

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Policy Committee
of the
Trumbull Board of Education

Regular Meeting

Long Hill Administration Building
Wednesday, February 17, 2016 – 5:30-7:00 p.m.

MINUTES

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

I. Preliminary Business

A. Call to Order / Introduction – The meeting was called to order by Mrs. Testani at 5:30 p.m.

Members present

Suzanne Testani, Chair, BOE member
Marie Petitti, BOE member
Lucinda Timpanelli, BOE member
Jonathan S. Budd, Ph.D., administrative designee
Brenda Windsor, TEA representative
Kristine Kely Murano, parent representative
Cindy Katske, community representative
Mary Pierson, community representative
Connor Bailo, student representative
Carly Netting, student representative

Members absent

Patricia Frillici, TAA representative
Jennifer Mottolese, parent representative
Bryan Woodward, parent representative

1 member of the public

B. Correspondence – Dr. Budd conveyed the regrets of Ms. Frillici, Ms. Mottolese, and Mr. Woodward in being absent from the meeting. There was no other correspondence.

C. Public Comment – Susan LaFrance referenced the questions she asked at the January 20 meeting related to the Code of Ethics policy on the meeting's agenda, including the policy's origin, how this Code differed from the Town of Trumbull's Code of Ethics, and connections between this policy and teacher evaluation.

Dr. Budd responded that he would address the questions raised by Ms. LaFrance in his oral introduction to the Code of Ethics policy.

II. Reports / Action Items

- A. Approval of Minutes – Regular Meeting, January 20, 2016 – The minutes were approved with no revisions.
- B. Report, Administrative Designee – Dr. Budd indicated that there was no new legislation affecting the Policy Committee with the exception of Item IIIB on this evening’s agenda.
- C. Board of Education Meeting Updates
 - a. Feb. 2, 2016 First Readings – Dr. Budd noted that the Board heard First Readings of the following two policies as presented at its Feb. 2, 2016 meeting, and suggested no revisions, so these policies will be returned to the Board for Second Readings in March, 2016.
 - i. Trumbull High School Performance Standards Requirements for Graduation, Policy Code 5123.1
 - ii. Administration of Medication by School Personnel, Policy Code 5141.21
 - b. Feb. 16, 2016 Second Readings – Dr. Budd noted that the Board approved the following five policies as presented at its Feb. 16, 2016 meeting.
 - i. Concussions, Policy Code 5141.7
 - ii. Student Standard of Conduct, Policy Code 5131
 - iii. Reporting of Child Abuse, Neglect, and Sexual Assault, Policy Code 5141.4
 - iv. Use of Physical Force: Seclusion and Restraint, Policy Code 5144.1
 - v. Homebound and Hospitalized Instruction, Policy Code 6173

III. Policy Review/Discussion

- A. Code of Ethics, Policy Code 4118.22 – Dr. Budd presented the proposed policy in this evening’s packet. One typographical error was noted. The Committee unanimously agreed to bring the policy, with revision of that error, to the Board for a first reading in March, 2016.
- B. Food Services Personnel – Code of Conduct, Policy Code 3542.22 – Dr. Budd presented the proposed policy in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a first reading in March, 2016.
- C. Receipt of Funds for Deposit, Policy Code 3450 – Dr. Budd presented the proposed policy in this evening’s packet. Questions related to certain operational aspects of the policy were raised. Dr. Budd suggested he consult Mr. O’Keefe, TPS Business Administrator, and report back to the Committee at the next meeting. The Committee unanimously agreed to table the item at this time.

Adjournment

Ms. Murano moved to adjourn the meeting at 6:25 p.m.; it was seconded by Ms. Timpanelli, and unanimously agreed to. The next meeting of the Policy Committee will take place on Wednesday, March 16, 2016, from 5:30-7:00 p.m. in the Long Hill Administration Building.

POLICY OVERVIEW FORM

Policy Title: Food Services Personnel – Code of Conduct

Section: 3000 Category: Business & Non-Instructional Operations Code: 3542.22

New: X Revision: _____

Initiated by: Jonathan S. Budd, Ph.D., Director of Curriculum, Instruction, & Assessments

Phone No.: (203) 452-4336 Email: buddj@trumbullps.org

Need for New Policy/Revision: This proposed new policy is a required new policy based on federal regulations of the United States Department of Agriculture for schools receiving federal funds for Child Nutrition Programs, one of which is the National School Lunch Program.

State Statute if applicable: N/A – federal regulations cited in Policy

Summary of Actions Required by New Policy/Revision: See above.

Please complete this form and send to the Office of the Superintendent, Trumbull Public Schools, 6254 Main Street, Trumbull, CT 06611

Office Use Only

Approval

Superintendent:  Date: 2/12/16

Policy Committee Chair:  Date: 2/17/16

POLICY OVERVIEW FORM

Policy Title: Receipt of Funds for Deposit

Section: 3000 **Category:** Business & Non-Instructional Operations **Code:** 3450

New: X **Revision:**

Initiated by: Jonathan S. Budd, Ph.D., Director of Curriculum, Instruction, & Assessments

Phone No.: (203) 452-4336 **Email:** buddj@trumbullps.org

Need for New Policy/Revision: This proposed new policy is recommended to conform practices
in the District related to funds collected by District employees. It has been developed in consultation
with Sean O'Keefe, TPS Business Administrator.

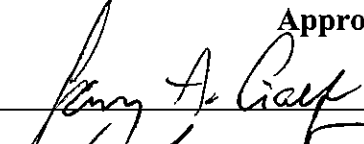
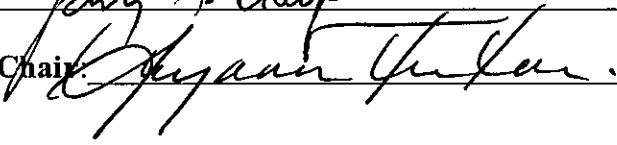
State Statute if applicable: N/A

Summary of Actions Required by New Policy/Revision: See above.

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Approval

Superintendent:  **Date:** 2/12/16
Policy Committee Chair:  **Date:** 2/17/16