

Trumbull Public Schools  
Trumbull Committee  
Policy Advisory Committee  
Regular Meeting – May 9, 2012  
Long Hill Administration Building Assembly Room

The Trumbull Public School's Policy Advisory Committee convened in the Long Hill Administration Building for a Regular Meeting.

Members present:

Sue D'Amato, Co-Chairperson  
Dawn Cantafio, Co-Chairperson  
Dr. Gary Cialfi  
Loretta Chory, BOE member  
Rosemary Seaman, BOE member  
Nicholas Banks  
Teresa Carter  
Rita Ciarmella  
Nancy Fisher  
Vicki Tesoro  
Sonya Wich

Guest: John Evans, THS teacher

Members absent:

Dr. Linda Paslov  
Regan Fisher  
Paul Leninger  
Joseph Noory  
Morgan Burr

Agenda Item I—Preliminary Business

- A. Introduction—The meeting began at 6:35 p.m.
- B. Correspondence—Ms. Cantafio shared a thank you note from Jean Rosati.
- C. Public Participation—There were no public comments. Nick Banks introduced John Evans, THS faculty member who assisted with the revisions to the High School Attendance policy.

Agenda Item II—Consent Agenda

- A. Approval/Minutes 4/11/12 meeting—It was moved (Seaman) seconded (Tesoro) to accept the minutes as presented. Discussion ensued and Ms. Cantafio amended the motion by rescinding the statement “At the March 14<sup>th</sup> PAC meeting, Loretta Chory mentioned that the Board members would like some research to be done in finding out which policies are in potential conflict with joint efficiencies. Resolution: Board decided to address this at a later date.” Vote on original motion as amended: Unanimous in favor.

Agenda Item III—Reports

- A. May 1, 2012 Board Meeting—Dr. Cialfi conveyed that the Pay to Participate policy was presented to the Board for a first reading and noted the Board wanted more information on insurance fees.
- B. Upcoming Board of Education meetings—Dr. Cialfi noted that there will be a meeting on May 15 and June 5, 2012.

#### Agenda Item IV—Policy Review/Discussion

- A. Naming of Buildings and Sites, Policy Code 7551—Mrs. Seaman conveyed that she reviewed the information from CAFE’s policy service and policies of area districts, including Fairfield and Hartford and ones from Topeka, Kansas, Dallas, Texas, San Diego, California, and Denver, Colorado. Both she and Ms. Ciarmella worked on the revisions together. Discussion ensued including minor wording changes. This policy will be brought before the Board of Education for a first reading at their May 15, 2012 meeting.
  
- B. High School Attendance, Policy Code 5113—Mr. Banks and Mr. Evans reviewed the revisions suggested by high school administration and staff. Considerable discussion ensued including procedures, parent/guardian contact, review by district lawyer, and costs associated with notification by mail. PAC reviewed and revised the entire policy. Wording changes were incorporated to reflect high school input. Discussion ensued further as to this policy being presented to the Board as a first and second reading together at the Board’s next meeting on May 15, 2012. A timely Board approval was desired so that the policy could be included in the Trumbull High student handbook. Committee members were not in favor and wanted it noted to the Board as follows: “PAC worked on this policy at their May 9, 2012 meeting but, as a committee, did not review the final copy. It is submitted to the Board for a first/second reading in an effort to push it forward for the printing of the THS handbook.” This policy will be brought before the Board of Education for a first/second reading at their May 15, 2012 meeting.
  
- C. Homework, Policy Code 6154—Dr. Cialfi noted that this policy was brought before the BOE for a first reading on April 10, 2012. A brief discussion ensued about whether a survey of parents/students would be taken and this agenda item was tabled to a future meeting.
  
- C. Pay to Participate, Policy Code 5139—As previously stated, this policy was presented to the Board for a first reading on May 1<sup>st</sup>. The Board wanted more information on insurance fees, including refunds, either fully or partially, if a student were cut from a team and if insurance fees could be prorated if a student has his own medical insurance. Dr. Cialfi will consult Athletic Director Mike Herbst on this issue. Discussion will continue at a future meeting.
  
- D. Standard of Conduct, Policy Code 5131—Ms. Fisher conveyed that she is waiting to hear from Dean of Students Tony Pijar for input. Dr. Cialfi stated he has received input from the middle school and high school and noted that Pupil Personnel Services Director Mike McGrath reviewed the policy for special ed/504 issues and saw no problems. Discussion will continue at a future meeting.

- E. Student Conduct on Buses, Policy Code 5114.1—This item was tabled to a future meeting as students have not had a chance to meet with Transportation Coordinator Dawn Perkins. Discussion will continue at a future meeting.

Agenda Item V—Policies on Hold

- A. Modification Options K-8, Policy Code 6140
- B. Collection Development Policy for Trumbull Public School Librarians, Policy Code 6161 (?)

Adjournment

Dr. Cialfi noted that the Transportation policy needs to be reviewed because of the addition of full day kindergarten. Ms. Cantafio conveyed that there would be a lite supper at the next meeting on June 13<sup>th</sup>, scheduled to begin at 6 p.m. and at the meeting, an election for the co-chairs of PAC should take place. The meeting adjourned at 8:45 p.m.