

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Policy Committee  
of the  
Trumbull Board of Education

Special Meeting

Long Hill Administration Building Conference Room  
Tuesday, August 20, 2019 – 5:30 p.m.

MINUTES

I. Preliminary Business

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

Members present

Jackie Norcel, Chair, BOE member  
Kathleen Fearon, BOE member  
Jonathan S. Budd, Ph.D., administrative designee  
John Mastrianni, TEA representative  
Paul Coppola, TAA representative  
Michael Buswell, parent representative  
Jeffrey Mullins, parent representative

Members absent

Marie Petitti, BOE member  
JeTaya Ortiz, parent representative  
Anthony Iannini, community representative  
Howard Qian, student representative

1 member of the Public

B. Correspondence – Dr. Budd conveyed the regrets of Ms. Petitti for being absent from the meeting due to a pre-existing commitment. He conveyed also that Ms. Herbst, community representative, had resigned from the Policy Committee based on other current commitments; he expressed gratitude on behalf of himself and the Board for her diligent service over the past several years. There was no other correspondence.

C. Public Comment – There was no Public Comment.

II. Reports / Action Items

- A. Approval of Minutes – Regular Meeting, May 7, 2019 – Dr. Fearon moved to approve the minutes with the amendment of the corrected date (May 7) at the top; it was seconded by Ms. Norcel, and unanimously agreed to.
- B. Report, Administrative Designee – Dr. Budd noted that the recent legislative session in Hartford had inspired several timely policy revisions that the Committee would review this evening.

C. Board of Education Meeting Updates

a. May 14, 2019 First Readings – Ms. Norcel noted that the Board heard First Readings of the following nine policies as presented at its May 14, 2019 meeting.

- i. Fire Safety & Crisis Response, Policy Code 6114.1
- ii. Student Wellness, Policy Code 6142.101
- iii. Employee Protection, Policy Code 4148
- iv. High School Attendance / Loss of Credit, Policy Code 5113
- v. Attendance Grades K-8, Policy Code 5113.1
- vi. Auditing Courses, Policy Code 6144.2
- vii. Adult/Continuing Education, Policy Code 6174
- viii. Transportation, Policy Code 3541
- ix. Emergency Bus Evacuation, Policy Code 3541.6

The Board suggested few substantive revisions, so these policies were returned to the Board for Second Readings on July 9, 2019.

b. July 9, 2019 Second Readings – Ms. Norcel noted that the Board approved the following nine policies as presented at its July 9, 2019 meeting.

- i. Fire Safety & Crisis Response, Policy Code 6114.1
- ii. Student Wellness, Policy Code 6142.101
- iii. Employee Protection, Policy Code 4148
- iv. High School Attendance / Loss of Credit, Policy Code 5113
- v. Attendance Grades K-8, Policy Code 5113.1
- vi. Auditing Courses, Policy Code 6144.2
- vii. Adult/Continuing Education, Policy Code 6174
- viii. Transportation, Policy Code 3541
- ix. Emergency Bus Evacuation, Policy Code 3541.6

III. Policy Review/Discussion

- A. Asbestos Management Plans, Policy Code 3524.3 – Dr. Budd presented the proposed new policy in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a combined First/Second Reading on August 27, 2019.
- B. Budget Transfer, Policy Code 3160 – Dr. Budd presented the proposed revised policy in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a combined First/Second Reading on August 27, 2019.
- C. Student Use and Possession of Smoking Products, Tobacco Products, Drugs, and Alcohol, Policy Code 5131.6 – Dr. Budd presented the proposed revised policy in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a combined First/Second Reading on August 27, 2019.
- D. Staff Use and Possession of Smoking Products, Tobacco Products, Drugs, and Alcohol, Policy Code 4118.231 - Dr. Budd presented the proposed revised policy in

this evening's packet. The Committee unanimously agreed to bring the policy to the Board for a combined First/Second Reading on August 27, 2019.

- E. Security Checks, Policy Code 4212.5 – Dr. Budd presented the proposed revised policy in this evening's packet, with the added revision, in ¶8, of “within 60 days from the date such individual begins to perform such student teaching experience” in place of “within 60 days before the start of student teaching.” The Committee unanimously agreed to bring the policy, with the added revision, to the Board for a combined First/Second Reading on August 27, 2019.
- F. Student Teachers, Policy Code 4122 – Dr. Budd presented the proposed revised policy in this evening's packet, with the added revision, in Regulation 5, of “within 60 days from the date such individual begins to perform such student teaching experience” in place of “within 60 days before the start of student teaching.” The Committee unanimously agreed to bring the policy, with the added revision, to the Board for a combined First/Second Reading on August 27, 2019.
- G. Student Standard of Conduct, Policy Code 5131 – Dr. Budd presented the proposed revised policy in this evening's packet. The Committee unanimously agreed to bring the policy to the Board for a combined First/Second Reading on August 27, 2019.
- H. Bullying and Teen Dating Violence Prevention and Intervention, Policy Code 5131.911 – Dr. Budd requested that the Committee table this item to a future meeting based on more recent information from CAFE about the effective date of the relevant legislation. The Committee unanimously agreed to table the policy revision until a future meeting.
- I. Student Sunscreen Use, Policy Code 5141.214 – Dr. Budd presented the proposed new policy in this evening's packet. The Committee unanimously agreed to bring the policy to the Board for a combined First/Second Reading on August 27, 2019.
- J. Administration of Medication by School Personnel, Policy Code 5141.21 – Dr. Budd presented the proposed revised policy in this evening's packet. The Committee unanimously agreed to bring the policy to the Board for a combined First/Second Reading on August 27, 2019.
- K. Individualized Education Program / Special Education Program, Policy Code 6159 – Dr. Budd presented the proposed revised policy in this evening's packet. The Committee unanimously agreed to bring the policy to the Board for a combined First/Second Reading on August 27, 2019.
- L. Food Allergy Management, Policy Code 5141.260 – Dr. Budd presented the proposed revised policy in this evening's packet. The Committee unanimously agreed to bring the policy to the Board for a First Reading on August 27, 2019.

- M. Student Wellness, Policy Code 6142.101 – Dr. Budd presented the proposed revised policy in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a First Reading on August 27, 2019.
- N. Gifted and Talented Identification and Programming, Policy Code 6141.313 – Dr. Budd presented the proposed new policy in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a First Reading on August 27, 2019.
- O. Curriculum Development, Policy Code 6141 – Dr. Budd presented the proposed revised policy in this evening’s packet. The Committee unanimously agreed to bring the policy to the Board for a First Reading on August 27, 2019.

#### Adjournment

Prior to the meeting’s adjournment, Dr. Budd noted the likely addition of a Special Meeting on Tues., Aug. 27, at 6:30 p.m. to review another timely policy revision.

Ms. Norcel moved to adjourn the meeting at 6:45 p.m.; it was seconded by Dr. Fearon, and unanimously agreed to.