

Board of Education Regular Meeting

Tuesday, July 21, 2009 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.

II.A. Personnel Items

II.B. Legal Items

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

III.A. Public Participation

IV. Superintendent's Report

Speaker (s): David J. Klein

IV.A. Update: 2009-2010 Enrollment

IV.B. Discussion: 2008-2009 Budget Closeout
Final Report

Speaker (s): David J. Klein, Finance Committee

IV.C. Discussion: Special Education Grant Programs Supplemental Application for Use of ARRA Funds

Speaker (s): Anita Rutlin

IV.D. Discussion: District Consolidated Application (Part 1) for Title 1, Part A Elementary and Secondary Education (ESEA) Federal Grants

Speaker (s): Anita Rutlin

IV.E. Textbooks for Adoption (Ref. Policy #6100.10)

Speaker (s): Anita Rutlin

IV.E.1. Hole's Essentials of Human Anatomy and Physiology; McGraw-Hill Higher Education Publishers; Daniel Hand High School Human Biology

Speaker (s): Anita Rutlin

IV.E.2. Essentials of Human Anatomy & Physiology; Pearson Education Inc. Publishers; Daniel Hand High School Anatomy and Physiology

Speaker (s): Anita Rutlin

IV.E.3. America: Pathways to the Present; Pearson-Prentice Hall Publishers; Daniel Hand High School United States History

Speaker (s): Anita Rutlin

V. Board Members' Comments

VI. Board Committees / Liaison Updates

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; Holly Sellers

VI.C. Policy Committee

Speaker (s): Members: Harriet Gowanlock,

Chair; Becky Coffey;
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):** Liaison:
John Dean

VII. Audience Response to Information Presented

VIII. Consent Agenda (Ref. Bylaw #9540.2 and #9540.8)

VIII.A. Bills Payable:\$641,503.14 (08-09);
\$618,580.23 (09-10)

VIII.B. Line Transfers: \$4,900.00

VIII.C. Donation: \$3,000 to Island Avenue
Elementary School for a projector, notebook and
cart, from the Island Avenue PTO (Ref. Policy
#3281)

VIII.D. Request for Removal of Used Books /
Equipment (Ref. Policy #3260)

VIII.E. Textbook Adoption (Ref. Policy #6100.10)

VIII.E.1. Hole's Essentials of Human Anatomy and
Physiology; McGraw-Hill Higher Education
Publishers; Daniel Hand High School Human Biology

VIII.E.2. Essentials of Human Anatomy & Physiology;
Pearson Education Inc. Publishers; Daniel Hand
High School Anatomy and Physiology

VIII.E.3. America: Pathways to the Present;
Pearson-Prentice Hall Publishers; Daniel Hand
High School United States History

**IX. Action Item: Minutes of the June 16, 2009
Meeting (Ref. Bylaw #9540.8)**

**X. Action Item: Minutes of the June 25, 2009
Special Meeting (Ref. Bylaw #9540.8)**

**XI. Action Item: Actions Taken by Finance Committee
on June 30, 2009 (Ref. Bylaw #9540.8)**

**XII. Action Item: Special Education Grant Programs
Supplemental Application for use of ARRA Funds
(Ref. Bylaw #9540.8)**

**XIII. Action Item: District Consolidated
Application (Part 1) for Title 1, Part A
Elementary and Secondary Education (ESEA)
Federal Grants (Ref. Bylaw #9540.8)**

XIV. Old Business

XV. New Business

XVI. Future Agenda Items

XVII. Meetings of Importance **Speaker (s):** Chairman
Hale

XVII.A. August 18, 2009; Board of Education
Meeting; 7:30 p.m., Town Campus Hammonasset Room

XVIII. **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.

Board of Education Meeting
June 16, 2009
Town Campus

Meeting Minutes

1. The regular meeting of the Board of Education was called to order by Chairman Hale at 5:30 p.m.

Present: Becky Coffey; Harriet Gowanlock; Robert Hale; Robert Ruggiero; Holly Sellers

Also present: David J. Klein, Superintendent; Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment; District Administrators.

2. Board of Education / Administration Workshop Session - Discussion / Final Review of the Code of Conduct

Discussion of the suggested revisions to the Code focused on the introductory sections of the manual. It was noted that each school year presents an opportunity to review the effectiveness of the Code of Conduct, and to incorporate improvements. Amendments to the section that includes definitions are designed to clarify terms used throughout the Code. Superintendent Klein noted that all revisions have been reviewed by legal counsel.

Atty. Klaskin entered the meeting at 6:15 p.m.

Atty. Sellers departed the meeting at 7:00 p.m.

3. Executive Session

MOTION: by Ruggiero, seconded by Gowanlock to enter Executive Session at 7:00 p.m. to discuss personnel and legal issues.

AYES: Coffey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 5-0

Present: Becky Coffey; Harriet Gowanlock; Robert Hale; Seth Klaskin; Robert Ruggiero

Also present: David J. Klein, Superintendent; Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment; Heather Dobson, Director of Human Resources; Ms. Cynthia Twiss.

Personnel matters involving confidential issues were discussed.

Ms. Dobson departed the meeting at 7:10 p.m.

Legal issues were discussed.

MOTION: by Coffey seconded by Klaskin to adjourn Executive Session at 7:33 p.m.

AYES: Coffey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 5-0

The public session of the Board of Education meeting was called to order by Chairman Hale at 7:36 p.m. Chairman Hale led the Pledge of Allegiance.

Present: Becky Coffey; Harriet Gowanlock; Robert Hale; Seth Klaskin; Robert Ruggiero

Also present: David J. Klein, Superintendent; Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment district administrators; faculty; staff; students; community members.

4. School / Community Session

4.1. Recognition: Staff of ACES / Town Campus Learning Center

Mr. Klein welcomed members of the ACES staff to the meeting and stated that the Board was pleased to recognize and thank them for their work at the Town Campus Learning Center over the past five years. Mr. Klein stated that they have provided a wonderful program and have taken very good care of the children of Madison. He further commented that they had provided Madison with an excellent model and set the bar high for the Pre-School program.

Mr. Klein introduced Rose Morrow, Administrator, and Donn Sottolano, Director of ACES Behavior Services Center. Ms. Morrow then introduced other ACES staff members who were present: Ms. Caryn Mello-Kennedy, Behavior Analyst; Ms. Lynn DeMarco, Paraprofessional; Ms. Karen Pietrzyk, School Nurse and Ms. Kristine Cohen, Secretary.

Ms. Morrow stated that she had greatly enjoyed the collaboration between ACES and the Madison Public Schools and complimented the staff and parents for being extremely supportive.

Mr. Sottolano echoed Ms. Morrow remarks and thanked the Board of Education for their support over the past five years. He commented that he looks forward to continuing to work with and provide services to the Madison Public Schools.

4.2. Public Participation

None at this time.

5. Action Item: Appointment of Director of Special Education and Student Services

MOTION: by Ruggiero, seconded by Klaskin to appoint Ms. Cynthia Twiss as Director of Special Education and Student Services effective July 1, 2009.

Mr. Klein explained the extensive search process and stated that the interview teams were extremely pleased and excited about their selection.

Mr. Klein then welcomed and introduced Ms. Twiss, who stated that she is absolutely thrilled to become part of the Madison Public Schools. She further stated that she is proud to join a district that values its students as much as Madison, and where there is a climate and culture in which everyone is respected and valued. Ms. Twiss remarked that she was completely impressed with the staff she has met thus far, and she is very much looking forward to meeting more faculty and staff and working in Madison.

6. Superintendent's Report

6.1. Governor's Prevention Partnership Mentoring Program (Melissa Balletto, Madison Youth and Family Services)

Mr. Klein introduced Melissa Balletto, who gave an overview of a proposed School Based Mentoring Program in collaboration with Madison Youth and Family Services. She stated that they hope to pilot a program in 2009-2010 beginning with grades 4, 5 and 6 and possibly expand it to Grades 7-12 in the future. She explained that adult volunteers from the community would be matched with students for school based mentoring sessions, and they would meet for approximately 30 minutes per week during the school year. Mr. Klein explained that Ms. Balletto will facilitate the recruitment and training of the mentors and she will also work with the schools to match them with students whose interests match their own. She stated that parents will be involved in the process and the program and she will be in constant contact with the mentors.

Discussion ensued and Ms. Balletto discussed the merits of the program and the benefits to both the mentees and the mentors. Ms. Coffey asked about the screening process for mentors, and Ms. Balletto explained that there will be a thorough screening and interview process as well as a background check, and a required training program. Ms. Gowanlock asked how these meetings will be coordinated during the school day. Ms. Balletto explained that she will be meeting with the principals and guidance offices to discuss schedules as this program gets off the ground. Atty. Klaskin asked if there would be any cost to the District associated with the program, and Ms. Balletto replied that the only possible costs would be for the background checks and those would be absorbed by Madison Youth and Family Services.

Mr. Klein and members of the Board thanked Ms. Balletto for her presentation. Atty. Klaskin expressed appreciation on behalf of the Board for the excellent services provided by Madison Youth and Family Services.

7. Board Member Comments

Chairman Hale shared with the Board a thank you note from Dr. Paul Sinicrope, who was honored at the Retiree Reception and presented with a gift at the June 2nd Board of Education meeting.

8. Reports from Board Committees / Liaisons

8.1. Planning Committee

Ms. Frey was not present. In her absence, Ms. Coffey reported that the Planning Committee continues to work with the Building Committee and they are moving forward with the two major projects planned for this summer; the roof project at Island Avenue Elementary School and the boiler project at Kathleen H. Ryerson Elementary School. Ms. Coffey stated that they have excellent contractors lined up for these jobs and they expect them to be completed on schedule.

Mr. Klein commented on a Joint meeting between the Boards of Education, Finance and Selectmen scheduled for June 25, 2009 to discuss the water issue at Brown Middle School and Ryerson Elementary School. Milone & MacBroom will present several options to remedy the situation, along with the pros, cons and costs associated with each. Mr. Klein stated that the meeting will be held in the Walter C. Polson Middle School Auditorium and parents and community members will be invited to attend.

8.2. Personnel Committee

Chairman Hale stated that negotiations with the Teamsters Union have been completed. The wording of the contract is being fine tuned and it will then be sent to the Teamsters for ratification, and action will be taken on the contract by July 1, 2009.

8.3. Policy Committee

Ms. Gowanlock referred to the two policies on the agenda for final reading and approval.

8.3.1 Policy #4116, Alcohol, Drugs and Tobacco – Third Revision Reading

8.3.2 Policy #5090.7, Drugs, Alcohol, Tobacco, Inhalants and Performance Enhancing Substances – Third Revision Reading

She also reported that the Board met earlier in the evening with the Administrators for a final review of the Code of Conduct. The document has been carefully reviewed and substantial progress has been made in making it more user friendly. The Code of Conduct for 2009-2010 is also on the agenda tonight for Board approval.

8.4. Finance Committee

Ms. Coffey referred to the Motion on tonight's agenda which, as in past years, will authorize the Finance Committee to act on the Board's behalf to approve line transfers and close out the budget at a special meeting on June 30th. The Finance Committee will report to the Board at their July 21st meeting on the budget closeout.

8.5. Community Outreach Committee

No report.

8.6. LEARN Liaison

No report.

9. Audience Response to Information Presented

None at this time.

10. Consent Agenda

10.1 Bills Payable: \$1,141,630.64

10.2 Line Transfers: \$147,653.69

10.3 Line Transfers – SPED External Placements: \$214,865.39

10.4 Request for removal of used books/equipment

MOTION: by Coffey, seconded by Klaskin to approve the Consent Agenda.

AYES: Coffey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 5-0

11. Action Item: Minutes of June 2, 2009 Board of Education Meeting

MOTION: by Gowanlock, seconded by Ruggiero to approve the minutes of the June 2, 2009 Board of Education meeting.

AYES: Coffey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 5-0

12. Action Item: Revised Policy #4116, Alcohol, Drugs and Tobacco

MOTION: by the Policy Committee to approve the revisions to Policy #4116, Alcohol, Drugs and Tobacco

AYES: Coffey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 5-0

13. Action Item: Revised Policy #5090.7, Drugs, Alcohol, Tobacco, Inhalants and Performance Enhancing Substances

MOTION: by the Policy Committee to approved the revisions to Policy #5090.7, Drugs, Alcohol, Tobacco, Inhalants and Performance Enhancing Substances

AYES: Coffey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 5-0

14. Action Item: Madison Public Schools Code of Conduct

MOTION: by the Policy Committee to approve the Madison Public Schools Code of Conduct (2009-2010)

AYES: Coffey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 5-0

15. Action Item: Action Item: 2008–2009 Budget Close-Out

MOTION: by Klaskin, seconded by Ruggiero to authorize the Finance Committee to complete line transfers to close out the 2008 – 2009 Budget.

AYES: Coffey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 5-0

16. Action Item: Contract Negotiation for Superintendent of Schools

MOTION: by Coffey, seconded by Gowanlock to authorize the Chairman of the Board of Education to negotiate the contract with the Superintendent of Schools consistent with the direction provided by the Board of Education.

AYES: Coffey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 5-0

17. Old Business

Chairman Hale stated that he would like to propose changing the dates of two Board of Education Meetings for the 2009-2010 school year. Specifically, the meeting currently scheduled for August 25, 2009 should be changed to August 18, 2009, and the meeting scheduled for April 27, 2010 should be changed to April 20, 2010. The current dates are the fourth Tuesday of the month, rather than the third, which is the Board's normal meeting schedule.

MOTION: by Gowanlock, seconded by Coffey, to change the date of the August 25, 2009 meeting to August 18, 2009; and to change the date of the April 27, 2010 meeting to April 20, 2010.

AYES: Coffey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 5-0

18. New Business

Chairman Hale stated that the Search Committee had concluded its work and had selected a candidate for the position of Principal at the Kathleen H. Ryerson Elementary School. Mr. Klein explained that the interview process was thorough and members of the Board participated on the Committee. As the final step in their process, the Committee conducted a site visit earlier in the day, which was extremely positive. Chairman Hale requested that the Board accept the recommendation of the Superintendent and the Search Committee to finalize the appointment and contract with their candidate of choice.

MOTION: by Coffey, seconded by Gowanlock to appoint Ms. Kelly Spooner as the Principal of the Kathleen H. Ryerson Elementary School effective August 1, 2009 and to authorize the Superintendent of Schools to sign a contract with Ms. Spooner.

AYES: Coffey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 5-0

Chairman Hale next stated that rather than schedule a Special Meeting of the Board to approve the Teamsters contract, he would like the Board to authorize the Finance Committee to approve the contract at their meeting on June 30th, as long as it has been ratified by the Teamsters.

MOTION: by Klaskin, seconded by Ruggiero to authorize the Finance Committee to approve the final contract with the Teamsters Union on behalf of the Board, provided it has been ratified.

AYES: Coffey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 5-0

19. Future Agenda Items

None at this time.

20. Meetings of importance.

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

20. Adjournment

MOTION: by Ruggiero, seconded by Gowanlock to adjourn the meeting at 8:09 p.m.

AYES: Coffey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 5-0

Submitted for approval at the 07/21/09 Board of Education Meeting
dmd

**Madison Public Schools
Board of Education Special Meeting
June 25, 2009
Walter C. Polson Middle School Auditorium**

Meeting Minutes

The special meeting of the Board of Education was called to order by Chairman Hale at 7:30 p.m.

Present: Bill Clorite, Becky Coffey; John Dean; Robert Hale; Seth Klaskin

Also present: David J. Klein, Superintendent, William McMinn, Director of Facilities, John Bowers, Director of Health, Michael Ott, Director of Public Works, members of the Board of Selectmen and Board of Finance, representatives from Milone & McBroom, Inc., and representatives from the Connecticut Water Company.

1. Review and Consider Recommendations from Milone & McBroom, Inc. regarding the water supply at Kathleen H. Ryerson Elementary School and Dr. Robert H. Brown Middle School.

Mr. McMinn introduced the representatives from Milone & McBroom, Inc. who reviewed their report: *Evaluation of Long-Term Potable Water Supplies for Ryerson Elementary School and Dr. R. H. Brown Middle School* via a PowerPoint presentation (on file).

MOTION: by Coffey, seconded by Klaskin to authorize the Superintendent to enter into an agreement with the Connecticut Water Company consistent with recommendation for Alternative 5 of their report: Provide Untreated Water to and Purchase Treated Water from a Connecticut Water Company System at Legend Hill.

AYES: Clorite, Coffey, Dean, Hale, Klaskin

NAYS: None

MOTION CARRIED: 5-0

MOTION: by Dean, seconded by Clorite to adjourn the meeting at 8:52 p.m.

AYES: Clorite, Coffey, Dean, Hale, Klaskin

NAYS: None

MOTION CARRIED: 5-0

Submitted for approval at the 7.21.09 Board of Education meeting.