

Board of Education Regular Meeting

Tuesday, October 6, 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.

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

III.A. Recognitions

III.A.1. Graduates of the Mathematics and Science Partnership 2006-2009 Instructional Coaching Academies: Mrs. Ruth Rose, Mathematics Specialist, Island Avenue Elementary School and Kathleen H. Ryerson Elementary School and Mr. Jason Engelhardt, Mathematics Teacher, Walter C. Polson Middle School **Speaker (s):** Anita Rutlin

III.A.2. Daniel Hand High School - Michael's Achievement Cup - Class L, 1st Place **Speaker (s):** David J. Klein

III.B. Public Participation

IV. Board of Education Student Representatives' Report **Speaker (s):** Anna Balakrishnan and Andrew Chapman

V. Superintendent's Report **Speaker (s):** David J. Klein

V.A. Update: Student Enrollment / Class Sizes **Speaker (s):** David J. Klein

V.B. Update: ImPACT Program **Speaker (s):** Donna Konarski and Craig Semple

V.C. Update: Class of 2009 **Speaker (s):** Jean Baker

VI. Board Members' Comments

VI.A. CABE Area Director Application **Speaker (s):** Chairman Hale

VII. Board Committees / Liaison Updates

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

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

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

VII.C.1. First Reading: Policy #4217 Athletic Coaches

VII.D.	Finance Committee	Speaker (s) : Members: Becky Coffey, Chair; Harriet Gowanlock; Holly Sellers
VII.E.	Community Outreach Committee	Speaker (s) : Members: Seth Klaskin, Chair; Becky Coffey
VII.F.	LEARN Liaison	Speaker (s) : Liaison: John Dean
VIII.	Audience Response to Information Presented	
IX.	Consent Agenda (9.1 - 9.3) Ref. Bylaw #9540.2 and #9540.8	
IX.A.	Bills Payable: \$49,856.20 (08-09); \$1,194,182.84 (09-10)	
IX.B.	Line Transfers: \$21,218.10	
IX.C.	Budget Expenditure Report as of October 1, 2009	
X.	Action Item: Minutes of the September 15, 2009 Board of Education Meeting	
XI.	Old Business	
XII.	New Business	
XIII.	Future Agenda Items	
XIII.A.	Update: Town Campus Learning Center Preschool Program - October 20, 2009	
XIV.	Meetings of Importance	Speaker (s) : Chairman Hale
XIV.A.	October 7, 2009: Policy Committee Meeting; 5:30 p.m., Central Office Room B	
XIV.B.	October 14, 2009: Planning Committee Meeting; 7:30 a.m., Central Office Room B	
XIV.C.	October 20, 2009: Board of Education Meeting; 7:30 p.m., Town Campus Hammonasset Room	
XIV.D.	October 21, 2009: Board of Finance Meeting; 7:30 p.m., Madison Town Campus Room A	
XIV.E.	October 29, 2009: Public Workshop: Strategic Planning Study; 7:00 p.m., Memorial Town Hall, Upper Level	
XIV.F.	November 3, 2009: Facilities and Maintenance Employees Recognition; 3:30 p.m., Location TBD	
XIV.G.	November 21-22, 2009: CABE/CAPSS Convention; Mystic Marriot, Groton, CT	
XV.	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
September 15, 2009
Town Campus

Meeting Minutes

1. The regular meeting of the Board of Education was called to order by Chairman Hale at 7:00 p.m.

Present: Bill Clorite; Becky Coffey; John Dean; Debra Frey; Robert Hale; Seth Klaskin; Holly Sellers

Also present: David J. Klein, Superintendent

2. Executive Session

MOTION: by Dean, seconded by Frey to enter Executive Session at 7:01 p.m. to discuss personnel and legal issues.

AYES: Clorite, Coffey, Dean, Frey, Hale, Klaskin, Sellers

NAYS: None

MOTION CARRIED: 7-0

Personnel matters involving confidential issues were discussed.

MOTION: by Coffey, seconded by Dean to adjourn Executive Session at 7:10 p.m.

AYES: Clorite, Coffey, Dean, Frey, Hale, Klaskin, Sellers

NAYS: None

MOTION CARRIED: 7-0

The public session of the Board of Education meeting was called to order by Chairman Hale at 7:28 p.m. Chairman Hale led the Pledge of Allegiance.

Present: Bill Clorite; Becky Coffey; John Dean; Debra Frey; 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; staff; community members.

3. School / Community Session

3.1. Public Participation

None at this time.

4. Board of Education Student Representatives Report
(Anna Balakrishnan and Andrew Chapman)

The student representatives were not present. Mr. Klein stated that Anna Balakrishnan will return as the senior class representative and Andrew Chapman will be the student representative from the junior class.

Mr. Klein welcomed Mr. Josh Kelly, who is a new videographer for one of the bimonthly Board of Education meetings.

Ms. Balakrishnan entered the meeting at 7:29 p.m. and gave the following report:

- Classes are now underway and all students are getting back into the swing of things.

- Fall sports have begun and the first football game of the season is this Thursday, September 17th.
- There is a pep rally scheduled for next Friday, September 25th and all students are preparing and looking forward to it.
- Auditions for the fall play are taking place this week.
- CAPT test results are being returned to students, and the class did wonderfully.
- Andrew Chapman will be joining Ms. Balakrishnan as the Junior Board of Education Representative.

5. Superintendent's Report

5.1. Transportation Update

Mr. Klein introduced Mr. Arthur Sickle, Director of Administrative Services and Ms. Dawn Vece of Durham School Services and asked them to give the annual Transportation Update to the Board.

Mr. Sickle thanked the Board for the opportunity to provide them with a transportation update. He stated that he was pleased to report that the start up for the school year has gone extremely well and the bus runs have been virtually on time since the first day of school. Mr. Sickle thanked the staff of Durham School Services – Ms. Magda Grayson and Ms. Vece, as well as all of the drivers -- for an excellent start to the school year. He added that Durham has a very good record of driver retention; many drivers are already familiar with their routes and that played a large role in the successful start up. He also stated that the ridership numbers on all buses have been very good, including those for Daniel Hand High School.

In addition to the staff at Durham School Services, Mr. Sickle expressed his appreciation for the excellent work done by Ms. Sara Caraszi and Ms. Christine Buchetto of the Central Office in assigning students to buses and scheduling the routes.

Ms. Coffey thanked Mr. Sickle and Ms. Vece for their update and stated that it was a great achievement to start the school year with minimal complaints regarding transportation and that all staff at Durham School Services as well as in the Central Office deserve praise for their excellent work.

Ms. Frey echoed Ms. Coffey's comments, and stated that as a Board member, the fact she received no phone calls about transportation speaks volumes and she offered kudos to Mr. Sickle and his staff.

Chairman Hale stated that the Board appreciates that transportation is running so well, especially in remembering those school years where transportation issues were a larger presence on the Board agenda.

5.2. Infinite Campus Implementation Update

Mr. Sickle next reminded the Board that he had come to them in the spring seeking approval to purchase the Infinite Campus program to replace SASI as the student data management system. He was pleased to report that the District opened the doors on August 27th with Infinite Campus live. The process to get the new system up and running followed a very aggressive schedule to meet this goal, and he stated that he is appreciative of the support he received from the administrative team. Mr. Sickle gave a brief overview of the training process for Infinite Campus and stated that a good deal of time was devoted to this during the Professional Development days prior to the start of school. Central Office staff facilitated the training and a "Building Coach" was identified for each building and received intensive training. The Building Coach and administrator then identified 10 "Teacher Coaches" for each building to support all building staff. Mr. Sickle remarked that the new system has been well received by teachers and administrators, and thus far appears to be a successful use of the 'train-the-trainer' model.

Infinite Campus will run parallel to SASI at least until October 1st because of state reporting, and data is being confirmed and verified for accuracy. Mr. Sickle further stated that there are features available on Infinite Campus that will be used in the future, such as creating 'household' records for families in the District and the parent portal, which will allow parents to log in and see their child's record. Discussion ensued and Mr. Dean asked about the type of information that would be available for parents to view. Mr. Sickle explained that it would not contain all student

data, but would be useful in that parents could view attendance records and see how their child is doing in school without having to rely on Progress Reports only. Mr. Sickle spoke more about the household records and stated that a huge issue in opening the parent portal will be to make sure this data is reliable and all relationships in each family's record are accurate. He stated that this part of the program is not being taken lightly and significant time will be devoted to verifying and streamlining the data. Mr. Klein reiterated that the District is being very thoughtful and cautious with this feature of the program to be sure that it is done right.

Mr. Sickle commented that overall the data conversion went as well as it could and the program is being used with great success right now for schedules, attendance, transcripts, etc. He thanked Mr. Klein and Ms. Rutlin for their support and for allowing time for the necessary professional development. He also thanked the Board for their support in this new endeavor.

Mr. Sickle commended his Central Office staff; Mr. Sara Caraszi, Mr. Steve Fuest, Ms. Christine Buchetto, Ms. Rita Boland, Mr. Mike Kiefer, and Mr. Michael Amatrudo. He stated that they all worked extremely hard during the conversion and did an exceptional job.

Mr. Klein stated that while Mr. Sickle is very reluctant to take any credit for projects such as this one, he deserves a great deal of credit for working extremely hard and doing an exceptional job leading a great team through a smooth conversion. Chairman Hale commented that under Mr. Sickle's leadership, all technology related implementations have gone very smoothly, and he thanked Mr. Sickle for his excellent leadership.

Mr. Sickle remarked that other upcoming projects for the Technology Department include converting to Final Site for the District website and the Destiny Program in our Library Media Centers.

6. Board Member Comments

None at this time.

7. Reports from Board Committees / Liaisons

7.1. Planning Committee

Ms. Frey stated that the Committee had not had a regular meeting, but had called a Special Meeting last week at the request of Mr. Mike Ott, Director of Public Works and Town Engineer, to discuss a request from the Senior/Ambulance Center Building Committee with regard to the improvement/expansion of the parking area near the Academy School Fields that abut Bradley Road. Ms. Frey explained that the existing Academy School softball field would have to be moved slightly to accommodate these changes and read the following motion, which is on the agenda as Action Item 13 for approval at tonight's meeting:

MOTION: to approve the request by the Senior / Ambulance Center Building Committee to allow for improvement/expansion of Academy School Field Parking and the relocation of the Academy School Softball Field as part of the Senior /Ambulance Center Project

Ms. Frey explained that this motion was put before the Board because it is a Board of Education property, and she outlined the improvements as proposed by the Building Committee. She explained that the changes to Academy Field would be minor, and the increased parking is not only to accommodate overflow at the Senior/Ambulance Center but would also be beneficial for events at the athletic fields and to the community in general. The modifications would not negatively impact the use of the baseball field, the flat field or the playscape, and in fact would be an improvement to the safety of the Softball Field, as it would be moved father away from the street. Ms. Frey stated that these changes would be at no cost to the Board of Education, and she has been informed by Mr. Bill McMinn, Director of Facilities, that there would be no appreciable increase in the cost of maintaining the fields.

Mr. Ott was present at the meeting and Ms. Frey asked him if he had anything to add. Mr. Ott distributed a rough drawing of the proposed changes to the field and parking area (on file) and reiterated that the changes were minimal. He added that the reconstruction of the softball field would allow for a new backdrop and chain link dugouts and would actually provide correct separation between the foul line and the street. Mr. Dean asked Mr. Ott what the new square footage of the parking area would be. Mr. Ott did not have those figures but stated that the lot currently accommodates 17 cars and the new lot would provide for 43 marked parking spaces.

Ms. Frey also mentioned the upcoming Public Workshop to discuss facilities issues on September 24th and stated that the meeting invitation and agenda will go out on the District and Town Listserv. She urged all community members to attend.

Mr. Clorite pointed out Agenda Items #11 and #12, which are motions to approve the roof project at Island Avenue Elementary School and the Boiler Replacement project at Kathleen H. Ryerson Elementary School. He stated that the Board needed to accept these projects as complete in order for the District to be in line to receive State funding for them. He stated that these projects came in ahead of schedule and under budget and will reduce energy costs to the District in the future. Chairman Hale commented that the new roof at Island Avenue School is equipped for the installation of solar panels in the future, which will reduce electricity costs in that building by about 60%.

7.2. Personnel Committee

No report.

7.3. Policy Committee

No report, but Chairman Hale stated that there will be a policy on the October 6th Board of Education agenda for first reading.

7.4. Finance Committee

No report. The next meeting is scheduled for October 6th.

7.5. Community Outreach Committee

No report. Atty. Klaskin reminded everyone to look for emails received through the District Listserv.

7.6. LEARN Liaison

Mr. Dean stated that he had attended a meeting the previous night and there was a presentation by Groton Public Schools Superintendent Paul Kadri. Mr. Dean remarked that Mr. Kadri has a very interesting background, much of it in the business world, and the major focus of his presentation was on 'return on investment' as it relates to the school district. He commented that Mr. Kadri seems to take a business minded approach to education, e.g., 'give me the data and I can plan accordingly', and Mr. Dean suggested it might make for an interesting presentation at next year's CABE / CAPSS Convention.

8. Audience Response to Information Presented

None at this time.

9. Consent Agenda

9.1. Bills Payable: \$28,683.32 (08-09) \$144,457.82 (09-10)

9.2. Line Transfers: \$130,800.96

9.3. Donation: Nikon camera, lenses, case and accessories valued at \$1,000 to the Daniel Hand High School Art Department from Mr. Robert McAlister, in honor of DHHS student Anastasia Soroko. (*Reference Policy #3281*)

9.4. Notice of Intent for Instruction of Student at Home for six students. (*Reference Policy #6080.23*)

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

AYES: Clorite, Coffey, Dean, Frey, Hale, Klaskin, Ruggiero, Sellers
NAYS: None
MOTION CARRIED: 8-0

Atty. Klaskin commented on the generous donation to the Daniel Hand High School Art Department from Mr. Robert McAlister.

10. Action Item: Minutes of September 1, 2009 Board of Education Meeting

MOTION: by Frey, seconded by Clorite to approve the minutes of the August 18, 2009 Board of Education meeting.

AYES: Clorite, Coffey, Dean, Frey, Hale, Klaskin, Ruggiero, Sellers
NAYS: None
ABSTENTIONS: Sellers
MOTION CARRIED: 7-0

11. Action Item: Recommendation from the Island Avenue / Kathleen Ryerson Elementary School Building Committee to accept the Island Avenue Elementary School Roof Project.

MOTION: by Coffey, seconded by Klaskin to accept the Island Avenue Elementary School Roof Project as complete.

AYES: Clorite, Coffey, Dean, Frey, Hale, Klaskin, Ruggiero, Sellers
NAYS: None
MOTION CARRIED: 8-0

12. Action Item: Recommendation from the Island Avenue / Kathleen Ryerson Elementary School Building Committee to accept the Kathleen H. Ryerson Elementary School Asbestos Removal and Boiler Replacement Project.

MOTION: by Clorite, seconded by Coffey to accept the Kathleen H. Ryerson Elementary School Asbestos Removal and Boiler Replacement Project as complete.

AYES: Clorite, Coffey, Dean, Frey, Hale, Klaskin, Ruggiero, Sellers
NAYS:
MOTION CARRIED: 8-0

Chairman Hale noted that both of these projects went very well. Mr. McMinn did an excellent job overseeing the work, which was done by outstanding contractors. Mr. Clorite added his thanks for Mr. McMinn's excellent stewardship of this and other District facilities projects. The fact that both projects were completed ahead of schedule and under budget is, in large, part, due to his efforts and expertise.

13. Action Item: Improvement / Expansion of Academy School Field Parking and the relocation of the Academy School Softball Field.

MOTION: by The Planning Committee to approve the request by the Senior / Ambulance Center Building Committee to allow for improvement/expansion of Academy School Field Parking and the relocation of the Academy School Softball Field as part of the Senior /Ambulance Center Project.

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

NAYS:

MOTION CARRIED: 8-0

14. Old Business

No old business was discussed.

15. New Business

16. Future Agenda Items

16.1 Update on Impact Program – October 6, 2009

16.2 Class of 2009 Update – October 6, 2009

Ms. Coffey stated that she is looking forward to Ms. Baker's update on the Class of 2009.

17. Meetings of importance.

Chairman Hale referred to the list of upcoming meetings on the agenda and reiterated that it is very important for members of the Board to attend the Public Workshop on September 24th.

18. Adjournment

MOTION: by Dean, seconded by Ruggiero to
adjourn the meeting at 8:14 p.m.

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

NAYS: None

MOTION CARRIED: 8-0

Submitted for approval at the 10/06/09 Board of Education Meeting
dmd