

---

# TRUMBULL PUBLIC SCHOOLS TRUMBULL, CONNECTICUT

---

Regular Meeting – Tuesday, August 25, 2020, 7:00 p.m.

## AGENDA

Join the meeting online:

<https://zoom.us/j/96379070853?pwd=RjQyNWRCU05sNTBoaTZlY2RhTGpUdz09>

Webinar ID: 963 7907 0853

Password: 314651

Join by telephone: (301) 715-8592 or (888) 475-4499 (Toll Free) / Webinar ID: 963 7907 0853

\*Corrected

### I. CALL TO ORDER

### II. PRELIMINARY BUSINESS

- A. Pledge of Allegiance
- B. Correspondence – Mrs. Norcel  
Correspondence may be sent to [BoardofEd@trumbullps.org](mailto:BoardofEd@trumbullps.org)
- C. [Public Comment](#) – The Trumbull Public Schools Board of Education will be allowing public comment at the upcoming Board Meeting. If you are interested in speaking during the Public Comment portion of the meeting, [please use this form to signup](#). We will limit participants to the first 15 individuals that submit the form. Public comment will be limited to 2 minutes.
- D. Superintendent Report
- E. Board Chairman Report

### III. REPORTS/ACTION ITEMS

- A. Approval/Minutes – Regular Meeting \*08/11/2020
- B. Personnel – Mr. Iassogna
- C. Approval/Child Nutrition Program/CACFP Head Start Signature Change Form
- D. School Reopening Update – Mr. Iassogna
- E. 2020-2021 Planning Updates: Student Enrollment – Dr. Budd
- F. Facilities Update – Mr. Kerr

### IV. RECEIVE AND FILE

- A. Pending Litigation
- B. Negotiations

### V. OTHER

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting – August 25, 2020

Mr. Iassogna

Agenda Item – III-A

Approval/Minutes

Regular Meeting – August 11, 2020

Recommendation:

Approve the minutes of the above noted meeting.

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT  
Regular Meeting – August 11, 2020  
**Via Audio/Video Conferencing**

The Trumbull Board of Education met via video/audio conferencing for a Regular Meeting.

Members present:

L. Timpanelli, Board Chairman  
T. Gallo, Vice Chairman  
J. Norcel, Board Secretary  
S. Kerr  
M. Petitti  
M. Ward

Agenda Item I—Call to Order

The meeting was called to order at 7:05 p.m.

Agenda Item II—Preliminary Business

A. Salute to the Flag - The Public Session began with a salute to the Flag.

B. Correspondence – Mrs. Norcel read the following correspondence:

Elaine Durbano, Suzanne Cartell, Katie Targowski, Tara Yamka, Kiran Chhablani, Mei Liang, Aimee Tiu-Wu, Mary Harriau, Alexis Coutu, Sarah Narowski and Alison Squicciarro wrote to the Board with detailed questions and concerns regarding our reopening plan. Shannon Diaz, Pamela Smith and Alison Squicciarro support 5 days of school. Ann Martorana, Christine Wadhams and Siobhan Lidington questioned the large class size at Daniels Farm School in grades 3 and 4 and would like a grade 2 added. Patricia Kelly provided a transcript of her public comment. Max Gambus wrote telling us he would like to work on his Eagle Scout award. Kelly Zatorsky complimented our reopening committee for designing and making changes to a well thought out plan.

C. Public Comment

John Mastrianni spoke in support of our teachers and stated that our reopening plan needs to be modified to remove safety loopholes to help keep students and staff as safe as possible: require masks for everyone including students with medical exemptions and enforce 6 feet of social distancing in our schools, not 3 as stated in Trumbull's plan, and allow teachers to work from home on the deep cleaning day. Students and staff deserve the safest environment possible. Gabby Tropp is calling for a committee to evaluate diversity in our schools starting with curriculum, professional development and workforce management; Anthony Smith spoke about the reopening plan and stated that distance learning may work for our high schoolers but not for elementary school children who have shorter attention spans

D. Superintendent Report-Mr. Iassogna

1. Mr. Iassogna is pleased to announce that Mr. Paul Hendrickson has been selected as our new Business Administrator. Currently, Paul is the Business Manager in Plymouth/Terryville, CT Public Schools and previously held the same position at Ridgefield Public Schools. Paul received his B.S. in Engineering from the United States Naval Academy and his MBA from Harvard University. Paul joined us on Zoom and we welcomed him to Trumbull.

2. Our Welcome Back Opening meeting is scheduled for next week when we will focus on tweaking our Reopening Plan and making sure schools will be ready to begin in September.
3. Our second School Reopening forum was extremely well-received by over 500 members of the educational community. On August 13, Mr. Iassogna will be participating in the Board of Finance meeting regarding costs submitted to the State of Connecticut for possible reimbursement due to the expenditure funds of the COVID19 pandemic.
4. On July 5 at 2:00 a.m., three young adults entered Trumbull High School. Our security system responded with police arriving on the scene and we were able to identify 2 of the 3 individuals via video surveillance. The case is now being addressed by the court system.

E. Board Chairman Report

Mrs. Timpanelli is in contact with our new Superintendent, Dr. Semmel and is apprising him of items that need his approval. He is also involved with the hiring process as it presents.

Mr. Iassogna is also meeting with Dr. Semmel. We speak bi-weekly with him and are moving forward in this effort. Dr. Semmel will begin his position on September 14, 2020.

Agenda Item III—Reports/Action Items

A. Approval/Wage Adjustments – Attorney Dugas

Attorney Dugas presented information to support an equity adjustment for the Executive Assistant to the Superintendent and the Secretary to the Superintendent. Mr. Dugas recommends an adjustment for the Executive Assistant to the Superintendent’s salary from \$34.81 to \$36.37 on 7/1/20 and to \$37.93 on 1/1/21; and an adjustment for the Secretary to the Superintendent from \$30.63 to \$32.74 on 7/1/20 and to \$34.85 on 1/1/21.

It was moved (Gallo) and seconded (Kerr) to approve the above wage adjustments for the Executive Assistant to the Superintendent and Secretary to the Superintendent as presented.

Vote: Unanimous in favor.

B. Personnel – Mr. Iassogna

Mr. Iassogna presented two retirements:

Bolton, Mary Ellen; Principal at Jane Ryan Elementary School since July 2011, retiring effective December 4, 2020.

It was moved (Gallo) and seconded (Petitti) to accept the above retirement as presented. Vote: Unanimous in favor.

Semenza, Deborah; district elementary reading specialist (.6) August 2005, retiring effective, August 4, 2020.

It was moved (Gallo) and seconded (Norcel) to accept the above retirement as presented. Vote: Unanimous in favor.

C. Minutes – Regular Meeting 07/28/2020

It was moved (Norcel) and seconded (Gallo) to approve the above minutes as presented with the additional statement: new A House Principal, Chris Siano was on hand to thank the Board for his appointment. Vote: Unanimous in favor.

D. Trumbull School Reopening Plan – Mr. Iassogna

After careful evaluation, at this time, Trumbull has decided to select the hybrid reopening plan, as did 70% of Connecticut districts. Many factors weighed into our decision including safety as our top priority: health requirements, Trumbull's student enrollment of approximately 7000 students and all departments that keep our schools running on a daily basis. Mr. Iassogna stated that our plan continues to evolve as per directives from our Governor and concerns from our community. Trumbull submitted a grant for \$127,338.79 to the Cares Act and encourages the public to check our website for answers to reopening questions and updates from our Administration.

E. Student Enrollment Update – Dr. Budd

Dr. Budd shared a presentation with changes in enrollment since our last meeting and will continue to monitor numbers and how they impact classroom size, with an update to the Board at our next meeting.

Adjournment

Board Members gave unanimous consent to adjourn the Public Session at 8:17 p.m.

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT  
**REVISED II**

Report to the Board of Education  
Regular Meeting, August 25, 2020

Mr. Iassogna

Agenda Item III-B

Personnel

Cowan, Marie; Spanish teacher at Trumbull High School since August 2011, resigning effective August 24, 2020.

McGunnigle, Erin; language arts teacher at Hillcrest Middle School since August 2017, resigning effective September 18, 2020

Peterson, Lauren; special education teacher at Middlebrook Elementary School since August 2013, resigning effective August 18, 2020.

Recommendation:

Accept.

Request for Leave of Absence

Cutrone, Melanie; Kindergarten teacher at Jane Ryan Elementary School since August 2015 is requesting a personal leave of absence without pay for the 2020-21 school year. This request complies with the Trumbull Board of Education Leave of Absence Policy, 4150.

Recommendation:

Approve the above requests for a personal leave of absence for Ms. Cutrone.

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting – August 25, 2020

Agenda Item – III-C

Child Nutrition Program – CACFP Head Start  
Signature Change Form

The annual CACFP Head Start Management Plan outlines our current application with the state agency, listing Board of Education members, budget, financial viability, food service agreement and training plan.

**Child Adult Care Food Program: Agreement 144AIC**

The Head Start program is asking for an approval and vote from the Board to enter into an agreement between the Head Start Center and Trumbull Board of Education.

**CACFP: Signature Change form**

The Head Start program is asking for approval and vote of a Signature change form to remove Dr. Gary Cialfi as the #1 signer on the Head Start Management plan and replace Ralph Iassogna Acting Superintendent as the #1 signer.

Recommendation:

Approve.



Connecticut State Department of Education  
 Bureau of Health/Nutrition, Family  
 Services and Adult Education  
 Child Nutrition Programs  
 450 Columbus Boulevard, Suite 504  
 Hartford, CT 06103-1841

For State Use Only	
Effective date:	_____
<b>Agreement numbers:</b>	
School programs	_____
Child care centers	_____
Adult day care centers	_____
Day care homes	_____
Summer food service	_____

### Authorized Signatures Change Form

Read the *Instructions to Complete the Authorized Signatures Change Form* before completing the form. Scan and e-mail a completed form to [CNPermanentAgreement@ct.gov](mailto:CNPermanentAgreement@ct.gov). Include "Authorized Signature Change Form" in the subject line of the e-mail.

This is to certify that on \_\_\_\_\_, as shown in the minutes of  
*Date*

Trumbull Board of Education

\_\_\_\_\_  
*Name of corporation, board of education or governing body*

the following action was taken to revise the Authorized Signers of the **ED-099 Agreement for Child Nutrition Programs**.

1. The person designated below is authorized to sign this agreement and to sign claims for reimbursement.

\_\_\_\_\_  
*Signature*

Acting Superintendent

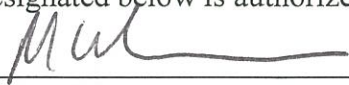
\_\_\_\_\_  
*Title (superintendent of schools, mayor, selectman, president or chairperson of the board, pastor, or commissioner)*

Ralph Iassogna

\_\_\_\_\_  
*Printed name*

\_\_\_\_\_  
*Date*

2. In the absence or incapacity of the first designated individual, the second person designated below is authorized to sign claims for reimbursement.



\_\_\_\_\_  
*Signature*

Principal

\_\_\_\_\_  
*Title (assistant superintendent, business official, principal, headmaster, city or town manager, executive director, or deputy commissioner)*

Dr. Matthew Wheeler

\_\_\_\_\_  
*Printed name*

8/10/20  
 \_\_\_\_\_  
*Date*

3. The signature below certifies the above action.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Title (secretary of corporation, town clerk, secretary of the board)*

This form is available at <https://portal.ct.gov/-/media/SDE/Nutrition/NSLP/Forms/SignatureChange.pdf>. The instructions are available at <https://portal.ct.gov/-/media/SDE/Nutrition/NSLP/Forms/SignatureChangeInstructions.pdf>.



**Trumbull Public Schools  
Trumbull Food Services  
6254 Main Street  
Trumbull CT, 06611  
203-452-4500  
2020/2021**

**AGREEMENT TO FURNISH FOOD SERVICE BETWEEN THE CHILD AND ADULT CARE FOOD PROGRAM (CACFP) INSTITUTION AND THE BOARD OF EDUCATION (BOE)**

This agreement is entered into by and between the Trumbull Board of Education and  
*Board of Education*

Trumbull/Monroe Head Start . The Trumbull Board of Education agrees to  
*CACFP Institution* *Board of Education*

furnish meals to Trumbull/Monroe Head Start for the following per meal rates:  
*CACFP Institution*

Breakfast	\$ <u>1.89</u>
Lunch	\$ <u>3.51</u>
Snack(s)	\$ <u>0.96</u>

If applicable, include the types and amounts of any charges paid to the Board of Education in addition to the per meal price: \_\_\_\_\_

The additional charge must be included in the budget on the *ED-099 Schedule A Application and Management Plan* and be reported as part of the costs on the monthly claim for reimbursement.

Site(s) covered by this agreement include (list below or attach a list of sites):

- |  |  |
|--|--|
| 1. <u>Trumbull/Monroe Head Start</u><br>2. _____<br>3. _____<br>4. _____ | 5. _____<br>6. _____<br>7. _____<br>8. _____ |
|--|--|

It is further agreed that Trumbull Board of Education will assure that (check one option):  
*Board of Education*

Meals meet the CACFP meal pattern requirements and that the Board of Education will maintain complete and accurate records, including menus, amount of food prepared and number of meals provided daily;

**OR**

The School district has been approved by the Office of Child Nutrition to use the nutrient standard menu planning (NuMenus) option to prepare meals (breakfast and lunch) for CACFP participants aged two and above. Meals for children under two and snacks for all ages will be planned using the appropriate CACFP meal patterns. In addition:

- A nutrient analysis will be provided to the CACFP sponsor for all weekly menus and;
- weekly menus will meet the established level of nutrients and calories for the appropriate age group.

Menus must be provided to the institution prior to the month served and the record of the number of meals delivered must be reported to the institution at the end of the month.

Meals served **SHALL NOT** be claimed under any of the following programs on the reimbursement claim form (*ED-103*): National School Lunch Program, School Breakfast Program, Special Milk Program and/or After-School Snack Program.

Revenue from this agreement **SHALL** be considered income to the National School Lunch Program, School Breakfast Program, Special Milk Program and/or After-School Snack Program.

Allocation of U. S. Department of Agriculture (USDA) commodities for the National School Lunch Program does not include meals prepared for the Child and Adult Care Food Program.

The **Trumbull Board of Education** agrees also to retain records for three years or until

Board of Education

the resolution of any outstanding audit findings and upon request, to make all accounts and records pertaining to the program available to representatives of the administering agency for audit or administrative review.

This agreement shall be effective from 9/8/2020 to 6/30/2021  
*Date Date*

It may be terminated by notice in writing by either party at least 30 days prior to the date of termination.

Signature of Board of Education Official Signature of CACFP Institution Official

Superintendent Director 8/10/20  
*Title Title Date*

A copy of the signed agreement must be forwarded to the School Lunch Director and to the State Agency.

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting – August 25, 2020

Mr. Iassogna

Agenda Item – III-D

Trumbull School Reopening Plan

Mr. Iassogna will update the Board of Education on the recommended plan for the reopening of Trumbull Public Schools. Much of the information to be shared will have evolved from the annual district administrative meeting as well as parental and community input.

Recommendation:

Review and discuss the proposed September reopening plan for Trumbull Public Schools.

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting – August 25, 2020

Dr. Budd

Agenda Item – III-E

2020-2021 Planning Updates: Student  
Enrollment

Related to planning for 2020-2021, Dr. Budd  
will present updated data related to student  
enrollment.

Recommendation:

Review and discuss

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting – August 25, 2020

Mr. Kerr

Agenda Item – III-F

Facilities Update

The Board Facility Committee would like to update its membership on areas discussed at its recent meeting.

Recommendation:

Review and discuss

TRUMBULL BOARD OF EDUCATION  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting, August 25, 2020

Ralph M. Jassogna

Agenda Item IV-A

Pending Litigation

Recommendation:

Receive and file.

**PENDING LITIGATION**

CASE TOWN/BOARD	DESCRIPTION	CASE	REPRESENTATIVE TOWN/BOARD
1. C.T., J.T. and L.T. vs.	C.T., a Trumbull minor, his parents J.T. and L.T., alleged that he was injured on or about November 13, 2019 while playing soccer at recess and fell into a hole on the soccer field near the goal. Their claim covers that the soccer field was in an uneven, defective and/or dangerous condition. This claim seeks monetary damages against Board of Education, Town of Trumbull and Parks and Recreation Department. (Notice of claim received January 9, 2020).	Pending	Town/Board
2. M.D. vs.	M.D., former Director of Facilities, claims his termination of employment on 2/7/20 constitutes a breach of his employment contract with Trumbull Board of Education. This claim seeks monetary damages against Trumbull Board of Education. (Notice of claim received 5/20/20).	Pending	Town/Board

TRUMBULL BOARD OF EDUCATION  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Regular Meeting, August 25, 2020

Agenda Item IV-B

Status of Negotiations

Please see reverse side for status of  
negotiations with the eight bargaining units.

Recommendation:

Receive and file.



## STATUS OF NEGOTIATIONS

<u>Unit</u>	<u>Member of Board's Negotiating Team</u>	<u>Status of Negotiations</u>
Teachers TEA	Attorney Floyd Dugas Marie Petitti Michael Ward	The TEA Agreement covers the period from July 1, 2017 to June 30, 2020. The new TEA Agreement begins July 1, 2020 to June 30, 2023.
Administrators TAA	Attorney Floyd Dugas Marie Petitti Michael Ward	The TAA Agreement covers the period from July 1, 2018 to June 30, 2021. Negotiations for a new collective bargaining agreement will begin on June 8, 2020.
Administrative Support Services CALU	Attorney Floyd Dugas	The (TASS) Administrative Support covers the period from July 1, 2016 to June 30,
Custodial/Maintenance UPSEU LOCAL #424	Attorney Floyd Dugas	The Custodial/Maintenance Agreement covers the period from July 1, 2017 to June 30, 2020.
Paraprofessionals UPSEU LOCAL #222, CILU #78	Attorney Floyd Dugas	The Paraprofessional Agreement covers the period from July 1, 2018 to June 30, 2021.
Cafeteria Workers UPSEU LOCAL #424	Attorney Floyd Dugas	The Cafeteria Workers Agreement covers the period from July 1, 2017 to June 30, 2020.
CILU Supervisor/ Support Staff CILU LOCAL #21	Attorney Floyd Dugas	The CILU Supervisors Agreement covers the period from July 1, 2020 to June 30, 2021.  The CILU Support Agreement covers the period from July 1, 2020 to June 30, 2021.