

Board of Education Regular Meeting

Tuesday, February 2, 2010 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. Lisa L. Landa, English Teacher, Daniel Hand High School: 2010 Outstanding School Educator, University of Connecticut NEAG School of Education Alumni Society Awards

Speaker (s): Anita Rutlin

III.A.2. Patricia McCahill, Retired Daniel Hand High School Physical Education Teacher, CT Lacrosse Hall of Fame Class of 2010 Inductee

Speaker (s): David J. Klein; Frank Barron, Daniel Hand High School English Teacher

III.A.3. National School Counseling Week, Feb. 1-5, 2010: Jean Baker; Phyllis Annunziata; Michelle Boss; Christine Coyle; Donald Cramer; Mary Curran; Charlene Doane; Patricia Judson; Cynthia Skarsten

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. Enrollment Update

Speaker (s): David J. Klein

V.B. Guidance Department Update

Speaker (s): Jean Baker, Director of Guidance

VI. Board Members' Comments

VII. Board Committees / Liaison Updates

VII.A. Planning Committee

Speaker (s): Members: Debra Frey, Chair; Bill Clorite; Jean Fitzgerald

VII.B. Personnel Committee

Speaker (s): Members: John Dean, Chair; Pam Meier; Robert Ruggiero

VII.C. Policy Committee

Speaker (s): Members: Seth Klaskin, Chair; Jean Fitzgerald; Pam Meier

VII.D. Finance Committee

Speaker (s): Members: Bill Clorite, Chair;

Jean Fitzgerald,
Cindy Wood

VII.E. LEARN Liaison

Speaker (s) : Liaison:
Robert Ruggiero

VIII. **Audience Response to Information
Presented**

IX. **Consent Agenda (9.1 - 9.5) (Ref. Bylaw #9540.2
and #9540.8)**

IX.A. Bills Payable: \$12,294.98 (08-09),
\$718,701.63 (09-10)

IX.B. Line Transfers: \$99,931.34

IX.C. Budget Expenditure Report as of January
28, 2010

IX.D. Donation: \$2,000 to Island Avenue
Elementary School for the purchase of media
equipment for student instructional use from the
Island Avenue PTO

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

X. **Action Item: Minutes of January 19, 2010 Board
of Education Meeting**

XI. **Old Business**

XII. **New Business**

XIII. **Future Agenda Items**

XIV. **Meetings of Importance**

Speaker (s) :
Chairperson Coffey

XIV.A. February 4, 2010: Board of Education
Presentation of 2010-2011 Budget to the Board of
Selectmen and Board of Finance; 7:30 p.m., Town
Campus Hammonasset Room

XIV.B. February 11, 2010: Board of Selectmen
Final Action on Board of Education and Town
Budget; 8:00 a.m., Training/Community Room,
Police Department

XIV.C. February 11, 2010: Board of Education
Retreat; 5:30 p.m., Town Campus Hammonasset Room

XIV.D. February 23, 2010: Policy Committee
Meeting, 6:00 p.m., Central Office Room B

XIV.E. February 23, 2010: Board of Education
Meeting, 7:30 p.m., Town Campus Hammonasset Room

XIV.F. February 25, 2010: 2010-2011 Budget-
Public Hearing Board of Finance; Board of
Selectmen and Board of Education Presentation;
7:30 p.m., Walter C. Polson Middle School
Auditorium

XIV.G. March 3, 2010: CABE - A Day on the Hill,
8:30 a.m., Capital Avenue, Hartford

XV. **Adjournment**

Board of Education Meeting
January 19, 2010
Town Campus

Meeting Minutes

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

Present: Bill Clorite; Becky Coffey; John Dean; Jean Fitzgerald; Debra Frey; Seth Klaskin; Pamela Meier; Robert Ruggiero; Cindy Wood

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

2. Executive Session

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

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Wood

NAYS: None

MOTION CARRIED: 9-0

Personnel matters involving confidential issues were discussed.

Legal issues were discussed.

MOTION: by Wood, seconded by Meier to adjourn Executive Session at 7:25 p.m.

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Wood

NAYS: None

MOTION CARRIED: 9-0

The public session of the Board of Education meeting was called to order by Chairperson Coffey at 7:32 p.m. Ms. Coffey led the Pledge of Allegiance.

Present: Bill Clorite; Becky Coffey; John Dean; Jean Fitzgerald; Debra Frey; Seth Klaskin; Pamela Meier; Robert Ruggiero; Cindy Wood

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)

Ms. Balakrishnan reported the following:

- The Senior Class picture was taken today;

- Homecoming took place on Saturday, January 9th and was a great success;
- Course selection has begun for next year; counselors are talking to classes about course offerings;
- Coordinators are going to Polson on Thursday, January 21st to talk to the eighth graders about course selection for their freshman year.

Mr. Chapman reported on the following:

- The College Career Workshop is February 3rd;
- Juniors are meeting with their class counselors to begin discussing college plans;
- With the help of Mr. Holleran, DHHS is collecting money for earthquake victims in Haiti;
- The Honors breakfast was held last week for students who made the honor roll. Seniors Julia Rubano and J.T. Falcone spoke, along with teacher Mr. Del Russo;
- The Girls' Soccer Team received the NSCAA (National Soccer Coaches Association of America Academic Award), which demonstrates the program's commitment to the field and to academics. The team maintained a 3.56 GPA.

5. Superintendent's Report

5.1. Report on Out of State Travel

Mr. Klein reported on some upcoming out of state field trips, all involving Daniel Hand High School students, for the Board's information.

5.2. Strategic Renewal Meeting of January 12, 2010 – Update

Ms. Coffey thanked all who attended this meeting and stated that it was a great sharing of ideas and a wonderful opportunity for the Board to see the enthusiasm of the Administrators.

Mr. Klein concurred that it was an excellent meeting and a great relationship building exercise for everyone involved. He stated that the four strategic areas that were the focus of the discussion are Teaching and Learning; Community Outreach and Communications; Student and Staff Life and Facilities Operations. Mr. Klein commented that all initiatives discussed for the 2010-2011 school year are included in the Administration's proposed budget.

5.3. Dr. Robert H. Brown Middle School – Grade 5 Schedule Adjustment for 2010-2011

Brown School Principal Julie Phelps and Assistant Principal Kathryn Hart were on hand to present to the Board a scheduling change pertaining to Grade 5 for the 2010-2011 school year.

Mrs. Phelps stated that since Brown School reopened as a lower middle school, Grade 5 students have had Physical Education class as part of their daily schedule, due to the state mandate that all students in Grades K-5 have a period of physical activity each day and also in part due to the absence of recess. The current schedule has been in effect for two years and Mrs. Phelps explained that while it works, she and Ms. Hart, along with staff at Brown, have developed a revised schedule which will better serve the students as well as utilize staff more efficiently.

Mrs. Phelps explained that with the current schedule, in addition to a daily PE class, all students in Grade 5 have a Study Hall period with their homeroom (core) teacher during the last period of the day. This creates difficulties in scheduling students who participate in interventions, as well as scheduling students to utilize the Library Media Center or the Computer Lab since the students and core teachers are all in Study Hall at the same time. The proposed new schedule will have students attending PE classes every other day, and on the off day they will have what they are calling "PEP", a Physical Exercise Period. These periods will be supervised primarily by PE Teachers, but will be unstructured and not required to follow the PE curriculum. Students in Grade 5 will also continue to have study hall periods but not simultaneously. Mrs. Phelps and Ms. Hart distributed three documents to the Board (on file) which show the Proposed Grade 5 Schedule for 2010-2011, a side by side comparison of the Grade 5 Schedule for 2009-2010 and the proposed 2010-2011 schedule and a Grade 5 Sample Schedule for 2010-2011. This new schedule will allow for better scheduling of interventions, as well as the ability to improve scheduling for students who wish to use other resources where space or equipment might be limited.

Mrs. Phelps and Ms. Hart reported that the proposed schedule was well vetted among the staff prior to finalizing it. They also stated that after living with the current schedule for two years, they felt they had come up with a better way to deliver the programs at Brown School.

Ms. Coffey thanked Mrs. Phelps and Ms. Hart and stated that the new schedule was a creative and thoughtful approach which will better service students in smaller groups, as well as utilize staff more effectively.

6. Board Member Comments

Ms. Coffey pointed out that the Board will be voting to approve the 2010-2011 Budget later in the meeting.

Ms. Coffey then stated that after hearing feedback from members of the Board, she thought the Strategic Renewal Meeting was very beneficial and she was highly impressed by the work of the Administrators and Mr. Klein.

7. Reports from Board Committees / Liaisons

7.1. Planning Committee

Ms. Frey reported that the Committee met last week and the focus of that meeting was the revised schedule presented tonight by Mrs. Phelps and Ms. Hart.

Ms. Frey also reported on a problem with a leaking pipe inside the new boiler at Island Avenue Elementary School. She stated that Mr. Bill McMinn, Director of Facilities, was on top of the situation from the start and it is being rectified. She explained that there is a chemical process necessary to maintain the boiler which is outside of the scope of the District Facilities staff, so that work was being done by a subcontractor which the District has used for many years. The pipe leaked due to corrosion caused by the insufficient chemical treatment. The original subcontractor was immediately terminated and a new one has been selected. Mr. Klein stated that the cost of the repair was nominal and commended Mr. McMinn for his handling of the situation. He stressed that the damage was not to the boiler unit itself but only a tube inside it.

Ms. Frey then asked Mr. Clorite to give an update on the Island Avenue Building Committee, as he chairs that committee. Mr. Clorite reminded the Board that the new roof project was completed last summer but the project has yet to be closed out because there may be an opportunity to install solar panels. He reported that Madison is in queue to receive some state reimbursement which might give the green light to install the solar panels. Mr. Clorite explained that they would be installed on the main structure only, and could generate up to 40% of the building's energy. He stated that the committee is currently ascertaining whether the state funds are truly available and so, what the payback would be and if it would be worth it for the District to go forward with the project. If determined to be cost effective, the solar panels could be installed as early as this summer.

7.2. Personnel Committee

The committee will meet on Tuesday, January 26th for their organizational meeting on the upcoming MAESS contract negotiations. The first meeting with members of MAESS is scheduled for March 3, 2010.

7.3. Policy Committee

7.3.1. Approved 2010-2011 Calendar and Draft 2011-2012 Calendar

Atty. Klaskin stated that the Committee had met earlier in the evening and focused their discussion on the Draft 2011-2012 Calendar and a revision to the 2010-2011 Calendar which was approved by the Board last April. He stated that more discussion is required and he hopes to bring a recommendation from the Policy Committee for a revised 2010-2011 calendar to the Board at their next meeting, and a recommended 2011-2012 calendar in the next couple of months.

7.4. Finance Committee

Mr. Clorite stated that though the Committee has not met since January 5th, the 2009-2010 budget is being carefully monitored. Embargos are in place and discussions continue as to how to best utilize ARRA funds.

Mr. Klein reported that he will appear before the Board of Finance at their meeting on Wednesday, January 21st to discuss how the shortfalls to the current year's budget are being handled.

Mr. Clorite also stated that the Motion to approve the 2010-2011 Budget will be coming up in a few minutes and expressed his hope that all Board members would vote to approve it. He commented that it is a very prudent budget considering the economy.

7.5. LEARN Liaison

Mr. Ruggiero reported that a topic of discussion at the last LEARN meeting was the Connecticut Race to the Top Initiative, which the Board discussed at length at their January 5, 2010 meeting. He stated that the opinions of many members of LEARN reflected those of this Board, and many districts also opted not to sign the Memorandum of Agreement because of the lack of information available.

Mr. Ruggiero also stated that a Connecticut Lobbyist spoke at the meeting regarding the state's economy, and reported that unfortunately, it does not appear that it will improve in the next couple of years. Mr. Ruggiero stated that there was discussion about how Districts will have to be very cognizant of the economy going forward.

Finally, Mr. Ruggiero reported that East Lyme Superintendent Dr. James Lombardo spoke at the meeting about assessments relative to standardized testing. Mr. Ruggiero stated that it was a very interesting discussion, and overall an interesting and informative meeting.

8. Audience Response to Information Presented

None at this time.

9. Consent Agenda

9.1. Bills Payable: \$476,016.74 (09-10)

9.2. Line Transfers: \$55,199.26

9.3. Donation: \$4,680 to the Kathleen H. Ryerson Elementary School students for field trips from the Ryerson PTO.

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

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Wood

NAYS: None

MOTION CARRIED: 9-0

Atty. Klaskin commented on the generous donation to the Kathleen H. Ryerson Elementary School from the Ryerson PTO.

10. Action Item: Minutes of the January 5, 2010 Board of Education Meeting

MOTION: by Ruggiero, seconded by Dean to approve the minutes of the January 5, 2010 Board of Education meeting.

Ms. Frey noted that the Board Clerk had sent an email earlier in the day pointing out an error in the Minutes as printed in the Board packet. The minutes are correct as posted on CABA E-Meeting, but she wanted to clarify that the minutes as printed were not the version being approved.

MOTION: by Meier, seconded by Klaskin to approve the minutes of the January 5, 2010 Board of Education meeting as corrected.

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin,
Meier, Ruggiero, Wood
NAYS: None
MOTION CARRIED: 9-0

11. Action Item: Adoption of the 2010-2011 Board of Education Budget

MOTION: by the Finance Committee to adopt the 2010-2011 which represents a 3.49% increase over the 2009-2010 Operating Budget.

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin,
Meier, Ruggiero, Wood
NAYS: None
MOTION CARRIED: 9-0

Ms. Frey commented that she is very pleased with the budget as presented and thought it was an extremely responsible budget. She remarked that despite the low increase the District won't lose anything, and complimented the Administration's thoughtful adjustment to the staffing profile based on declining enrollment projections.

Atty. Klaskin offered kudos to the Administration and Finance Committee for including the anticipated shortfall for State ECS reimbursement for next year in the proposed budget. He recalled and concurred with Mr. Klein's statement that it was the responsible thing to do.

Mr. Ruggiero commented that this year's proposed budget increase was lower than last year's, and stated that although there are no new programs, there are new innovations and improvements for students, such as the new Grade 5 schedule. He recalled that during Mr. Klein's interview process he was asked if he could improve a district without spending a lot of money. Mr. Ruggiero stated that Mr. Klein was true to his word when he said that was possible. He thanked Mr. Klein and congratulated and commended him for finding ways to improve the district with the resources available.

Ms. Frey concurred and expressed appreciation for Mr. Klein and the Administration for finding ways to improve on what the District already does very well.

Mr. Dean stated that the proposed budget was fiscally responsible.

Ms. Coffey thanked the Administration and Mr. Klein for putting forward such a sound budget. In turn, Mr. Klein thanked the Board for their support.

12. Old Business

No old business was discussed.

13. New Business

No new business was discussed.

14. Future Agenda Items

14.1. Guidance Department Update – February 2, 2010

15. Meetings of importance.

Ms. Coffey referred to the list of upcoming meetings on the agenda. She also noted that the Board members had received a copy of the Town's Budget Workshop Schedule and urged Board members to attend the Public Meetings scheduled for February 25th and April 26th. She stated that as the Board had just voted to approve it, it was now "their" budget and it was important for them to support it and be available to discuss it with members of the community at these meetings. Ms. Coffey asked members of the Board to let her know what meetings they know they will be attending.

16. Adjournment

MOTION: by Dean, seconded by Meier to
adjourn the meeting at 8:31 p.m.

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin,
Meier, Ruggiero, Wood

NAYS: None

MOTION CARRIED: 9-0

Submitted for approval at the 02/02/10 Board of Education Meeting
dmd