

# Board of Education Regular Meeting

Thursday, November 8, 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.

II.A. Personnel Items

II.B. Contractual Items

II.C. Legal Items

II.D. Discussion: Safety and Security  
Consultant

## III. School Community Session - 7:30 p.m.

III.A. Recognition of Students: Nicholas Bosch  
and Emma Norris: Connecticut Association of  
Public School Superintendents (CAPSS)  
Superintendent / Student Leadership Award

III.B. Recognition: Retiring Board of Education  
Members

III.C. Public Participation

## IV. Board of Education Student Representatives' Report

**Speaker (s):** Emma  
Norris and Thomas  
Presti

## V. Superintendent's Report

**Speaker (s):** Dr. H.  
Kaye Griffin

V.A. Presentation: Madison Public Schools Security  
and Vulnerability Assessment Executive Summary

**Speaker (s):** John  
Bucciarelli, National  
Homeland Security  
Task Force

V.B. Overview: 2006-2007 Strategic School Profile

**Speaker (s):** Dr. H.  
Kaye Griffin

V.C. Information Share: MRSA Prevention Strategies

**Speaker (s):** Dr. H.  
Kaye Griffin

V.D. Update: Middle School Expanded Intramural /  
Extracurricular Activities Pilot (Trimester 2)

**Speaker (s):** Frank  
Henderson and  
Julianne Phelps

## VI. Board Member Comments

## VII. Distribution of Executive Summaries from Board Committees / Liaisons

VII.A. Policy Committee: Third Reading - Policy  
#3543 Employees Self-Funding Health Insurance  
Plan

## VIII. Audience Response to Information Presented

## IX. Consent Agenda (Items 9.1 - 9.6)

IX.A. Bills Payable: \$2,894.81 (2006/07) &  
\$1,036,983.08 (2007/08)

IX.B. Line Transfers: \$1,126,517.80

IX.C. Line Transfers: \$30,000.00

IX.D. Line Transfer: \$27,500.00

IX.E. Budget Expenditure Report as of 11.1.07

IX.F. Donation: \$5,175.00 from Ryerson PTO to Ryerson School for Class Field Trips and Hi-Touch / Hi-Tech Special Programs (Reference Policy #3281)

X. **Action Item: Walter C. Polson Middle School Re-Roof Project (Reference Bylaw #9540.8)**

XI. **Action Item: Bids for the DHHS Sidewalk Improvement Project (Reference Policy #3323)**

XII. **Action Item: Employees Self-Funding Health Insurance Plan Policy #3543 (Reference Bylaw#9630)**

XIII. **Action Item: Minutes 10.16.07 Meeting (Reference Bylaw #9540.8)**

XIV. **Action Item: Minutes 10.23.07 Meeting (Reference Bylaw #9540.8)**

XV. **Action Item: Minutes 10.30.07 Meeting (Reference Bylaw #9540.8)**

XVI. **Old Business**

XVII. **New Business**

XVIII. **Future Agenda Items**

XIX. **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  
October 16, 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 5:30 p.m.

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

Also present: Superintendent Search Consultant, Dr. George Goens (departed at 6:50 p.m.) and Dr. H. Kaye Griffin, Superintendent (arrived at 6:55 p.m.).

MOTION: by Gowanlock, seconded by Sellers to enter Executive Session at 5:30 p.m. to discuss personnel issues.

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

NAYS: None

MOTION CARRIED: 8-0

2. Executive Session

Personnel issues discussed  
Contractual issues discussed.

MOTION: by Frey, seconded by Rossini to adjourn Executive Session at 7:32 ~~8~~p.m.

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

NAYS: None

MOTION CARRIED: 8-0

The public session of the Board of Education meeting was called to order by Chairman Robert Hale at 7:38 p.m. Chairman Hale led the Pledge of Allegiance.

Present: John Dean; Debra Frey; Harriet Gowanlock; Robert Hale; 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 Public Participation

Joan Walker, 39 Stepping Stone Lane, stated that she inquired about the Superintendent Search process at a board meeting that she attended a couple of weeks ago. She expressed concerns that the public is excluded from the search process and addressed the board's press release which stated that a closed search was selected so as not to eliminate any potential Superintendent candidates. She stated that she feel the recommendation of the search firm for a closed process was to justifying the board's position. Ms. Walker indicated that she would like public to be included and that members of the search committee could serve with a confidentiality agreement. She would especially like to

see participation from the school administration. Finally, she questioned why the public was not able to review the profile for the Superintendent candidate that was prepared from the public forums in June.

Chairman Hale board responded that the board held extensive discussions about the Superintendent selection process. He added that no contract or agreement will be made with the Superintendent candidate until after public forums are held.

Barbara August, 128 Five Fields Road, addressed the board regarding the suspension policy. She had questions on why more action has not been taken in light of the passing of Public Act 07-66. She questioned why Madison has chosen to ignore the legislation until it becomes law on July 1, 2008. She requested that Madison step forward in the spirit of the law effective July 1, 2008 and stop the 10-day out-of-school suspensions.

Chairman Hale responded that the Policy Committee is working on the review of the code of conduct and when it is in proper shape it will be implemented. Atty. Sellers stated that the Policy Committee is working on the second round of reviews of code of conduct and are making sure that they are in the spirit with the new legislation. She added that the code of conduct revisions would also implement another law that will be effective in the following year.

Ms. August questioned why the schools have not implemented language that first offenders have the right to have their suspension eliminated or shortened if they meet requirements of administration-specified programs.

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

Mr. Presti reported that the fall athletics are off to a good start with the swim, cross country and football teams being undefeated. Friday night was band night at the football game and the Polson band performed with the Daniel Hand High School band and was featured as band of the week on the news. The debate team has 20 members this year. New clubs this year at DHHS include Active Hands, German Club, Business and Finance Club and Dance Team. The fall theatre production, "You Can't Take It With You" is underway. Saturday, October 20<sup>th</sup> is the PSAT date for juniors. Finally, Mr. Presti reported that juniors and seniors have had opportunities to meet with representatives from visiting colleges.

#### 5. Superintendent's Report

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

Dr. Griffin distributed a report (on file) from Applied Data Services (ADS) on enrollment projections from 2008 through 2012. She reviewed the methodology for the enrollment projection, along with space capacity, district and school enrollment history and projections through 2012-13. Dr. Griffin added that new information on public school choice and out-placement, which are variables that affect future student enrollment, have been included in this year's report. She observed that the enrollment projections reflect a continued rise in secondary school populations; stabilization at the middle school level and a reduction at the kindergarten and elementary levels.

##### 5.2. Presentation: Middle School Intramural Program Pilot 2007-2008

Dr. Griffin requested that this item be pulled from the agenda as the information on the pilot program is still being finalized.

#### 6. Board Member Comments

Chairman Hale reported on the activities of the state committee for high school restructuring. He stated that the committee has requested funding from the legislature for the implementation of the high school restructuring. At this point, it appears that 24 credits will be required for high school graduation which include 3 years of math and lab science, 4 years of English, 1 year of U.S. history, 2 years of world language, and a mixture of requirements for health, physical education and tech education. It is proposed that the state would develop end of course exams in certain subject areas and will model a curriculum for these courses.

Ms. Gowanlock commented that the *ad hoc* Community Outreach Committee held its first event last week which was a brunch at the Jeffrey School. Community leaders and other members of the public were invited to attend this event. These events are designed to showcase the schools. Jeffrey students led the pledge of allegiance and sang the new school song. Student-created art work was also on display. Ms. Gowanlock credited the staff at Jeffrey School for helping to arrange the brunch. At the event, a PowerPoint presentation was done on the strategic plan which will hopefully be aired on Madison Public Television. Finally, a tour of the school was conducted after the brunch. An event has been planned for each larger school facility and the next event is scheduled for November 9<sup>th</sup> at the Polson School. Ms. Gowanlock added that the committee is working on a quarterly newsletter.

Ms. Gowanlock addressed the code of conduct issues brought up by Ms. August and stated that it is not as easy as she thinks to make the changes. The Policy Committee and administration need to have a discussion so that the approved program treats all students equitably.

Mr. Youngerman commented that he attended the CT Consortium of Education Foundations conference. From the conference, he learned that the number of education foundations within the state has risen dramatically in the last ten years from 28 to 75 and that the hybrid model used in Madison is admired by many other districts. He added that the Madison Foundation resource is being underutilized and perhaps a strategic plan could be developed.

## 7. Board Committees / Liaison Updates

### 7.1. Planning Committee

Ms. Rossini reported that Planning Committee met on October 9<sup>th</sup> and the major focus of the meeting was on athletes including a discussion on an update of the athletic handbook including booster clubs, parent and student advisory committees, and recommendations from last year's APAC meeting for enhancements to the existing athletic program. The enhancement issues will be addressed through budget requests. Finally, Ms. Rossini reported that the sidewalk project at Daniel Hand High School is slated for review by Planning and Zoning.

### 7.2. Personnel Committee

Mr. Dean reported that the negotiations with the teacher's union are continuing.

### 7.3. Policy Committee

Atty. Sellers distributed to the board policy #3543 on the Employee Self-Funded Health Plan for a second reading. A third reading will take place at the next board meeting. She added that this policy has been reviewed by the school's attorney and associated regulations are being developed. Atty. Sellers added that at the next Policy Committee meeting the code of ethics will be discussed.

### 7.4. Finance Committee

Ms. Gowanlock reported that the Finance Committee met last week and held a preliminary discussion of the 2008-09 budget allocations. They also reviewed the strategic plan's goals as related to personnel and programs.

### 7.5. LEARN Liaison

Ms. Rossini reported that she attended the LEARN meeting on October 11<sup>th</sup> and distributed a synopsis of the meeting which included a DVD presentation on 21<sup>st</sup> Century Learning and a presentation from David Klein, Superintendent of Regional School District #18, on Superintendent evaluations.

## 8. Audience Response to Information Presented

Bob DiBiccaro, 163 Dorset Lane, thanked the board for their swift action on the revisions to Policy #5170 on activity fees and questioned the next step in the process. Atty. Sellers responded that the first step is the implementation of the policy and then review of the regulations to support possible program changes.

Gus Horvath, 50 Beechwood Drive, addressed the board regarding the ADS projections for school enrollment. He indicated that he has reviewed the enrollment projections for Kindergarten through Grade 4 and suggested that the board reconsider its facilities requirements in light of these projections. Mr. Horvath presented the board with an enrollment forecast that he prepared which utilized different parameters from ADS.

Ms. August thanked Ms. Gowanlock for her comments, but still feels that the change in the code of conduct is not fast enough and the current suspension policy is impacting many students.

9. Consent Agenda (Items 9.1 – 9.6)

9.1. Bills Payable: \$18,589.16 (06/07) and \$236,406.47 (07/08)

9.2. Line Transfers: \$8,232.25

9.3. Line Transfers: \$33,928.00

9.4. Acknowledgement: Out-of-State Travel for Daniel Hand High School Students

9.5. Donation: \$1,500.00 from R.H. Brown PTO to Robert H. Brown School for Grade 5 Field Trips

9.6. Donation: \$1,483.33 from Island Avenue PTO to Island Avenue School for Soccer Nets

MOTION: by Rossini, seconded by Dean to approve the consent agenda.

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

NAYS: None

MOTION CARRIED: 7-0

Ms. Gowanlock thanked the Brown and Island Avenue PTOs for their donations.

10. Action Item: Reschedule Board Meeting from 11/6/07 to 11/8/07

MOTION: by Frey, seconded by Sellers to reschedule the Board of Education meeting from 11/6/07 to 11/8/07

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

NAYS: None

MOTION CARRIED: 7-0

11. Action Item: Minutes 10/2/07 Meeting

MOTION: by Frey, seconded by Rossini to approve the minutes of the 10/2/07 meeting.

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

NAYS: None

ABSTAIN: Youngerman

MOTION CARRIED: 6-0

12. Action Item: Minutes 10/3/07 Meeting

MOTION: by Frey, seconded by Sellers to approve the minutes of the 10/3/07 meeting.

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

NAYS: None  
ABSTAIN: None  
MOTION CARRIED: 7-0

13. Action Item: Minutes 10/9/07 Meeting

MOTION: by Dean, seconded by Frey to approve the minutes of the 10/9/07 meeting.

AYES: Dean, Frey, Gowanlock, Hale, Rossini, Sellers, Youngerman  
NAYS: None  
ABSTAIN:  
MOTION CARRIED: 7-0

14. Old Business

No old business was discussed.

15. New Business

Dr. Griffin distributed the schedules for the upcoming elementary school NEASC programs. Board members are invited on Sunday, October 28<sup>th</sup> from 4:30 – 5:30 p.m.

16. Future Agenda Items

No future agenda items were discussed.

17. Adjournment

MOTION: by Dean, seconded by Sellers to adjourn the meeting at 9:01 ~~8~~-p.m.

AYES: Dean, Frey, Gowanlock, Hale, Rossini, Sellers, Youngerman  
NAYS: None  
MOTION CARRIED: 7-0

Submitted for approval at the 11.8.07 BOE meeting.

Board of Education Special Meeting  
October 23, 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: Becky Coffey; John Dean; Debra Frey; Harriet Gowanlock; Robert Hale; Kathleen Rossini; David Youngerman.

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

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

NAYS: None

MOTION CARRIED: 7-0

1. Executive Session

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

Also present: Consultant Dr. George Goens.

The superintendent search was discussed and interviews were conducted with candidates.

The meeting was recessed at 6:45 p.m. for a dinner break and to attend the Daniel Hand High School candidates' forum.

The meeting was reconvened at 8:25 p.m.

Present: Becky Coffey; John Dean; Debra Frey; Harriet Gowanlock; Robert Hale; Kathleen Rossini; Holly Sellers; 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 9:35 ~~8~~ p.m.

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

NAYS: None

MOTION CARRIED: 8-0

Board of Education Special Meeting  
October 30, 2007  
Town Campus

Meeting Minutes

The special meeting of the Board of Education was called to order by Chairman Robert Hale at 5:40 p.m.

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

MOTION: by Coffey, seconded by Gowanlock to enter Executive Session at 5:40 p.m. to discuss personnel issues.

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

NAYS: None

MOTION CARRIED: 8-0

1. Executive Session

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

The superintendent search was discussed.

MOTION: by Frey, seconded by Dean to adjourn Executive Session and the meeting at 5:58 ~~8~~-p.m.

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

NAYS: None

MOTION CARRIED: 8-0

Submitted for approval at the 11.8.07 BOE meeting.