

Board of Education Regular Meeting

Tuesday, July 10, 2007 7:30 PM

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

I. Call to Order / Attendance

II. Executive Session - 6:30 p.m.

III. School Community Session

III.A. Public Participation

IV. Superintendent's Report

Speaker(s): Dr. H. Kaye Griffin

IV.A. Discussion: 2006 - 2007 Budget Closeout Final Report

Speaker(s): Dr. H. Kaye Griffin and Finance Committee

IV.B. Update: Projected Student Enrollment 2007 - 2008

Speaker(s): Dr. H. Kaye Griffin

V. Board Member Comments

VI. Distribution of Executive Summaries from Board Committees / Liaisons

VII. Audience Response to Information Presented

VIII. Consent Agenda (Items 8.1 - 8.7)

VIII.A. Bills Payable: \$31,428.12

VIII.B. Line Transfers: None at this Time

VIII.C. Budget Expenditure Report (To Be Distributed at Meeting)

VIII.D. Donation: 4 Projectors and Document Readers (\$4,200) to Jeffrey School from Jeffrey PTO

VIII.E. Donation: SMART Technologies Board and Stand (\$2,000) to Brown School Library from Brown PTO

VIII.F. Requests for Professional Development Leave (Sabbatical Leave: Dr. C.J. Gladstone, Special Education Teacher at Polson School, for the 2007-2008 School Year)

VIII.G. Textbook Adoption

IX. Action Item: Minutes 6/19/07 Meeting

X. Action Item: Minutes 7/3/07 Meeting

XI. Old Business

XI.A. Action Item: NCLB Resolution

XI.B. Roundtable Discussion: Elementary Program / Facilities

XII. **New Business**

XIII. **Future Agenda Items**

XIV. **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.

**Textbook Adoption
Board of Education Meeting 7/10/07**

Career and Technical Education (CTE)

Personal Finance – Turning Money into Wealth

Pearson/Prentice Hall Publisher
Daniel Hand High School Honors Banking and Finance

Personal Finance – An Integrated Planning Approach

Pearson/Prentice Hall Publisher
Daniel Hand High School Honors Banking and Finance

International Business

McGraw Hill/Glencoe Publisher
Daniel Hand High School International Business

Television Production

Goodheart – Wilcox Publisher
Daniel Hand High School Introduction to Television Production

Automotive Excellence Volume I

McGraw Hill/Glencoe Publisher
Daniel Hand High School Power and Energy

Readers for World Languages

Encuentros Culturales

McGraw-Hill Publisher
Daniel Hand High School Spanish 4 Honors

Leyendas DeEspana

McGraw Hill Glencoe Publishers
Daniel Hand High school Spanish 4

La Catrina

Pearson Prentice Hall Publisher
Daniel Hand High School Spanish 3

Easy Spanish Reader

McGraw Hill Publisher
Daniel Hand High School (Fundamentals of Spanish)
Polson Middle School Spanish 1 & 2

Patricia va a California

Casi se muere

El viaje de su vida

Blaine Ray Publisher

Polson Middle School

Spanish 1 & 2

Pobre Ana

Blaine Ray Publisher

Brown Middle School

Grades 5 & 6

Symtalk Book C

EMC Publishing

Brown Middle School

Grade 6

Symtalk Book B

EMC Publishing

Brown Middle School

Grade 5

Symtalk Book A

EMC Publishing

Elementary Schools

Grade 3-4

Destinos DVD Program

Annenberg-CPB Publisher

Daniel Hand High School

Spanish 4

Destinos Student Viewer Handbooks

McDougal Littell Publishers, Houghton Mifflin Riverdeep Group

Daniel Hand High School

Spanish 4

Album

McDougal Littell Publishers, Houghton Mifflin Riverdeep Group

Daniel Hand High School

AP Spanish & Spanish 4H

Board of Education Meeting
June 19, 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 5:33 p.m.

Present: Becky Coffey, Debra Frey, Harriet Gowanlock, Robert Hale, Kathleen Rossini.

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

MOTION: by Coffey, seconded by Rossini to enter Executive Session at 5:33 p.m. to discuss personnel issues.

AYES: Coffey, Frey, Gowanlock, Hale, Rossini

NAYS: None

MOTION CARRIED: 5-0

2. Executive Session

Personnel issues discussed

Contractual issues discussed.

Atty. Holly Sellers entered executive session at 6:00 p.m. Chairman Hale exited executive session at 6:15 p.m.

At 6:30 p.m., the executive session was relocated to the Hammonasset Room to discuss interest-based bargaining.

Present: Becky Coffey, Debra Frey, Harriet Gowanlock, Robert Hale, Kathleen Rossini, Atty. Holly Sellers.

Also present: Dr. H. Kaye Griffin, Superintendent; Mr. Joe Dubin, Federal Mediation Services and representatives from the Madison Education Association (M.E.A.).

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

AYES: Coffey, Frey, Gowanlock, Hale, Rossini and Sellers

NAYS: None

MOTION CARRIED: 6-0

The public session of the Board of Education meeting was called to order by Chairman Robert Hale at 7:37 p.m. Chairman Hale led the Pledge of Allegiance.

Present: Becky Coffey, Debra Frey, Harriet Gowanlock, Robert Hale, Kathleen Rossini, Atty. Holly Sellers.

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 Public Participation

Dale Sweitzer, 25 Shepherds Trail, inquired as to the appeal process for coaches who are terminated or not renewed that have less than three (3) years of coaching in Madison. He added that without a process, decisions of termination and non-renewal can be left open to public suspicion.

Chairman Hale responded that the coaching appeal process is based upon state statute and not Board of Education policy.

Dr. Griffin responded that there is a difference between termination and non-renewal. In order to be renewed as a coach, the person must have appropriate certification. The appeal process for termination or non-renewal is with the Athletic Director and Superintendent.

Emily Eisenlohr, 168 Neck Road, asked the board to reconsider its decision of December 19th to use Island Avenue School as an early learning center when the Academy School is renovated. Ms. Eisenlohr suggested that the board utilize funding for programs rather than on facilities. She feels that Madison does not need a mandated full day kindergarten program and private schools in town provide early learning opportunities. Ms. Eisenlohr added that the program being run by ACES is operating well at its current location at the Town Campus Learning Center. She went on to comment that the enrollment over the next 5-10 years will decline in the younger grades, thereby, decreasing the need for kindergarten teachers and facilities. She believes that a full day kindergarten can be accommodated at the current elementary facilities. She suggests that perhaps a cafeteria can be added to the Ryerson School to create equity between the elementary schools. She also suggested that perhaps a grade level could be moved up to the Polson School. Finally, Ms. Eisenlohr commented that the issue of facility use in town is more complicated than just reviewing 3-4 elementary schools.

Duo Dickinson, 945 Boston Post Road, commented that when reviewing school facilities all spaces can not be considered equal. He added that Madison's current school inventory has misfits with a building not in use and two schools that have modular classrooms that don't meet current federal standards. He added that the current modulares are at the end of their life cycles. He suggested that the board needs to look at the type of architecture they own in order to determine their use and not to consider the modulares are part of the base.

Gus Horvath, 50 Beechwood Drive, stated that he was on a committee back in the 1980's that reviewed the town's school buildings and came up with a redistricting plan based upon a space utilization report. He added that he provided information to the board last week and would like the board to consider this information in their discussion on school facilities. Mr. Horvath offered the board his assistance with a school utilization analysis.

Duane Crisco, 115 Hammonasset Meadows Road, questioned the process for coaches' termination and non-renewal. He inquired as to the process to evaluate if the causes for termination or non-renewal are valid.

Dr. Griffin responded that state law governs when the board is part of the appeal process, and since the board is not involved, the process goes through the Athletic Director and Superintendent. Facts and decisions based on these facts would be determined through this appeal process.

4. Board of Education Student Representatives' Report

Emma Norris reported that tomorrow (6/20) is the last day for underclassmen exams. Thursday is the official last day of school (1/2 day) and graduation is that evening (6/21). All spring sports are concluded. The students had a tremendous 2006-07 school year and are looking forward to 2007-08.

Ms. Frey thanks Miss Norris for her service as a Student Representative and looks forward to working with her next year.

5. Superintendent's Report

5.1 Discussion: 2006 – 2007 Budget Close-Out Report

Dr. Griffin provided the board with a budget close-out report handout. This document is a follow-up from the document distributed at the last board meeting and was run as of June 19th. June 30th is the official close-out date for the 2006-2007 budget year.

The original budget for 2006-2007 totaled \$38,673,858. The balance in the account as of June 19th is \$670,170 with \$706,609 in projected expenditures leaving a year end balance of -\$36,438. There is an anticipated credited revenue

to the budget of \$94,700 leaving a balance of \$58,262. From these funds, \$32,348 is anticipated for retiree pay-outs leaving a final bottom line balance of \$25,914.

Mr. Hale commented that the state did not fully fund revenues to the schools for special education. These funds were reduced by 11.3%, or \$121,000. Madison Public Schools was not notified of this reduction until May.

Mr. Hale credited the Finance Office and the Superintendent for excellent management of the budget. Dr. Griffin further extended credit to the administrative staff.

5.2 Update: Student Enrollment 2007 – 2008

Dr. Griffin reported that kindergarten enrollment is currently at 186 students. The original kindergarten projection was 226 students but this figure has been adjusted to 210. The total student population for 2007-2008 is at 3766 students with a projection of 3833 student. Dr. Griffin added that the major portion of the difference between the projected and actual enrollment is in the kindergarten grade level.

6. Roundtable Discussion: Elementary School Programs / Facilities

Chairman Hale updated the audience on the current status of the elementary school facilities. He stated that the Board of Education voted to renovate the Academy School and to retain the Island Avenue School as part of the elementary school mix. The focus of tonight's discussion will be on the elementary school program (grades K – 4). He added that this will not be the last time that the board will discuss this issue.

Mr. Hale commented that the current middle school (grades 5-8) program is very successful and makes full use of the space at those facilities at the present time and in the foreseeable future. He added that the Brown and Polson school facilities were recently renovated and part of the renovation resulted in the loss of instructional space based upon code issues, addition of corridors and for heating system equipment.

Kathleen Rossini, Planning Committee Chairman, commented that the Planning Committee has been discussing this issue intensely over the last couple weeks and the elementary facility issue has been a topic of discussion over the last four (4) years. Ms. Rossini stated that the issue of facilities is strongly correlated to programming.

Ms. Rossini commented that the town has a current inventory of school facilities and the board needs to review these facilities in light of number of students, number of students at each location and program needs over the next 5 – 20 years. She stated that Mr. Horvath provided the board with information, Madison Public Schools has prepared information and there is available history. Ms. Rossini noted that there has been an ebb and flow in the number of students in the district but the inventory of buildings is static and has a long-term impact. She provided the board with a handout on the forty (40) year history of enrollment in Madison.

Dr. Griffin provided the board with a chart of enrollment from 1972/73 to 2011/12.

Ms. Rossini commented that the programs and related space needs at the high school and middle school level have been resolved. She does not believe that an additional grade level can be squeezed into these spaces.

Ms. Gowanlock commented that she agrees with Ms. Rossini's statement and added that the team model for grades 5-6 and 7-8 would not be compatible with grade 4. Ms. Coffey added her agreement.

Mr. Hale commented that the State Department of Education's new draft of goals indicates the start of state-wide full-day kindergarten programs in 2011. He added that these programs would not be mandated but strongly encouraged.

Dr. Griffin provided the board with a handout on various scenarios for elementary school space utilization. These scenarios are based upon revised enrollment projections from Applied Data Services (ADS) and the State Department of Education (SDOE). The kindergarten enrollment projections were adjusted to 210 for 2007-2008 and 2008-2009. Their report provides 4 scenarios for each set of enrollment data. The scenarios include: 3 elementary schools with modulars; 3 elementary schools without modulars; 4 elementary schools with modulars; and 4 elementary schools without modulars. The four-school model assumes the use of Island Avenue School as an early

learning center housing kindergarten, pre-kindergarten and the ACES program with Ryerson, Jeffrey and Academy housing grades 1-4.

Ms. Coffey added that the use of Academy School assumes the addition of 4 classrooms in the renovation.

Dr. Griffin also provided a report to the board comparing the enrollment projections from ADS, SDOE and Mr. Horvath (senior study group).

Ms. Coffey commented that the 4 elementary school model is not based upon projected enrollment but upon equity between the elementary schools.

Ms. Sellers questions how many classrooms were allocated in the scenarios for related arts such as art and music and special programs such as language arts and special education. She stated that she wanted to assure that spaces were allocated to eliminate past practices such as art and music on a cart.

Dr. Sinicrope, Principal of Ryerson Elementary School, provided an example of the number of classrooms at his school. He stated that there are 21 total classrooms with 16 core classrooms and other spaces for art, music, library, reading/language arts and computer lab. He added that one classroom next year will be utilized for an ABA program, but there is not currently any dedicated space for programs such as occupational and physical therapy.

Ms. Goodman, Principal of Jeffrey Elementary School, stated that the new program model, Response to Intervention (RTI), has an impact on space utilization. Space is need for response programs in the areas of reading/language arts and math. There is not currently adequate space for social workers, school psychologist, speech and language pathologists, teacher meetings and parent meetings. She added that Jeffrey has an especially difficult challenge in finding space as it serves 2 kindergarten class sessions each day.

Ms. Coffey stated that the board has supported an inclusion model and this model does have an impact on the utilization of space at the elementary schools.

Ms. Christina, Principal of Island Avenue School, added that students with sensory issues need space for a sensory breaks and space is needed for social group programs.

Mr. Hale reiterated that the board is reviewing a lot of options and will continue to revisit the issues of elementary facilities but that the current decision is to use Island Avenue School as an early learning center and Academy School as grade 1-4 school. He opened the roundtable discussion to public comments.

Mr. Horvath commented that the board needs to take a look at the current elementary facilities and that these facilities are too small. He did some research and could not find a way to eliminate the need for an elementary school in the next 5-6 years. He added that the issue is much more comprehensive than the public has understood to this point.

Mr. Dickinson commented that the board needs to review the quality of the space, as well as, the quantity of space.

Ms. Kokoruda, Board of Selectmen, commented that the public may not understand the need for dedicated spaces for special services programs and she is concerned that some of these services are being conducted in the hallway or out of closets.

Dr. Griffin commented that the Town Campus Learning Center was originally designed as a temporary space and can not accommodate full-day programs as there is no kitchen or physical education space in the facility. She added that the town has experience with larger elementary schools (Jeffrey) and smaller elementary schools (Ryerson and Island) to use as part of their research.

7. Board Members' Comments

Mr. Hale provided the board with a resolution on No Child Left Behind (NCLB).

Ms. Gowanlock responded that she would like to know more about the legislation on this issue before taking action. It was decided to act upon this resolution at the next board meeting.

Ms. Gowanlock commented that in light of the facilities discussion she is concerned the town will not support funding for both facilities and program needs.

8. Board Committees / Liaison Updates

8.1 Planning Committee

Ms. Rossini suggested that the board continue the facilities discussion at the next meeting.

She reported that Planning Committee met this morning and reviewed the athletic programs.

8.2 Personnel Committee

Ms. Coffey reported that the board held a meeting this evening with a representative from the Federal Mediation Services on interest-based bargaining.

8.3 Policy Committee

There was no report from the Policy Committee.

8.4 Finance Committee

Ms. Coffey brought the board's attention to a motion on the agenda to authorize the committee to close-out the budget at the end of the month.

8.5 LEARN Liaison

Ms. Rossini reported that she attended the end of the year meeting. She also provided the board with information on training opportunities at LEARN.

9. Audience Response to Information Presented

There were no public comments.

10. Consent Agenda (Items 10.1 – 10.5)

10.1 Bills Payable: \$315,281.38

10.2 Line Transfers: \$94,621.17

10.3 Donation: Automatic External Defibrillators (AEDS / approximate value \$5,000) from St. Raphael's Cardiology Department

10.4 Requests for Removal of Used Books / Equipment

10.5 Textbook Adoption

- Science Explorer: From Bacteria to Plants
Prentice Hall Publisher
Grade 6 Science
- Science Explorer: Electricity and Magnetism
Prentice Hall Publisher
Grade 8 Science

- Science Explorer: Human Biology and Health
Prentice Hall Publisher
Grade 7 Science
- Science Explore: Inside Earth
Prentice Hall Publisher
Grade 7 Science
- Science Explorer: Environmental Science
Prentice Hall Publisher
Grade 5 Science
- Science and Technology for Children: Comparing and Measuring
National Science Resources Center Publisher
Grade 1
- Leyendas Mexicanas
Glenco McGraw Hill Publisher
Daniel Hand High School Spanish 3

MOTION: by Frey, seconded by Sellers to approve the consent agenda.

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

NAYS: None

MOTION CARRIED: 6-0

11. Action Item: 2006 – 2007 Line Transfers: \$61,070

MOTION: by Finance Committee to approve line item transfers in the amount of \$61,070.

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

NAYS: None

MOTION CARRIED: 6-0

12. Action Item: 2006 – 2007 Budget Close-Out

MOTION: by Finance Committee to authorize the Finance Committee to complete line transfers to close out the 2006 – 2007 budget.

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

NAYS: None

MOTION CARRIED: 6-0

13. Action Item: Minutes 6.5.07 Meeting

MOTION: by Frey, seconded by Sellers to approve the minutes of the 6.5.07 meeting.

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

NAYS: None

MOTION CARRIED: 6-0

14. Old Business

No old business was discussed.

15. New Business

MOTION: by Frey, seconded by Gowanlock to add the following item to the agenda: Action Item: Retirement of Alexis Christina, Principal of Island Avenue Elementary School.

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

NAYS: None

MOTION CARRIED: 6-0

MOTION: by Frey, seconded by Gowanlock to accept the retirement, with regret, of Alexis Christina, Principal of Island Avenue Elementary School, effective 8.3.07.

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

NAYS: None

MOTION CARRIED: 6-0

15.1 Textbook Adoption Preview

Ms. Rutlin presented the following textbooks for preview from June 20 – July 10, 2007:

- Personal Finance – Turning Money into Wealth
Pearson/Prentice Hall Publisher
Daniel Hand High School Honors Banking and Finance
- Personal Finance – An Integrated Planning Approach
Pearson/Prentice Hall Publisher
Daniel Hand High School Honors Banking and Finance
- International Business
McGraw Hill/Glencoe Publisher
Daniel Hand High School International Business
- Television Production
Goodheart – Wilcox Publisher
Daniel Hand High School Introduction to Television Production
- Automotive Excellence Volume I
McGraw Hill/Glencoe Publisher
Daniel Hand High School Power and Energy
- Encuentros Culturales
McGraw-Hill Publisher
Daniel Hand High School Spanish 4 Honors
- Leyendas De Espana
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McGraw Hill Publisher
Daniel Hand High School Fundamentals of Spanish
Polson Middle School Spanish 1 & 2
- Patricia va a California
Casi se muere
El viaje de su vida
Blaine Ray Publisher
Polson Middle School Spanish 1 & 2
- Pobre Ana
Blaine Ray Publisher
Brown Middle School Grades 5 & 6
- Symtalk Book C
EMC Publishing
Brown Middle School Grade 6
- Symtalk Book B
EMC Publishing
Brown Middle School Grade 5
- Symtalk Book A
EMC Publishing
Elementary Schools Grade 3-4
- Destinos DVD Program
Annenberg-CPB Publisher
Daniel Hand High School Spanish 4
- Destinos Student Viewer Handbooks
McDougal Littell Publishers, Houghton Mifflin Riverdeep Group
Daniel Hand High School Spanish 4
- Album
McDougal Littell Publishers, Houghton Mifflin Riverdeep Group
Daniel Hand High School Spanish 4 Honors and AP Spanish

16. Future Agenda Items

No future agenda items were discussed.

17. Adjournment

MOTION: by Coffey, seconded by Frey to adjourn the meeting at 9:44 p.m.

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

NAYS: None

MOTION CARRIED: 6-0

Submitted for approval at the 7.10.07 BOE meeting.

Board of Education Special Meeting
July 3, 2007
Town Campus

Meeting Minutes

The special meeting of the Board of Education was called to order by Chairman Robert Hale at 5:10 p.m.

Present: John Dean; Debra Frey; Harriet Gowanlock; Robert Hale; Kathleen Rossini and David Youngerman.

MOTION: by Frey, seconded by Rossini to enter Executive Session at 5:10 p.m. to discuss personnel issues.

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

NAYS: None

MOTION CARRIED: 6-0

1. Executive Session

Present: John Dean; Debra Frey; Harriet Gowanlock; Robert Hale; Kathleen Rossini and David Youngerman.

Also present: Consultant Dr. George Goens.

The Superintendent Search was discussed.

MOTION: by Gowanlock, seconded by Dean to adjourn Executive Session and the meeting at 5:50 ~~8~~ p.m.

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

NAYS: None

MOTION CARRIED: 6-0