
TRUMBULL PUBLIC SCHOOLS

TRUMBULL, CONNECTICUT

Regular Meeting – Tuesday, September 10, 2024, 7:00 p.m.

Long Hill Administration Building

Agenda

<https://us06web.zoom.us/j/82640986141?pwd=vdCqG9QtuEqit2bylMkesbTlaf1FnI.1>

Webinar ID: 826 4098 6141

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Join by telephone: (929) 205-6099 or (888) 475-4499 (Toll Free) / Webinar ID: 826 4098 6141

Amended-Reordered

I. CALL TO ORDER

II. PRELIMINARY BUSINESS

- A. Pledge of Allegiance
- B. Recognition – Teacher Tenure
- C. Correspondence – Correspondence may be sent to BoardofEd@trumbullps.org
- D. Public Comment – The Trumbull 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.
- E. Superintendent Report
- F. Board Chairman Report
- G. Student BOE Representatives Report

III. REPORTS/ACTION ITEMS

- A. Approval of THS World Language French Trip to Quebec, Canada – Mr. Sean Liebskind
- B. Donation from Daniels Farm PTA – Mr. Kunschaft, Mr. Hendrickson
- C. Approval/Minutes
 - Regular Meeting of August 13, 2024
- D. Personnel Report
- E. Enrollment – Dr. Semmel
- F. Approval/Head Start Food Service Agreement – Mr. Hendrickson, Mr. Molyneux

IV. OTHER

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting, September 10, 2024

Dr. Semmel, Mr. Chella

Agenda Item II-B

Recognition
Tenured Teachers/Administrators

Administration is proud to announce that the following staff members have attained tenure status with the Trumbull Board of Education:

Booth Hill Elementary School	Daniel Breschard Jenna Youd
Frenchtown Elementary School	Kimberly Almonte Megan Angus
Frenchtown & Middlebrook Elementary School	Melissa Farrow
Jane Ryan Elementary School	Lindsey Anderson Mikki Iannacone
Middlebrook Elementary School	Chelsea Civitella Casandra Ekstrom Julie Gerrity
Hillcrest Middle School	Alyssa Doran Katherine Duffy Erica Edwards Maria Salcedo-Frulla Melissa Valendra
Madison Middle School	Roza Canaj Michele Zalewski Belanger
Trumbull High School	Patricia Ashley Amy Champagne Nicholas Daddona Christopher Eide Joshua Murphy Michele Murzak Jean Presutto
Central Office	Laura Bennett Lisa Carino Dean Catalano

The Superintendent will acknowledge their outstanding achievement and recognize their attainment of this milestone.

Recommendation: Receive and file.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting–September 10, 2024

Mr. Sean Liebskind

Agenda Item – III-A

Approval of Trumbull High School World Language
French to Quebec, Canada

The World Language French department trip to Quebec, Canada is scheduled for February 14 to February 18, 2025. Students will experience the French culture, visit historical monuments, enjoy winter sports and meet with students to improve fluency.

Funding for this trip will be provided by students/families, and fund-raising through a Quebec Trip Bake Sale at THS during evening parent conferences. Accordingly, please review the attached field trip request submitted by Trumbull High School teacher Sean Liebskind..

Recommendation

Approve the overnight THS World Language French trip to Quebec, Canada.

TRUMBULL PUBLIC SCHOOLS
APPLICATION FOR IN-STATE / OUT-OF-STATE / OVERNIGHT FIELD TRIP

Applications for field trips must be approved by principals and forwarded to the Assistant Superintendent at least thirty (30) days prior to date of trip for in-state day trips and at least ninety (90) days prior for out-of-state trips, overnight trips and trips to foreign countries.

Submitted By Shaun Liebskind Date Submitted 5-22-24
School THS Group World Language French
Date(s) of Trip 2/14-2/18/2025 Departure Date/Time 2/14 7am Arrival Time at Destination 5 pm
Leave Time from Destination 2/18 12pm Arrival Time Back at School 10 pm BOE Approval Yes No
Destination Quebec, Canada
Destination Address hotel to be determined City Quebec State Zip

How will this activity enhance student learning and integrate curricular goals?

Students will experience the French culture, visit historical monuments, enjoy winter sports and meet with students to improve fluency.

PLEASE ATTACH ITINERARY AND / OR ANY OFFICIAL SITE PAPERWORK THAT DETAILS THE EXPERIENCE

No. of Students 40-48 Grade Level 11-12 No. of Chaperones 1 No. of Teachers 3-4

Student : Teacher/Chaperone Ratio

In-state day trip: PK to Gr 5 - 5:1 Gr 6-8 - 10:1 Gr 9-12 - 15:1

Out-of-state, out-of-country, overnight trip: All grades: 10:1

Names of Teachers Attending	Cell Phone	Subs? (Y / N)	Dates for Subs	Names of Subs (if known)
Shaun Liebskind	860 917 8290	Y	2/18/25	
Joe Palamara	203.382 9057	Y	2/18/25	
Sue Lavorgna	203.4154305	Y	2/18/25	
Elaine Adams	475 298 0843	N	2/18/25	

Nurse Notified Signature Date 5/22/24

COST AND FINANCING	Totals	To Be Paid By	PO/Acct. No.	Additional Notes
Total Anticipated Cost of Trip	\$ 1325.00	student		
• Transportation	\$			
• Registration Fees	\$			
• Other Fundraising total	\$ 1500.00	fundraising		
Student Contributions				
• Transportation	\$			
• Entrance Fees / Room & Board / Food	\$			
TOTAL COST TO EACH STUDENT	\$1292.00	Student		

Transportation by: Bus Coach X Van Parents' Cars (Parents must sign parent driver form)
Other

***If school / coach buses are involved, this request will be forwarded to the Transportation Department.**

Principal/Dept. Head Signature Date 5/22/2024

Assistant Superintendent Signature Susan C. Swaindri Date 6/10/2024

Superintendent Signature Date

For overnight or out-of-state field trips

TRUMBULL PUBLIC SCHOOLS

Trumbull, Connecticut

ANTICIPATED FUND RAISING APPROVAL FORMDate: 11/21/2024 (8/30/24)

To: Building Administrator

From: THS - Quebec Trip
Organization/SchoolSubject: Anticipated Fund Raising for School Year Beginning 2024

Proposed Fund Raising Event:	<u>Quebec Trip Bake Sale</u>
Reason for Fund Raising: (i.e. Fund organizations operating budget, purchase computer equipment, field trip, etc.)	<u>Help defray cost of Quebec Trip</u>
Amount of Money Being Sought:	Anticipated gross: <u>\$200</u> Anticipated net: <u>\$200</u>
Time Frame for Fund Raising Campaign:	
Method of Fund Raising: (What, when, where, how)	<u>Bake Sale at THS during evening parent conference</u>
Grade 9-12 only: Students will go door to door:	Yes: _____ No: ☒ Door-to-door guidelines: Submitted previously: _____ Attached: _____
Other Sources of Funds Available for Fund Raising Project:	<u>/</u>

Signed by:

[Signature]
Person completing formDate: 8/30/24[Signature]Date: 8/30/24

Principal/Administrator

Date: _____

Superintendent

TRUMBULL PUBLIC SCHOOLS
Trumbull, Connecticut
ANTICIPATED FUND RAISING APPROVAL FORM

Date: 5/31/24

To: Building Administrator

From: THS
Organization/School

Subject: Anticipated Fund Raising for School Year Beginning 2024-2025

Proposed Fund Raising Event: <u>Student Help me travel link</u>	<u>Student Help me travel link</u>
Reason for Fund Raising: (i.e. Fund organizations operating budget, purchase computer equipment, field trip, etc.)	<u>To defray cost of the Québec trip</u>
Amount of Money Being Sought:	Anticipated gross: <u>\$2500 - \$5000</u> <u>\$50 to \$100 per student</u> Anticipated net: _____
Time Frame for Fund Raising Campaign:	<u>September - December 2024</u>
Method of Fund Raising: (What, when, where, how)	<u>Online - students share fundraising link with family, friends, and community members</u>
Grade 9-12 only: Students will go door to door:	Yes: _____ No: <u>✓</u> Door-to-door guidelines: Submitted previously: _____ Attached: _____
Other Sources of Funds Available for Fund Raising Project: <u>ACE Foundation</u>	<u>we are going to ask for a \$1,500 grant</u>

*application not available yet

Signed by: SHAUN LIEBSKIND
Person completing form

Date: 5/31/24

[Signature]
Principal/Administrator

Date: 5/31/24

Superintendent

Date: _____

Fundraising Opportunities for students traveling to Quebec

The easiest / direct fundraiser that students have access to is the "help me travel" link that is associated with the student's unique online profile on the tour operator's website.

Students can share their link with their community and 100% of the funds deposited there will go towards their tour balance. The donors do not have to register on the portal... just click the link, indicate the amount they want to donate and make the payment with their Visa or MasterCard.

We are enrolled with the "Walk Across the Hall" program that will give THS a \$1500 rebate if another school books a trip with Jumpstreet and uses our name. Jumpstreet can take fundraising checks on behalf of THS and apply them to the participant's online account. Groups can send Jumpstreet fundraising money as a lump sum from organizations or a school account. After that, we can disburse the funds to individual students based on the funds that they have individually raised or spread it out evenly across the group. Also, if the trip is approved, we will contact the ACE Foundation to ask for a grant.

There are also several fundraising options that we will consider as follows:

<https://charitysafaris.com/76-profitable-fundraising-ideas-for-schools/>



Friday, February 14, 2025

- 07:00 AM The day has arrived! The trip you've been waiting for is finally here!! Hop aboard your locally chartered luxury motorcoach, get comfortable and get ready for your adventure!
- Stops and lunch en route (at individual expense).
- 04:30 PM Hooray! You've arrived in Quebec City! Meet your tour leader and check in to the hotel to relax and unwind before dinner. The fun starts now :)
- The driver will be resting until the next morning.
- (Travel for the rest of the evening via locally chartered motorcoach.)
- 06:30 PM Located in the heart of the Old Walled City, the Pub d'Orsay has been a local success story for the past 3 decades. Come enjoy Quebec's hospitality with a delicious meal at this fabulous restaurant.
- 09:00 PM Overnight stay at the hotel (hotel will only be confirmed upon receipt of deposit)
- Departure for the hotel.

Saturday, February 15, 2025

- 07:00 AM Begin your day with a lovely breakfast and orientation session at the hotel with your tour leader.
- 08:00 AM Everybody ready? Time to head out for your activities! Your tour leader will fill you in on all the fun that's in store.
- 08:30 AM Experience the daily military life of a British soldier in Quebec City as you become a soldat de la tour at the Martello Tower.
- 10:30 AM Let's explore this beautiful city with a local guide. Your sightseeing tour will feature all of Quebec's greatest hits, including the Plains of Abraham, Parliament, Grande Allée, Quartier Petit Champlain, Place Royale and Château Frontenac, a.k.a. the most photographed hotel in the world!
- Stop to admire "La Fresque des Québécois". See how many characters of Quebec's history you can identify!
- 12:00 PM Now that you're familiar with Old Quebec, let's enjoy some free time! Here's your chance to explore with your friends, grab lunch (at individual expense), and practice your conversational French. Your tour leader will give you a meeting place and time. Enjoy!
- 02:00 PM All aboard! It's time to head off to Wendake!
- 02:30 PM Located in the heart of Wendake just north of Quebec City, Village Huron is a portrait of First Nations life past, present and future. Enjoy a guided tour of the village, followed by a legend presentation and time to shop at the boutique (IS IT OPEN?).
- 05:30 PM Enjoy your French style breakfast with some crêpes bretonnes at Petit Coin Breton on St. Jean Street.
- 07:30 PM Gear up for your bowling party at Quillorama Frontenac!
- > Please make sure you bring a pair of clean running shoes.
- 09:30 PM Departure for the hotel.

Sunday, February 16, 2025

- 08:00 AM Everybody ready? Time to head out for your activities! Your tour leader will fill you in on all the fun that's in store.
- 08:30 AM Enjoy croissants and a bowl of chocolat chaud at le Cochon Dingue, a quaint café on rue St-Jean.
- 09:30 AM All aboard! Next stop: Valcartier!



- 09:30 AM You won't believe it, but the time has come...for your last day of this fantastic journey! Time to leave the hotel with your luggage and take advantage of today to say goodbye to these foreign lands.
- 10:00 AM Let's go tobogganing by the Château Frontenac on the world famous Terrasse Dufferin wooden toboggan run, and then warm up with a cup of hot chocolate.
- 11:00 AM Time to explore in Old Quebec! Hang out with your friends, shop around and practice your conversational French. Your tour leader will give you a meeting place and time.
- Strike a pose! Take a group photo in front of the Château Frontenac. Don't forget your cameras!
- 12:00 PM Already time to leave! Wave goodbye to your tour leader and head back home.
- Stops and dinner en route (at individual expense).
- 10:00 PM This is when you're expected to arrive back at your school, where your family and friends will be eager to hear all about your adventure!



- 10:00 AM Are you ready to visit one of the world's coolest hotels? See how guests stay warm in the themed suites of the Hotel de Glace de Québec during your self-guided visit of this hotel made out of snow and ice!
- Some say it's worth learning French grammar in exchange for an inner tubing ride, so today, we're going to try out all of the fun slides at the Village Vacances Valcartier! The Himalaya, the Everest, the Avalanche, and so many more. Let's gooooooool! (Inner tube rental is included.)
- Have lunch on site (at individual expense).
- 02:30 PM All aboard! Next stop: the SUGAR SHACK!
- Discover how the people of Quebec managed to brave the difficult winters through the tradition of maple syrup production as your tour leader shares their Sugar Shack story.
- 03:30 PM Dogsledding and snowshoeing are an important part of our French Canadian culture and history. In the depths of winter, they can be a principal means of transportation in the more remote parts of the Province. Today you're getting a shot at hiking in snowshoes and at driving your own dogsledding team as you and your friends go cruising through the maple groves at Chenil La Poursuite. Have fun!
- 05:30 PM Get ready to party like it's 1699! At Érablière du Cap, an authentic French-Canadian cabane à sucre, you're going to feast on a 17th Century meal and get down to traditional songs and dances. You'll even break a sweat attempting to make your own maple butter. Don't forget to add some syrup to your pea soup (we're not kidding).
- 08:30 PM Departure for the hotel.

Monday, February 17, 2025

- 07:30 AM Begin your day with a lovely breakfast and orientation session at the hotel with your tour leader.
- 08:30 AM Everybody ready? Time to head out for your activities! Your tour leader will fill you in on all the fun that's in store.
- 09:30 AM Meet your new friends during your French School Visit (school match confirmed following receipt of initial deposit.)
- 12:00 PM Let's go to the mall, the Galeries de la Capitale! This is an awesome place to practice your French, as you explore, buy lunch (at individual expense), maybe buy a souvenir or three... there's even a brand new indoor amusement park to try out! And hey, because we love you so much your Tour Leader has some ride passes for you :)
- 02:30 PM The Côte-de-Beaupré, also referred to as Québec's breadbasket, has deep agricultural roots running back to the First Nations and New France's earliest settlers. Time to discover another part of Quebec and head out there for your next activity!
- 03:00 PM Observe beautiful mosaics and a replica of Michelangelo's Pieta during your visit of the Ste-Anne de Beaupré shrine.
- 04:00 PM Tom Caribou! Le Loup-garou! La Chasse Galerie! Ti-Pit Vallerand! Discover some of Quebec's most famous legends and stories during your visit of l'Atelier Paré, the woodcarving shop.
- 05:00 PM The Montmorency Falls is a true Quebec icon. They're the tallest waterfalls in the Province, the site of historic battles and legends, and John Keats even references them in his poetry. Keats! Plus, there's also a sweet suspended bridge that spans the top and you're about to walk across it. Acrophobics: prepare to conquer your fear!
- 05:30 PM Visit Italy in the heart of Petit-Champlain and enjoy a delicious meal respecting the purest Italian traditions.
- 08:00 PM Are you ready to get witty and laugh your socks off?! We sure hope so... because soon, you'll become the star in an Improv Game Show - à la Québécoise!!
- 09:00 PM Departure for the hotel.

Tuesday, February 18, 2025

- 08:00 AM Begin your day with a lovely breakfast and orientation session at the hotel with your tour leader.



Tour Price (including taxes) *\$1325/per student per quad occupancy*

Complimentary chaperones Single Occupancy	Paying students Quad Occupancy	Per student
5	49	US\$1325.00
5	45	US\$1375.00
4	40	US\$1429.00

✓ WHAT IS INCLUDED

- 1 Tour Leader(s) with your group 24/7, to bring your itinerary to life!
- Virtual parent/guardian meeting (by request and pending availability)
- All programming, reservations and itinerary items
- Bracelets featuring our 24/7 toll-free emergency line
- Round trip transportation via luxury motorcoach(es)
- Hotel(s) and restaurant(s) as per itinerary (or equivalent depending on availability when trip is confirmed)
- Tip(s) for your Motorcoach Operator(s)
- Carbon neutral travel
- 24/7 access to George Washington University Doctors on Call
- Online individual payment and registration platform
- 24/7 tour support, with a direct patch to our senior staff
- Your money placed in a bonded trust account
- \$25M in liability protection for teachers and chaperones
- Early warning service for disruptions or global threats to avoid or minimize risks to travel security
- All fees related to road, bridge, tunnel and parking tolls
- Private security guard (per coach) to monitor the hallways at night
- Comprehensive Travel Insurance Including a Cancel for Any Reason waiver benefit
- Tip(s) for your Tour Leader(s)

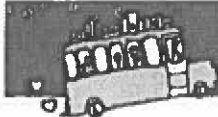
🍴 MEALS

• 4 breakfasts

• 4 dinners

🚶 ACTIVITIES

- Au 1884 Inc. - 3 Slides & Hot Chocolate
- Sanctuaire de Sainte-Anne-de-Beaupré - Self-guided Tour
- Quillorama Frontenac - Package Bowling + chips + drink
- Plus - Canada - Quebec - Visit the Upper Town w/ tour leader
- Plus - Canada - Quebec - Expedition on the Beaufré Coast! On le Chemin Royal
- Galeries de la capitale - Bracelet Méga Parc - 3 Hours Unlimited - Lunch Time
- Village Vacances Valcartier - Winter Playground day Pass
- Atelier Paré - Legends and Storytelling
- Parc de la Chute Montmorency - Admission / Parking
- Village Huron - Visit and Legends
- Chenil La Poursuite (Passion Husky) - 30 min de traîneau, visite du chenil et balade en raquettes guidée
- Le Club d'Impro - Improv Game Show
- French School Visit - French School Visit
- Cicérone - Quebec City Bus Tour 2.5h
- Village Vacances Valcartier - Hôtel de Glace - Self-Guided Visit (COMBO)



Insurance Plan Including a Cancel For Any Reason Waiver (CFAR)

Cancel Your Trip for Any Reason and Get 75% of the Total Trip Price Back!

Here's how it works:

- » The deluxe plus including the CFAR waiver is included in the cost of the tour package
- » The \$150 cost of the plan is non-refundable, please see the highlights below.
- » If a cancellation is necessary, the claim must first be submitted to TripMate for a refund.
- » If your claim is denied by the insurance company and submitted within 48 hours of departure, you will be eligible to 75% of the total trip price according to the payment schedule and being on time with your payments.
- » Does not cover penalties associated with travel arrangements not provided by Jumpstreet
- » Price of the trip won't go up for the remaining participants due to reduced numbers

SCHEDULE OF BENEFITS	BASIC PLAN	DELUXE PLUS PLAN
Cancel For Any Reason Waiver	Not Included	- Covers 75% of the Total Trip Price - Cancellation must occur at least 48 hours from departure
Trip Cancellation	Trip Cost	Trip Cost
Trip Interruption	150% of Trip Cost	150% of Trip Cost
Missed Connection	\$750	\$1,500
Travel Delay	\$1,000/\$200 per day	\$4,200/\$300 per day
Medical Expense	\$50,000	\$50,000
Evacuation / Repatriation	\$500,000	\$500,000
Accidental Death & Dismemberment	\$25,000	\$25,000
Baggage & Personal Effects	\$1,000	\$1,500
Baggage Delay	\$500 (up to \$250 per day)	\$750 (up to \$250 per day)
View Full Plan	View Policy (by State of departure)	View Policy (by State of departure)

Prices are subject to change without notice until time of purchase.



TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – September 10, 2024

Mr. Kunschaft / Mr. Hendrickson

Agenda Item – III-B

Donation from the Daniels Farm PTA

- Discuss a donation of \$2,160 for 80 chairs, \$610 for two folding chair dollies, and \$3,117.52 for a loveseat with two swivel tablets from the Daniels Farm Elementary School PTA; the total donation is \$5,887.52.

Recommendation:

- Vote to accept the donation of \$5,887.52 from the Daniels Farm Elementary School PTA to fund 80 folding chairs, two folding chair dollies, and a loveseat with two swivel tablets.

Palmer, Amy

From: Kunschaft, Gary
Sent: Tuesday, July 9, 2024 10:39 AM
To: Hendrickson, Paul
Cc: Palmer, Amy
Subject: RE: Spending proposals

Hi Paul,

Here are two narratives for the two items the DFS PTA would like to purchase with recent auction funds:

80 chairs and 2 folding chair dollies: To better accommodate visitors for in-school events, we are in need of more folding chairs to increase our total and also replace aging/broken stock. This will allow us to discontinue the process of borrowing chairs from other schools during peak visitor seasons.

Loveseat w/ 2 swivel tablets: Our Learning Commons provides space for students to learn in a variety of ways, including sitting down with a great book, researching on a Chromebook and recording their creative thoughts in the moment. To this end, we would like to increase our multi-use seating options with the addition of a loveseat that allows for functional use of other Learning Commons items.

Thanks!

From: Palmer, Amy <APalmer@trumbullps.org>
Sent: Monday, July 1, 2024 3:25 PM
To: Kunschaft, Gary <GKunscha@trumbullps.org>
Subject: FW: Spending proposals

Per Paul Hendrickson, please send a short narrative for each item/company (two companies: ULINE and Demco, pricing attached) via email, to both he and Denise Faiella.

Thank you! 😊

From: libgus@yahoo.com <libgus@yahoo.com>
Sent: Friday, June 28, 2024 9:07 AM
To: Palmer, Amy <APalmer@trumbullps.org>
Subject: Spending proposals

Caution: *** This email originated from outside of the organization! Do not click links, open attachments or reply, unless you recognize the sender's email address and know the content is safe!***

The auction has \$21,544 in profit.

Here are the costs for the library furniture and folding chairs. I don't have anything for the basketball game on the playground.

Thanks!

Libby



P.O. Box 7488
Madison, WI 53707-7488
PH 800-462-8709 FAX 888-329-4728

QUOTATION

Reference: K4037036
Contract/Bid ID: B02548
Today: 2/16/24
Quote Expiration Date: 3/18/24

NAME: Trumbull Public Schools
CONTACT: REBECCA FERRARO
PHONE: 203-452-4388
EMAIL: rferraro@trumbullps.org

Line	Qty	Product Description	Colors/Finished/Options	Unit Price	Discount	Ext Total
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1 1 P19010530 Jax Loveseat Mod. w/ 2 Swivel Tablet Top Grade 1 Vinyl
PLEASE NOTE: This item may not be returned unless damaged or defective.

2,641.52 Net 2,641.52

Order Subtotal	2,641.52
*Shipping/Processing	476.00
Sales Tax	Exempt
Grand Total	3,117.52

*Delivery Provisions: This quote has been specifically prepared to deliver with:
Tailgate Delivery : 401.00
Call Ahead - Delivery App: 0.00
Power Lift Gate : 75.00

Additional Note:

PRICING: No additional promotions or discounts may be combined with this bid/quote. Reductions in volume may affect the quoted pricing.
ESTIMATED DELIVERY: 4-6 weeks after receipt of complete and accurate order. Lead times may vary depending on time of order and available products.
SHIPPING AND PROCESSING: Standard shipping is for tailgate delivery. Liftgate truck and inside delivery are additional services and those charges are in addition to the tailgate delivery charge. See attached freight terms for explanation of delivery services.
PAYMENT TERMS: Net/30 days subject to Accounting approval. Pre-payment may be required.
REFER TO QUOTE: Please reference quote K4037036 when ordering to receive discounted pricing and shipping charges. Quote pricing may not be applied if quote number is not referenced.
FURNITURE AND EQUIPMENT: Furniture and equipment items are non-returnable unless received damaged or defective
RESTOCKING FEES: Products are non-returnable unless received damaged or defective. If returnable, restocking fees may apply.
CANCELLATIONS: Once the order is placed and processing has started the order may not be cancelled without approval from Demco and/or manufacturer of product. Cancellation fees may apply.

Order Provisions: Please note the attached freight terms.

BILL TO: Trumbull Public Schools
Accounts Payable
6256 Main St
Trumbull CT 06611-2096

SHIP TO: Rebecca Ferraro
Daniels Farm School
710 Daniels Farm Rd
Trumbull CT 06611-5599

CONTACT: REBECCA FERRARO
DANIELS FARM SCHOOL
710 DANIELS FARM RD
TRUMBULL CT 06611-5599

SALES REP: Laura Betz
Email: laurab@demco.com
Phone:



ULINE



Shopping Cart

Cart (0)



Folding Chair Dollie
Capacity

Price: \$305.00 / EA

H-2523

Total: **\$610.00**



H2227T
Deluxe Folding Chair

$\text{\$27.00} \times 80 = \text{\$2,160.00}$

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – September 10, 2024

Dr. Semmel

Agenda Item – III-C

Approval/Minutes

- BOE Regular Meeting of August 13, 2024

Recommendation:

Approve the minutes of the above noted meeting.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT
Board of Education
Regular Meeting – August 13, 2024, 7:00 p.m.
Minutes

The Trumbull Board of Education met for a Regular Meeting at the Long Hill Administration Building.

Members present:

L. Timpanelli – Chairman
J. Norcel – Vice Chair
L. Nuland – Secretary
C. Bandecchi
T. Gallo
M. Petitti
A. Squicciarro

Members absent:

J. McNamee

Agenda Item I—Call to Order

The meeting was called to order at 7:00 p.m.

Agenda Item II—Preliminary Business

A. Salute to the Flag - The Public Session began with the Pledge of Allegiance to the Flag.

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

Caitlin Robinson, The Zarrelli Family, Heather Haversat, Allison Goodman, Elizabeth Gustafson, Danielle Belfiore, Kim Petrafesa, Hillary Goodman, Susan Anderson Horan, Julianna Yaylagul, Tracy Rowan, Peter Pappas, Electra Ferillo, Jennifer Trzcinski, Megan Blasé, Amanda Pinto Regan, Mike T., Devin Ruggiero, Lena Palmer, Layla Fayyaz, Emily Hoyt, Barbara Vogt, Rachel Attivissimo, Joanna Ogorzalek, The Wilson Family, Alexander Claydon, Ritu Raina, Diane Norlander, Elizabeth Minchala, Carleen and J.J. Malfettone, Peter Zaffina, Melissa Bauer, Catherine Gallo, Matthew Gallo, Giselle Tsikaridis, Cameron White, Diane Norlander, Carleen Costy, Meghan Pappas, Peter Zaffina, Jillian Sullivan, and Amit Sukhram, all wrote in support of small class size and asked the Board to add a first grade class at Daniels Farm. Jessica Stephen-Kuser wrote in support of later start times. Kayleigh Zaworski expressed a bus concern. Jordan Frederick and Elizabeth Minchala have questions regarding the new kindergarten start age. Scot Kerr wrote on the accessibility of Narcan.

C. Public Comment

The following people spoke: Jennifer Claydon and Irene DiCiccio both remarked about the importance of smaller class sizes and requested an additional first grade classroom at Daniels Farm.

D. Superintendent Report

Dr. Semmel reported as of this date, we are just 14 days away from the start of the 2024-2025 school year and have hired 29 new certified staff to fill open positions. Our Facilities Department has been hard at work improving our schools: Booth Hill-new roof, Tashua-paving project, TECEC-playground updates and refurbishing the McDougall track at THS.

E. Board Chairman Report

Mrs. Timpanelli reported on the progress and provided information performed on McDougall Field and the upcoming work on the track.

Agenda Item III—Reports/Action Items

A. Approval/Educator & Leader Evaluation & Support Plan-Dr. Iwanicki

Dr. Iwanicki presented the newly updated Educator & Leader Evaluation & Support Plan. These changes were worked on by representatives from the TEA and TAA with recommendations by the Connecticut State Department of Education (CSDE).

It was moved (Bandecchi) and seconded (Gallo) to approve the Educator & Leader Evaluation and Support Plan as presented. Vote: Unanimous in favor.

B. Approval/Minutes

The minutes of the BOE Regular Meeting of July 9, 2024 were presented for Board approval.

It was moved (Norcel) and seconded (Nuland) to approve the minutes of the July 9, 2024 BOE meeting as presented. Vote: Unanimous in favor.

C. Personnel Report

Dr. Semmel presented the following certified staff for appointment for the 2024-2025 school year:

Acri, Thomas; Agriscience teacher at Trumbull High School Agriscience Center
Andrews, Scott; technology education teacher at Hillcrest Middle School
Bonetti, Andrew; business teacher at Trumbull High School
Brown, Zachary; science teacher at Hillcrest Middle School
Capobianco, Kaitlin; special education teacher at Hillcrest Middle School
Cochrane, Jeffrey; technology education at Trumbull High School
Cohen, Olivia; Spanish teacher at Hillcrest Middle School
Collado, Olga; math teacher at Trumbull High School
DiMaggio, Nicholas; school psychologist at Frenchtown Elementary School
Jorge, Kyriaki; science teacher at Trumbull High School
Lobo, Julius; English teacher at Trumbull High School
Mastropolo, Anna; art teacher district-wide
Mata, Hannah; art teacher at Madison Middle School
Paz, Matthew; special education teacher at Trumbull High School
Root, Katelyn; elementary teacher at Daniels Farm Elementary School
Ruffin, Ashley; special education teacher at Hillcrest Middle School
Vowinkel, Lauren; math teacher at Hillcrest Middle School
Wood, Deanna; reading teacher at Hillcrest Middle School

The above certified appointments were received and filed by the Board.

Dr. Semmel presented the following certified resignations:

Napoli, Lysa; special education teacher at Madison Middle School since August 2014, resigning effective July 31, 2024

O'Keefe, Ryan; special education teacher at Madison Middle School since August 2014, resigning effective July 29, 2024

Riley, Kenneth; science teacher at Trumbull High School since August 2020, resigning effective July 31, 2024

It was moved (Gallo) and seconded (Bandecchi) to approve the certified resignations as presented. Vote: Unanimous in favor.

D. Enrollment

Dr. Semmel presented updated data related to student enrollment in planning for the 2024-2025 school year. Dr. Semmel will continue to monitor enrollment and keep the Board informed as we prepare for the opening of our schools.

E. Bylaws of Trumbull BOE, Policy Code 9312 – Dr. Semmel

Dr. Semmel presented the changes made to the Trumbull Board of Education Bylaws, Policy Code 9312.

It was moved (Norcel) and seconded (Gallo) to approve the updated Bylaws of the Trumbull BOE, Policy Code 9312 as presented. Vote: Unanimous in favor.

F. Financial Committee Report

Mrs. Norcel reported that the Finance Committee of the Board of Education met on August 8, 2024. Mr. Hendrickson presented the fiscal year end 2023-2024 interfund transfers and Non-Lapsing Account adjustment resolution for full Board approval. These adjustments are necessary after the 2023-2024 books close.

It was moved (Bandecchi) and seconded (Squicciarro) to approve the fiscal year end 2023-2024 interfund transfers as presented. Vote: Unanimous in favor.

It was moved (Bandecchi) and seconded (Squicciarro) to approve the resolution to use the Non-Lapsing Account funds to make any accounting adjustments for fiscal year 2023-2024 which are not encumbered and are received after June 30, 2024. The Business Administrator will inform the Finance Committee of the total amount of the Non-Lapsing account funds that are expended. Vote: Unanimous in favor.

Adjournment

Board Members gave unanimous consent to adjourn the Public Session at 7:55 p.m.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting, September 10, 2024

Dr. Semmel

Agenda Item III-D

Personnel

Appointments – Certified

The following staff were appointed for the 2024-25 school year:

Aschar-Sobbi, Lynette; BA/5 (\$55,369) grade 4 teacher at Daniels Farm Elementary School.

Camus, Dr. Alexandra***; MA/19 (\$96,787) science* at Trumbull High School.

Connolly, Margaret; MA/4 (\$58,734) grade 4 teacher at Frenchtown Elementary School.

Pfohl, Amanda*; 6/9 (\$75,405) special education* teacher at Madison Middle School.

Recommendation:

Receive and file.

*Designated teacher shortage area

**THS Graduate

***Trumbull Resident

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – September 10, 2024

Dr. Semmel

Agenda Item – III-E

2024-2025 Enrollment Update

In planning for 2024-2025, Dr. Semmel 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 – September 10, 2024

Mr. Hendrickson/ Mr. Molyneux

Agenda Item –III- F

Approval/Head Start Food Service Agreement
2024/2025 School Year

Attached is the annual agreement between the Trumbull/Monroe Head Start program and the Trumbull Board of Education Food Service Department, who will furnish meals to that joint program. Board approval is needed for compliance with Child and Adult Care Food Program (CACFP).

Administrative Recommendation:

Review and Approve.

TRUMBULL SCHOOLS FOOD SERVICES

6254 MAIN STREET

TRUMBULL CT, 06611

203-452-4500

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>2.37</u>
Lunch	\$ <u>4.43</u>
Snack(s)	\$ <u>1.21</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> | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | 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 08/27/2024 to 06/30/25
 from _____
Date Date

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

<u>Signature of Board of Education Official</u>		<u>Signature of CACFP Institution Official</u>	
<u>Superintendent</u>	<u> </u>	<u>Director</u>	<u> </u>
<i>Title</i>	<i>Date</i>	<i>Title</i>	<i>Date</i>

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