

Board of Education Regular Meeting

Tuesday, May 8, 2007 7:30 PM

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

I. Call to Order / Attendance

II. Executive Session - 5:30 p.m.

III. School Community Session

III.A. Recognition: National Teacher Appreciation Day (May 8, 2007) Special Education Teachers: Sandra Marinuzzi (Island); Lisa Aronson (Jeffrey); Charlene DeFrancesco (Ryerson); Carolyn Stephan (Brown); Pegge Dixon (Polson); Travis Winkley (DHHS)

III.B. Recognition: Connecticut's Presidential Award Winner for Excellence in Mathematics and Science Teaching: Michael Ginsburg (Brown Middle School)

III.C. Recognition: Child Nutrition Employee Appreciation Week (May 7 - 11, 2007): Jason Wallace, Director of Dining Services

III.D. Public Participation

IV. Board of Education Student Representatives' Report

Speaker(s): Jeff Cavallo and Emma Norris

V. Superintendent's Report

Speaker(s): Dr. H. Kaye Griffin

V.A. Overview: Healthy Food Certification Statement

Speaker(s): Art Sickle and Jason Wallace

V.B. Special Presentation: Response to Intervention (Data Wall)

Speaker(s): Mona Goodman and Vanessa Lamb

V.C. Update: NEASC Continued Accreditation of Daniel Hand High School

Speaker(s): Dr. H. Kaye Griffin

V.D. Update: Kindergarten Enrollment 2007 - 2008

Speaker(s): Dr. H. Kaye Griffin

V.E. Update: Recommended Budget Reductions 2007 - 2008

Speaker(s): Dr. H. Kaye Griffin

VI. Board Member Comments

VII. Distribution of Executive Summaries from Board Committees / Liaisons

VIII. Audience Response to Information Presented

IX. Consent Agenda (Items 9.1 - 9.5)

IX.A. Bills Payable: \$865,735.23

IX.B. Line Transfers: \$33,323.26

IX.C. Budget Expenditure Report as of 5.3.07

IX.D. Acknowledgement: Out-of-State Field Trip
for Grade 6 Students at Dr. Robert H. Brown
School (Reference Policy #6100.16.1)

IX.E. Acknowledgement: Out-of-State Trave for
Daniel Hand High School Choral Group (Reference
Policy #6100.16.1)

X. **Action Item: Healthy Food Certification
Statement for July 1, 2007 (Reference Policy
#3542.1 & 9540.8)**

XI. **Action Item: Employees Self-Funding Health
Insurance Plan (Reference Policy #3543) (Tabled
4.24.07)**

XII. **Action Item: Superintendent's Recommended 2007-
2008 Budget Reductions (Reference Policy
#3020.7 and 9540.8)**

XIII. **Action Item: Minutes 4.24.07 Meeting**

XIV. **Old Business**

XV. **New Business**

XVI. **Future Agenda Items**

XVII. **Adjournment**

Public Participation Guidelines:

Members of the community are invited to speak on topics of interest and / or topics to be addressed in the agenda. The Board of Education may choose to interact with participants, but will not act upon topics that require further study before action is taken. The participation time will be limited to three (3) minutes per person and fifteen (15) minutes overall to guarantee efficient operation of the entire meeting.

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Consent Agenda:

The following agenda items are designated as routine and appropriate for approval as a single action by the Board of Education, if so desired. A Board member may request removal of any item from the consent agenda for review and discussion.

Board of Education Meeting
April 24, 2007
Town Campus

Meeting Minutes

1. Call to Order / Attendance

The regular meeting of the Board of Education was called to order by Chairman Robert Hale at 5:34 p.m.

Present: Becky Coffey, John Dean, Debra Frey, Harriet Gowanlock, Robert Hale, Diana Lynch, Kathleen Rossini, Holly Sellers, David Youngerman.

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

MOTION: by Lynch, seconded by Sellers to enter Executive Session at 5:34 p.m. to discuss personnel issues.

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

NAYS: None

MOTION CARRIED: 9-0

2. Executive Session

Superintendent search process discussed.

Personnel issues discussed

Contractual issues discussed.

MOTION: by Youngerman, seconded by Coffey to adjourn Executive Session at 7:30 ~~8~~-p.m.

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

NAYS: None

MOTION CARRIED: 9-0

The public session of the Board of Education meeting was called to order by Chairman Robert Hale at 7:40 p.m. Chairman Hale led the Pledge of Allegiance.

Present: Becky Coffey, John Dean, Debra Frey, Harriet Gowanlock, Robert Hale, Diana Lynch, Kathleen Rossini, 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. School Community Session

3.1 Recognition: Michaels Cup (Daniel Hand High School Athletics)

Dr. Griffin showed the Board the Michaels Cup presented to Daniel Hand High School Athletics for excellence in the overall sports program for 2006. Madison received the first place award in Division L based upon wins and losses, participation, sportsmanship and having a drug-free program.

3.2 Public Participation

There were no public comments.

4. Board of Education Student Representatives' Report

Mr. Cavallo reported that the spring sports season is underway and doing well. An Honors Breakfast was held on April 10th to recognize students receiving honors and high honors in the second trimester. The annual talent competition Showboat 2007 will be held on April 27th. An Art Show is on exhibit at Daniel Hand High School featuring student artists. A Read to Grow fundraiser is currently underway where student collect new and used children's books.

Ms. Norris reported that a motivational speaker will be at DHHS next week discussing making proper choices and challenging students to do their best. Ms. Norris stated that a member of the DHHS faculty, Mary Ellen Bossi, recently passed away and was honored by the Lions Club with the Good Citizenship Award. Ms. Norris added that a college fair will be held on Thursday night.

5. Superintendent's Report

5.1 Update: Development of Master Schedule at Daniel Hand High School

Barbara Britton and Dan Zittoun, administrators at Daniel Hand High School presented a PowerPoint (on file) regarding the development of the master schedule at DHHS.

Mr. Zittoun distributed to the Board the latest mass scheduling run from the student database. He noted that the scheduling is based upon the requested staffing level for the 2007-2008 budget. He added that at a point in time, the scheduling will be frozen in the database and presented to the guidance department were they will make any necessary changes / updates to students schedules.

The board discussed class sizes, class offerings, areas of demand, AP courses, scheduling of lunches, maximum class capacities, independent courses and the possibility of offering future on-line courses.

5.2 Overview: Madison Public Schools Summer Program 2007 – *Brain Waves*

Ms. Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment reviewed the summer programs offered by Madison Public Schools in 2007. She indicated that 18 teachers volunteered and designed the curriculum for programs in the areas of mathematics, language arts, art, physical education, and world languages. Information on the program will be distributed via backpack express and will be posted on the website. Ms. Rutlin encouraged parents to enroll students in the program.

5.3 Update: Radon Testing Results

Dr. Griffin reported that there is a new state statute requiring all public schools to conduct radon testing. The testing program began on January. Information was distributed to the principals and staff and an informational brochure was prepared.

William McMinn, Director of School Facilities, and John Bowers, Director of Health, reported the results of the radon testing program to the Board. Mr. Bowers reported that 490 school rooms were tested in the first round of testing. The tests were conducted in the winter when the doors and windows were closed and the heat was on. The results of the first round of testing had only 20 rooms above the recommended radon levels. After adjustments to the ventilation, a second round test was conducted in 31 rooms which included the 20 rooms with levels over the recommendation. After this test, only 3 rooms were above the recommended guidelines. Mr. Bowers commented that overall the school-wide testing numbers were very low.

Mr. McMinn reported that the three areas where testing showed levels above the recommendation were the auditorium and storage area/custodian office at the Polson School and a guidance office at Daniel Hand High School. He has been working with contractors on remediation for these areas and it will be addressed this summer. The estimated remediation costs are between \$10,000 - \$12,000 at Polson School and \$2,000 at Daniel Hand High School. He added that the school system is required to test every five (5) years. Additionally, water testing will be conducted at the schools this summer and those results will be presented to the Board.

5.4 Discussion: Preliminary Recommendations for 2007-2008 Budget Reductions

Dr. Griffin presented the Board with a listing of potential budget reductions (on file) for the 2007-2008 budget based upon the recommended budget reduction of \$866,642.90 (or 5.75% operating budget increase) from the Board of Finance. Dr. Griffin also presented the Board with an impact statement for the budget reductions (on file). Dr. Griffin reviewed all the areas of impact from the budget reductions including new staff, evaluation services, maintenance, telecommunications, technology, special education and office supplies. She indicated that the recommended reductions affect all areas and it was impossible to reduce the budget to the recommended level without impacting programs for students. Dr. Griffin indicated that the only new program recommended for next budget year is the addition of paraprofessionals in grade 4.

Ms. Coffey added that these paraprofessionals support the district's inclusion model and reading strategies.

Dr. Griffin also distributed two 2007-2008 budget summaries (on file). One summary listed the line-items of planned and cycled maintenance and health insurance "below the line" of the Board of Education operating budget. The other listed these accounts "above the line".

Mr. Hale stated that these reductions are only recommendations and the Board will need to discuss this information. Mr. Hale also commented that he has consulted counsel regarding the legality of the Board of Finance removing two line-items from the education budget (planned and cycled maintenance and health insurance). He has also requested an opinion from the legal counsel for the Madison Public Schools.

Ms. Lynch commented that she was very disturbed by the budget cuts approved by the Board of Finance. She was concerned because the Board of Education prepared a detailed strategic plan which was presented to the Board of Selectmen and Board of Finance and endorsed by them. But in the Board of Finance recommended budget, all requests associated with the Strategic Plan will need to be eliminated.

Ms. Lynch added that she was concerned with the recommended reduction to staff in the area of World Languages. Mr. Hale responded that the Board of Education should review the recommendations and prepare a priority list of issues and budget areas for the Superintendent to review.

Atty. Sellers was concerned with the reduction in the "Blackboard Program" as teachers are currently paying for this program themselves and the reduction will only pass the cost onto the staff.

Ms. Coffey commented that she was concerned with the budget reductions in staffing to address enrollment increases.

Ms. Rossini discussed the need to review class sizes to see where FTEs can best be allocated.

Mr. Hale commented that he was disappointed with the budget process this year. He felt there was no opportunity for meaningful dialogue with the Board of Selectmen and Board of Finance. The recommended budget reductions will affect the Strategic Plan and put Madison behind in attempts to provide a 21st Century education. He is concerned with the opportunities lost for the children of Madison.

Mr. Hale added that the Board of Finance will meet after tomorrow evening's public hearing and they can decide to increase, keep the same, or decrease the recommended education budget for 2007-2008.

Ms. Gowanlock commented that the Strategic Plan is the Board of Education's plan and not the Superintendent's plan. Any future changes in administration will not affect the goals of the Strategic Plan.

Ms. Rossini commented that Madison is currently ranked 161 out of 169 towns in Connecticut in per student expenditures. She feels that Madison already has a tight budget, and reductions impact the programs for the students.

Ms. Coffey commented that the student population in Madison in the areas of middle and high school are still growing, in comparison to other area towns that have stabilized their population growth. When reviewing the

educational budget increases for these towns, people need to note that they are not dealing with increased enrollment.

Atty. Sellers commented that she felt the Board of Finance held the Board of Education's budget request to an outdated financial plan, and they did not take into account the Strategic Plan prepared by the Board of Education at the request of the Board of Finance.

Mr. Youngerman expressed concern because the voters of Madison would not have an opportunity to vote upon the recommended budget of the Board of Education. He indicated that he would like to have the voters review the recommended budget and then decide whether they will endorse it. If the voters turned down the budget request, he would understand the need to reduce the budget.

5.5 Update: Kindergarten Enrollment 2007-2008

Dr. Griffin reported that there are currently 162 students enrolled for kindergarten next year which includes 2 forthcoming applications.

6. Board Members' Comments

There were no Board member comments.

7. Board Committees / Liaison Updates

7.1 Planning Committee

Ms. Rossini reported that the Planning Committee had a meeting this morning and met with a consultant on school security. The Committee is reviewing the possibility of a five-year update to the security and related staffing needs of the district. She added that the proposals are not inexpensive.

Ms. Rossini also reported that three bids have been received for the purchase of the remaining equipment needed for the Tiger Fitness Center. The funds from the spring registration fees are being reviewed to be used toward the purchase of these items.

Finally, Ms. Rossini reported that the Board needs to have a fuller discussion on the options presented in the architect's report regarding the downtown elementary facilities. The Planning Committee has requested a cost update on the Academy School options and suggested alternative plans.

7.2 Personnel Committee

Mr. Dean reported that on April 11th the negotiations process was concluded with the M.A.E.S.S. union. He thanked the M.A.E.S.S. union's committee for their preparation which resulting in a reduced negotiation period.

Mr. Dean added that negotiations with the teacher's union will begin on August 30th.

7.3 Policy Committee

7.3.1 First Reading: School Activity Funds Policy and Regulation #3453

Atty. Sellers stated that the Board is being presented with a first reading on this policy and regulation. The Policy Committee plans to present suggested language changes at the next meeting. This review was prompted by the upcoming conclusion of The Madison Foundation's role in processing donations toward the ice hockey program. She indicated that the policy and regulation needs to be updated to support a method for the Madison Public Schools receipt of donations for this athletic program.

7.3.2 Discussion: Employees Self-Funding Health Insurance Plan Policy and Regulation #3543

Atty. Sellers reported that this information was being presented to the Board in light of the discussion of above-line and below-line accounts for the budget.

7.4 Finance Committee

Ms. Coffey reminded the Board of the budget public hearing to be held tomorrow night at 7:30 p.m. at the Polson School.

Ms. Coffey also reported on the current year's budget projections. The committee is currently monitoring labor and legal services and health insurance accounts. At this time, the end of the year projection is for a \$60,000 balance out of a \$38 million budget.

7.5 LEARN Liaison

Ms. Rossini reported that she attended a recent LEARN meeting with a presentation by the Groton Public Schools on alternative methods of measuring student success.

Ms. Rossini also reported that she attended the National School Board Association's conference in San Francisco and shared with the Board some interesting programs and presentations from the conference.

8. Audience Response to Information Presented

None.

9. Consent Agenda (Items 9.1 – 9.7)

9.1 Bills Payable: \$253,397.86

9.2 Line Transfers: \$139,185.36

9.3 Donation of \$5,280 for Jeffrey School Field Trips from Jeffrey School PTO

9.4 School Health Services Standing Orders 2007 - 2008

9.5 Connecticut Department of Education Special Education Grant Application for: Special Education IDEA, Part B, Section 611; Preschool Special Education IDEA, Part B, Section 619

9.6 Donation for Automatic External Defibrillator (\$1,959) for Daniel Hand High School from Daniel Hand High School Class of 2006

9.7 Grant Application for Automatic External Defibrillators (AEDs).

MOTION: by Youngerman, seconded by Lynch to approve the consent agenda.

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

NAYS: None

MOTION CARRIED: 9-0

10. Action Item: Employees Self-Funding Health Insurance Plan (Reference Policy #3543)

MOTION: by Sellers, seconded by Dean to table action on this item.

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

NAYS: None
MOTION CARRIED: 9-0

11. Action Item: Reschedule Board of Education Meeting Date from 6.5.07 to 6.7.07

MOTION: by Youngerman, seconded by Sellers to reschedule the Board of Education meeting from 6.5.07 to 6.7.07.
AYES: Coffey, Dean, Frey, Gowanlock, Hale, Lynch, Rossini, Sellers, Youngerman
NAYS: None
MOTION CARRIED: 9-0

12. Action Item: Minutes 4.3.07

MOTION: by Frey, seconded by Coffey to approve the minutes of 4.3.07.

AYES: Coffey, Dean, Frey, Gowanlock, Hale, Lynch, Rossini, Sellers, Youngerman.
NAYS: None
MOTION CARRIED: 9-0

13. Old Business

No old business was discussed.

14. New Business

Ms. Coffey requested that the Policy Committee review conflict of interest issues. Atty. Sellers responded that this topic is on the agenda for the next Policy Committee meeting.

15. Future Agenda Items

Mr. Youngerman reported that the Student Representatives would like to give a PowerPoint presentation at an upcoming meeting about an overview of activities at Daniel Hand High School for the past year.

16. Adjournment

MOTION: by Dean, seconded by Frey to adjourn the meeting at 10:03 p.m.

AYES: Coffey, Dean, Frey, Gowanlock, Hale, Lynch, Rossini, Sellers, Youngerman.
NAYS: None
MOTION CARRIED: 9-0

Submitted for approval at the 5.8.07 BOE meeting.
hgd