

## Board of Education Regular Meeting

Tuesday, June 1, 2010 6:00 PM

Daniel Hand High School Dining and Assembly Hall, 10 Campus Drive , Madison, CT 06443

### I. Call to Order / Attendance

### II. School Community Session - 6:00 p.m.

II.A. Recognition: Board of Education Student Representatives: Anna Balakrishnan and Andrew Chapman **Speaker (s):** David J. Klein, Becky Coffey

II.B. Public Participation

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

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

IV.A. IP Video Surveillance System Vendor Approval **Speaker (s):** Arthur Sickie

### V. Board Members' Comments

V.A. Reschedule June 15, 2010 Board of Education Policy Committee Meeting, Executive Session and Public Session for Tuesday, June 22, 2010 **Speaker (s):** Chairperson Coffey

### VI. Board Committees / Liaison Updates

VI.A. Policy Committee **Speaker (s):** Members: Seth Klaskin, Chair; Jean Fitzgerald; Pam Meier

VI.A.1. Policies Being Moved for Technical Revision - Action Item #11

VI.A.1.a. Policy #4111.1, Reference Checks

VI.A.1.b. Policy #4112.1, Certification

VI.A.1.c. Policy #4122, Student Teachers / Internship

VI.A.1.d. Policy #5090.9, Pagers and Wireless Telephones / Telecommunication Devices (policy name change only - Electronic Communication Devices)

VI.A.1.e. Policy #5200, Rehabilitation Act of 1973, Section 504

VI.A.2. Revised Policies for First Reading

VI.A.2.a. Policy #5080, Student Absences

VI.A.2.b. Policy #5090.9, Pagers and Wireless Telephones / Telecommunication Devices (substantive review)

VI.A.2.c. Policy #TBD, School-Wide Pre-Referral Approaches and Interventions (Scientific Research-Based Interventions or SRBI)

**VII. Consent Agenda (7.1-7.5) (Ref. Bylaw #9540.2 and #9540.8)**

VII.A. Bills Payable: \$367,597.25 (09-10)

VII.B. Line Transfers: \$123,493.03

VII.C. Budget Expenditure Report as of May 27, 2010

VII.D. Textbook Adoption (Ref. Policy #6100.10)

VII.D.1. Physics - Principals and Problems; Daniel Hand High School Physics; Glencoe / McGraw-Hill Publisher c 2009

VII.E. Connecticut State Department of Education Carl D. Perkins Continuous Improvement Plan Secondary Education Grant Application, July 1, 2010 - June 30, 2011

**VIII. Audience Response to Information Presented**

**IX. Action Item: Minutes of the May 18, 2010 Board of Education Meeting**

**X. Action Item: IP Video Surveillance System Vendor Approval**

**XI. Action Item: Policies for Technical Revision**

**XII. Action Item: Reschedule June 15, 2010 Board of Education Policy Committee Meeting, Executive Session and Public Session to June 22, 2010**

**XIII. Action Item: 2009-2010 Budget Closeout**

**XIV. Old Business**

**XV. New Business**

XV.A. Textbook Adoption Preview (June 1-22, 2010) (Ref. Policy #6100.10)

XV.A.1. Math Connects: Concepts, Skills and Problem Solving Course 2; Walter Polson Upper Middle School 7th Grade Mathematics; Glencoe/McGraw Hill c 2009

**XVI. Future Agenda Items**

XVI.A. Technology Update - Infinite Campus and Finals site - June 22, 2010 (new date)

**XVII. Meetings of Importance**

**Speaker(s) :**

Chairperson Coffey

XVII.A. June 2, 2010: Budget Public Hearing; 7:00, Walter C. Polson Middle School Auditorium

XVII.B. June 3, 2010: Board of Finance - Special Meeting; 7:30 a.m., Town Campus Room A

XVII.C. June 14, 2010 - Recommended Budget Referendum

XVII.D. June 16, 2010: DHHS Graduation; 6:00 p.m., First Congregational Church Lawn

XVII.E. June 22, 2010: Policy Committee Meeting; 6:00 p.m., Central Office Room B

XVII.F. June 22, 2010: Board of Education Meeting; 7:30 p.m., Town Campus Hammonasset Room  
XVIII. **School / Community Session (6:30 p.m.)**

XVIII.A. Recognition of Retirees

XVIII.A.1. Sara K. Benedetto; Dr. Robert H. Brown  
Middle School; 24 Years of Service

XVIII.A.2. Jonathan M. Brooks, Daniel Hand High School; 31 Years of Service

XVIII.A.3. Richard Fasano; Daniel Hand High School;  
38 Years of Service

XVIII.A.4. Frances Manganello; Island Avenue Elementary School; 20 Years of Service

XVIII.A.5. Reed B. Miller; Daniel Hand High School;  
30 Years of Service

XVIII.A.6. Mary O'Sullivan; Daniel Hand High School;  
39 Years of Service

XVIII.A.7. Mary T. Ouimet; Dr. Robert H. Brown  
Middle School; 22 Years of Service

XVIII.A.8. Edward J. Valla; Dr. Robert H. Brown  
Middle School; 29 Years of Service

**XIX. Adjournment to Retiree Reception**

XIX.A. Performance by the Daniel Hand High School Encore Group

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  
May 18, 2010  
Town Campus

Meeting Minutes

1. The regular meeting of the Board of Education was called to order by Chairperson Coffey at 7:11 p.m.

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

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

2. Executive Session

MOTION: by Dean, seconded by Fitzgerald to enter Executive Session at 7:11 p.m. to discuss personnel and legal issues.

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

NAYS: None

MOTION CARRIED: 8-0

Personnel matters involving confidential issues were discussed.

Legal issues were discussed.

MOTION: by Coffey, seconded by Dean to adjourn Executive Session at 7:28 p.m.

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

NAYS: None

MOTION CARRIED: 8-0

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

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

Also present: David Klein, Superintendent of Schools; Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment; District administrators; staff; community members.

Ms. Coffey first stated that she had an item to add to the Consent Agenda for approval; a donation in the amount of \$5020 to Walter C. Polson Middle School for the purchase of patio benches and tables from the Polson PTO.

MOTION: by Frey, seconded by Klaskin to add to the Consent Agenda the approval of the donation to Walter C. Polson Middle School from the Polson PTO.

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

NAYS: None

MOTION CARRIED: 8-0

- School / Community Session

### 3.1. Recognitions

#### 3.1.1. Daniel Hand High School Interact Club International Service Award for 2009-2010, Songs for Uganda Concert

Mr. Klein introduced Mr. Art Criddle, the Madison Rotary Club Advisor to the Daniel Hand High School Interact Club. Mr. Criddle first thanked Superintendent Klein for his support of the Interact Club and the work they do. He also expressed his thanks to Daniel Hand High School Principal Barbara Britton for helping to make their work possible and to Jean Baker, Director of Guidance, who provides a home base for the club. Finally, he thanked Isabelle Hahn of the DHHS Guidance Department, who is the Faculty Advisor to the Interact Club. Mr. Criddle commented that there are 200 students involved in the Interact Club and they participate in 20 school community service activities each year. The Songs for Uganda Concert was one of those very successful projects and earned them the International Service Award for 2009-2010. He also announced that through their efforts along with like minded school and community groups, the DHHS Interact Club has raised \$1,500 for Haiti and \$13,000 for Uganda.

Mr. Criddle then introduced the individuals present who are involved in the Interact Club:

Megan Long, DHHS Interact Executive Committee Liaison for Uganda Projects and Co-President of the DHHS Uganda Club, along with her parents Robert and Helen Long; Becca Church, DHHS Interact Club Co-President; Melissa Hoffman, Executive Committee Liaison to DHHS Uganda Club and Call to Care Uganda, along with her mother Martha Hoffman, President of Call to Care Uganda; David Moore, Madison Rotary Club President and Dick Benson, Rotary District 7980 Interact Chair. Those present were presented with a Certificate of Recognition for the DHHS Interact Club signed by Mr. Klein and Ms. Coffey. Ms. Long and Mr. Criddle then presented DHHS Assistant Principal Cynthia Schneider with the service award plaque that will be displayed at Daniel Hand.

#### 3.1.2. Samuel Thorpe, Grade 5, Dr. Robert H. Brown Middle School State Winner in the National Society of the Daughters of the American Revolution American History Essay Contest for 2009-2010

Ms. Rutlin stated that she was proud to announce this next recognition and how pleased she is when students are encouraged by faculty to participate in enrichment programs such as this essay contest. She acknowledged Mr. Peter Bizier, Grade 5 Social Studies Teacher at Brown Middle School who provided his students with the opportunity to participate and asked him to say a few words about the contest. Mr. Bizier explained that participation in this essay contest was optional and a handful of students chose to enter. He stated that Sam worked very hard and his essay was fantastic. Sam is now waiting for the results from the Regional Contest, and should he win at that level, his essay will go on to the Nationals. Sam thanked Mr. Bizier for his support and guidance. He also introduced and thanked his parents, Jeannette Ickovics and Tyler Thorpe and his younger brother Ethan. Sam was presented with a Certificate of Recognition signed by Mr. Klein and Mrs. Coffey.

#### 3.1.3. Dr. Robert H. Brown Middle School Grade 5 Students Presenters of the Civil War Google Maps Project at the CT Educators Association Technology Expo at the Legislative Office Building

- *Emma Boey*
  - *Erin Soboleski*
  - *Samuel Soroko*
  - *Kevin Zhao*
- Mr. Peter Bizier, Grade 5 Social Studies Teacher*  
*Mr. Travis LaPointe, Grade 5 Language Arts Teacher*

Ms. Rutlin next announced that the Board was about to see a demonstration of a very impressive project done by students on Team 5-1 at Brown School. She again asked Mr. Bizier, one of the project coordinators, to speak about it. Mr. Bizier stated that every year his class does a civil war project and this year he decided to do something different and incorporate technology into the project. The students participated in a global project entitled "[Google Historical Voyages and Events](http://homepage.mac.com/larow2/Voyages/Brown_MS/brown_ms.html)," a site dedicated to showcasing teacher and student projects related to history. The Brown project can be found at: [http://homepage.mac.com/larow2/Voyages/Brown\\_MS/brown\\_ms.html](http://homepage.mac.com/larow2/Voyages/Brown_MS/brown_ms.html). Students were required to research, summarize

and chart a Civil War battle or event on Google Maps. Mr. Bizier stated that while he worked with the students on the social studies aspect of the project, they also worked in conjunction with Mr. Travis LaPointe, Language Arts Teacher, on the writing portion. Mr. Bizier commented that they were very pleased to have been selected to present their project at the CT Educators Association Technology Expo to show how technology is being used in the classroom, and it was very exciting for the four students chosen to represent the team to visit the Legislative Office Building. The students provided a brief demonstration for the Board, and were then presented with a Certificate of Recognition on behalf of their team signed by Mr. Klein and Ms. Coffey.

## .2. Public Participation

None at this time.

- Board of Education Student Representatives Report

Ms. Balakrishnan was not present at the meeting.

Mr. Chapman reported on the following:

- The Junior Prom was held last weekend and was a big success.
- The Choral Concert is scheduled for Wednesday, May 19<sup>th</sup>.
- The National Honor Society Induction Ceremony will take place on Thursday, May 20<sup>th</sup>.
- The Orchestra Concert is scheduled for Thursday, May 27<sup>th</sup>.

## 5. Superintendent's Report

### 5.1. 2010-2011 Enrollment Update

Mr. Klein first reported that the current enrollment stands at 3,684 and the ADS projection for this year was 3,677.

The total enrollment as of May 14<sup>th</sup> for the 2010-2011 school year was 3,525, with an ADS projection of 3,560. Most of the disparity can be found in the numbers for kindergarten; ADS has projected a total of 149 students and the current kindergarten enrollment is at 112. Mr. Klein explained that enrollments will continue throughout the summer, and as has been discussed many times, the ADS projections are historically very accurate.

### 5.2. Discussion: Race to the Top Grant Application II (David Klein, Anita Rutlin)

Mr. Klein reminded the Board of their discussion at the May 4<sup>th</sup> meeting on the second round of the Race to the Top (RTTT) application. Madison chose not to participate and sign the Memorandum of Understanding in the first round in January because of the lack of detailed information. At that time, if approved, Madison would have received \$43,000 over the course of four years for participating.

The deadline for the Memorandum of Understanding for Round II is Wednesday, May 19<sup>th</sup>, and Mr. Klein and Ms. Rutlin are now recommending that Madison participate. There is there is now a greater incentive, as Madison will receive \$183,000 over four years if approved. This grant award would help fund some of the work that will be required under the reauthorized ESEA (Elementary and Secondary Education Act). Mr. Klein commented that it is sensible to accept money from the Federal Government to help us do work we will be required to do anyway. He has already signed the MOU and has secured the signature of the MEA Union President as well. There is an Action Item for the Board to on whether to participate, and if approved, he will secure Mrs. Coffey's signature and submit the MOU by tomorrow's deadline.

Ms. Frey commented that it seems that Mr. Klein and Ms. Rutlin are much more confident and comfortable about Madison participating in this round.

## 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 met the prior week and discussed their recurring agenda items. She deferred her full report until the DRA presentation later on the agenda.

### 7.2. Personnel Committee

No report.

### 7.3. Policy Committee

7.3.1. Discussion: Madison Public Schools Code of Conduct for 2010-2011

7.3.2. Technical Revision: Policy #6080.23, Home Schooling

Atty. Klaskin reported that the Committee met earlier in the evening and got a good deal of work accomplished. Some of the policies discussed will require Technical Revisions based on recommendations from CAFE and input from District Administration, and there are some that will come forward for first reading in June. The policies / issues specifically discussed were:

- Policy #6080.23, Home Schooling; on tonight's agenda as an Action Item for a Technical Revision.
- Policy #5090.9, Pagers and Wireless Telephones / Telecommunication Devices; requires a Technical Revision as soon as possible to change the policy name to reflect more modern usage, as it is part of the Code of Conduct being moved for approval tonight. Additionally, it requires more substantive review and will be brought to the Board in June for first reading.
- Policy #5080, Student Absences; will be brought forward in June for first reading.
- Policy #TBD; a new policy regarding School-Wide Pre-Referral Approaches and Interventions (Scientific Research-Based Interventions or SRBI); will be brought forward for first reading in June.
- - Policy #4111.1, Reference Checks
- - Policy #4112.1, Certification
- - Policy #4122, Student Teachers / Internship

These policies require Technical Revisions as a result of Public Act 09-1 and will be moved for approval in June.

- A potential policy on Sexting; it was recommend by the Attorney for the District, Superintendent Klein and the Administration that Madison not develop a specific policy related to sexting., as our current policies as written (i.e. Student Misconduct) cover the District with regard to this issue.
- Policy #5200; Rehabilitation Act of 1973, Section 504; requires Technical Revisions based on the 2009 Amendment to the Americans with Disabilities Act. Will be brought forward for action in June.

Lastly, Atty. Klaskin reported that the Committee discussed the Madison Public Schools Code of Conduct for 2010-2011. There is one very minor technical change on page 3 under the definition of "Drugs, Sale or Distribution of"; the words 'over the counter medication' will be removed from line 5 and replaced with 'any defined drug'. Readers will then be referred back to the definition of "drugs", which includes over the counter medications.

At this time Mr. Klein and Ms. Coffey were notified, and then announced to the Board, that the budgets for both the Board of Education and the Town had been defeated at referendum.

Discussion returned to the Code of Conduct. There are no other changes and Atty. Klaskin pointed out that the Board has done a lot of work on the document over the past couple of years. Mr. Klein and the Administrators have reported positive experiences with the document in providing appropriate levels of punishment at the different grade levels.

7.4. Finance Committee

No report.

7.5. LEARN Liaison

Mr. Ruggiero stated that there was a presentation on the new magnet school in Groton, and the groundbreaking has just taken place. The blueprints were shown and he explained that it will be set up more for application versus theory. They would like to obtain property to allow the school to have direct access to the water.

8. Audience Response to Information Presented

None at this time.

9. Consent Agenda

Ms. Coffey recalled the \$5020 donation to Polson Middle School which was added to the Consent Agenda.

9.1. Bills Payable: \$343,092.02

9.2. Line Transfers: \$136,261.19

9.3. Textbook Adoption (*Reference Policy #6100.10*)

SSA! America's Past

Dr. Robert H. Brown Middle School Grade 5 Social Studies

Teacher's Curriculum Institute Publisher c 2010

9.4. Donation: \$5020 to the Walter C. Polson Middle School for benches and tables for the patio, from the Polson PTO.

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

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

NAYS: None

MOTION CARRIED: 8-0

10. Action Item: Minutes of the May 4, 2010 Board of Education Meeting.

MOTION: by Klaskin, seconded by Fitzgerald to approve the minutes of the May 4, 2010 Board of Education Meeting.

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

NAYS: None

ABSTENTIONS: Frey

MOTION CARRIED: 7-0

11. Action Item: Madison Public Schools Code of Conduct for 2010-2011 (*Reference Bylaw #9540.8*)

MOTION: by the Policy Committee to approve the Madison Public Schools Code of Conduct for 2010-2011.

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

NAYS: None

MOTION CARRIED: 8-0

12. Action Item: Connecticut's Race to the Top Grant Application II (*Reference Bylaw #9540.8*)

MOTION: by Dean, seconded by Meier approve Madison Public Schools' participation in the Race to the Top Grant Application II.

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

NAYS: None

MOTION CARRIED: 8-0

13. Action Item: Technical Revision to Policy #6080.23, Home Schooling (*Reference Bylaw #9620*)

MOTION: by the Policy Committee to approve the Technical Revision to Policy #6080.23, Home Schooling

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

NAYS: None

MOTION CARRIED: 8-0

15. Old Business

No old business was discussed.

16. New Business

16.1. Textbook Adoption Preview (May 18 – June 1, 2010) (*Reference Policy #6100.10*)

PHYSICS - Principles and Problems

Daniel Hand High School Physics

Glencoe / McGraw-Hill Publisher c 2009

Ms. Rutlin stated that this textbook will be available in her office for review if members of the Board wish to do so.

17. Future Agenda Items

17.1. Technology Update – Infinite Campus and Finals site, on June 15<sup>th</sup>.

18. Meetings of Importance.

Ms. Coffey pointed out the list of upcoming meetings on the agenda. She also commented that based on the disappointing results of the Budget Referendum, there may be a need to schedule special meetings.

18. Discussion: Building Capacity Calculations Related to the Joint Facilities Review Committee Study (Jim Barrett, Drummey Rosane Anderson, Inc.)

Ms. Frey first directed the Board to the informational packets at each of their places regarding elementary space utilization that were put together by the Planning Committee.

Mr. Jim Barrett was present to address the key question raised at his original presentation on April 20, 2010. Specifically, the Board had asked how DRA arrived at the maximum capacity numbers stated. In particular, the figure of 400 students as the total maximum capacity at Island Avenue Elementary School was of concern, as the student population is currently at approximately 325 and they are very short on space. Introducing a Power Point presentation (on file) Mr. Barrett explained that the capacity numbers were based on 'total loading capacity' and were arrived at using a figure of 25 students per classroom. There are 16 classrooms at Island Avenue School;  $16 \times 25 = 400$ . He explained that this is not to say that it is an ideal or recommended capacity number, but they used the 25 students/classroom figure based on ADS

figures. He then discussed and illustrated that a 'targeted' loading capacity for Island Avenue is 320 students (16 classrooms X 20 students/room).

As part of his presentation, Mr. Barrett showed slides of the floor plans of each of the three current elementary building and the Town Campus Learning Center. The Administrators for each building were present; Mrs. Cindy Twiss first explained room by room through the TCLC how each space is used. The same was done for Jeffrey School by Mrs. Mona Goodman; for Ryerson School by Mrs. Kelly Spooner and finally, for Island Avenue by Mrs. Kathy Nutley. All Administrators concurred that space is tight in their buildings, but they make it work.

Discussion ensued and Ms. Fitzgerald commented that despite the lack of space, based on her tour of Island Avenue School and the descriptions given by Mrs. Goodman and Mrs. Spooner of their respective buildings, the staff makes the best use of the space and are flexible and positive. Mrs. Nutley commented that that is absolutely the case and it would be very difficult to do all they do with the limited space without the flexibility of the staff and their desire to make it work for their students. Discussion then turned to the modulars and whether or not those would be retained if enrollment declines as projected. Ms. Frey explained that DRA's study assumed reliance on the modulars for instructional space, and stressed again that Director of Facilities Bill McMinn and his staff do an excellent job monitoring and maintaining the modulars. Ms. Frey continued that the District is not currently underutilizing space in any way, and as enrollment decreases, space can be used in the manner for which it was intended. Currently at Island Avenue for example, all related arts (music, art, Spanish) are delivered from a cart. The hope is that this project will allow for dedicated, appropriate spaces to deliver not only core curriculum, but also interventions and related arts. Ms. Frey also noted that within the study, DRA was directed to look at the three elementary buildings as a system, and that if needed at some point, reconfiguration can be considered.

Ms. Coffey and the Board thanked Mr. Barrett for returning and for his helpful explanation.

Ms. Frey suggested that the discussion wrap up for now and continue at the June meeting. Ms. Coffey concurred and thanked Ms. Frey and the Planning Committee for the information packets they assembled. She asked all members of the Board to review the information and direct any questions to Ms. Frey prior to the June meeting and answers would be provided to the full Board.

Ms. Coffey also thanked all Board members who had found time in their schedules to tour the Island and Academy buildings. She suggested that anyone who has not yet done so try to schedule a tour, as it would be very helpful. She reminded the Board that they are moving toward a decision on what to do with the Academy building, and hopes the Board is ready to render their decision by July.

#### 19. Audience Response to Information Presented

As several members of the Board have other commitments on June 15<sup>th</sup>, Ms. Coffey asked them to let the clerk know if they would be available to meet on June 22<sup>nd</sup> instead.

#### 20. Adjournment

MOTION: by Dean, seconded by Ruggiero to adjourn the meeting Fitzgerald at 9:35 p.m.

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

NAYS: None

MOTION CARRIED: 8-0