timpanelli) and seconded (Ward) to approve the 2017-2018 School Calendar as presented. Vote: Unanimous in favor.

**E. Approval/2018-2019 School Calendar**

The Calendar Committee met on November 21, 2016 and adopted a large part of the C.E.S. Regional Uniform School Calendar. The Committee recommended this school year will begin for teachers on Monday, August 27, 2018 and the first student day on Thursday, August 30, 2018. The planned last day of school is June 12, 2019 with seven inclement weather make up days, if needed.

It was moved (Timpanelli) and seconded (Ward) to approve the 2018-2019 School Calendar as presented. Vote: Unanimous in favor.

It was moved (Donofrio) and seconded (Testani) to amend the agenda to add a vote to reschedule the Tuesday, January 10, 2017 Board of Education meeting to Monday, January 9, 2017.

Vote: Unanimous in favor.

It was moved (Donofrio) and seconded (Testani) to reschedule the Tuesday, January 10, 2017 Board of Education meeting to Monday, January 9, 2017. Vote: Unanimous in favor.

**F. Curriculum Committee Report – Mrs. Petitti reported the Curriculum Committee met on November 17, 2016 and reviewed several curriculum guides.**

Dr. Budd presented the following Curriculum Guides for approval:

*1. English 11*

*2. Core Agriscience 9*

It was moved (Ward) and seconded (Petitti) to accept the curriculum guides for *English 11 Core Agriscience 9* as presented. Vote: Unanimous in favor.

**Adjournment**

Board Members gave unanimous consent to adjourn the Public Session at 8:10 p.m.