

Trumbull Public Schools
Trumbull Committee
Policy Advisory Committee
Regular Meeting – May 14, 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
Dr. Linda Paslov, Central Office Administration
Susan LaFrance, BOE member
Loretta Chory, BOE member
Jennifer Mottolese, PTA Rep (arrived 6:45 p.m.)
Ian Matz, Student Representative (arrived 6:45 p.m.)
Christian DeGenova, Student Representative
Rita Ciarmella, Administrative Assistant

Members absent:

Nancy Fisher, Member at Large
Teresa Carter, PTA Rep
Vicki Tesoro, Member at Large
Patricia Frillici, TAA Rep
Nicholas Banks, TEA Representative
Rosemary Seaman, BOE member

Agenda Item I—Preliminary Business

- A. Introduction—The meeting was called to order at 6:30 p.m.
- B. Correspondence—Mrs. Ciarmella read an email from PAC member Patricia Frillici in regards to the policy on Life-Threatening Food Allergies (attached).
- C. Public Participation—There were no public comments.

Agenda Item II—Consent Agenda

- A. Approval/Minutes 4/9/14 meeting—By unanimous consent of members present at the meeting, the minutes were approved as presented.

Agenda Item III—Reports

- A. Board Meetings—Mrs. Chory conveyed the Board met on May 6, 2014 for a regular meeting where a vote was taken on redistricting students from Frenchtown to Middlebrook.
- B. Upcoming Board of Education meetings—Mrs. Chory shared that the Board will meet on May 20, June 3 and June 17, 2014.
- C. Discussion of Roles/Responsibilities—Dr. Paslov began the discussion on the roles and responsibilities of committee members since the composition of the committee is being changed. Considerable discussion ensued regarding the following: committee membership, process involved in drafting/revising policy, use of policy overview sheet, informing parents, staff and community members when policies are being reviewed/revised, agenda format, and administrator involvement. Mrs. Chory shared

that, minimally, the committee will consist of three Board members and Dr. Paslov as the Central Office Administrator. She also conveyed that TAA and TEA representation may remain on the committee. Mrs. LaFrance stated that she strongly recommended and advocated for two or three parents of students currently in the district also be included as members of the Committee. It was noted that community members at large could provide input through public comment or correspondence. Mrs. Cantafio voiced concerns about the removal of community members at large from the committee as they can offer a different perspective. Also discussed was how input could be given—student, parents, community. It was noted that committee meetings are open to the public and input could be received during Public Comment. Parents/community members can also send an email/letter sharing their thoughts on policy. Also noted was the agenda format would just contain policies that will be discussed, not a listing of policies for future discussion. Mrs. Chory suggested that an administrator should be assigned to all policies being reviewed, both new and revised, and that the administrator would present the policy to the Board when it is ready for a First Reading.

- D. Date Change June Meeting—Mrs. Chory conveyed that the Trumbull High School Sports Banquet is scheduled the same evening (June 11th) as the June PAC meeting. She suggested the meeting be changed to June 18th and committee members were agreeable to rescheduling the meeting to June 18, 2014 at 5:30 p.m. Mrs. Chory shared that a light dinner would be served that evening along with recognition and appreciation for the current members and their contribution to PAC.

Agenda Item IV—Policy Review/Discussion

- A. Policy Advisory Committee, Policy Code 9131.1—After discussion, it was decided that this policy will be rescinded and information regarding the composition of membership of the committee will be incorporated into Policy on Policy.
- B. Policy on Policy, Policy Code 9311—Mrs. Chory conveyed that more work needed to be done on the revision of this policy before it is presented to the Board for a first reading. She shared that she will work with Mrs. LaFrance and Mrs. Seaman on this initiative and the policy will be renamed Trumbull Board of Education Policy Committee.
- C. Life-threatening Food Allergies (new policy), Policy Code TBD 5???—Discussion ensued regarding bringing this policy for a first reading at the next BOE meeting on May 20, 2014. After reviewing wording in the policy, it was decided that more discussion with School Nursing Supervisor Coleen Figliuzzi was needed before bringing policy to the Board for review. She will be asked to attend the next PAC meeting. Also discussed was obtaining input from the Board’s attorney and the need to have a food allergy management plan per State Statute. Mrs. Ciarmella will contact Mrs. Figliuzzi as to her availability and the Superintendent regarding attorney input.

Adjournment

The next meeting for PAC will take place June 18, 2014 at 5:30 p.m. The meeting adjourned at 8:20 p.m.