

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Policy Committee of the  
Trumbull Board of Education  
Regular Meeting

Tuesday, May 2<sup>th</sup>, 2023-- 5:30p.m.

Agenda

- I. Call to Order/Introduction
- II. Correspondence/Public Comment
- III. Approval/Minutes – 3/7/2023
- IV. New Business
  - a. 6154/Homework- Discuss and Review for Possible Revision
  - b. 5131.2/Trumbull High School Student Parking Policy- Review Revisions for Approval
  - c. 5141.23/Administering Medication to Prevent Opioid Overdose- New Policy

TRUMBULL PUBLIC SCHOOLS  
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Policy Committee of the  
Trumbull Board of Education  
Regular Meeting

Tuesday, March 7<sup>th</sup>, 2023-- 5:30p.m.

MINUTES

I. Call to Order/Introduction at 5:37pm.

Members Present

T. Gallo, Chair of Policy  
M. Petitti, BOE Member  
Paul Coppola, TAA representative  
Tara Chaudhary, parent representative  
Tarice Gray, parent representative  
Brian O'Connor II, community representative  
Mike Ward, community representative  
R. Kode, student representative  
S. Iwanicki, Ed.D., administrative designee

Members Absent

A. Squicciarro, BOE Member  
C. Turrieta, parent representative  
C. Wright, student representative  
Nick Banks, TEA representative

II. Correspondence/Public Comment. Dr. Iwanicki shared that two public comments were received-- Trumbull parent, Sara Scrofani asked the Policy Committee to consider the language regarding Policy 6154/Homework by adding the language *due on* in regard to assignments around school holidays.

- a. Mr. Gallo asked the committee to discuss the language of Policy 6154/Homework. Mrs. Petitti shared that the language already implies assignments are not due on the holiday. Mr. Coppola added that the schools do send reminders to teachers. There is also a line in the policy that gives all parents the right to email to request exemption from homework assigned during a regular school session due on a religious holiday. Mr. Gallo made the motion to add the words "due on" to the policy and Mrs. Petitti seconded. After further discussion, Mr. Gallo made the motion to table the matter for exploration at a future meeting. Mrs. Petitti seconded. The motion passed.
- b. An additional public comment was received from Trumbull parent Rachel Ross asking the Policy Committee to consider creating or adopting a policy regarding parent notification when their child witnesses extreme and/or violent behavior in the classroom. After discussion, it was

expressed that practices are already in place in Trumbull Public Schools that provide appropriate communication without the need for an additional policy.

III. Approval/Minutes – 1/24/2023 Mr. Gallo moved to approve the minutes of the 1/23/2023 meeting. Mrs. Petitti seconded. The motion passed.

IV. New Business

a. Act Concerning Children’s Mental Health – Revise Attendance Policies

i. 5113.1 Attendance Grades K-8 and 5113 High School Attendance and Credit Loss- Dr. Iwanicki reviewed the legislative changes needed to update the two attendance policies. The role of 2-1-1 was shared with the committee. Mr. O’Connor inquired if the addition were required by law. Mr. Gallo clarified that the additions are CAFE approved and tied to legislation. Mr. Gallo made the motion to bring the revised policy to the Board for approval. Mrs. Petitti seconded. The motion passed.

b. Act Concerning Childhood Mental & Physical Health in Schools- New Policy

i. 5144.4 Physical Education and Discipline of Students- Dr. Iwanicki reviewed the legislative changes needed to update the policy and shared that the policy in its entirety would be new to Trumbull, and it is required. Mr. Gallo added that the new legislation language gives more flexibility to the school. Mrs. Gray inquired about adding parent communication around missing recess to the policy. It was discussed that the professionalism of teachers and principals would naturally encourage parent communication of discipline regarding recess and as such, it did not need to be added to the policy specifically as it could be limiting. Mr. Gallo made the motion to bring the new policy 5144.4 Physical Education and Discipline of Students to the Board for approval. Mrs. Petitti seconded. The motion passed.

Mr. Gallo adjourned the meeting at 6:55p.m.

## **HOMEWORK**

### **Policy**

The Trumbull Board of Education believes that parents, guardians and teachers must work together to motivate and support our students as they strive both in school and at home to develop responsibility and study habits that will enable them to become life-long learners. The Board of Education encourages the faculty to give meaningful homework to students as an effective learning experience.

The general purposes of homework are: to reinforce classroom instruction; to develop specific skills through practice; to prepare for future lessons; to foster the habits of consistent independent study and time management; and to provide an opportunity for student learning outside the classroom.

No homework shall be assigned on major religious holidays that are also school holidays, i.e. Good Friday, eve and day of Yom Kippur, and the eve and first full day of Rosh Hashanah. When such a major holiday falls on a weekend day, no homework will be assigned for that weekend. Students observing religious holidays that are not school holidays shall not be assigned homework on that day if a parent/guardian requests an exemption in a signed letter to the student's teacher. It is expected that the assignment is to be made up within a reasonable time after the holiday.

Adopted: 3/20/84  
Revised: 6/04/91, 1/07/97  
1/15/13

**Regulations**

1. Student

The responsibilities of the student are:

- To contact the teacher when absent so that all work and make up assignments can be successfully completed (for students in grades 4 through 12)
- To understand the purpose of each assignment, assignment directions, and means of assessment
- To understand the time allotment so that time can be budgeted responsibly
- To understand that all elements of homework assignments impact the grading process

2. Teacher

The responsibilities of the teacher are:

- To explain the purpose of each assignment with clear directions
- To explain the method of assessment and the impact on the student's grade
- To suggest a reasonable time allotment on homework assignments, providing for reasonable make-up assignments when appropriate, and explaining that deadlines and penalties are adhered to with grading consequences
- To return appropriately evaluated homework in a timely manner to further the learning experience
- To explain that group projects at the elementary and middle level require individual preparation at home so that the collaborative group work can be accomplished during the school day
- To explain that group projects at the high school level may require individual preparation at home and in school so that collaborative work can be accomplished during the school day and after school hours
- To use monitoring tools for group projects to track equal participation of all members of the group. Individual reflections on the group process that account for a percentage of the grade should also be used when applicable
- To assign long term projects in a timely manner and ensure that school vacation time is not included in the allotted timeframe for a project. (e.g. a three week project may take four weeks if the time frame includes a full vacation week)

**Regulations cont'd.**

3. Parent/Guardian

The responsibilities of the parent/guardian are:

- To contact the teacher in grades K through 3 when student is absent so that all work and make up assignments can be successfully completed
- To remind the student in grades 4 through 12 to contact the teacher when absent so that all work and make up assignments can be successfully completed
- To support the student with a time and place to focus on homework
- To understand that homework assignments are components of the grading process
- To check with the student for completion of assignments
- To contact the teacher, guidance counselor or administrator in the event of questions or concerns
- To notify the teacher in writing to request exemption from homework assigned during a regular school session due to a religious holiday

4. Administrator

The responsibilities of the administrator are:

- To communicate the homework policy to students, faculty, and parents/guardians
- To monitor and support the faculty in applying the policy appropriately and consistently

**Guidelines by Grade Level**

In establishing homework guidelines, it is important to consider the individual differences of students and availability of resources. The following time allotments are a general guide and do not include time recommended for “standing expectations” such as but not limited to silent reading, practicing math facts, reviewing high frequency words, and practicing music skills.

Grades K - 5

Grades K-1 – Adjusted to the maturity and readiness of the child

Grade 2 – average 15 - 20 min per night

Grade 3 – average 25 - 30 min per night

Grade 4 – average 35 - 45 min per night

Grade 5 – average 45 - 55 min per night

No homework should be assigned at the elementary level on weekends and school vacations other than, but not limited to, reinforcement work, and completion of weekly classroom work.

**Guidelines by Grade Level cont'd.**

Grades 6 - 8

- Grade 6 – average 60-70 min per night
- Grade 7 – average 75-90 min per night
- Grade 8 – average 90-120 min per night

Additional homework time may be needed depending on the rigor of courses in a student's program of studies.

Grades 9 – 12

2 – 3 hours per night

Additional homework time may be needed depending on the rigor and number of courses in a student's program of studies.

References

- Trumbull Board of Education Policies:
  - Curriculum Development, Policy Code: 6141
  - Parent/Guardian Complaint Policy, Policy Code: 1312
  - Protected Prayer, Policy Code 6115.1

TRUMBULL PUBLIC SCHOOLS  
BOARD OF EDUCATION  
POLICY MANUAL

SECTION: **5000**  
CATEGORY: **Students**  
POLICY CODE: **5131.2/Trumbull High  
School Student Parking Policy**

## TRUMBULL HIGH SCHOOL STUDENT PARKING POLICY

### Policy Statement

#### Parking ~~at~~ for Trumbull High School Students, Staff, and Visitors

While participating in and/or attending school activities at Trumbull High School, students, employees and visitors of the Board of Education may park vehicles in areas designated by the School Administration.

The Board of Education reserves the right to restrict parking on school property at any time, to withdraw the right of any person to use school property for parking, and to issue regulations governing the movement of parked vehicles whether or not school is in session. Parking at restricted times or in restricted places is subject to action by the Board of Education and/or administration.

Students parking on campus while school is in session must purchase a parking permit. Parking permits are issued only to students who have a valid Connecticut driver's license and regular use of a motor vehicle.

The Board of Education assumes no responsibility for damage to or theft of a vehicle or any item stored in or on a vehicle parked on school property.

No item, the possession of which is illegal or in violation of school regulations or which endangers the health, safety or welfare of persons shall be stored in or on a vehicle parked on school property.

If the School Administration believes that a vehicle while on school property is being used in a manner or for a purpose which may be injurious or illegal, it shall refer the matter to the police.

Adopted: August 2022

### References

- Connecticut General Statutes § 10-221 Boards of education to prescribe rules.



## Student Driving and Parking

The student driving and parking on school premises, whether to drive or to park, is a privilege and governed by Board of Education policy.

In order for the student's vehicle to be driven and/or parked on school grounds, a parking permit will be issued to eligible student drivers and is valid for the academic year, (unless the eligibility is suspended or revoked).

Students must meet and maintain the following eligibility requirements for parking at Trumbull High School:

- A. Must be a Trumbull High School student in good standing.
- B. A valid driver's license, vehicle registration, and insurance as required under CT law.
- C. Maintaining a strong attendance record in accordance with Board of Education Policy 5113/High School Attendance/Loss of Credit.
- D. Maintaining slow and safe control of the vehicle on the grounds of the school and surrounding school area.

Trumbull High School Administration may revoke or suspend parking privileges to students who no longer meet the eligibility requirements or violate this policy.

Student parking spaces are limited on campus. Student parking permits for Trumbull High School are available for seniors first, then juniors, as spaces are available. However, nothing prevents administration from assigning parking if extra student parking spaces become available.

The cost of a **school-year parking** permit is set by the Board of Education. ~~For those permits beginning after the beginning of the year, the fee for parking will be prorated for each month of the year that the student does not have parking.~~ Parking fees are non-refundable. **DISCUSS FEES**

In order for eligible students to purchase a permit, students must present their driver's license, registration for each vehicle they plan to park in their assigned space, and payment to the Dean of Students. The Dean of Students will then issue a parking tag to the student driver that must be displayed in the vehicle on the rearview mirror at all times while on school grounds. If a student uses the parking tag for a second vehicle, that second vehicle must also be registered with the Dean's office. Only one parking tag will be issued to each eligible student.

All student drivers will be held responsible for the following campus parking regulations:

1. Students park on campus at their own risk. Trumbull High School and the Board of Education assume no responsibility for damage to or theft of a vehicle or any item stored in or on a vehicle parked on school property.
2. Students must be on school grounds during the entire school day and cannot leave the campus without permission. All student drivers must follow the regular attendance procedures for signing in and out of school for appointments during the school day.
3. **Students may register up to three (3) vehicles with the one permit but only one (1) vehicle may park on campus at a time in the designated spot. Each student must maintain the same eligibility requirements above and follow all Connecticut State Statutes regarding motor vehicle use and transportation of others.**

4. Students shall park only in their designated/numbered parking space. Should a student arrive on campus and find an unauthorized vehicle parked in their parking space, the permitted student shall temporarily park their vehicle in a visitor's space in the front of Trumbull High School and immediately inform security and/or the Dean of Students.
5. **Unless authorized as a shared permit**, under no circumstances shall a student transfer or convey use of a parking permit or designated parking space to another student or individual for use during school hours.
6. Unless otherwise directed, students may not park in a faculty parking space, visitor parking space, in another student parking space, fire lane, grass area or sidewalk. Violators will be subject to a monetary fine and/or towing at their own expense. Students with repeated parking offenses will also be subjected to additional disciplinary consequences.
7. Trailers, campers, or other towed items are not permitted by students on the Trumbull High School campus.
8. Any vehicle not displaying a valid campus parking permit is subject to disciplinary actions and/or fines, which may include towing, at the owner's expense.
9. Any student who is involved in a motor vehicle accident must report the accident to security and/or the Dean of Students as soon as possible.
10. All students are expected to follow all state of Connecticut motor vehicle laws.

**Code of Conduct Discipline Chart for Student Parking Violations**

<b>Examples of Conduct Requiring Discipline</b>	<b>Discipline Options</b>	
Student parks in a: A) staff parking space B) space assigned to another student C) handicapped space D) visitor space E) maintenance space F) other unauthorized areas	Student may receive a parking violation fine  After school detention  Saturday detention  Suspension of parking privileges	Student may receive a parking violation fine  Car may be towed at the student's expense  1-5 day in-school suspension  1-10 days out-of-school suspension
Student transfers/sells/loans parking pass to another student		Revoking of parking privileges
Parking on campus without a parking permit		Referral to Trumbull Police Department



## Physical Health Services in Schools

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### **P.A. 22-80 An Act Concerning Childhood Mental and Physical Health Services in Schools**

This Act contains several provisions with policy implications related to the well-being of students.

- **OPIOID ANTAGONISTS IN SCHOOLS** Allows school nurses and qualified school employees to maintain and administer opioid antagonists to students who do not have prior written authorization to receive the medication.

**Policy Implications:** The legal references have been updated to policy 5141.213 to reflect P.A. 22-80. No changes have been made to the regulation.

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## Students

### Administering Medication

#### Opioid Overdose Prevention (Emergency Administration of Naloxone)

The Board of Education (Board) is committed to enhancing the health and safety of individuals within the school environment. The District will identify specific locations for the storage of Naloxone and protocols for its administration in emergency situations to assist individuals suspected to be experiencing an opioid overdose.

### Definitions

**Drug overdose** means an acute medical condition, including, but not limited to, severe physical illness, coma, mania, hysteria or death, which is the result of consumption or use of one or more controlled substances causing an adverse reaction. The signs of opioid overdose include unresponsiveness; nonconsciousness; shallow breathing with rate less than 10 breaths per minute or not breathing at all; blue or gray face, especially fingernails and lips; and loud, uneven snoring or gurgling noises.

**Naloxone (Narcan)** means a medication that can reverse an overdose caused by an opioid drug. As a narcotic antagonist, Naloxone displaces opiates from receptor sites in the brain and reverses respiratory depression that usually is the cause of overdose deaths.

**Opioid** means illegal drugs such as heroin, as well as prescription medications used to treat pain such as morphine, codeine, methadone, oxycodone (OxyContin, Percodan, Percocet), hydrocodone (Vicodin), fentanyl, hydromorphone (Dilaudid), and buprenorphine.

### Delegation of Responsibility

The Superintendent or his/her designee, in consultation with the school nurse(s) and the school physician/School Medical Advisor shall establish appropriate internal procedures for the acquisition, stocking and administration of Naloxone (Narcan) and related emergency response procedures pursuant to this policy.

The school physician/School Medical Advisor shall be the prescribing and advising medical professional for the District's stocking and use of Naloxone (Narcan). The Superintendent or his/her designee shall obtain and annually renew a non-patient specific standing order from the school physician/School Medical Advisor for the administration of Naloxone (Narcan). The order will be maintained for the purpose of emergency first aid to students, staff, or other individuals on school premises who do not have a prior written order from a qualified medical professional for the administration of Naloxone (Narcan).

## **Students**

### **Administering Medication**

#### **Opioid Overdose Prevention (Emergency Administration of Naloxone)**

##### **Delegation of Responsibility (continued)**

The standing order shall include at least the following information:

1. Type of Naloxone (intranasal and auto-injector)
2. Date of issuance
3. Dosage
4. Signature of the school physician/School Medical Advisor

The standing order shall be maintained in the Superintendent's office and copies of the standing order shall be kept in each location where Naloxone is stored.

The school nurse shall be responsible for building-level administration and management of Naloxone and management of Naloxone stocks. Each school nurse and any other individual(s) authorized by the Superintendent shall be trained in the administration of Naloxone.

Naloxone shall be safely stored in the school nurse's office or other location designated by the school nurse in accordance with the drug manufacturer's instructions.

The Board permits school nurses, as well as any authorized and trained personnel, to administer Naloxone to any person at school or a school event displaying symptoms of an opioid overdose. The District will store the Naloxone kits in a secure and accessible location consistent with the district's emergency response plan, such as the nurse's office or the administrator's office. Naloxone shall be accessible during school hours.

## **Students**

### **Administering Medication**

#### **Opioid Overdose Prevention (Emergency Administration of Naloxone) (continued)**

##### **Acquisition, Storage and Disposal**

Naloxone shall be safely stored in accordance with the drug manufacturer's instructions. The District shall obtain sufficient supplies of Naloxone pursuant to the standing order in the same manner as other medical supplies acquired for the school health program. In accordance with internal procedures, manufacturer's recommendations and any applicable Department of Public Health guidelines, the school nurse or designee shall regularly inventory and refresh Naloxone stocks, and maintain records thereof.

Legal Reference: Connecticut General Statutes  
10-212 School nurses and nurse practitioners. Administration of medications by parents or guardians on school grounds. Criminal history; records check.  
10-212a Administration of medications in schools.  
17a-714 Immunity for prescribing, dispensing or administering an opioid antagonist to treat or prevent a drug overdose.  
21a-279(g)Penalty for illegal possession. Alternate sentences. Immunity.  
52-557b Immunity from liability for emergency medical assistance first aid or medication by injection. School personnel not required to administer or render.  
Connecticut Regulations of State Agencies 10-212a-1 through 10-212a-10, inclusive, as amended.  
PA 22-80 An Act Concerning Childhood Mental and Physical Health Services in School.

Policy adopted: