

Board of Education Regular Meeting

Tuesday, August 18, 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. Introduction: Kelly Spooner; Principal, Kathleen H. Ryerson Elementary School

Speaker (s): David J. Klein

IV.B. Overview: 2009-2010 "Back to School" Activities / Information

Speaker (s): David J. Klein

IV.B.1. New Employee Orientation

Speaker (s): David J. Klein

IV.B.2. Professional Development Schedule

Speaker (s): Anita Rutlin

IV.C. Update: 2009-2010 Enrollment

Speaker (s): David J. Klein

IV.D. Overview

IV.D.1. 2008-2009 Connecticut Mastery Test (CMT) Results

Speaker (s): Anita Rutlin

IV.D.2. 2008-2009 Connecticut Academic Performance Test (CAPT) Results

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; 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: \$141,166.41 (08-09);
\$494,017.01 (09-10)

VIII.B. Line Transfers: \$61,738.61

VIII.C. Budget Expenditure Report as of August
13, 2009

VIII.D. Donation: \$1,500 to the J. Milton Jeffrey
Elementary School Library Media Center for the
purchase of books, from the Jeffrey School PTO
(Ref. Policy #3281).

VIII.E. Donation: \$2,150 to the Daniel Hand High
School Music Department for new dresses for the
Flag Squad, from the DHHS Music Boosters (Ref.
Policy #3281)

VIII.F. Donation: \$3,311.30 to the Dr. Robert H.
Brown Middle School for 610 Student Planners,
from the Brown School PTO (Ref. Policy #3281)

**IX. Action Item: Minutes of the July 21, 2009
Meeting (Ref. Bylaw # 9540.8)**

X. Old Business

XI. New Business

XII. Future Agenda Items

XIII. Meetings of Importance

Speaker(s): Chairman
Hale

XIII.A. August 19, 2009: Planning Committee
Meeting, 7:30 a.m., Central Office Room B

XIII.B. August 21, 2009: New Employee
Orientation; 12:00 p.m., Town Campus Hammonasset
Room

XIII.C. August 26, 2009: Opening Session; 8:00
a.m., Daniel Hand High School

XIII.D. September 1, 2009: Board of Education
Meeting; 7:30 p.m., Town Campus Hammonasset Room

XIII.E. November 21-22, 2009: CABA / CAPSS
Convention; Mystic Marriot, Groton, CT

XIV. Adjournment

Board of Education Meeting
July 21, 2009
Town Campus

Meeting Minutes

1. The regular meeting of the Board of Education was called to order by Chairman Hale at 7:05 p.m.

Present: Bill Clorite; Becky Coffey; Debra Frey; Harriet Gowanlock; Robert Hale; Seth Klaskin; Robert Ruggiero; Holly Sellers

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

2. Executive Session

MOTION: by Frey, seconded by Klaskin to enter Executive Session at 7:05 p.m. to discuss personnel and legal issues.

AYES: Clorite, Coffey, Frey, Gowanlock, Hale, Klaskin, Ruggiero; Sellers

NAYS: None

MOTION CARRIED: 8-0

Personnel matters involving confidential issues were discussed.

Legal issues were discussed.

MOTION: by Coffey seconded by Klaskin to adjourn Executive Session at 7:17 p.m.

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

NAYS: None

MOTION CARRIED: 8-0

The public session of the Board of Education meeting was called to order by Chairman Hale at 7:30 p.m. Chairman Hale led the Pledge of Allegiance.

Present: Bill Clorite; Becky Coffey; Debra Frey; Harriet Gowanlock; Robert Hale; Seth Klaskin; Robert Ruggiero; Holly Sellers

Also present: David J. Klein, 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

None at this time.

4. Superintendent's Report

4.1. Enrollment Update

Mr. Klein reported that enrollment as of this afternoon is at 3,610, which is approaching the ADS projection of 3,630. The current kindergarten enrollment is 158, 16 less than the ADS projection of 174. Mr. Klein stated that he will continue to monitor enrollment and report to the Board at their next meeting on August 18th.

Mr. Klein stated that he had another item he wanted to share with the Board. The District is the recipient of a \$620 Grant from the Connecticut Commission on Culture and Tourism. These funds will be put toward therapeutic workshops for autistic and special needs students. Mr. Klein remarked that this is a nice addition to the preschool program at the Town Campus Learning Center. Dr. Barbara Macauley, former Director of Student Services, had applied for this grant, and Mr. Klein recently accepted it on behalf of the Board of Education.

4.2. Discussion: 2008-2009 Budget Closeout Final Report

Ms. Coffey reported that the Finance Committee held a Budget Closeout meeting on June 30th and the district ended the year with a positive balance of approximately \$150,000. The final amount is yet to be determined, as bills for the 2008-2009 school year are still coming in, and though funds have already been encumbered for these expenses, the exact amounts for the final bills may differ slightly. The final number will be available within the next couple of months, and any remaining amount will be returned to the Town's General Fund. Of the amount returned to the General Fund, the Board of Education will request of the Board of Finance that \$50,000 be set aside as a reserve for unanticipated Special Education Outplacements. If this amount is set aside, and it becomes necessary to access the funds, the Board of Education would have to request and justify use of these funds, consistent with discussions with the Board of Finance and Board of Selectmen during the budget development process.

Ms. Coffey complimented Superintendent Klein, Director of Fiscal Services Dotty Bavin and the Administrators for managing the budget so effectively.

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

Ms. Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment shared with the Board that Madison Public Schools was awarded over \$800,000 from this Grant. Ms. Rutlin explained that Mr. Klein convened a meeting with the Administrators, who in turn invited some of the Program Coordinators to develop ideas and prioritizations for the grant application. She also reported that Ms. Cindy Twiss, Director of Special Education and Student Services participated in some of the June meetings, prior to her July 1st start date, to review the written statements and goals and objectives. Ms. Rutlin commented that this grant application was truly a collaborative effort and she acted as the 'editor' on the final document. She explained that Superintendent Klein received notice on July 8th that Madison's application was approved as submitted and that the District could begin receiving the funds shortly. She pointed out that the significant pages from Grant application are included in the Board packet (on file) and show how these funds will be used. Discussion ensued about the grant in general and how these funds will be used, and one example is that there will be a full time nurse at the Town Campus Learning Center. This position was originally only budgeted as a .5 position, but it was determined that it would be better to have a full time nurse at TCLC and proceeds from this Grant will make that possible. Because these funds are the result of the Stimulus Package, there is no guarantee that they will be available in the future and Mr. Klein remarked that while Madison is not putting the Grant money toward any new initiatives, the District is making good use of the money to build upon internal capacities. Mr. Klein also commented that while he facilitated several collaborative meetings to discuss this Grant application, he credits Ms. Rutlin as 'the brains' behind the final document, which was approved with no recommendations for edits from the State.

4.4. Discussion: District Consolidated Application (Part 1) for Title I, Part A Elementary and Secondary Education (ESEA) Federal Grants (Anita Rutlin)

Ms. Rutlin next explained that because of the Federal ARRA funds, Madison was required to apply for the Title I portion of the Consolidated Grant earlier than usual. The applications for Title II and Title IV will be completed later in the fall as is the normal practice.

This is the second year that Madison is a Title I district and that classification is related to demographic indicators such the number of students who qualify for free and reduced meals. The proceeds from this portion of the Consolidated Grant will be used to support learning opportunities to help low-achieving children master challenging curricula and meet state standards in core academic subjects.

Ms. Gowanlock commended and thanked Ms. Rutlin again for her work in preparing these grant applications.

4.4. Textbooks for Adoption

Ms. Rutlin next discussed the three textbooks listed, which are on tonight's agenda for approval. She specifically noted that Madison generally replaces textbooks at the outside range of the publishers' expected replacement cycle, which results in savings to the District. These proposals are no exception to that practice, carrying copyright dates at least 10 years in the past.

- Hole's Essentials of Human Anatomy and Physiology
McGraw-Hill Higher Education Publishers
Daniel Hand High School Human Biology
- Essentials of Human Anatomy & Physiology
Pearson Education Inc. Publishers
Daniel Hand High School Anatomy and Physiology
- America: Pathways to the Present
Pearson – Prentice Hall Publishers
Daniel Hand High School United States History

5. Board Member Comments

None at this time.

6. Reports from Board Committees / Liaisons

6.1. Planning Committee

Ms. Frey stated that the Committee met last week at which time Mr. Bill McMinn, Director of Facilities provided a facilities update, and reported that all summer projects are proceeding on time and on budget.

The Committee also discussed the status of the upgrades to the water systems at the Kathleen H. Ryerson Elementary School and the Dr. Robert H. Brown Middle School. There is no deadline set at this time but the Connecticut Water Company has agreed to connect the filtration system at Ryerson to the system located at the Legend Hill Condominiums. There is also piping that connects the system at Ryerson to the system at Brown. Currently that piping seems to be adequate but if at some point it is determined that it needs to be replaced, Connecticut Water will provide the labor and equipment at no charge, as long as the materials are provided by the Town of Madison / Madison Public Schools.

Ms. Frey also discussed the Safe Routes to Schools program. She reminded the Board that this program provides grant funding for things like sidewalk and road repairs and improvements. The Committee recently learned that this was a K-8 grant, and did not cover grades K-12 as they originally thought. Ms. Frey stated that there are still plenty of issues that can be addressed and they will conduct a survey and safety study to accurately determine the District's needs in this regard. The next funding cycle is 2010.

Finally, Ms. Frey discussed that the volunteers who coordinate and work on the "Nite In Hand" event are in dire need of storage space. Nite In Hand is an event held after graduation which affords graduates a safe, alcohol and drug free environment in which to celebrate. Ms. Frey commented that this is truly a community event, and the coordinators are now reaching out to the community in hopes that someone may have or know of an adequate storage space for the many props and materials that are used for this event, or have other ideas to share. Space was being used at St. Margaret Church but that is no longer an option because of fire code issues. The same is true of Academy School, which is not suitable for storage, nor is there any other storage space available within the District. Mr. Klein put out a message over the Infoline and also stated that First Selectman Goldberg is trying to help with a solution as well. Mr. Klein commented that this is an issue which extends beyond the school District and the First Selectman's office to all members of the community, and they will continue to follow up on any leads or suggestions.

Ms. Frey also commented that the Planning Committee will continue to look at long term storage solutions for the District in general.

6.2. Personnel Committee

No report.

6.3. Policy Committee

Ms. Gowanlock reported that the Committee met earlier in the evening and discussed its goals for the 2009-2010 School Year.

6.4. Finance Committee

Ms. Coffey stated again that the Committee will have a firm number in the next couple of months for the 2008-2009 budget close out. She also reminded the Board that the Finance Committee voted to approve the Teamsters Contract as authorized by the Full Board, at their meeting on June 30th. There is an action item on tonight's agenda for the Board to vote to affirm the actions taken by the Finance Committee.

6.5. Community Outreach Committee

Atty. Klaskin reported that the Committee has not met, and that while the students are not in session, the District is still hard at work behind the scenes and the Infoline has been a wonderful tool to keep families informed about what is going on. He expressed his thanks to Superintendent Klein and the administration for doing such a great job in communicating and keeping families informed.

6.6. LEARN Liaison

No report.

7. Audience Response to Information Presented

None at this time.

8. Consent Agenda

8.1. Bills Payable: \$641,503.04 (08-09); \$618,580.23 (09-10)

8.2. Line Transfers: \$4,900.00

8.3. Donation: \$3,000 to Island Avenue Elementary School for a projector, notebook and cart, from the Island Avenue PTO

8.4. Request for Removal of Used Books/Equipment

8.5. Textbook Adoption

- Hole's Essentials of Human Anatomy and Physiology
McGraw-Hill Higher Education Publishers
Daniel Hand High School Human Biology
- Essentials of Human Anatomy & Physiology
Pearson Education Inc. Publishers
Daniel Hand High School Anatomy and Physiology
- America: Pathways to the Present
Pearson – Prentice Hall Publishers
Daniel Hand High School United States History

MOTION: by Frey, seconded by Ruggiero to approve the Consent Agenda.

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

NAYS: None

MOTION CARRIED: 8-0

Ms. Gowanlock remarked on the generous donation from the Island Avenue School PTO.

9. Action Item: Minutes of June 16, 2009 Board of Education Meeting

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

AYES: Coffey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

ABSTENTIONS: Clorite, Frey, Sellers

MOTION CARRIED: 5-0

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

MOTION: by Coffey, seconded by Clorite to approve the minutes of the June 25, 2009 Special Meeting.

AYES: Clorite, Coffey, Hale, Klaskin

NAYS: None

ABSTENTIONS: Frey, Gowanlock, Ruggiero, Sellers

MOTION CARRIED: 4-0

11. Action Item: Actions taken by Finance Committee on June 30, 2009 (*Reference Bylaw #9540.8*)

MOTION: by Klaskin, seconded by Sellers to affirm the actions taken by the Finance Committee on June 30, 2009 with regard to the contract with the Teamsters Union.

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

NAYS: None

MOTION CARRIED: 8-0

12. Action Item: Special Education Grant Programs Supplemental Application for use of ARRA Funds

MOTION: by Klaskin, seconded by Frey to approve the Special Education Grant Programs Supplemental Application for use of ARRA Funds.

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

NAYS: None

MOTION CARRIED: 8-0

13. Action Item: District Consolidated Application (Part 1) for Title 1, Part A Elementary and Secondary Education (ESEA) Federal Grants

MOTION: by Coffey, seconded by Gowanlock to approve the District Consolidated Application (Part 1) for Title I, Part A Elementary and Secondary Education (ESEA) Federal Grants

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

NAYS: None

MOTION CARRIED: 8-0

Members of the Board once again expressed their appreciation to Ms. Rutlin for her work in preparing and securing these grants.

14. Old Business

No old business was discussed.

15. New Business

Ms. Coffey requested that a schedule of upcoming reports to the Board be listed on the agendas. Mr. Klein replied that this will be done in the same fashion it was last year, and advised the Board the Ms. Rutlin will present the results of the CMT and CAPT testing at the August 18th Board of Education Meeting.

16. Future Agenda Items

None at this time.

17. Meetings of importance.

Chairman Hale referred to the August 18th meeting as listed.

18. Adjournment

MOTION: by Coffey, seconded by Klaskin to adjourn the meeting at 8:12 p.m.

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

NAYS: None

MOTION CARRIED: 8-0

Submitted for approval at the 08/18/09 Board of Education Meeting
dmd