

Trumbull Public Schools
Policy Advisory Committee
Regular Meeting – October 9, 2013
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:

Dawn Cantafio, Chairperson
Dr. Linda Paslov, Central Office Administrator
Dr. Stafford Thomas, TAA Representative
Rosemary Seaman, BOE member
Loretta Chory, BOE member
Nicholas Banks, TEA Representative
Nancy Fisher, Member at Large
Jennifer Mottolese, PTA Representative
Vicki Tesoro, Member at Large

Members absent:

Teresa Carter, PTA Representative

Rita Ciarmella, Administrative Assistant
Ian Matz, Student Representative
Christian DeGenova, Student Representative

Agenda Item I—Preliminary Business

- A. Call to Order/Introduction—The meeting was called to order at 6:35 p.m. It was noted that Dr. Linda Paslov is the Central Office Administrator and Stafford Thomas is the TAA representative to PAC.
- B. Correspondence—There was no correspondence this evening.
- C. Public Participation—There were no public comments.

Agenda Item II—Consent Agenda

- A. Approval/Minutes 9/11/13 meeting—It was moved (Chory) seconded (Seaman) to approve the minutes as presented. Vote: Unanimous in favor.

Agenda Item III—Reports

- A. Board Meetings—Mrs. Ciarmella conveyed that at the September 17, 2013 meeting, the following policies were presented for a second reading and approved: Fire/Crisis Response Drill and Fire in School Buildings. She also shared that the Board approved the naming of the THS auditorium after former THS Principal Robert McCarthy. It was noted at the Board meeting that procedures for the naming of the auditorium were followed according to policy.

- B. Upcoming Board of Education meetings—Mrs. Ciarmella shared that the Board will meet on October 15 and November 13, 2013.
- C. Policies Presented to the Board—So noted in Agenda III-A. At this time, Dr. Paslov shared that PAC will have to review the policy on high school graduation requirements as CAPT testing will be eliminated. She will make suggestions and bring forward to PAC.

Agenda Item IV—Policy Review/Discussion

- A. Field Trips, Policy Code 6153—Mrs. Cantafio shared that this policy went for a first reading on August 20th and no Board input was received. Since no discussion was needed, this policy will be presented to the Board for a second reading and approval on October 15, 2013.
- B. Transportation, Policy Code 3541—It was noted that the Board’s attorney had reviewed the issue of parents viewing bus videos. Attorney and Superintendent suggested wording to further modify the Transportation policy. Transportation Coordinator Dawn Perkins has also been given the policy for further review. Discussion ensued regarding adding the Superintendent’s wording along with the attorney’s input. Also discussed was addressing late bus procedures/bus stops. As Mrs. Mottolese is the sponsor of the policy, she will contact Mrs. Perkins for further information. This policy is continued for discussion at the next meeting.
- C. Student No Smoking and Tobacco Products Use, Policy Code 5116—Mrs. Cantafio reminded PAC members that high school administration had asked that wording regarding electronic cigarettes be added to this policy. The Board’s attorney reviewed the policy and suggested that such wording be added to further clarify what types of products are prohibited. Discussion ensued regarding updating the Staff No Smoking and Tobacco Products Use policy to reflect the same wording. Also discussed was bringing both policies to the Board for a first and second reading and approval at their next meeting on October 15, 2013, as the high school is having issues with the use of electronic cigarettes. Following discussion, it was decided to bring both policies forward to the Board for reading and approval at their October 15th meeting.

D. Collection Development for Trumbull Public School Libraries, Policy Code 3250.1—Mrs. Mottolese conveyed that she is still waiting for input from Media Specialist Donna Zimmer. This policy is continued for discussion at the next meeting.

E. Parent/Guardian Complaint, Policy Code 1312 –This agenda item is tabled to the next meeting.

At this time, considerable discussion ensued regarding the disseminating of information to staff regarding policy revisions, rescissions and new policies. Mrs. Ciarmella shared that all policies when approved are forwarded to school principals in a timely manner. It was suggested that the Superintendent review policy changes at the monthly principals' meetings.

F. Naming of Buildings and Sites, Policy Code 7551 – This agenda item is tabled until after the November election as there will be new Board members.

G. Distribution and Promotion of Products, Services and Informational Materials, Policy Code KJ—Mrs. Chory reviewed changes to the policy. Discussion ensued and it was decided that the Superintendent and Athletic Director should also review the policy. This policy is continued for discussion at the next meeting.

Agenda Item V—Policies on Hold

A. Staff No Smoking and Tobacco Products Use, Policy Code 4118.231—This policy will be updated with the same wording as the Student No Smoking and Tobacco Products Use policy and will be brought to the Board for reading/approval at their October 15th meeting.

B. Modification Options K-8, Policy Code 6140—Dr. Paslov conveyed that she will be meeting with PPS Director Pauline Smith to review changes and/or deletion of this policy. They will also be reviewing Instruction, Curriculum and Assessment Options and Transition Planning for Students with Disabilities. This policy is continued for discussion at the next meeting.

- C. Service Animals, Policy Code ?—Mrs. Fisher reported that she has been working on this policy and will forward the draft to Mrs. Ciarmella. This policy is continued for discussion at the next meeting.
- D. Safety Patrol, Policy Code 5134—Student Representatives Ian Matz and Christian DeGenova reviewed changes to the policy, suggesting that regulations be more specific as to the duties/responsibilities of safety patrol students. Discussion ensued and Dr. Paslov conveyed that she will bring this policy to the Elementary Principals' meeting for discussion and input. This policy is continued for discussion at the next meeting.
- E. School Ceremonies and Observances, Policy Code 6115—Mr. Banks reviewed the policy. Discussion ensued regarding wording in the last line and its interpretation that students would be required to attend a ceremony in conflict with a student's beliefs. It was suggested that this wording be removed. This policy is continued for discussion at the next meeting.
- F. Use of Pay Phones, Policy Code 3545—Mr. Banks reviewed this policy and shared that the policy may not need to be revised as pay phones in school buildings are rarely used. He will inquire as to the amount of use for the high school pay phones. This policy is continued for discussion at the next meeting.
- H. Guest Speakers, Policy Code 6131— This agenda item is tabled to the next meeting.
- I. Trumbull Regional Vocational Agriculture Program, Policy Code 6172—Mrs. Cantafio conveyed that she will be meeting with Agriscience Director Dr. Tremaglio to review this policy. This agenda item is tabled to the next meeting.

At this time, Mrs. Ciarmella conveyed that all policies have not yet been posted on the TPS website. The policies not yet posted need to be reviewed. A brief discussion ensued and it was decided to have the policies posted at this time with review of those policies to follow.

Adjournment

The next meeting for PAC will take place November 6, 2013 at 6:30 p.m. The meeting adjourned at 8:00 p.m.