

**Trumbull Public Schools**  
**Trumbull Committee**  
**Policy Advisory Committee**  
Regular Meeting – March 12, 2014  
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, Co-Chairperson  
Rosemary Seaman, BOE member  
Susan LaFrance, BOE member  
Patricia Frillici, TAA Rep  
Dr. Linda Paslov, Central Office Administration  
Nicholas Banks, TEA Representative  
Jennifer Mottolese, PTA Rep  
Vicki Tesoro, Member at Large  
Nancy Fisher, Member at Large  
Rita Ciarmella, Administrative Assistant  
Ian Matz, Student Representative  
Christian DeGenova, Student Representative

Members absent:

Teresa Carter, PTA Rep

Guests:

Pam Ginnis  
Coleen Figliuzzi

Agenda Item I—Preliminary Business

- A. Introduction—The meeting was called to order at 6:35 p.m. Mrs. Cantafio introduced Pam Ginnis who is considering joining the PAC committee.
- B. Correspondence—There was no correspondence this evening.
- C. Public Participation—There were no public comments.

Agenda Item II—Consent Agenda

- A. Approval/Minutes 2/12/14 meeting—It was moved (Seaman) seconded (Mottolese) to approve the minutes with the following amendment: Transportation Policy Code 3541, add wording that Superintendent Dr. Cialfi requested that this policy be reviewed. Vote: Unanimous in favor.

Agenda Item III—Reports

- A. Board Meetings—Mrs. Ciarmella conveyed the Board met for regular meetings on February 25 and March 11, 2014. The following policies were presented to the Board: School Ceremonies and Observances for a second reading and approval on February 25<sup>th</sup>; Trumbull Regional Agriscience/Biotechnology program for a second reading and approval and Physical Activity for a second reading and approval, both presented on March 11<sup>th</sup>. The Board approved the Physical Activity policy with a contingency that an appendix be added to address recess and weather.

- B. Upcoming Board of Education meetings—Mrs. Ciarmella shared that the Board will meet on March 25 and April 8, 2014.

Agenda Item IV—Policy Review/Discussion

- A. Life-threatening Food Allergies, Policy Code ?—School Nursing Supervisor Coleen Figliuzzi reviewed several changes to the policy and commented that the Wellness policy must be updated so that wording in both policies is consistent. Discussion ensued regarding the importance of having consistent practices in all schools. It was decided that this policy should be given to the Superintendent, Assistant Superintendent and school principals for their input. This policy is continued for discussion at the next meeting.
  
- B. Policy on Policy, Policy Code 9311—Mrs. LaFrance and Mrs. Seaman shared that all Board of Education members recently participated in a retreat. They explained that the facilitator, Nick Caruso from the Connecticut Association of Boards of Education, commented that one weakness of the BOE was the way Board handled the development and review of policies. Both Mrs. LaFrance and Mrs. Seaman conveyed that there needed to be changes to the composition of the Policy Advisory Committee (PAC) and the manner in which policy is reviewed. They stated the policies were on the fast track to move forward as soon as possible with full Board support. Mrs. LaFrance and Mrs. Seaman presented PAC members with revisions to the Policy Advisory Committee and Policy on Policy policies. Discussion ensued and several members felt they needed more time to look over these policies before having discussion as a committee. It was moved (Tesoro) seconded (Cantafio) to table discussion on this agenda item to the next meeting. Vote: 8 in favor (Banks, Cantafio, DeGenova, Frillici, Matz, Mottolese, Paslov, Tesoro) 2 opposed (LaFrance, Seaman) 1 abstention (Fisher). Motion passes.
  
- C. Transportation, Policy Code 3541—Mrs. Mottolese shared that she was awaiting information on late bus stops from Transportation Manager Dawn Perkins. Mrs. LaFrance commented that she, Mrs. Seaman, Dr. Cialfi and the Board attorney had met regarding this policy. She reviewed changes to the policy as a result of that meeting. Discussion ensued. Following discussion, it was moved (Fisher) seconded (Tesoro) to adjourn the meeting at this time. Vote: Unanimous in favor.

Adjournment

The meeting adjourned at 8:13 p.m.