

# Board of Education Regular Meeting

Tuesday, February 15, 2011 7:30 PM

Town Campus Hammonasset Room, 10 Campus Drive , Madison, CT 06443

## I. Call to Order / Attendance

## II. School / Community Session - 7:30 p.m.

II.A. Recognition: National School Counseling  
Week, February 7-11, 2011

II.B. Public Participation

## III. Board of Education Student Representatives' Report

**Speaker (s)**: Andrew  
Chapman and Jessica  
Buller

## IV. Superintendent's Report

**Speaker (s)**: David J.  
Klein

IV.A. Report on Out of State Travel

**Speaker (s)**: David J.  
Klein

IV.B. Update: RtI / SRBI (Postponed from  
February 1, 2011)

**Speaker (s)**: Anita  
Rutlin

IV.C. Update: Changes to AP Testing

**Speaker (s)**: Jean  
Baker

IV.D. Other

## V. Board Members' Comments

## VI. Board Committees / Liaison Updates

VI.A. Planning Committee

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

VI.B. Personnel Committee

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

VI.C. Policy Committee

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

VI.C.1. Final Reading: Policy #5120.2.1, Head  
Injuries

**Speaker (s)**: Seth  
Klaskin

VI.D. Finance Committee

**Speaker (s)**: Members:  
Bill Clorite, Chair;  
Jean Fitzgerald;  
Cindy Wood

VI.E. LEARN Liaison

**Speaker (s)**: Liaison:  
Robert Ruggiero

## VII. Audience Reponse to Information Presented

## VIII. Consent Agenda (8.1 - 8.4) Ref. Bylaw #9540.2 and #9540.8)

VIII.A. Bills Payable: \$288,729.74 (10-11);  
\$1,306,350.39 (10-11)

VIII.B. Line Transfers: \$128,737.12

VIII.C. Budget Expenditure Report

VIII.D. Donation: \$2,040 to the Kathleen H. Ryerson Elementary School for field trips, from the Ryerson PTO

**IX. Action Item: Minutes of the January 25, 2011 Board of Education Meeting**

**X. Action Item: Policy #5120.2.1, Head Injuries (Ref. Bylaw #9620)**

**XI. Old Business**

**XII. New Business**

**XIII. Future Agenda Items**

XIII.A. Update: Elementary "Literacy How" Initiative: March 15, 2011

XIII.B. NAVIANCE Presentation for Grades 5 & 6: TBD

**XIV. Meetings of Importance**

XIV.A. February 17, 2011: Public Hearing - Board of Selectmen, Board of Finance and Board of Education Budget Presentation; 7:30 p.m., Walter C. Polson Middle School Auditorium

XIV.B. March 1, 2011: Finance Committee Meeting; 6:30 p.m., Central Office Room B

XIV.C. March 1, 2011: Board of Education Meeting; 7:30 p.m., Town Campus Hammonasset Room

XIV.D. March 3, 2011: Annual Town Meeting; 7:30 p.m., Walter C. Polson Middle School Auditorium

XIV.E. March 9, 2011: CABE A Day on the Hill; 8:30 a.m., Capital Avenue, Hartford

**XV. Adjournment**

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Board of Education Meeting  
January 25, 2011  
Meeting Minutes

1. The public session of the Board of Education was called to order by Chairperson Coffey at 7:30 p.m. Ms. Coffey led the Pledge of Allegiance.

Present: Bill Clorite; Becky Coffey; Debra Frey; Jean Fitzgerald; Pamela Meier; Cindy Wood

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

Ms. Coffey requested a Motion to add an agenda item; the approval of the minutes from the January 11, 2011 Budget Workshop Meeting.

MOTION: by Fitzgerald, seconded by Meier to add agenda item 9.1; Action Item: Approval of the minutes of the January 11, 2011 Budget Workshop.

AYES: Clorite, Coffey, Frey, Fitzgerald, Meier, Wood

NAYS: None

MOTION CARRIED: 6-0

Mr. Klein reminded the viewing audience that the Board of Education meeting scheduled for January 18, 2011 had been canceled and postponed to tonight due to inclement weather. Due to inclement weather once again, tonight's agenda has been streamlined to a business meeting only. The RtI / SRBI presentation has been postponed to the next regular Board meeting, on February 1, 2011.

2 School / Community Session

2.1. Public Participation

None at this time.

3. Board of Education Student Representatives' Report  
(Andrew Chapman and Jessica Buller)

The student representatives were not present at the meeting due to the inclement weather.

4. Superintendent's Report

4.1. Report on Out of State Travel

Mr. Klein reported on out of state field trips recently taken by Daniel Hand High School students. Mr. Klein noted that one of the events was a Show Choir Festival in Lowell, Ma attended by 50 members of the Show Choir; the VIBE Group took first place in the festival and there were other individual awards as well.

4.2. Update: RtI / SRBI – this presentation has been moved to the February 1, 2011 meeting.

4.3. Other

Mr. Klein talked about the recent weather related school closings and delays. He noted that some districts are talking about taking days from the February and April vacation weeks to make up snow days, but that is not something that will be done in Madison. Mr. Klein reported that as of this date, we have had three snow days and the last day of

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school is scheduled for Monday, June 20, 2011. He explained that a great deal of thought and care is put into the decision to have a weather related cancellation, delay or early dismissal. He stated that the district's first priority is the safety of our students and staff.

Ms. Coffey complimented the facilities staff for the wonderful job they have done in clearing the roads and school grounds, allowing school to be in session on days when other districts have had to cancel. Mr. Klein stated that today weather did not turn out as forecast and there was a question as to whether or not to run the afternoon kindergarten. He explained that he worked with Director of Public Works Mike Ott and Director of Facilities Bill McMinn, who mobilized staff to clear the roads in the southern part of town for students that attend afternoon kindergarten. Mr. Klein gave credit to all those who work to clear the roads in Madison and said they are doing an exceptional job.

## 5. Board Members' Comments

Ms. Frey remarked on the challenges faced by the district due to inclement weather and complimented Mr. Klein on his thoughtfulness and diligence in putting the safety of students and staff first. She also echoed the comments made by Ms. Coffey and Mr. Klein in commending the Facilities staff for their work in clearing the roads and school grounds.

## 6. Reports from Board Committees / Liaisons

### 6.1. Planning Committee

Ms. Frey read the following prepared report from the Planning Committee:

The sewage treatment plant at the Daniel Hand High School – Polson Middle School complex continues to operate effectively and in compliance with regulations.

Academy Elementary School – Contrary to the last committee update, it has been reported that a new survey of the property is not being completed. Town Legal Counsel will reportedly be updating the Board of Selectmen on the status of the property. All information will be shared with the BOE once received.

Space utilization:

Due to recent rhetoric, I would like to spend some time alleviating confusion, correcting inaccuracies and lend historical context to the status of Madison's Elementary facilities.

I will once again, assure the Board that the Planning Committee is and will remain vigilant in assessing space utilization district-wide, with an emphasis on elementary spaces over the next couple of years. Working cooperatively with the administration, the Committee will continue to recommend changes necessary to prevent underutilization while maintaining the effective yet efficient use of space.

It is important to remember that the Planning Committee and Administration were directly involved in the most recent professional assessment of elementary space utilization completed in 2010 by DRA. With respect to education, two key points were concluded as part of that study:

Given current and projected 10-year enrollment figures:

1. The Madison Public Schools does not need a fourth elementary facility as part of its inventory. Given the mechanical, electrical and ADA needs of Academy Elementary School and the excessive cost necessary to renovate the structure it was recommended that the Board relinquish control of that building to the Town of Madison. (The Board has yet to act on this recommendation).

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2. The target date for considering any additional K-4 consolidation or reconfiguration would be the 2014-2015 school year. *It is in that year that enrollment is projected to decrease to a level that will warrant additional restructuring of some form.*

For example as one option, DRA noted that in 2014, the three remaining facilities could accommodate elementary programming (PreK-Grade 4) without the need for modular spaces; in other words the district could eliminate the modulares if so desired.

Over the course of the next few years, the Planning Committee will consider this as well as other options for the efficient use of space and effective accommodation of program; including assessment of the need for the Town Campus Learning Center as well as the *modular vs. bricks and mortar* debate.

As for the near term, the Committee has talked at great length about the use of elementary space for the 2011-2012 school year. With the anticipated reduction in enrollment, Committee members intuitively assumed that the District would experience a more appropriate use of space next year. It was reassuring to have the Superintendent affirm that fact for us. Building administrators are currently working on a report for the Committee, detailing how space will be utilized next school year. I anticipate an update to the Board at the next BOE meeting.

As we discuss building utilization, it's important to remember that since the closing of Academy Elementary School, elementary space has been tight, to say the least. Several variables have contributed to this fact.

1. The obvious is that building populations increased
2. Mandated changes to educational requirements, both curricular and service-oriented, have led to the need for alternative use of spaces, creative scheduling and an increase in the number of special education and intervention spaces necessary to comply with regulations. (one-on-one, small group and large group)

As a result, we have seen the conversion of non-educational and unconventional spaces to educational use (hallways, closets, classrooms and libraries divided by demountable partitioning, curriculum delivered on a cart, etc. have all been necessary to accommodate programmatic needs).

Building administrators, teachers and the entire elementary staff must be commended for their flexibility, professionalism and dedication to the delivery of curriculum. Despite the challenges presented by the aforementioned variables, Madison's educators have maintained the excellence of education expected for our students - a detail that speaks to the high quality of the staff this district employs. Good news - Relief is in sight.

I am happy to report that with a decrease in elementary enrollment the district will, over the course of the next few years, see a return to dedicated related arts spaces (art & music for example), the availability of appropriate special education and intervention spaces that are conducive to the needs of a particular building population, and the availability of adequate staff office and work space for meetings, prep and lunch. In a nutshell, we expect to see a return to more constructive learning/work environments.

In summation, there are 3 key points to keep at the forefront of our thinking:

1. The most recent, detailed assessment of elementary space occurred less than one year ago, via DRA
  2. While periodic changes to space utilization are anticipated near term, the next significant consolidation is not projected to occur until the 2014-2015 school year.
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3. With declining enrollment, Madison's Elementary facilities will experience the relief necessary to utilize our buildings as they were intended; with dedicated, conventional education spaces to accommodate programming.

Ms. Coffey thanked Ms. Frey for her very thorough and informative update.

6.2. Personnel Committee

No report.

6.3. Policy Committee

6.3.1. Second Reading: Policy #TBD – Head Injuries

Ms. Coffey noted the policy on for second reading and stated that it will be on the agenda for final reading and approval at next week's Board of Education meeting.

6.4. Finance Committee

Mr. Clorite stated that the Committee has not met. He reminded the Board that they will vote to approve the 2011-2012 budget in just a few minutes, and he has heard of no outstanding questions or concerns from Board members. Mr. Clorite stated that Mr. Klein and the Administration developed an excellent budget, coming in with a historically low requested increase.

Mr. Clorite next noted that the Annual Town Meeting originally scheduled for Wednesday, January 26<sup>th</sup> has been postponed to March 3<sup>rd</sup> because of the impending snow storm. The following item is listed on the agenda for this meeting:

*To consider and take action on special appropriation request of \$80,000 from Madison Public Schools to add to the reserve fund for unanticipated external placements for Special Education students for tuition and transportation related services established by the Board of Finance, November 18, 2009*

6.5. LEARN Liaison

No report.

7. Audience Response to Information Presented

None at this time.

8. Consent Agenda

8.1. Bills Payable: \$3,730.53 (10-11)

8.2. Line Transfers: \$22,596.50

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

AYES: Clorite, Coffey, Fitzgerald, Frey, Meier, Wood

NAYS: None

MOTION CARRIED: 6-0

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9. Action Item: Minutes of the January 4, 2011 Board of Education Meeting.

MOTION: by Frey, seconded by Meier to approve the minutes of the January 4, 2011 Board of Education Meeting.

Ms. Coffey noted one correction to be made to the minutes; under section 5.3, the abbreviation ECS should be changed to ECR.

MOTION: by Coffey, seconded by Wood to approve the minutes of the January 4, 2011 Board of Education meeting as amended.

AYES: Clorite, Coffey, Fitzgerald, Frey, Meier, Wood

NAYS: None

MOTION CARRIED: 6-0

9.1. Action Item: Minutes of the January 11, 2011 Board of Education Budget Workshop Meeting.

MOTION: by Frey, seconded by Clorite to approve the minutes of the January 11, 2011 Board of Education Budget Workshop meeting.

Mr. Clorite noted one item to be corrected in the minutes, which as presented state the meeting was called to order at 7:30 p.m. The meeting was in fact called to order at 6:30 p.m.

MOTION: by Frey, seconded by Clorite to approve the minutes of the January 11, 2011 Board of Education Budget Workshop meeting as amended

AYES: Clorite, Coffey, Fitzgerald, Frey, Meier, Wood

NAYS: None

MOTION CARRIED: 6-0

10. Action Item: Adoption of the 2011-2012 Board of Education Budget (*Reference Policy 3020.7*)

MOTION: by Clorite, seconded by Frey to adopt the 2011-2012 Board of Education Budget as presented. This budget represents a 0.78% increase over the 2010-2011 Total Budget (\$50,729,364), which includes jointly managed accounts, and an increase of 0.48% (\$41,698,559) in the Operational Budget.

Ms. Coffey read the following statements from two Board members who were not able to be present at the meeting.

The first statement was from Atty. Klaskin:

*I am sorry that the rescheduling of this meeting prevented my being here to vote in favor of the District's recommended budget. I do support the requested budget for many reasons. Like everyone else, I wish the state's economic outlook was better, but this budget uses creativity and skill to maintain our programs while facing fiscal adversity.*

*It is with heavy hearts that we must bid farewell to some of our excellent and devoted staff due to diminishing elementary enrollment. However, this budget preserves elementary class sizes within the ratios set by this Board's long standing policy. Some of the class size ratios will actually shrink, according to projections.*

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*I confess that I would have trouble supporting a proposal to raise the operating budget by less than one half of one percent under ordinary circumstances. Yes, this budget maintains programming. But the hallmark of our District is the pursuit of excellence and, given ordinary circumstances, I would prefer to see a budget that challenges the status quo. Unfortunately, this is no ordinary year.*

*I ask my fellow Board members to support this budget. I thank the teachers and staff who made sacrifices that enabled the District to produce a budget duly sensitive to these austere times. Special thanks to David Klein, Anita Rutlin, the School Administrative Teams, Dotty Bavin and the Central Office staff for your dedicated efforts and fine work product. Thanks also to Bill, Becky and the Finance Committee for all your good work.*

*This budget maintains the program when other districts are having trouble maintaining. At the same time, it is a fair and honest budget for our town. I urge its passage tonight, through the Board of Selectmen and Board of Finance review, and through referendum. Thank you.*

Ms. Coffey then read the following statement from Mr. Dean:

*I am very comfortable with this budget request. It meets all of our educational objectives and is very much in tune with our current economic times.*

Ms. Coffey then stated her support of the budget, commenting that it was a very prudent budget and the result of a lot of good work by many people. Ms. Coffey once again expressed her appreciation to the BOE and the MEA Negotiating Teams for their collaboration in reaching a contract agreement that was reflective of the economic climate.

Ms. Frey also thanked all involved with the budget development, from the Superintendent and Administrators and all others who worked on it. She stated that despite a modest loss in staff due to declining enrollment, this budget maintains the quality and excellence that Madison has come to expect and is mindful and respectful of the economic climate.

Ms. Meier once again expressed her appreciation to the teachers and the MEA Negotiating Team who were very cooperative in a difficult situation. She commented that she is grateful and impressed that the MEA rose to the occasion as they did.

Ms. Coffey then called the Motion and asked for a vote.

AYES: Clorite, Coffey, Fitzgerald, Frey, Meier, Wood  
NAYS: None  
MOTION CARRIED: 6-0

Ms. Coffey stated that the budget is now the Board of Education's Approved 2011-2012 Budget.

11. Old Business

No old business was discussed.

12. New Business

No new business was discussed.

13. Future Agenda Items

Mr. Klein noted the following upcoming presentations:

131. Update: RtI / SRBI: February 1, 2011 – postponed from tonight

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13.2. NAVIANCE Presentation for Grades 5 & 6: February 15, 2011 – this presentation will also include an update on AP testing.

13.3. Update: Elementary “Literacy How” Initiative: March 15, 2011

14. Meetings of Importance

Ms. Coffey pointed out the list of upcoming meetings of importance on the agenda. She noted the February 2, 2011 meeting in which the Board of Education’s budget will be presented to the Board of Selectmen and Board of Finance, Ms. Coffey urged all Board members to attend and stated that it was open to the public as well.

15. Adjournment

MOTION: by Fitzgerald seconded by Wood to adjourn the meeting at 8:05 p.m.

AYES: Clorite, Coffey, Fitzgerald, Frey, Meier, Wood

NAYS: None

MOTION CARRIED: 6-0

Submitted for approval at the 02/01/11 Board of Education Meeting  
dmd

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