

Trumbull Public Schools
Trumbull, Connecticut
Trumbull Board of Education Policy Committee
Regular Meeting – October 15, 2014
Long Hill Administration Building Conference Room

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

Members present:

Loretta Chory, Chair, BOE member
Dr. Linda Paslov, Central Office Administration
Rosemary Seaman, BOE member
Susan LaFrance, BOE member
Patricia Frillici, TAA Representative
Tiffany Monteiro, Student Representative
Daniel Netting, Student Representative
Rita Ciarmella, Administrative Assistant

Members absent:

Jane Kluspes, TEA Representative

Guests:

Mike King, Athletic Director
Coleen Figliuzzi, School Nursing
Supervisor

Observers: Vicki Tesoro, Cindy Katske

Agenda Item I—Preliminary Business

- A. Introduction—The meeting was called to order at 5:32 p.m. Mrs. Chory introduced and welcomed the two new Student Representatives, Tiffany Monteiro and Dan Netting. At this time it was moved (LaFrance) seconded (Seaman) to take Agenda Items IV-H, IV-I, IV-J and IV-B out of order. Vote: Unanimous in favor.
- B. Correspondence—There was one email from a parent of a student with food allergies that was shared with the committee. School Nursing Supervisor Coleen Figliuzzi commented that she would respond to this parent.
- C. Public Participation—Vicki Tesoro suggested that the entire meeting packet be posted on the TPS website as it is a requirement by Town Charter.

Agenda Item II—Consent Agenda

- A. Approval/Minutes 9/10/14 meeting—By unanimous consent of members present at the 9/10/14 meeting, the minutes were approved as presented.

Agenda Item III—Reports

- A. Board Meetings—Mrs. Chory conveyed the Board met on September 16th and October 7th for regular meetings. She noted that the two policies, Length of School Day/Year and Allotment of Time, K-5 were approved and School Assignments was presented for a first reading.

Agenda Item IV—Policy Review/Discussion

- A. Updating policies with letter codes/adding “Trumbull”—Mrs. Ciarmella explained that several years ago, former Pupil Personnel Services Director Dr. Vespe (also Central

Office Rep to PAC) began the process of changing the letter code on policy to a numerical code which matched the Connecticut Association of Boards of Education's (CABE) core policy manual. It was decided at that time that all policies would be changed from letter to numerical codes as the policies were being revised or new policies instituted. Mrs. Ciarmella suggested that all policies with letter codes be changed to numerical codes in an effort to have consistency and professionalism. She also suggested that current policies that list "Board of Education" in the policy statement should include "Trumbull" for further consistency. A brief discussion ensued. Although the wording of policies would not be changed, it was decided to bring this proposal to the Board for approval at their November meeting.

- B. The Management of Food Allergies at School, Policy Code 5141.260 (taken out of order)—This policy was approved by the Board at their August 19, 2014 meeting. Since then, several minor changes needed to be incorporated to further clarify the Food Allergy Management Plan. Mrs. Figliuzzi was present to review the changes. Discussion centered on the parent email received by the Committee which was forwarded to Mrs. Figliuzzi. She commented that she would respond to the parent's concerns as she has had considerable interaction with this parent. Since the changes are being made to the Plan, the policy itself was not affected. It was decided that no Board action/approval was needed to make the necessary changes. The changes will be made and posted on the TPS website and forwarded to administrators and division heads to share with their staff.
- C. School Assignments, Policy Code 5112—Mrs. Chory shared that this policy will be presented to the Board for approval at their October 21, 2014 meeting. No changes were made since the first reading.
- D. Reporting to Parents, Policy Code 5124—This item was tabled to the next meeting.
- E. Audit Committee of the Board of Education, Policy Code 9133—This item was tabled to the next meeting.
- F. Attendance Policy Grades K-8, Policy Code 5113.1—This item was tabled to the next meeting.
- G. Electronic Monitoring of the Workplace, Policy Code 4118.4—Dr. Paslov reviewed the overview for this policy. She will be meeting with school principals and administrators for input. Mrs. Frillici will be the sponsor. This policy is continued to the next meeting.
- H. Pay to Participate, Policy Code 5138 (taken out of order)—This policy needed to be updated with the elimination of the mandatory student athletic insurance fee. Athletic Director Mike King was asked for input as he has already changed procedures for the payment of athletic participation. Discussion ensued and it was decided to include wording in the policy reflecting that payment of any participation fees (i.e. athletics, elementary band/strings, THS musical) should be made online (process set up by the

Business Department). Several other changes were reviewed. This policy will be presented to the Board for a first reading on October 21, 2014.

- I. Interscholastic Athletics, Policy Code 5150 (taken out of order)—This policy needed to be updated to reflect the new registration process for trying out/participating in interscholastic sports teams, mandatory Waiver of Liability and Certificate of Insurance forms to be signed by a parent/guardian, and the elimination of the mandatory student athletic insurance fee. Mr. King gave a detailed review of the new online registration process for students interested in trying out/participating in interscholastic sports, medical procedures in place, sign-off of waivers, and online payment of participation fee. He reviewed his suggested changes. Discussion ensued including the legitimacy of electronic signature for waivers and online payments. This policy will be presented to the Board for a first reading on October 21, 2014.
- J. Interscholastic Athletic Tryouts, Policy Code 5151 (taken out of order)—This policy also needed to be updated for the same reasons as Interscholastic Athletics. Mr. King reviewed changes. Considerable discussion ensued regarding inclusion in policy language of specific criteria for selection to a team and the posting of team rosters. It was decided that these topics could be discussed with the full Board when the policy is brought for review. This policy will be presented to the Board for a first reading on October 21, 2014.

At this time, Mrs. Chory shared that the names of five new members for the Policy Committee will be presented to the Board on October 21st for approval. Dr. Paslov shared that a high school student had concerns with the Non-Discrimination in Instruction policy as it does not contain wording regarding gender identity. She suggested that the Committee should review this and related policies.

Adjournment

The next Policy Committee meeting will take place November 19, 2014 at 5:30 p.m. The meeting adjourned at 7:42 p.m.