TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Policy Committee of the
Trumbull Board of Education
Regular Meeting
Long Hill Administration Building

Tuesday, November 17, 2026-- 5:30p.m.

Agenda

I. Call to Order/Introduction

II. Correspondence/Public Comment

III. Approval of Minutes 10-13-2026

IV. New Business

a. 3542.41 Professional Standards for Food Service Personnel

b. 4115.3 Evaluation, Termination, and Non-Renewal of Athletic Coaches

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Policy Committee of the
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Regular Meeting
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Tuesday, October 13, 2026-- 5:30p.m.

Minutes

I. Call to Order/Introduction- The meeting was brough to order at 5:35 p.m.

Members Present

- A. Squiccimarro, Committee Chair
- M. Petitti, Board of Education
- S. Hepburn-James, Board of Education
- M. Ward, Trumbull Community Member
- N. Carrano, Trumbull Educator Association
- G. Prisco, Trumbull Administrator Association
- G. Mathew, Parent Representative – Elementary School
- M. Wycoff, Trumbull Community Member
- R. Beri, Student Representative – THS
- S. Iwanicki- Assistant Superintendent, Facilitator

Members Absent

- R. Ragupathy, Student Representative – THS

II. Correspondence/Public Comment. No public comment was received.

III. Approval of Minutes 5/12/2026. The committee reviewed the minutes of the May 12, 2026. M. Petitti made the motion to approve the minutes. S. Hepburn-James seconded. The motion passed unanimously

IV. New Business

a. Student Representative Introductions. The committee members introduced themselves and shared a little about themselves. Special note was made for our new student representative.

b. Policy 6161.1 Selection of Instructional Material Revision. Dr. Iwanicki shared that this policy was being revised in title and policy number. While the policy

contains the required procedures, it is not listed under the mandated policy title and number. A. Squiccimarro motioned to accept the changes to the title and policy number as presented. S. Hepburn-James seconded. The motion passed unanimously.

c. Policy 4111/4211 Recruitment and Selection. The committee examined a sample CABE policy regarding recruitment and selection. M. Petitti noted that in the past retired teachers could work three years at full pay instead of two. A. Squiccimarro noted that as the District publishes the information on the website, the information regarding wages, salary, rates, and benefits can be located there. It was also noted that any disclosure requirements should happen before hiring. A. Squiccimarro motioned to bring Policy 4111/4211 Recruitment and Selection with the edits as discussed to the full Board for approval. M. Petitti seconded. The motion passed unanimously.

d. Policy 4118.11/4218.11 Nondiscrimination. Dr. Iwanicki shared that while aspects of this policy are present in other policies, the District needed to have this mandated policy as well. The committee members agreed that such policies are in place in most industries. G. Mathew noted that they are standard practice. M. Petitti noted that they are referred to frequently in Union business. The committee read through the policy. M. Wycoff and N. Carrano made several suggestions for punctuation and grammar improvements. A. Squiccimarro offered linguistic edits that clarified and/or eliminated redundancies. After discussion, A. Squiccimarro motioned to bring Policy 4118.11/4218.11 Nondiscrimination to the full Board for approval. S. Hepburn-James seconded. The motion passed unanimously.

The meeting adjourned at 6:52 p.m.

TRUMBULL PUBLIC SCHOOLS
BOARD OF EDUCATION
POLICY MANUAL

SECTION: 3000
CATEGORY: Business & NonInstructional Operations
POLICY CODE: 4115.3/Professional Standards for Food Service Personnel

Professional Standards for Food Service Personnel

The Board of Education (Board) recognizes that students require adequate, nourishing food and beverages in order to grow, learn and maintain good health. Therefore the Board provides a food service program for school breakfasts (if required,) and school lunches that meet the dietary specifications in accordance with the Healthy Hunger-Free Kids Act of 2010, as periodically amended, and applicable state laws and regulations.

This service shall be under the supervision of the Food Services Director who shall be responsible to the Director of Operations. The Food Services Director shall be hired under specific job specifications and approved by the Board.

The Board shall comply with the minimum professional standards for school nutrition personnel who manage and operate the National School Lunch and School Breakfast Programs which are contained in the regulations to the Healthy, Hunger-Free Kids Act of 2010 (HHFKA), Public Law 111-296. These regulations, effective July 1, 2015, as amended, effective April 30, 2019, establish hiring standards for the selection of State and local school nutrition program directors, and require all personnel in the school nutrition programs to complete annual continuing education/training.

The Board believes that the fulfillment of these professional standards for food service personnel will result in consistent, national professional standards that strengthen the ability of school nutrition professionals and staff to perform their duties effectively and efficiently. Requiring proper qualifications to serve in the District's Child Nutrition Programs is expected to improve the quality of school meals, reduce errors, and enhance Program integrity.

Flexibility for districts with 2,499 students or less, subject to the prior approval of the Connecticut State Department of Education (CSDE), allows such districts to accept food service experience as a substitute for school nutrition experience when hiring new school nutrition program directors. This shall include volunteer or unpaid work as relevant food service experience.

The Superintendent (and/or his designee) is directed to develop administrative regulations which detail the required hiring standards and continuing education training for all District food service personnel.

Policy adopted:

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Legal Reference: Connecticut General Statutes

- 10-215 Lunches, breakfasts and other feeding programs for public school children and employees.
- 10-215 a Nonpublic school and nonprofit agency participation in feeding programs. 10-215b Duties of State Board of Education re feeding programs.
- 10-216 Payment of expenses.
- 10-217 State Board of Education Regulations. 10-215b-1 School lunch and nutrition programs. 10-215b-11 Requirement for meals.
- 10-215b-12 Reimbursement payments. (including free and reduced price meals) Child Nutrition and WIC Reauthorization Act of 2004, 42 U.S.C. Section 1751. School Lunch and Breakfast Programs 42 U.S.C. Section 1751 et seq.
- National Food Service Programs, Title 7 Code of Federal Regulations, 7 CFR Part 210, Part 220, Part 215, Part 245.
- 42 U.S.C. Sec. 1758(h)/7 CFR Sect 210.13, 220.7 (School Food Safety Inspections).
- Federal Register (74 Fed. Reg. 66213) amending federal regulations (7CFR Part 210 and 220).
- Federal Register (80 Fed No 40) Professional Standards for State and Local Nutrition Programs Personnel as Required by the Healthy, Hunger-Free Kids Act of 2010, as amended effective 4/30/19.
- P.L. 111-296 Healthy, Hunger-Free Kids Act of 2010 (HHFKA), 42 U.S.C. 1751.
- 7 CFR Parts 210 & 220 - Nutrition Standards in the National School Lunch & School Breakfast Programs.
- Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Assistance, 7 C.F.R. Part 15b (2001).
- U.S. Department of Agriculture (USDA) Final Rule 84 FR6953

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TRUMBULL PUBLIC SCHOOLS BOARD OF EDUCATION POLICY MANUAL

SECTION:	4000
CATEGORY:	Personnel – Certified and Non-Certified
POLICY CODE:	4115.3/Evaluation, Termination, and Non-Renewal of Athletic Coaches

Policy Statement

Evaluation, Termination, and Non-Renewal of Athletic Coaches

It is the policy of the Trumbull Public Schools Board of Education (the "Board") that every athletic coach employed by the District shall:

1. Adhere to all Board policies, rules, and regulations;
2. Conduct themselves in a professional manner at all times;
3. Serve as a positive role model for students;
4. Demonstrate competence and proficiency in their role for their assigned sport; and
5. Comply with all mandatory health, safety, and training requirements established by Connecticut General Statutes, including annual training and protocol adherence regarding concussions, sudden cardiac arrest, CPR, and first aid.

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Adopted:

I. Definitions

- **Athletic Coach**: Any person holding (and required to hold) a coaching permit issued by the State Department of Education who is hired by the Board to act as a coach for a sports season.

- **Scope**: This policy applies to individuals who have coaching responsibilities for one or more teams (e.g., Head Coaches and Assistant Coaches). It does not include volunteer coaches, unless otherwise directed by the Superintendent and/or his designee.

II. Evaluation Process

Pursuant to CGS §10-222e, (as amended by P.A. 26-12 §29), the Board requires a systematic annual evaluation process:

1. Each athletic coach shall be evaluated once a year by the Athletic Director or the coach's immediate supervisor.

2. Every coach shall receive a written copy of their evaluation.

3. Pursuant to Public Act 26-12 §29, each annual evaluation shall explicitly assess and document the coach's compliance with mandatory training, awareness, and emergency action protocols concerning sudden cardiac arrest, concussion management, and student-athlete health and safety.

4. The evaluation is intended to:

- Increase the effectiveness of the athletic program;
- Provide an opportunity for self-appraisal and objective discussion of strengths and weaknesses,
- Ensure strict adherence to statutory health, safety, and medical emergency protocols; and
- Provide the administration with a basis for making recommendations regarding continued employment.

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III. Employment, Non-Renewal, and Termination

Athletic coaches serve at the discretion of the Superintendent. Their employment may be non-renewed or terminated at any time, subject to the specific protections for "long-term" coaches defined below.

A. **Three-Year Rule (CGS § 10-222e)**: If an athletic coach has served in the same coaching position for three or more consecutive school years, the following protections apply:

1. **Notification**: The Superintendent shall inform the coach of a decision to terminate or non-renew the contract within ninety (90) calendar days of the end of the athletic season covered by the contract.

2. **Immediate Termination**: The Board/Superintendent may terminate a contract at any time (including those with 3+ years of service) for:

- Moral misconduct.
- Insubordination.
- Failure to comply with Board policies, rules, or regulations including health and safety training protocols.
- Cancellation of the sport.

3. **Removal from Duty**: If a decision to terminate is made during the season, the Superintendent shall remove the coach from duty pending any hearing.

IV. Hearing and Appeal Procedures

A coach who has served in the same position for three or more consecutive years may appeal a non-renewal or termination (except for sport cancellation) using these procedures:

1. Within seven (7) days of receiving notice, the coach may request a written statement of reasons. The district shall provide this statement within seven (7) days of the request.

2. The coach must file a written appeal with the Board within ten (10) calendar days of the notification of non-renewal/termination. Failure to file within this window constitutes a waiver of the right to appeal.

3. The Board (or a designated committee) shall conduct a hearing within a reasonable time. The coach may present facts, evidence, and a limited number of witnesses for good cause. The Superintendent may also present evidence.

4. The Superintendent's decision shall be affirmed unless the Board determines it was arbitrary and capricious. The burden of proof rests with the coach.

5. The Board shall issue a written decision. This decision is final.

Legal Reference: Connecticut General Statutes

10-151b Evaluation by superintendent of certain educational personnel

10-220a In-service training

10-222e Policy on evaluation and termination of athletic coaches (as amended by P.A. 13-41)

10-149 Qualifications for coaches of intramural and interscholastic athletics coaches (as amended by P.A. 13-41)

P.A. 04-243 An Act Concerning Termination of Coaches

P.A. 13-41 An Act Concerning Hiring Standards for Athletic Directors

P.A. 26-12 §29 Study of Co-Instruction Teaching Models

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