

Board of Education Regular Meeting #1

Tuesday, September 2, 2008 7:30 PM

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

I. Call to Order / Attendance

II. Executive Session - 7:00 p.m.

III. School Community Session

III.A. Recognitions **Speaker (s)**: David J. Klein, Chairman Hale

III.A.1. Mark Hershnik, English Teacher, Walter C. Polson Middle School, Madison Public Schools 2009 Teacher of the Year

III.A.2. Rachel Weiss, Assistant Principal, J. Milton Jeffrey Elementary School

III.B. Public Participation

IV. Superintendent's Report

Speaker (s): David J. Klein

IV.A. Overview: 2008-2009 "Back to School Activities / Information

Speaker (s): David J. Klein

IV.A.1. Opening of School Update

Speaker (s): David J. Klein

IV.A.2. Student Enrollment / Class Sizes

Speaker (s): David J. Klein

IV.B. Overview: 2007-2008 Connecticut Mastery Test (CMT) and Connecticut Academic Performance Test (CAPT) Results

Speaker (s): Anita Rutliin

V. Board Member Comments

VI. Distribution of Executive Summaries from Board Committees / Liaisons

VI.A. Planning Committee **Speaker (s)**: Members: Debra Frey, Chair; Bill Clorite; Becky Coffey

VI.B. Personnel Committee **Speaker (s)**: Members: John Dean, Chair; Becky Coffey; Robert Ruggiero

VI.C. Policy Committee **Speaker (s)**: Members: Harriet Gowanlock, Chair; Seth Klaskin

VI.D. Finance Committee **Speaker (s)**: Members: Becky Coffey, Chair; Harriet Gowanlock; Holly Sellers

VI.E. Community Outreach Committee **Speaker (s)**: Members: Seth Klaskin, Chair; Becky Coffey

VI.F. LEARN Liaison **Speaker (s)**: John Dean

VII. Audience Response to Information Presented

VIII. **Consent Agenda (Items 8.1 - 8.9)**

VIII.A. Bills Payable: \$34,415.17 (07-08);
\$591,003.07 (08-09)

VIII.B. Line Transfers: \$3,442.00

VIII.C. Line Transfer: \$722,218.44

VIII.D. Line Transfer: \$183,330.39

VIII.E. Budget Expenditure Report as of August
27, 2008

VIII.F. Donation: Student Planners valued at
\$3,205.50 for Dr. Robert H. Brown Middle School
students from the Brown School PTO (Ref. Policy
3281)

VIII.G. Donation: 50 black and gold gym bags
valued at \$1,250 for the Dr. Robert H. Brown
Middle School from Fred Owsiany, TGA Creative
Concepts (Ref. Policy 3281)

VIII.H. Donation: Pioneer 50 Inch Rear Projection
Television Home Theater System valued at \$5,000
for the Walter C. Polson Middle School from Mr.
Emile Geisenheimer (Ref. Policy 3281)

VIII.I. 2008-2009 School Health Services Standing
Order

IX. **Action Item: Minutes August 19, 2008 Meeting**

X. **Old Business**

XI. **New Business**

XI.A. Discussion: Appointment of 2008-2009
School Liaisons

XII. **Future Agenda Items**

XII.A. Transportation Update - September 16,
2008 Meeting

XII.B. Updates to the Library Media Centers as
they relate to the District Strategic Plan

XIII. **Meetings of Importance**

Speaker(s): Chairman
Hale

XIV. **Adjournment**

Board of Education Meeting
August 19, 2008
Town Campus

Meeting Minutes

1. The regular meeting of the Board of Education was called to order by Chairman Robert Hale 6:35 p.m.

Present: Bill Clorite; Harriet Gowanlock; Bob Hale; Seth Klaskin; Robert Ruggiero

Also present: David Klein, Superintendent.

2. Executive Session

MOTION: by Chairman Hale, seconded by Ruggiero to enter Executive Session at 6:35 p.m. to discuss personnel and legal issues.

AYES: Clorite, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 5-0

Attorney Sellers entered the meeting at 7:15 p.m.

Personnel matters involving confidential issues were discussed.

MOTION: by Chairman Hale, seconded by Klaskin to adjourn Executive Session at 7:25 p.m.

AYES: Clorite, Gowanlock, Hale, Klaskin, Ruggiero, 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 7:36 p.m. Chairman Hale led the Pledge of Allegiance.

Present: Bill Clorite; Harriet Gowanlock; Robert Hale; Seth Klaskin; Robert Ruggiero; Holly Sellers

Also present: David Klein, Superintendent; district administrators; community members.

3. School / Community Session

3.1. Public Participation

None at this time.

4. Superintendent's Report

4.1. Overview: 2008-2009 "Back to School" Activities / Information (David J. Klein)

- New Employee Orientation

Superintendent Klein noted that the agenda for this program was available at each Board member's seat. He stated that for the first time, the Orientation program will include both Certified and Classified employees, and that the response from both teachers and paraprofessionals has been very positive. Mr. Klein further stated that the Administration is extremely pleased with the group of new hires joining the Madison Public Schools this year.

Superintendent Klein invited all Board of Education members to join the new employees for lunch on August 22nd, and / or any other part of the Orientation program they would like to attend.

- Professional Development Schedule

Superintendent Klein also provided, for the Board’s information, a detailed schedule for the three Professional Development days immediately preceding the start of school – August 25, 26 and 27th.

- Revised 2008-2009 School Year Calendar

Superintendent Klein provided the Board with copies of the revised 2008-2009 School Year Calendar. He explained that the noteworthy change on the calendar was that October 10th, originally a Professional Development Day (no school for students) is now a regular school day. November 4th (Election Day), which was originally a regular school day, will now be a Professional Development Day for staff and no school for students. This change came about because the Office of the Secretary of the State has asked that those towns that use school facilities for voting strongly consider not holding school on Election Day.

4.2. Update: 2008-2009 Enrollment (David J. Klein)

Superintendent Klein reported that actual enrollment is currently at 3,704, and the ADS projection was 3,698. The numbers by school are as follows:

J. Milton Jeffrey Elementary School	596
Island Avenue Elementary School	316
Kathleen H. Ryerson Elementary School	322
Dr. Robert H. Brown Middle School	591
Walter C. Polson Middle School	637
Daniel Hand High School	1,242
TOTAL ENROLLMENT	3,704

Superintendent Klein reviewed prior enrollment reports for the months of March and April, when kindergarten enrollment was around 150 students. He also stated that class sizes for grades K-4 are well within the Board of Education policy, which was established before instructional paraprofessionals were placed in each classroom.

4.3. Overview: 2007-2008 Connecticut Mastery Test (CMT) Results (Anita Rutlin) 2007-2008 Connecticut Academic Performance Test (CAPT) Results (Anita Rutlin)

Ms. Rutlin was absent from the meeting due to illness. This report will be deferred to the September 2, 2008 Board of Education meeting.

5. Board Member Comments

Ms. Gowanlock suggested that Board of Education school liaisons be discussed at the September 2nd meeting.

Chairman Hale reported that one e-mail had been received from a parent after the calendar changes were announced. He stated that Ms. Gowanlock had promptly responded to the parent, explaining the rationale behind the change. He received two follow up emails from this parent, thanking the Board for its work and considerations with regard to the calendar, and also expressing gratitude to Ms. Gowanlock for her response.

Attorney Klaskin stated that he wished to publicly congratulate Rachel Weiss on her recent appointment as Assistant Principal of J. Milton Jeffrey Elementary School, and stated that she will serve the school and the district well. Attorney Klaskin also expressed appreciation for Superintendent Klein’s decision to make this personnel change, which also represents a cost savings to the district.

6. Reports from Board Committees / Liaisons

6.1. Planning Committee

Chairman Hale asked Mr. Clorite to provide an update on the Island Avenue School project. Mr. Clorite reminded the Board that the project consisted of replacement of two boilers, including the necessary asbestos removal. The asbestos removal took place early in the summer and went very smoothly; both boilers have been replaced, with the new units up and running. The hot water heater was replaced as well. All that remains to be done is the installation of the controls and replacement of the existing pipes. Mr. Clorite complimented Mr. Bill McMinn, Director of Facilities, on his handling of this project; he stated that Mr. McMinn did an excellent job and the project has come in on budget and on time.

Also on behalf of the Planning Committee, Chairman Hale reported that discussions are ongoing regarding an RFP for improvements to the elementary facilities and the Walter C. Polson Middle School auditorium. The Facilities Review Committee (formerly LOCAP) has met to discuss this RFP, which will also include Town Facilities (the Surf Club, Memorial Town Hall, Madison Youth and Family Services, among others). A draft RFP is being developed.

6.2. Personnel Committee

Mr. Ruggiero reported on behalf of the Committee that AMA negotiations are underway. The Committee and the Union met last week, and the topic of discussion was benefits. Negotiations are ongoing.

6.3. Policy Committee

Ms. Gowanlock reported that the committee had met earlier this evening. With regard to the change in the calendar, Ms. Gowanlock reiterated that the reason the dates were ‘swapped’ was so the first trimester exams would still take place before Thanksgiving. She stated that with regard to the October 10th date (originally a no school day for students, now a regular school day) the Board realized that because October 9th is a holiday, that some families may have already made plans to be away. If that is the case, they should notify the school of their student’s absence, and accommodations will be made.

Ms. Gowanlock reported on the August 11th meeting between the Board of Education and Administrators to discuss the Code of Conduct and revisions to the definitions section. She stated that it was a productive meeting and good progress was made in the Board and Administration’s continuing efforts to make the Code of Conduct responsive to the needs of the school community. Ms. Gowanlock said that there will be no changes to the Code of Conduct during the school year, but the Policy Committee and the Board as a whole will continue to monitor and look for ways to improve the Code.

6.4. Finance Committee

Attorney Sellers reported on behalf of the Committee that Ms. Coffey had solicited input from the Committee and from Dottie Bavin, Director of Finance, with regard to beginning the budget process for the 2009-2010 school year.

6.5. Community Outreach Committee

Attorney Klaskin stated that the Committee had not met since the last Board meeting, but will begin to think about what methods to use in the upcoming year to reach the community at large regarding the Madison Public Schools and the Board of Education. He stated that any community members who had input as to how this might be achieved should contact the Central Office, and your suggestions will be taken into account.

6.6. LEARN Liaison

No report.

7. Audience Response to Information Presented

None at this time.

8. Consent Agenda

8.1. Bills Payable: \$700,013.70 (07/08); \$2,301,663.84 (08/09)

8.2. Line Transfers: \$77,065.05

8.3. Donation: 50 maple chairs valued at \$1,500 from the University of Vermont for the Dr. Robert H. Brown Middle School Library Media Center.

8.4. Donation: Audio visual equipment valued at \$3,000 from the Dr. Robert H. Brown Middle School PTO to the Dr. Robert H. Brown Middle School.

8.5. Donation: Smart Board and Stand valued at \$1,800 from the Walter C. Polson Middle School PTO to the Walter C. Polson Middle School.

8.6. Notice of Intent for Instruction of Student at Home for 2 students.

MOTION by Sellers, seconded by Klaskin to approve the Consent Agenda.

AYES: Clorite, Gowanlock, Hale, Klaskin, Ruggiero, Sellers

NAYS: None

MOTION CARRIED: 6-0

Attorney Sellers commented on the generous donations, and stated that the maple chairs from the University of Vermont are a wonderful gift to Brown Middle School. She also stated that the Brown and Polson PTO donations for the middle schools provide another opportunity for students to be exposed to technology, consistent with the District's 21st Century skills initiative.

9. Action Item: Minutes of July 8, 2008 Board of Education Meeting

MOTION: by Clorite, seconded by Klaskin to approve the minutes of the July 8, 2008 Board of Education meeting.

AYES: Clorite, Gowanlock, Hale, Klaskin, Ruggiero, Sellers

NAYS: None

MOTION CARRIED: 6-0

10. Action Item: Minutes of the August 11, 2008 Board of Education Meeting.

MOTION by Klaskin, seconded by Hale to approve the minutes of the August 11, 2008 Board of Education meeting.

AYES: Gowanlock, Hale, Klaskin, Ruggiero, Sellers

NAYS: None

ABSTENTIONS: Clorite

MOTION CARRIED: 5-0

11. Action Item: Code of Conduct Definitions

MOTION by Gowanlock, seconded by Klaskin to approve the Code of Conduct Definitions.

AYES: Clorite, Gowanlock, Hale, Klaskin, Ruggiero, Sellers

NAYS: None

MOTION CARRIED: 6-0

Superintendent Klein remarked again on how productive the August 11th meeting had been. He explained that the District's attorney had reviewed the Code of Conduct, and recommended changes to be made to the definitions and consequences sections. He clarified that there is one Code of Conduct and one Glossary of Terms for the entire District and only the consequences section is different to reflect each of the different age / grade level groups. He stated that a great deal of time was spent to develop age appropriate consequences at each grade level, and acknowledged the Administrators for the time and effort they put in to make this happen. He went on to say that the Board of Education and the Administrators would continue to work together to improve the Code of Conduct, and believes they are a stronger collective team for the work that has already been done. He also stated that the Administrators are grateful for the time and effort the Board has put forth.

Attorney Sellers specifically acknowledged the thoughtful improvements to the Code brought forward by the Elementary School Administrators. Attorney Klaskin expressed his appreciation to Marilyn Bovee of the Central Office for all of her hard work on incorporating the revisions and compiling the Code of Conduct for each level.

12. Old Business

No old business was discussed.

13. New Business

No new business was discussed.

14. Future Agenda Items

Attorney Sellers stated that she would like to hear about the ongoing updates to the Library Media Centers, especially as they relate to the District strategic plan, at a future Board of Education meeting.

15. Upcoming events.

Chairman Hale referred to the list of upcoming meetings and events on the Board agenda.

Two of the dates were discussed, the first being the Board of Education Retreat scheduled for October 13th. Chairman Hale asked Board members to contact him with their preferred time. Discussion ensued and it was agreed that the retreat would take place from 8:00 a.m. to 1:00 p.m., with the location to be announced.

Chairman Hale also commented on the upcoming CABE/CAPSS Convention scheduled for November 14-15, 2008. He reminded the Board that registration fees increase significantly after September 5th, and asked that they get their registration information to the Board Clerk as soon as possible.

16. Adjournment

MOTION: by Klaskin, seconded by Gowanlock to adjourn the meeting at 8:04 p.m.

AYES: Clorite, Gowanlock, Hale, Klaskin, Ruggiero, Sellers

NAYS: None

MOTION CARRIED: 6-0

Submitted for Approval at the 09/02/08 Board of Education Meeting
dmd
