

# Madison Public Schools Board of Education Meeting - Public Session

Tuesday, November 7, 2006 7:30 PM

Town Campus Hammonasset Room, 10 Campus Drive , Madison, CT 06443

## I. 1. Call to Order / Attendance

## II. 2. Executive Session 6:30 PM

## III. School Community Session 7:30 PM

III.A. Recognition of Students: Lauren Corniello  
and Jeff Cavallo, Connecticut Association of  
Public School Superintendents' (CAPSS)  
Superintendent / Student Leadership Award

III.B. Public Participation

## IV. Board of Education Student Representatives' Report

**Speaker(s):** Jeff  
Cavallo, Emma Norris

## V. Superintendent's Report

**Speaker(s):** Kaye  
Griffin

V.A. Distribution / Discussion: Enrollment  
Projections (Applied Data Services Report and  
State Department of Education Report)

V.B. Distribution: Final 2005-2006 Strategic School  
Profiles

V.C. Distribution: Edited Strategic Plan Framework

## VI. Board Committees / Liaison Distribution of Executive Summaries

VI.A. Policy Committee: Review Policies #3542  
Food Service Guidelines, #3542.1 Nutrition  
Program, #3542.2 Food Sales Other than Nat'l.  
School Lunch Program, #3542.3 Vending Machines,  
#5030 Assignment of Students to School, and #4150  
Acceptable Use of Computer Equip. & Related  
Systems, Software & Networks

**Speaker(s):** Policy  
Committee: Holly  
Sellers, Chair,  
Harriet Gowanlock,  
David Youngerman

## VII. Board Members' Comments

## VIII. Action Item: Consent Agenda - Items 8.1 - 8.5 (Reference Bylaw #9540.2)

VIII.A. Donation: \$3,200 for portable batting  
cage

VIII.B. Bills payable: \$334,217.34

VIII.C. Line Item Transfers: \$9,236.42

VIII.D. Contract for Amendment to School Based  
Health Centers (SCOPE) July 1, 2005 - June 30,  
2007

VIII.E. Budget Expenditure Report as of 11.2.06

## IX. Action Item: Minutes: 10.17.06 (Reference Bylaw #9540.8)

## X. Action Item: Board of Education Policies (Reference Bylaws #9540.8 and #9620)

XI. Action Item: Strategic Plan Framework  
(Reference Bylaw #9540.8)

XII. Old Business

XIII. New Business

XIV. Future Agenda Items

XV. Adjournment

**Draft Policy: Third Reading**

**Nutrition Program**

The Board recognizes that healthy eating patterns are essential for students to achieve their academic potential, full physical and mental growth and lifelong health and well-being. To help ensure students possess the knowledge and skills necessary to make nutritious food choices for a lifetime, the Superintendent shall prepare and implement a comprehensive District nutrition program consistent with state and federal requirements for districts sponsoring the National School Lunch Program (NSLP) and/or the School Breakfast Program (SBP). The input of staff, students, parents and public health professionals will be encouraged.

The program shall reflect the Board's commitment to providing adequate time for instruction to promote healthy eating through nutrition education, serving healthy and appealing foods at District schools, developing food-use guidelines for staff and establishing liaisons with nutrition service providers, as appropriate. Nutrition education topics shall be integrated within the sequential, comprehensive health education program taught at every grade level, pre-kindergarten through grade 12, and coordinated with the District's nutrition and food services operation.

It is the intent of the Board that District schools take a proactive effort to encourage students to make nutritious food choices. Food and beverages sold or served on District grounds or at District-sponsored events shall meet federal and state statutes and regulations as well as administrative regulation requirements for nutritional standards and/or other guidelines as may be recommended by District and school health and nutrition committees.

Food sold or served in District schools shall include nutritious and low-fat foods which shall include, but shall not be limited to, low-fat dairy products, and fresh or dried fruit at all times when food is available for purchase by students during the school day.

34

35 The sale of beverages to students from any source, including, but not limited to, school  
36 stores, vending machines, school cafeterias and any fund-raising activities on school  
37 grounds, whether or not school-sponsored, shall be restricted to milk, non-dairy drinks  
38 such as soy or rice milk, 100% fruit juices, vegetable juices or combination of such  
39 juices, beverages that contain only water or vegetable juice and water. All allowed  
40 beverages must fulfill the requirements specified in Connecticut statute regarding  
41 artificial sweeteners, flavoring, caffeine and portion size.

42

43 The Superintendent shall ensure that nutritious foods are available as an affordable option  
44 whenever food is sold or served on District property or at district-sponsored events; that  
45 schools ~~prohibit~~ ~~limit~~ prohibit the sale or serving of foods or snacks high in fat, sodium  
46 or added sugars; and competition with nutritious meals served by the school nutrition and  
47 food services operation is minimized.

48

49 Although the Board believes that the District's nutrition and food services operation  
50 should be financially self-supporting, it recognizes, however, that the nutrition program is  
51 an essential educational and support activity. ~~Therefore, budget neutrality or profit~~  
52 ~~generation must not take precedence over the nutrition needs of its students.~~ In  
53 compliance with federal law, the District's NSLP [and SBP] shall be nonprofit.

54

55 The Superintendent is directed to develop administrative regulations to implement this  
56 policy, including such provisions as may be necessary to address all food and beverages  
57 sold and/or served to students at school (i.e., competitive foods, snacks and beverages  
58 sold from vending machines, school stores, and fund-raising activities and refreshments  
59 that are made available at school parties, celebrations and meetings and sporting events  
60 on school grounds and any school-related activity), including provisions for staff  
61 development, family and community involvement and program evaluation.

62

63 (cf. [3542 / 3060.7](#) Food Service Guidelines)

64 (cf. ~~TBD-3542.2~~ – Food Sales Other Than National School Lunch Program)

65 (cf. ~~TBD-3542.3~~ – Vending Machines)

- 66 (cf. 5100.5 Student Fundraising Activities)
- 67 (cf. 5120.3.4 Managing Student Food Allergies)
- 68 (cf. 6080.6 – Physical Education)
- 69 (cf. 6080.14 – Health Education)
- 70 [\(cf. 6142.101 Student Wellness\)](#)

71  
72

- 73 **Legal Reference:** Connecticut General Statutes
- 74 10-215 Lunches, breakfasts and the feeding programs for public school children
- 75 and employees.
- 76 10-221 Boards of education to prescribe rules, policies and procedures.
- 77 10-215a Non-public school participation in feeding program.
- 78 10-215b Duties of state board of education re feeding programs.
- 79 10-216 Payment of expenses.
- 80 10-215b-1 State board of education regulation
- 81 10-221o Lunch periods. Recess.
- 82 10-221p Boards to make available for purchase nutritious low fat foods and
- 83 drinks.
- 84 PA 06-63 An Act Concerning Healthy Food and Beverages in Schools
- 85

#3542.2TBD

**Food Sales Other than National School Lunch Program**

**Draft Policy: Third Reading**

Good nutrition is essential to peak academic performance for students and to long-term health. The Board supports nutrition programs and nutrition education as an integral part of a high-quality education.

To ensure that foods served at schools address modern nutritional needs and to protect the health of students, the Superintendent will develop regulations to address control over the sale of non-cafeteria / competitive food. For purposes of this policy, “competitive food” refers to any foods sold or dispensed to children at school other than meals served through the U.S. Department of Agriculture’s (USDA) school meal programs.

The district will permit vending machines and the sale of competitive foods in the middle school and high school to be operated by the district’s food services provider in support of the overall food services program.\*

Schools will not operate any vending machines that are accessible to students on any campus from one-half hour prior to the first lunch period through one-half hour after the last lunch period.

Schools will not offer or sell other non-cafeteria / competitive foods to students on campus during the regular school day.

The Board shall make available in District schools for purchase by students nutritious and low-fat foods which shall include, but shall not be limited to low-fat dairy products and fresh, canned, or dried fruit at all times when food is available for purchase during the regular school day in schools.

The sale of beverages to students from any source, including, but not limited to, school stores, vending machines, school cafeterias and any fund-raising activities on school

#3542.2 (cont.)

33 grounds, whether or not school-sponsored, shall be restricted to milk, non-dairy drinks  
34 such as soy or rice milk, 100% fruit juices, vegetable juices or combination of such  
35 juices, beverages that contain only water or vegetable juice and water. All allowed  
36 beverages must fulfill the requirements specified in Connecticut statute regarding  
37 artificial sweeteners, flavoring, caffeine, and portion size.

38

39 The Superintendent or ~~his/her~~ designee is responsible for ensuring that foods from vending  
40 machines and other non-cafeteria/competitive foods are sold in compliance with federal and  
41 state guidelines and district policy.

42

43 The Superintendent is authorized to close a cafeteria or discontinue the sale of competitive  
44 foods if not properly operated.

45 [\(cf. #3542 / #3060.7 Food Service Guidelines\)](#)

46 [\(cf. #3542.1 Nutrition Program\)](#)

47 [\(cf. #3542.3 Vending Machines\)](#)

48 [\(cf. 6142.101 Student Wellness\)](#)

49 ~~\*Note: Connecticut regulations prohibit schools from selling or dispensing tea, coffee, soft drinks  
50 and candy to students anywhere on school premises from 30 minutes prior to the start of any  
51 state or federally subsidized milk or meal program (National School Lunch Program, School  
52 Breakfast Program, After School Snack Program and Special Milk Program) until 30  
53 minutes after the end of the program. The income from the sale of any foods, including  
54 vending machines, school stores, student fund-raisers, P.T.A., clubs etc., sold or distributed  
55 anywhere on the school premises during the same timeframe must accrue to the food service  
56 account. Federal regulations prohibit the sale foods of minimal nutritional value during meal  
57 periods. The sale of soda is banned by Connecticut statute as of 7/1/06.~~

58

59 Legal Reference: National School Lunch Program and School Breakfast Program; Competitive  
60 Foods. (7 CFR Parts 210 and 220, Federal Register, Vol.45, No. 20, Tuesday,  
61 January 29, 1980, pp. 6758-6772)

62 Connecticut General Statutes

63 10-221p Boards to make available for purchase nutritious low-fat foods and  
64 drinks

65 PA 06-63 An Act Concerning Healthy Food and Beverages in Schools

66

Vending Machines

**Draft Policy: Third Reading**

The Board of Education has determined that there shall be no installations of vending machines except as approved by the Superintendent of Schools. Vending machines are operated as a revenue producing endeavor and as a convenience for students, staff and patrons. All revenue produced from this source is deposited in the food services program designated fund as approved by the Board of Education / Superintendent of Schools.

**Vending Machine Use:**

- **Elementary Schools:** Vending machines shall not be operated in elementary schools in locations available to students.
- ~~**Middle Schools:** Vending machines may be operated in middle schools, but shall not offer foods of minimal nutritional value in locations available to students. All vending sales shall comply with policies regarding competitive food sales and foods of minimal value.~~
- **High-Secondary Schools:** Vending machines may be operated in **high secondary** schools. All vending sales shall comply with policies regarding competitive food sales and foods of minimal nutritional value.

**Advertising limitations:**

Advertising associated with product vending shall be limited to signage on equipment, paper cups and other serving containers and a banner at student stores and booster sale locations. Any signage, logo, container, banner or other item that the district may construe as advertising associated with vending must be approved by the Superintendent or his / her designee before distribution or placement on District property.

#3542.3 (cont.)

29

30 **Required nutritional foods:**

31 In compliance with state law, beverages available in vending machines shall be  
32 restricted to 100% fruit juices, vegetable juices or combination of such juices, non-  
33 dairy milks such as soy or rice milk, beverages that contain only water and fruit or  
34 vegetable juice, water which may be flavored but contain no added sugars,  
35 sweeteners, artificial sweeteners or caffeine. Statutory restrictions pertaining to  
36 added sugars, sweeteners, caffeine, and portion sizes will be followed.

37 [\(cf. 3542 / 3060.7 Food Service Guidelines](#)

38 [\(cf. 3542.1 Nutrition Program\)](#)

39 [\(cf. 3542.2 Food Sales Other than National School Lunch Program](#)

40 [\(cf. 6142.101 Student Wellness\)](#)

41

42 Legal Reference: State Board of Education Regulations

43 10-215b-1 Competitive foods.

44 10-221o Lunch periods. Recess

45 10-221p Boards to make available for purchase nutritious low fat foods and  
46 drinks.

47 PA 06-63 An Act Concerning Healthy Food and Beverages in Schools

**Acceptable Use of Computer Equipment and Related Systems, Software  
and Networks**

**Revised Policy: Fourth Reading**

The Madison Board of Education provides computers, computer systems, software, electronic access privileges, and networks for students and staff to carry out the educational mission of the Board and to enhance the curriculum and learning opportunities for students and staff in an environment which ensures access to, and management of, up-to-date information and communication services. Responsible use of these systems and networks is expected of all ~~students and~~ staff.

The computers, computer systems, software, electronic access privileges, and networks are the property of the Madison Board of Education and are to be used only for those activities directly related to teaching, learning, and / or management by ~~students and~~ staff. The equipment, infrastructure, and software are not to be used for personal gain by any student or staff member.

The computers, computer systems, software, electronic access privileges, and networks provided by the Madison Board of Education shall not be modified or altered by individual users without the authorization of the Superintendent or his / her designee.

All users are hereby made aware that all information on the Madison Board of Education's computers, computer systems, software, electronic access privileges, and networks are in the public domain, unless specifically protected by the Connecticut Freedom of Information Act.

The Madison Board of Education reserves the right to bypass any or all individual or group passwords to determine the activity on any or all of the computers, computer systems, software, electronic access privileges, and networks.

#4150 (cont.)

1  
2 All District computers remain under the control, custody and supervision of the ~~school~~  
3 ~~unit~~district. The ~~school-unit~~District reserves the right to monitor all computer network  
4 and Internet activity by employees. Employees have no expectation of privacy in their  
5 use of school computers or network.

6  
7 ~~Use of the computers, computer systems, software, electronic access privileges, and~~  
8 ~~networks will be restricted to those users who have signed the Madison Public Schools'~~  
9 ~~Acceptable Use Policy. In the case of minors, the Madison Public Schools' Acceptable~~  
10 ~~Use Policy must also be signed by the minor's parent or guardian.~~

11  
12 The Superintendent is directed to establish guidelines and procedures for responsible use  
13 of the computers, computer systems, software, electronic access privileges, and networks  
14 provided by the Madison Board of Education.

15  
16  
17  
18 (cf 5210: Accepted Use of Computers, Computer Systems, Software, Electronic Access  
19 Privileges, and Networks)

20  
21  
22 Legal Reference: Connecticut General Statutes  
23 The Freedom of Information Act  
24 53A-182B Harassment in the first degree  
25 31-48d Employers engaged in electronic monitoring required to  
26 give prior notice to employees.

27  
28  
29 Date of Adoption: November 4, 1999

30 Date of Revision:

Assignment of Students to School

**Revised Policy: Third Reading**

Students will be required to attend school in the attendance area in which they reside, unless special permission has been granted by the Superintendent. The Madison Public Schools reserves the right to assign students to schools outside their normal attendance area as appropriate to create and / or maintain equitable class sizes for grades one through four. Final placement of students in the elementary schools will be determined on the basis of both current and projected student enrollment for each of the attendance areas.

Special permission may be granted if:

- The change involves an ~~exceptional~~-identified special needs student or a hardship case, or if there are medical considerations;
- The change appears to be in the best interests of the student or of the school;
- The legal residence of a student changes from one attendance area to another within the Madison district during the school year and the parents wish the student to remain in his or her former school. Such permission will not extend beyond the current school year.

School bus transportation will not be provided for students attending school outside their attendance area unless they can be accommodated on existing bus routes and schedules; or unless an ~~exceptional~~-identified special needs student is involved; or unless specific permission is granted by the Board.

(cf. 5030.1 Intradistrict School Attendance Areas)

(cf. 5030.2 Interdistrict School Attendance Areas)

Date of Adoption: 5/2/95

**#3060.73542 / 3060.7**  
**Food Service Guidelines**

**Technical Revision**

In compliance with federal statutes and regulations, the Superintendent of Schools or his / her designee shall establish administrative procedures to control food sales which compete with the District's contracted food service program. Specifically, the food service program shall restrict the sale of foods of minimal nutritional value as defined by the U.S. Department of Agriculture.

The Secretary of the United States Department of Agriculture has approved a list of nutritious foods which may be sold, and the State of Connecticut may extend that list, but only foods approved by the State of Connecticut and / or the Secretary may be sold in the schools of the district during the hours between the beginning of the school day until the end of the last lunch period.

No food or drinks which do not meet the minimal nutritional values set by the Food and Nutrition Service of the United States Department of Agriculture (Section 17 of Public Law 95-166 amending Section 10 of the Child Nutrition Act of 1966) may be sold or made available for sale in any school between the beginning of the school day and the close of the last lunch period at that school.

Additionally, no food or drink distributing machine shall be accessible to students during the hours between the beginning of the school day until the end of the last lunch period unless the food or drink being sold meets the minimal nutritional values specified.

A listing of categories of foods of less than minimal nutritional value shall be used as a guide to sales of competitive foods and drinks in the schools, with the understanding that the listing may be modified by the USDA and / or the State of Connecticut. The list follows:

**Categories of Foods of Minimal Nutritional Value**

- 1 . Soda Water -- As defined by 21 CFR 165.175 FDA regulations except that artificial sweeteners are an ingredient that is included in this definition.
2. Water Ices -- As defined by 21 CFR 135.160 FDA regulations except that water ices which contain fruit or fruit juices are not included in this definition.
3. Chewing Gum -- Flavored products from natural or synthetic gums and other ingredients which form an insoluble mass for chewing.
4. Certain Candies -- Processed foods made predominantly from sweeteners with a variety of minor, non-nutritious ingredients.

Promotional candy sales shall be limited to the period before the beginning of the school day and after the close of the school day. Such sales require approval of the school principal.

Food or drinks which meet or exceed the minimal nutritional values of the USDA are not regarded as competitive foods and drinks and may be sold at any time.

However, all profits from such sales must go to student organizations approved by the school principal.

[\(cf. 3542.1 Nutrition Program\)](#)

[\(cf. 3542.2 Food Sales Other Than National School Lunch Program\)](#)

[\(cf. 3542.3 Vending Machines\)](#)

[\(cf. 5100.5 Student Fundraising Activities\)](#)

[\(cf. 5120.3.4 Managing Student Food Allergies\)](#)

Legal Reference: National School Lunch Program and School Breakfast Program; Competitive Foods. (7 CFR Parts 210 and 220, Federal Register, Vol. 45, No. 20, Tuesday, January 29, 1980, pp. 6758-6772)

Date of Adoption: April 4, 2000

2006-2007 BUDGET/EXPENDITURE REPORT

11/02/2006 02:22:14 PM

Madison / 2006-2007

Fiscal Year 2006-2007

	Orig Budget	Adj Budget	Mtd Expended	Ytd Expended	Encumbered	Non-PO-Encumb	Balance	%Exp
1000 NEW STAFF AREA I	\$231,143.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1002 NEW STAFF AREA II	\$15,576.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1003 NEW STAFF AREA III	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1004 NEW STAFF AREA IV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1006 NEW STAFF AREA VI	\$34,852.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1110 TEACHERS	\$17,580,046.23	\$18,034,325.99	\$0.00	\$2,270,812.64	\$15,677,611.54	\$15,677,611.54	\$85,901.81	99.52%
1111 ADMINISTRATORS	\$1,879,855.00	\$1,897,436.82	\$165,807.32	\$559,241.05	\$1,338,195.77	\$1,338,195.77	\$0.00	100.00%
1112 EPED	\$80,604.00	\$78,464.00	\$0.00	\$0.00	\$0.00	\$0.00	\$78,464.00	0.00%
1113 CO CURRICULAR	\$272,588.00	\$274,728.00	\$0.00	\$0.00	\$0.00	\$0.00	\$274,728.00	0.00%
1114 EARLY RETIREMENT	\$392,358.06	\$392,358.06	\$388,053.46	\$371,539.46	\$20,709.50	\$20,709.50	\$109.10	99.97%
1116 DIRECTORS / MANAGERS	\$166,838.43	\$166,838.43	\$165,267.38	\$165,267.38	\$0.00	\$0.00	\$1,571.05	99.06%
1117 INTRAMURALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1119 CLEANERS / CUSTODIAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1120 OFFICE STAFF	\$1,011,378.42	\$1,063,940.25	\$29,849.78	\$212,075.52	\$843,229.60	\$843,229.60	\$8,635.13	99.19%
1121 PARAPROFESSIONALS	\$750,394.25	\$953,288.98	\$0.00	\$86,693.81	\$849,363.11	\$849,363.11	\$17,232.06	98.19%
1122 CUSTODIANS	\$1,189,141.99	\$1,113,731.29	(\$3,216.24)	\$229,980.68	\$831,741.08	\$831,741.08	\$52,009.53	95.33%
1123 MEDIA STAFF	\$137,797.90	\$138,208.60	\$0.00	\$12,422.28	\$126,286.32	\$126,286.32	(\$500.00)	100.36%
1124 SECURITY	\$105,491.50	\$105,491.50	\$217.77	\$11,216.27	\$75,039.01	\$75,039.01	\$19,236.22	81.77%
1126 SCHOOL HEALTH SERVICES	\$260,795.02	\$273,020.20	\$0.00	\$25,775.73	\$194,287.94	\$194,287.94	\$52,956.53	80.60%
1128 ATHLETIC TRAINER	\$10,650.00	\$22,650.00	\$0.00	(\$95.75)	\$22,753.22	\$22,753.22	(\$7.47)	100.03%
1129 ATTENDANCE INCENTIVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1210 SUBSTITUTES	\$125,000.00	\$125,000.00	\$0.00	\$9,972.01	\$0.00	\$0.00	\$115,027.99	7.98%
1211 TEACHER SUBS / SPED	\$10,000.00	\$10,000.00	\$0.00	\$661.50	\$0.00	\$0.00	\$9,338.50	6.62%
1212 SUBS / SCHOOL HEALTH SERVICES	\$5,000.00	\$5,000.00	\$0.00	\$784.00	\$0.00	\$0.00	\$4,216.00	15.68%
1220 CLASSIFIED SUBS / SPED	\$10,000.00	\$10,000.00	\$0.00	\$458.00	\$0.00	\$0.00	\$9,542.00	4.58%
1221 CLASSIFIED SUBS	\$14,000.00	\$14,000.00	\$0.00	\$1,276.00	\$0.00	\$0.00	\$12,724.00	9.11%
1319 OVERTIME BOE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

2006-2007 BUDGET/EXPENDITURE REPORT

11/02/2006 02:22:14 PM

Madison / 2006-2007

Fiscal Year 2006-2007

	Orig Budget	Adj Budget	Mtd Expended	Ytd Expended	Encumbered	Non-PO-Encumb	Balance	%Exp
1320 OVERTIME	\$40,957.00	\$39,957.00	\$2,750.11	\$19,513.07	\$0.00	\$0.00	\$20,443.93	48.84%
1321 CUSTODIAL/CASUAL LABOR	\$30,240.00	\$30,240.00	\$6,166.13	\$19,516.51	\$0.00	\$0.00	\$10,723.49	64.54%
2120 HEALTH INSURANCE	\$3,904,716.96	\$3,904,716.96	\$332,754.50	\$1,073,997.60	\$400.00	\$400.00	\$2,830,319.36	27.52%
2130 LIFE INSURANCE	\$82,980.00	\$82,980.00	\$13,320.50	\$20,123.75	\$6,840.75	\$0.00	\$56,015.50	32.50%
2200 SOCIAL SECURITY	\$291,120.00	\$291,120.00	\$11,475.23	\$28,986.54	\$0.00	\$0.00	\$262,133.46	9.96%
2201 MEDICARE	\$308,183.00	\$308,183.00	\$4,999.65	\$20,404.38	\$0.00	\$0.00	\$287,778.62	6.62%
2202 FAS ADMINISTRATION	\$0.00	\$2,795.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,795.00	0.00%
2300 PENSION	\$482,049.00	\$479,254.00	\$24,669.80	\$240,167.40	\$48,143.00	\$0.00	\$190,943.60	60.16%
2500 UNEMPLOYMENT	\$10,000.00	\$10,000.00	\$126.00	\$1,059.00	\$0.00	\$0.00	\$8,941.00	10.59%
2550 EMPLOYEE ASSISTANCE PROGRAM	\$6,195.00	\$6,195.00	\$0.00	\$6,195.00	\$0.00	\$0.00	\$0.00	100.00%
2600 WORKER'S COMP	\$233,301.54	\$232,137.54	\$0.00	\$113,178.00	\$0.00	\$0.00	\$118,959.54	48.75%
2700 DISABILITY INSURANCE	\$59,934.00	\$59,934.00	\$9,113.91	\$18,734.62	\$0.00	\$0.00	\$41,199.38	31.26%
3101 LABOR & LEGAL SVCES	\$80,000.00	\$80,000.00	\$0.00	\$13,005.03	\$0.00	\$0.00	\$66,994.97	16.26%
3222 EVALUATION SERVICES	\$10,800.00	\$10,800.00	\$0.00	\$798.86	\$4,152.98	\$0.00	\$5,848.16	45.85%
3224 STAFF DEVELOPMENT	\$186,964.00	\$186,987.00	\$6,195.12	\$18,850.35	\$22,028.78	\$0.00	\$146,107.87	21.86%
3230 STUDENT SERVICES	\$51,900.00	\$51,900.00	\$675.00	\$5,064.43	\$0.00	\$0.00	\$46,835.57	9.76%
3231 ADULT EDUCATION	\$19,714.00	\$19,714.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,714.00	0.00%
3300 PROF / TECH SVCES	\$447,887.45	\$447,931.40	\$174,857.22	\$221,126.22	\$96,113.98	\$0.00	\$130,691.20	70.82%
3305 PROF/TECH MEDICAL	\$7,360.00	\$7,360.00	\$0.00	\$1,091.00	\$1,867.50	\$0.00	\$4,401.50	40.20%
4210 DISPOSAL / RECYCLING	\$75,600.00	\$75,600.00	\$0.00	\$23,422.92	\$47,095.84	\$0.00	\$5,081.24	93.28%
4220 SNOW REMOVAL	\$30,900.00	\$30,900.00	\$0.00	\$0.00	\$14,000.00	\$0.00	\$16,900.00	45.31%
4300 REPAIRS & MAINT	\$202,800.00	\$201,212.93	\$7,542.58	\$54,695.02	\$83,142.28	\$0.00	\$63,375.63	68.50%
4307 TECH / INFRASTRUCTURE	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
4308 PLANNED & CYCLED MAINTENANCE	\$220,000.00	\$220,000.00	\$220,000.00	\$220,000.00	\$0.00	\$0.00	\$0.00	100.00%
4309 EMERGENCY MAINTENANCE	\$40,000.00	\$40,000.00	\$0.00	\$21,539.50	\$14,117.75	\$0.00	\$4,342.75	89.14%
4310 KITCHEN MAINTENANCE	\$6,401.00	\$6,401.00	\$0.00	\$378.71	\$1,720.50	\$0.00	\$4,301.79	32.80%
4313 TREATMENT PLANT REPAIRS	\$0.00	\$1,700.00	\$0.00	\$0.00	\$1,863.35	\$0.00	(\$163.35)	109.61%

2006-2007 BUDGET/EXPENDITURE REPORT

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Madison / 2006-2007

Fiscal Year 2006-2007

	Orig Budget	Adj Budget	Mtd Expended	Ytd Expended	Encumbered	Non-PO-Encumb	Balance	%Exp
4320 REPAIR / CONTRACTS	\$67,849.00	\$67,849.00	\$1,253.93	\$11,761.96	\$45,131.60	\$0.00	\$10,955.44	83.85%
4330 ALARM SERVICES	\$15,872.00	\$15,872.00	\$50.00	\$1,170.00	\$9,990.00	\$0.00	\$4,712.00	70.31%
4340 TELEPHONE MAINTENANCE	\$14,024.00	\$14,024.00	\$315.00	\$2,683.42	\$9,056.08	\$0.00	\$2,284.50	83.71%
4420 RENTAL AGREEMENTS	\$17,649.00	\$14,649.00	\$0.00	\$4,300.00	\$2,649.00	\$0.00	\$7,700.00	47.44%
4600 TREE SERVICES	\$8,828.00	\$8,828.00	\$2,400.00	\$3,050.00	\$510.00	\$0.00	\$5,268.00	40.33%
4900 PURCHASE SVCS	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
5110 STUDENT ACTIV TRANS	\$109,018.27	\$103,007.27	\$0.00	\$3,759.21	\$11,240.94	\$0.00	\$88,007.12	14.56%
5111 REGULAR TRANSPORTATION	\$1,415,946.06	\$1,415,946.06	\$0.00	\$0.00	\$0.00	\$0.00	\$1,415,946.06	0.00%
5113 FUEL / TRANSPORTATION	\$266,000.00	\$266,000.00	\$0.00	\$29,869.47	\$0.00	\$0.00	\$236,130.53	11.23%
5114 SCHOOL CHOICE TRANSPORT	\$61,867.61	\$61,867.61	\$0.00	\$168.00	\$672.00	\$0.00	\$61,027.61	1.36%
5120 SPED TRANSPORTATION	\$555,486.56	\$555,486.56	\$0.00	\$10,250.00	\$718,634.82	\$0.00	(\$173,398.26)	131.22%
5201 GENERAL INSURANCE	\$160,350.00	\$162,058.00	\$0.00	\$43,143.00	\$0.00	\$0.00	\$118,915.00	26.62%
5202 EDUCATOR'S LEGAL INSURANCE	\$11,060.00	\$10,516.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,516.00	0.00%
5203 STUDENT INSURANCE	\$12,700.00	\$12,700.00	\$12,700.00	\$12,700.00	\$0.00	\$0.00	\$0.00	100.00%
5301 TELECOMMUNICATIONS	\$154,365.00	\$154,365.00	\$6,889.39	\$14,597.71	\$925.42	\$0.00	\$138,841.87	10.06%
5302 POSTAGE	\$32,490.00	\$32,490.00	\$5,809.75	\$13,514.85	\$10,283.96	\$0.00	\$8,691.19	73.25%
5303 REPORTS/PUBLIC RELATIONS	\$11,940.00	\$11,940.00	\$0.00	\$2,659.61	\$2,680.04	\$0.00	\$6,600.35	44.72%
5400 LEGAL NOTICES & ADS	\$4,500.00	\$4,500.00	\$170.85	\$334.20	\$174.10	\$0.00	\$3,991.70	11.30%
5500 PRINTING & BINDING	\$59,026.00	\$59,026.00	\$1,032.22	\$14,745.64	\$6,465.64	\$0.00	\$37,814.72	35.94%
5501 PRINTING / INSTRU SUPPLIES	\$97,820.00	\$97,820.00	\$4,826.36	\$31,546.14	\$53,098.70	\$0.00	\$13,175.16	86.53%
5610 EXT PLACEMENTS / PUBLIC	\$586,034.00	\$472,017.23	\$0.00	\$9,779.40	\$476,165.39	\$0.00	(\$13,927.56)	102.95%
5620 PRESCHOOL / PUBLIC / ACES	\$255,799.00	\$178,426.00	\$0.00	\$0.00	\$268,247.00	\$0.00	(\$89,821.00)	150.34%
5630 EXT PLACEMENTS / PRIVATE	\$553,585.00	\$391,612.68	\$0.00	\$125,628.25	\$703,922.42	\$0.00	(\$437,937.99)	211.83%
5640 TUITION / SCHOOL CHOICE	\$63,180.00	\$63,180.00	\$0.00	\$0.00	\$1,250.00	\$0.00	\$61,930.00	1.98%
5641 EXTENDED YEAR SERVICES / SPED	\$55,250.00	\$26,639.77	\$5,149.62	\$10,738.98	\$648.00	\$0.00	\$15,252.79	42.74%
5642 MAGNET SCHOOL TUITION	\$50,138.00	\$50,138.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,138.00	0.00%
5643 EXT PLACEMENT/REGULAR ED	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%

2006-2007 BUDGET/EXPENDITURE REPORT

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Madison / 2006-2007

Fiscal Year 2006-2007

	Orig Budget	Adj Budget	Mtd Expended	Ytd Expended	Encumbered	Non-PO-Encumb	Balance	%Exp
5801 TRAVEL (STAFF)	\$19,409.00	\$19,409.00	\$0.00	\$544.70	\$1,015.95	\$0.00	\$17,848.35	8.04%
5802 TRAVEL (BOE)	\$1,000.00	\$2,240.00	\$0.00	\$0.00	\$2,240.00	\$0.00	\$0.00	100.00%
5900 MISC PURCH SERVICES	\$5,200.00	\$5,200.00	\$300.00	\$1,540.00	\$3,580.00	\$0.00	\$80.00	98.46%
6101 OFFICE SUPPLIES	\$35,256.00	\$35,256.00	\$1,509.29	\$10,969.38	\$7,161.17	\$0.00	\$17,125.45	51.43%
6110 INSTRUCTIONAL SUPPLIES	\$402,208.50	\$399,086.67	\$9,872.43	\$146,373.15	\$160,861.68	\$0.00	\$91,851.84	76.98%
6120 INSTRUCTIONAL SOFTWARE	\$23,400.00	\$23,400.00	\$0.00	\$0.00	\$2,742.00	\$0.00	\$20,658.00	11.72%
6130 CUST & MAINT SUPPLIES	\$142,865.00	\$142,779.00	\$5,941.65	\$76,525.52	\$51,583.08	\$0.00	\$14,670.40	89.73%
6140 SUPP - FIELDS & GRNDS	\$82,000.00	\$80,300.00	\$1,817.97	\$48,022.06	\$8,626.58	\$0.00	\$23,651.36	70.55%
6206 GAS SERVICES	\$305,400.00	\$305,400.00	\$1,456.91	\$3,630.21	\$0.00	\$0.00	\$301,769.79	1.19%
6207 HEATING FUEL	\$181,030.00	\$181,030.00	\$0.00	\$152,210.50	\$0.00	\$0.00	\$28,819.50	84.08%
6210 WATER	\$23,709.00	\$23,709.00	\$1,036.11	\$4,047.60	\$0.00	\$0.00	\$19,661.40	17.07%
6220 ELECTRICITY	\$912,670.62	\$912,670.62	\$57,728.68	\$135,377.44	\$0.00	\$0.00	\$777,293.18	14.83%
6260 EQUIPMENT MAINTENANCE	\$8,200.00	\$8,200.00	\$0.00	\$2,414.03	\$2,652.10	\$0.00	\$3,133.87	61.78%
6410 TEXTBOOKS & REPLACEMENT	\$80,214.00	\$81,994.23	\$0.00	\$7,841.34	\$64,011.43	\$0.00	\$10,141.46	87.63%
6411 TEXTBOOKS / NEW	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
6421 MEDIA SUPPLIES	\$53,469.00	\$53,737.02	\$25.00	\$9,713.99	\$35,512.13	\$0.00	\$8,510.90	84.16%
6422 PERIODICALS	\$23,451.00	\$23,896.00	\$584.00	\$12,162.05	\$6,596.94	\$0.00	\$5,137.01	78.50%
6550 STAFF UNIFORMS	\$6,258.00	\$6,258.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$4,758.00	23.97%
6551 UNIFORMS / STUDENT GROUPS	\$32,565.00	\$32,565.00	\$0.00	\$6,748.30	\$17,818.01	\$0.00	\$7,998.69	75.44%
6900 SUPPLIES	\$48,233.00	\$45,281.03	\$685.45	\$9,827.08	\$13,142.82	\$0.00	\$22,311.13	50.73%
7301 EQUIPMENT	\$123,522.00	\$119,870.00	\$494.97	\$19,701.98	\$45,209.05	\$0.00	\$54,958.97	54.15%
7302 OS SOFTWARE	\$85,000.00	\$85,000.00	\$15,715.40	\$45,801.99	\$17,844.46	\$0.00	\$21,353.55	74.88%
7303 EQUIP - LEASE/PURCHASE	\$49,314.00	\$49,314.00	\$4,109.50	\$16,438.00	\$32,876.00	\$0.00	\$0.00	100.00%
7304 COMPUTER HARDWARE	\$170,000.00	\$170,000.00	\$0.00	\$138,143.81	\$30,408.00	\$0.00	\$1,448.19	99.15%
7330 FURNISHINGS & FIXTURES	\$20,000.00	\$21,991.67	\$0.00	\$9,321.34	\$11,987.65	\$0.00	\$682.68	96.90%
7400 PUBLIC SAFETY	\$6,623.00	\$6,623.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,623.00	0.00%
8100 DUES, FEES & MEMBSHPS	\$43,370.00	\$45,988.00	\$21,533.00	\$35,892.50	\$3,102.00	\$0.00	\$6,993.50	84.79%

2006-2007 BUDGET/EXPENDITURE REPORT

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Madison / 2006-2007

Fiscal Year 2006-2007

	Orig Budget	Adj Budget	Mtd Expended	Ytd Expended	Encumbered	Non-PO-Encumb	Balance	%Exp
8101 ATHLETIC EVENT FEES	\$5,000.00	\$5,000.00	\$50.00	\$160.00	\$525.00	\$0.00	\$4,315.00	13.70%
<b>Fund</b> 100 GENERAL FUND	\$38,673,857.37	\$38,673,857.37	\$1,724,082.70	\$7,339,735.30	\$23,163,444.96	\$19,979,617.09	\$8,170,677.11	78.87%
<b>Grand Total for Report</b>	\$38,673,857.37	\$38,673,857.37	\$1,724,082.70	\$7,339,735.30	\$23,163,444.96	\$19,979,617.09	\$8,170,677.11	78.87%

Madison Public Schools  
Board of Education Meeting  
Town Campus  
October 17, 2006

1. Call to Order / Attendance

The regular meeting of the Board of Education was called to order by Chairman Robert Hale at 7:10 p.m.

Present: Becky Coffey; John Dean; Debbie Frey; Harriet Gowanlock; Robert Hale, Kathleen Rossini; Atty. Holly Sellers; David Youngerman.

Also present: Dr. H. Kaye Griffin, Superintendent.

2. Executive Session

MOTION: by Frey, seconded by Gowanlock to enter Executive Session at 7:10 p.m. to discuss personnel issues.

AYES: Dean, Frey, Gowanlock, Hale, Rossini, Sellers, Youngerman.

NAYS: None

MOTION CARRIED: 7-0

Personnel issues were discussed.

7:10 p.m. Ms. Becky Coffey enters.

MOTION: by Rossini, seconded by Youngerman to adjourn Executive Session at 7:30 p.m.

AYES: Coffey, Dean, Frey, Gowanlock Hale, Rossini, Sellers, Youngerman.

NAYS: None

MOTION CARRIED: 8-0

3. School Community Session

The public session of the Board of Education meeting was called to order by Chairman Robert Hale at 7:43 p.m. Chairman Hale led the Pledge of Allegiance.

Present: Becky Coffey; John Dean; Debbie Frey; Harriet Gowanlock; Robert Hale Kathleen Rossini; Atty. Holly Sellers; David Youngerman.

Also present: Dr. H. Kaye Griffin, Superintendent; Anita Rutlin, Assistant Superintendent for Curriculum, Instruction, and Assessment; district administrators; faculty; staff; students; community members.

3.1. Recognition of Staff:

Connecticut Educational Media Association (CEMA) Administrator's Award  
(Anita Rutlin)

Dr. Griffin and the Board of Education recognized Ms. Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment, as the recipient of the CEMA Administrator's Award. The CEMA Administrator's

Award is presented to administrators in Connecticut who "take necessary steps to initiate an instructional media program" and "provide necessary support for improving media services in the school." Ms. Rutlin will be the guest of CEMA at an awards presentation and reception in November where Ms. Rutlin will be presented with a plaque commemorating the award. Dr. Griffin and the Board congratulated Ms. Rutlin and presented her with a certificate of recognition.

### 3.2. Public Participation

Mr. Bill Barker of Hamilton Drive presented a packet of information including a petition from taxpayers asking that Board change its policy on rental of school facilities so that he would be able to use school facilities for the "Slamma Jamma" basketball camp.

Ms. Katherine Hunter of Field Brook Road spoke in support of Mr. Barker's petition and asked about the changes in the policy and a process for reconsidering the changes.

Chairman Hale explained the process for adopting / revising policies and stated that the Policy Committee may review the request and bring a recommendation to the Board.

Ms. Jodi Small of Horsepond Road and member of Jeffrey PTO stated that she has been asked by numerous parents about security issues at school. She asked if the Board has plans to revise school security.

Chairman Hale explained that the Planning Committee discussed school security at its meeting this morning. He noted that more information will be provided later in this meeting as part of the Superintendent's Report.

### 4. Board of Education Student Representative' Report

Mr. Cavallo reported that the Homecoming Dance, organized by Mr. Nye and the Student Council is scheduled for November 4 in the Daniel Hand High School Dining and Assembly Hall; the Hands on Stage Production Club will present "The Man Who Came to Dinner" under the direction of Mr. Brian Olson on November 16-18 at Daniel Hand High School.

Ms. Norris reported that the National Drug and Alcohol Survey was distributed to students in homeroom on November 12.

Mr. Cavallo explained the new student ID system implemented as an effort to keep students in appropriate areas. Seniors were issued blue ID cards which denotes the privilege of using the senior commons on the bridge.

Ms. Rossini asked if the students felt that most students responded honestly to the drug and alcohol survey.

Mr. Cavallo and Ms. Norris explained that students were made aware of the importance and confidentiality of the survey which, they felt, encouraged students to respond honestly.

### 5. Superintendent's Report

#### 5.1. Discussion: Enrollment Projections (Applied Data Services Report)

Dr. Griffin requested that this discussion be delayed until next meeting to allow time for additional data to be collected and a report from the State Department of Education to be completed.

Discussion ensued about historical data and the difficulty in projecting Kindergarten enrollment.

Ms. Coffey stated that one issue is that the projections rely on birth rates but it appears that as home prices increase, families are moving into town with older children.

## 5.2. Update: School Safety / Emergency Response Procedures

Dr. Griffin commented that this report is in response to a request at the last meeting for information about school safety / security. She explained that, per Board of Education policy, a Crisis Management Plan manual is maintained and distributed / reviewed with faculty at each school every year and addresses many different types of emergencies.

Dr. Griffin shared information on school safety and emergency preparedness procedures that is posted on the Madison Public Schools website. She discussed that about five years ago a consultant reviewed the buildings and developed a plan unique to each building. As a result of that review security specialists have been assigned to the high school and lock-down drills are included in the security plan. She noted that it would not be appropriate to share details about the security plan publicly.

Dr. Griffin reviewed that school principals are responsible for reviewing safety procedures with faculty at the beginning of each year. She shared that some of the standard procedures include locking outside doors except for front doors and requiring visitors to sign in and wear a badge. Crisis Management Teams meet at the beginning of each year and throughout the year and make recommendations to improve the security plan.

## 5.3. Update: Board of Education Strategic Plan

Dr. Griffin distributed the BOE Strategic Plan and reviewed revisions determined at the October 19 Retreat.

Discussion ensued.

Chairman Hale stated that the Board re expects to take action on its goals at next meeting.

## 6. Planning Committee Report

Ms. Rossini reported that in addition to security, the committee discussed downtown elementary school facilities in relation to the study being completed by the Town and in consideration of a full-day Kindergarten program. The committee also reviewed progress on the softball field, the fitness center at Polson Middle School and traffic issues on Green Hill Road at the entrances / exits of Polson Middle School and Daniel Hand High School. Ms. Rossini discussed that the committee is considering a request from the Scranton Memorial Library to use Academy School for book storage for a book sale.

## 7. Personnel Committee Report

No report.

## 8. Policy Committee Report

Atty. Sellers reported that the committee is working on policies related to e-mail and the appropriate use of computers and Internet. The committee is also collecting information on facilities usage.

## 9. Finance Committee Report

Ms. Coffey reported that a meeting is scheduled for next Tuesday that will focus on the budget process.

## 10. LEARN Liaison Report

Ms. Rossini reported the discussion was on regional resource sharing and a virtual learning academy which is designed to support students who are not in school such as homebound students or expelled students.

## 11. Board Members' Comments

Chairman Hale discussed that this is second meeting using the new CABE-Meeting software and that the November 7 meeting agenda will be posted electronically only; no paper copies will be mailed.

12. Action Item: Amend Consent Agenda

MOTION: by Coffey, seconded by Frey to add to the Consent Agenda BEST Program Support Teacher and Assessor Applications for Marcie Roccio, Brown Middle School Business Education Teacher and Linda Wade, Brown Middle School Special Education Teacher.

AYES: Coffey, Dean, Frey, Gowanlock Hale, Rossini, Sellers, Youngerman.

NAYS: None

MOTION CARRIED: 8-0

13. Action Item: Consent Agenda (Items 12.1 - 12.5)

13.1. Donation: Brown Middle School Student Planners (720)

13.2. Bills payable: \$526,586.96

13.3. Line Item Transfers: \$43,391.23

13.4. Beginning Educator Support and Training (BEST) Program Support Teacher and Assessor Applications: Lauren Howard, Polson Middle School World Language Teacher, Ricki Briggs, Brown Middle School Computer Technology Teacher, Marcie Roccio, Brown Middle School Business Education Teacher, and Linda Wade, Brown Middle School Special Education Teacher

13.5. Carl D. Perkins Innovation Grant Application for the period 7.1.06 - 6.30.07

MOTION: by Coffey, seconded by Frey to approve the Consent Agenda as amended.

AYES: Coffey, Dean, Frey, Gowanlock Hale, Rossini, Sellers, Youngerman.

NAYS: None

MOTION CARRIED: 8-0

14. Action Item: Minutes: 10.3.06 Meeting

MOTION: by Coffey, seconded by Rossini to approve the minutes of the 10.3.06 meeting.

AYES: Coffey, Dean, Frey, Gowanlock Hale, Rossini, Sellers, Youngerman.

NAYS: None

MOTION CARRIED: 8-0

15. Action Item: 10.12.06 Board Retreat Minutes

MOTION: by Coffey, seconded by Rossini to approve the minutes of the 10.12.06 Board Retreat.

AYES: Coffey, Dean, Frey, Gowanlock Hale, Rossini, Sellers, Youngerman.

NAYS: None

MOTION CARRIED: 8-0

9:35 p.m. Chairman Hale passed the responsibilities of presiding officer of the meeting to Vice Chairperson Sellers.

16. Action Item: Add Agenda Item: Interim Director of Special Education / Student Services Appointment

MOTION: by Coffey, seconded by Frey to add to the agenda the appointment of an Interim Director of Special Education / Student Services.

AYES: Coffey, Dean, Frey, Gowanlock Hale, Rossini, Sellers, Youngerman.

NAYS: None

ABSTENTIONS: Hale

MOTION CARRIED: 7-0

17. Action Item: Appointment of the Interim Director of Special Education / Student Services

MOTION: by Youngerman, seconded by Gowanlock to approve the appointment of Jill Hale to Interim Director of Special Education / Student Services, effective 11.1.06 – 6.30.06.

AYES: Coffey, Dean, Frey, Gowanlock Hale, Rossini, Sellers, Youngerman.

NAYS: None

ABSTENTIONS: Hale

MOTION CARRIED: 7-0

18. Old Business

No Old Business was discussed.

19. New Business

No New Business was discussed.

20. Future Agenda Items

No Future Agenda Items were requested.

MOTION: by Dean, seconded by Gowanlock to adjourn the meeting at 9:40 p.m.

AYES: Coffey, Dean, Frey, Gowanlock Hale, Rossini, Sellers, Youngerman.

NAYS: None

MOTION CARRIED: 8-0

Submitted for approval at 11.7.06 BOE meeting.  
msb

