

# Board of Education Regular Meeting

Tuesday, October 20, 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. Madison Board of Education Members **Speaker (s)**: Al Goldberg, First Selectman, Town of Madison

III.A.2. Daniel Hand High School, Recipient of a Silver Medal in U.S. News and World Report's Third Annual List of America's Best High Schools - Third Consecutive Year: Barbara Britton, Principal; Cynthia Schneider, Assistant Principal; Dan Zittoun, Assistant Principal **Speaker (s)**: David J. Klein

III.A.3. Connecticut Association of Schools (CAS) Elementary School of the Year for 2009-2010: J. Milton Jeffrey Elementary School: Mona Goodman, Principal; Rachel Weiss, Assistant Principal **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. Presentation by the Connecticut Water Company: Kathleen H. Ryerson Elementary School and Dr. Robert H. Brown Middle School Campus Water

V.B. Grades K-12 Physical Education Curriculum **Speaker (s)**: Anita Rutlin and Jim Flanagan

V.C. Update: Town Campus Learning Center Pre-School Program **Speaker (s)**: Cindy Twiss

V.D. Report on Out of State Field Trips **Speaker (s)**: David J. Klein

## VI. Board Members' Comments

VI.A. Discussion: Draft Town Ethics Policy and Board Member Comments **Speaker (s)**: Chairman Hale

VI.B. Discussion: Change Start Time and Location of November 3, 2009 Board of Education Meeting to accomodate Recognition Program for departing Board of Education members. Meeting will begin at 7:00 p.m. and will be held in the Daniel Hand High School Dining and Assembly Hall. **Speaker (s)**: Chairman Hale

VI.C. Discussion: Designation of the Board of Education as the Board's Curriculum Committee **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. Second 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 (9.1-9.4) Reference Bylaw #9540.2 and #9540.8)

- IX.A. Bills Payable: \$1,400.50 (08-09); \$481,395.56 (09-10)
- IX.B. Line Transfers: \$60,958.30

IX.C. Notice of Intent for Instruction of Student at Home for one student (Ref. Policy #6080.23)

IX.D. Request for removal of used books/equipment (Ref. Bylaw #9540.8)

### X. Action Item: Minutes of October 6, 2009 Meeting

### XI. Action Item: Designate the Board of Education as the Board's Curriculum Committee

### XII. Action Item: Approval of the K-12 Physical Education Curriculum

### XIII. Action Item: Revise Start Time and Location of the November 3, 2009 Board of Education Meeting

### XIV. Old Business

### XV. New Business

### XVI. Future Agenda Items

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

- XVII.A. October 21, 2009: Planning Committee Meeting; 7:30 a.m., Central Office Room B
- XVII.B. October 21, 2009: Board of Finance Meeting; 7:30 p.m, Madison Town Campus Room A
- XVII.C. October 28, 2009: Planning Committee Meeting; 7:30 a.m., Central Office Room B
- XVII.D. October 29, 2009: Public Workshop: Strategic Planning Study; 7:00 p.m., Memorial Town Hall Upper Level
- XVII.E. November 3, 2009: Custodial and Maintenance Employee Recognition: 3:30 p.m., Town Campus Hammonasset Room
- XVII.F. November 3, 2009: Finance Committee Meeting; 6:30 p.m, Daniel Hand High School Room 416
- XVII.G. November 3, 2009: Board of Education Meeting; 7:00 p.m., Daniel Hand High School Dining and Assembly Hall
- XVII.H. November 21-22, 2009: CABA/CAPSS Convention, Mystic Marriot, Groton, CT
- XVIII. **Adjournment**

Board of Education Meeting  
October 6, 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; Robert Ruggiero; Holly Sellers

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

2. Executive Session

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

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

NAYS: None

MOTION CARRIED: 8-0

Personnel matters involving confidential issues were discussed.

MOTION: by Frey, seconded by Klaskin to adjourn Executive Session at 7:15 p.m.

AYES: Clorite, Coffey, Dean, Frey, 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; 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. Recognitions:

3.1.1. *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*
- *Mr. Jason Engelhardt, Mathematics Teacher  
Walter C. Polson Middle School*

Mr. Klein welcomed Mrs. Ruth and Mr. Engelhardt to the meeting and stated that he was pleased to recognize these two excellent educators upon their recent graduation from the Mathematics and Science Partnership Instructional Coaching Academy. He then introduced Ms. Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and

Assessment and asked her to speak more about the program.

Ms. Rutlin stated that 116 teachers from elementary and middle schools in 31 districts in Connecticut devoted their evenings and weekends for the past three years to this intensive program. Ms. Rutlin commented that she was honored to attend the graduation ceremony on September 17th and it was a wonderful celebration of these 116 teachers. Ms. Rutlin stated that not only was she extremely appreciative of what Mrs. Rose and Mr. Engelhardt have accomplished, but they have set the bar very high for the future. They have spent many hours in the classroom, in training and coaching classroom teachers and their accomplishments are to be applauded. Mrs. Rose and Mr. Engelhardt were presented with Certificates of Recognition signed by Chairman Hale and Mr. Klein.

Mrs. Rose and Mr. Engelhardt thanked the Board, Mr. Klein and Ms. Rutlin for their recognition, and expressed their appreciation for the support they received from their Administrators and the District.

3.1.2 *Daniel Hand High School*  
*Michael's Achievement Cup - Class L, 1<sup>st</sup> Place*

Mr. Klein next announced that Daniel Hand High School has been awarded the Michael's Achievement Cup, 1<sup>st</sup> Place Award for Class L. He introduced Mr. Craig Semple, Director of Athletics to accept a Certificate of Recognition from the Board of Education. Mr. Semple explained that the Michael's Achievement Cup annually recognizes outstanding achievement in critical areas of Connecticut high school athletics including win/loss record, level of student participation, and support of student-athletes in areas of scholarship, and sportsmanship and chemical free activities. Mr. Semple also thanked the Administration and the Board for their support of the Athletics program, and stated that he was proud to accept the Board's recognition on behalf of Daniel Hand High School.

3.2. Public Participation

None at this time.

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

Chairman Hale welcomed Andrew Chapman to his first meeting as a Student Representative from the junior class at Daniel Hand High School. The students gave the following report:

Ms. Balakrishnan stated that a meeting had been held earlier in the day regarding the Connecticut Drama Association play, and topics of discussion included funding and auditions.

Ms. Balakrishnan next reported that College Planning Night was held on October 1<sup>st</sup>. She commented that 360 transcripts have already been submitted by students.

Mr. Chapman reported that the Marine Science classes have been conducting research projects at Hammonasset.

Mr. Chapman also stated that the College Bowl is scheduled for October 24<sup>th</sup> and will give students another opportunity to learn about college interviews, applications and to receive advice in all areas of the college application process.

5. Superintendent's Report

5.1. Update: Student Enrollment / Class Sizes

Mr. Klein stated that the official enrollment number for October 1<sup>st</sup> was 3,664; this figure included students in the Town Campus Learning Center Preschool Program and is six students over the ADS projection of 3,659. Once again, the ADS projections proved to be remarkably accurate.

## 5.2. Update: Impact Program

Mr. Klein next asked Ms. Donna Konarski, Coordinator of Health Services, and Mr. Semple to update the Board on the ImPACT Program which is in place at Daniel Hand High School. Ms. Konarski and Mr. Semple introduced a PowerPoint presentation (on file)

Ms. Konarski reminded the Board that ImPACT is a computerized program which evaluates the brain's function pre- and post-concussion in the areas of neuro-cognitive function; verbal/visual memory; attention span; brain processing speed and reaction time. The test provides a baseline of a student's brain function so that if a student is concussed, his/her recovery progress can be monitored against this baseline. Ms. Konarski explained that students who suffer a concussion are tested periodically after the injury to assess the progress of their recovery. The information is shared with all teachers and coaches of that student. Not only are the coaches becoming more knowledgeable with regard to the recovery process, but teachers are as well. They are gaining greater understanding of how this type of injury affects students in the classroom and are therefore better able to help accommodate the student throughout their recovery. The information is also shared with the student's parents, who can then decide whether or not to share it with their family physician.

The program was implemented in the fall of 2008; at that time 488 students registered to receive the baseline testing. For the fall 2009 season, it is expected that all student athletes will have a baseline ImPACT test; 509 students have been tested this year to date.

Ms. Konarski distributed a packet containing other information related to the ImPACT program (also on file) and discussion ensued. Mr. Semple commented that the District is in very good shape with regard to the program and the testing of students. He stated that communication is critical in a student's recovery process and reintroduction to school, and Ms. Konarski does an exceptional job of maintaining those lines of communication. Mr. Semple also remarked that ImPACT is a very hot topic right now with the CIAC and Madison is "in front of the pack" in many regards and other districts look to Madison as a model of sorts for implementing the program. Mr. Semple thanked Mr. Klein and Ms. Rutlin for their support of this program from the beginning.

Ms. Coffey commended Mr. Semple and Ms. Konarski for their hard work in implementing and administering this program. Atty. Sellers echoed Ms. Coffey's thanks and stated that she is appreciative of their efforts not only as a Board member, but also as a parent and a former coach.

Mr. Clorite asked if students who do not participate in sports are eligible for the baseline testing and / or follow up testing after an injury. Ms. Konarski confirmed that this program is open to any student, regardless of whether they participate in athletics. Many of these students do not have a baseline test, but are still eligible for the follow up testing after an injury. Ms. Konarski stated that 70% of the students at the high school will be tested this year. She also informed the Board that this testing is not applicable to children under 12 years of age.

## 5.3. Update: Class of 2009

Mr. Klein next asked Ms. Jean Baker, Director of Guidance at Daniel Hand High School to give the Board an update on the Class of 2009. Ms. Baker stated that she was happy to be presenting this report to the Board for the 5<sup>th</sup> consecutive year. She expressed her appreciation to the Guidance Department secretaries, Rachel McNellis, Isabelle Hahn, and Peggy Keenan and stated that they are a tremendous help not only to her and the other School Counselors, but also the students and families of Daniel Hand High School. She also expressed her gratitude for the support of the Administrative Team, as well as Ms. Pam Rottier, Special Education Coordinator. Ms. Baker stated that she and Ms. Rottier work very closely to help maximize the potential of the students who receive special education services.

Ms. Baker distributed a report and introduced a PowerPoint presentation (both on file) highlighting the accomplishments of the graduating class of 2009.

Ms. Baker reported that of the 290 graduates from the Class of 2009, 88% of the class went on to a four year college. 110 students were accepted to the 45 colleges ranked as "most" competitive with 41 students attending the top 29 schools. For schools ranked as "highly" competitive, 264 acceptances were reported, with 56 students attending the top 22 colleges in that ranking. The four top indicated majors for the class of 2009 are Business and Finance (74); Health Sciences and Science / Pre-Med (64); Arts / AV Technology and Communications (33) and

Mathematics / Engineering (16).

The Board thanked Ms. Baker for an informative presentation.

## 6. Board Member Comments

Chairman Hale distributed a draft policy from the Town's Ethics Committee and asked Board members to review it as it relates to the Board of Education. Any comments should be submitted to the Central Office to be compiled and it will then be reviewed by the Policy Committee. Chairman Hale commented that the Town Ethics Committee did an excellent job in developing the draft policy but it is important that it is looked at from the point of view of the Board of Education as well.

### 6.1. CABE Area Director Application

Chairman Hale also commented that included in the Board packet is a copy of Board Member Robert Ruggiero's Application to serve as a CABE Area Director. Chairman Hale stated that Mr. Ruggiero has done an admirable job in representing the area this past year, and he hoped that the full Board would support his application for Area Director.

Chairman Hale also announced that Mr. Ruggiero will attend the CABE Delegate Assembly on November 19<sup>th</sup> and Ms. Coffey will serve as the Alternate Delegate.

## 7. Reports from Board Committees / Liaisons

### 7.1. Planning Committee

Ms. Frey stated that the Committee had not met since the last meeting, but she gave the following update:

Mr. Bill McMinn, Director of Facilities, notified her that water testing continues at the Robert H. Brown Middle School and Kathleen H. Ryerson Elementary School. The Board will be notified when all the tests come back at 100%.

Discussions continue on designating multi building sites as 'campuses'.

The September 24<sup>th</sup> Public Workshop / Strategic Planning Study was relatively well attended. The Joint Facilities Review Committee is meeting on Friday, October 9<sup>th</sup> and will recap the public meeting at that time.

Ms. Frey stated that the Planning Committee anxiously awaits the enrollment projections from Applied Data Services, as the facilities review work continues.

The retro-commissioning at Daniel Hand High School is moving forward.

Mr. McMinn notified Ms. Frey that some of the turf fields in town are in need of maintenance.

Finally, Ms. Frey reported that Mr. McMinn continues to work on receiving state reimbursement for the recent roofing projects.

Chairman Hale commented that he thought the first public forum on September 24<sup>th</sup> went very well. The next public workshop on the Facilities Optimization Study is scheduled for October 29<sup>th</sup>.

Mr. Klein stated that he, along with Mr. McMinn and Mr. John Bowers, Director of Health, had met earlier in the day with representatives from the Connecticut Water Company, who shared initial data from water testing done at Ryerson and Brown. He will share that data with the Board of Education and the public soon and also suggested the he might request that representatives from Connecticut Water attend the October 20<sup>th</sup> Board of Education meeting to give a brief update. All Board members look forward to that report.

### 7.2. Personnel Committee

No report.

### 7.3. Policy Committee

#### 7.3.1 First Reading: Policy #4217 Athletic Coaches

Chairman Hale stated that the Committee has not met but a meeting is scheduled for October 7<sup>th</sup> at 5:30. He asked Board members to review the policy on the agenda for first reading tonight and forward comments to him in advance of the Wednesday meeting so the Policy Committee could proceed with moving that policy forward.

### 7.4. Finance Committee

Ms. Coffey stated that the Finance Committee had met prior to the Board meeting. She first expressed appreciation to the Board of Selectmen for their support of the proposal to establish a reserve fund for unanticipated Special Education outplacements. This proposal will next go to the Board of Finance at their October 21<sup>st</sup> meeting.

Ms. Coffey reported that preliminary discussions have become for development of the 2010-2011 budget. Mr. Klein and the Administrative team have already begun their budget planning discussions.

Ms. Coffey also reported that the Finance Committee had discussed the newly created SFSF, or State Fiscal Stabilization Funds. She explained that this fund requires that a portion of the ECS (Education Cost Share) money received by a town be allocated directly to the Board of Education. The premise is that it will be allow the state to monitor how districts are preserving or adding jobs from stimulus money. Discussion ensued regarding the merits of this initiative.

### 7.5. Community Outreach Committee

No report.

### 7.6. LEARN Liaison

No report. The next meeting is on October 8<sup>th</sup>.

## 8. Audience Response to Information Presented

None at this time.

## 9. Consent Agenda

9.1. Bills Payable: \$49,856.20 (08-09) \$1,194,182.84 (09-10)

9.2. Line Transfers: \$21,218.10

9.3. Budget Expenditure Report as of October 1, 2009

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

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

NAYS: None

MOTION CARRIED: 8-0

## 10. Action Item: Minutes of September 15, 2009 Board of Education Meeting

MOTION: by Ruggiero, seconded by Clorite to approve the minutes of the September 15, 2009 Board of Education meeting.

Ms. Frey had a correction regarding her comments in section 7.1 of the minutes. The second to last paragraph should read as follows:

*Ms. Frey also mentioned that, as part of the Town Wide Facility Optimization Study, there will be a Public Workshop on September 24 for the purpose of presenting a status report to the community and to obtain public input. She also stated that the meeting invitation and agenda will go out on the District and Town Listserv. She urged all community members to attend.*

MOTION: by Frey, seconded by Coffey to approve the minutes of the September 15, 2009 Board of Education meeting as amended.

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

NAYS: None

MOTION CARRIED: 8-0

11. Old Business

No old business was discussed.

12. New Business

13. Future Agenda Items

13.1 Update of Town Campus Learning Center Preschool Program – October 20, 2009

Mr. Klein also reminded the Board that he will invite representatives from the Connecticut Water Company to the October 20<sup>th</sup> meeting.

14. Meetings of importance.

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

15. Adjournment

MOTION: by Dean, seconded by Sellers to adjourn the meeting at 9:03 p.m.

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

NAYS: None

MOTION CARRIED: 8-0

Submitted for approval at the 10/20/09 Board of Education Meeting  
dmd