

# Board of Education Regular Meeting

Tuesday, April 5, 2011 7:30 PM

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

## I. Call to Order / Attendance

## II. School / Community Session

### II.A. Recognition:

II.A.1. National Library Week, April 10-16, 2011

II.A.2. Public School Volunteer Week, April 17-23, 2011

II.A.3. Administrative Professionals Week, April 24-30, 2011

II.A.4. Daniel Hand High School Art Student Awards

II.A.4.a. CT Regional Scholastic Art Awards Program: Megan Brink, Gold Key in Drawing; Luke Taylor, Gold Key in Printmaking; Charles Bratches, Honorable Mention in Printmaking; Samantha Morris, Honorable Mention in Printmaking; Kelsey Sparn, Honorable Mention in Mixed Media

II.A.4.b. Future Choices Exhibit: Kelsey Sparn, 1st Place Mixed Media; Luke Taylor, 1st Place Prints; Katherine Meier, 2nd Place Sculpture; Emma Stewart, 2nd Place Drawing; Wilson Stevens, 2nd Place Prints; Anne Pancak, Wall Street Gallery Award; Tiffany Li, Scholarship, Lyme Academy College of Fine Arts

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. Enrollment Update

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

IV.B. Report on Out of State Travel (Ref. Policy #6100.16.1)

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

IV.C. Other

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

## 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	<b>Speaker (s)</b> : Members: Seth Klaskin, Chair; Jean Fitzgerald; Pam Meier
VI.D.	Finance Committee	<b>Speaker (s)</b> : Members: Bill Clorite, Chair; Jean Fitzgerald; Cindy Wood
VI.E.	LEARN Liaison	<b>Speaker (s)</b> : Liaison: Robert Ruggiero
<b>VII. Audience Reponse to Information Presented</b>		
<b>VIII. Consent Agenda (8.1 - 8.5) Ref. Bylaw #9540.2 and #9540.8)</b>		
VIII.A.	Bills Payable: \$2,162.30 (09-10); \$955,377.30 (10-11)	
VIII.B.	Line Transfers: \$102,856.99	
VIII.C.	Budget Expenditure Report as of March 31, 2011	
VIII.D.	Donation: \$4,864 to Island Avenue Elementary School for the purchase and installation of a Smart Board, from the Island Avenue PTO	
VIII.E.	Textbook Adoption (Ref. Policy #6100.10)	
VIII.E.1.	United States History; Beginnings to 1877; Holt Rinehart and Winston Publisher, 2009; Social Studies Grade 8, Walter C. Polson Middle School	
<b>IX. Action Item: Minutes of the March 15, 2011 Board of Education Meeting</b>		
<b>X. Old Business</b>		
<b>XI. New Business</b>		
XI.A.	Textbook Adoption Preview (April 5-May 3, 2011) Ref. Policy #6100.10	
XI.A.1.	Repase v escribe: Curso avanzado de gramatica y composicion; Sixth Edition (Spanish and English Edition); John Wiley and Sons, Inc., Higher Education, 2010; ECE/UCONN 3178 Intermediate Spanish Composition: Spanish 6 Honors; World Languages Grade 12, Daniel Hand High School	
<b>XII. Future Agenda Items</b>		
XII.A.	Naviance Presentation for Grades 5 & 6: May 3, 2011	
XIII.	<b>Meetings of Importance</b>	<b>Speaker (s)</b> : Chairperson Coffey
XIII.A.	April 13, 2011: Planning Committee Meeting; 7:30 a.m., Central Office Room B	
XIII.B.	April 25, 2011: Budget Public Hearing; 7:30 p.m., Walter C. Polson Middle School	

XIII.C. April 27, 2011: Planning Committee Meeting; 7:30 a.m., Central Office Room B

XIII.D. May 3, 2011: Finance Committee Meeting; 6:30 p.m., Central Office Room B

XIII.E. May 3, 2011: Board of Education Meeting; 7:30 p.m., Town Campus Hammonasset Room

XIII.F. May 17, 2011: Recommended Referendum Date

**XIV. 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  
March 15, 2011  
Meeting Minutes

1. The public session of the Board of Education was called to order by Chairperson Coffey at 7:00 p.m. Ms. Coffey led the Pledge of Allegiance.

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

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

At this time, Ms. Coffey asked for a motion to enter Executive Session.

MOTION: by Klaskin, seconded by Clorite to enter Executive Session at 7:00 p.m. to discuss personnel matters.

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

NAYS: None

MOTION CARRIED: 8-0

Personnel matters were discussed.

MOTION: by Coffey seconded by Ruggiero to adjourn Executive Session at 7:15 p.m.

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

NAYS: None

MOTION CARRIED: 8-0

The Public Session of the meeting reconvened at 7:20 p.m.

2 School / Community Session

2.1. Recognition: National Professional School Social Work Month

Mr. Klein announced that March is National School Social Work Month and he has sent letters of appreciation to Madison Public School Social Workers and the Student Assistance Counselors who support our students. Mr. Klein remarked that these individuals make the school environment a better place every day, and they are a very important part of the District.

2.2. Public Participation

None at this time.

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

Ms. Buller reported on the following:

- Sophomores have been taking CAPT Exams for the past week;

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- Trimester final exams begin this Thursday, March 17<sup>th</sup>.

Mr. Chapman reported on these additional items:

- The Show Choir has been having a fantastic year and won another competition this past weekend. They will compete again in New York City this coming weekend.
- Winter sports are winding down. Most teams did well, with the Boys Hockey Team winning the SCC Championship over Guilford last week.

#### 4. Superintendent's Report

##### 4.1. Report on Out of State Travel

Mr. Klein reported on some upcoming out of state and over night field trips for Daniel Hand High School students.

##### 4.2. Overview: K-12 Summer Reading List 2011 – *One World, Many Stories*

Ms. Rutlin pointed out that each Board member had at their place a copy of the 2011 Summer Reading List, which will be made available to students and families shortly. She stated that Madison's Summer Reading List always ranks among the best and receives high praise from many other districts. Ms. Rutlin further pointed out that the Connecticut Library Association uses Madison's Summer Reading List as an exemplar to other Districts.

Ms. Rutlin explained that the list was created by the Library Media Specialists at each building along with the Librarians from the Scranton Library. They work together to compile the list based on suggestions and recommendations from teachers and students and are assisted by the Library Paraprofessionals in putting together the final document.

Ms. Rutlin stated that all students will participate in an orientation on the Summer Reading List before the end of the school year and copies will be available not only online, but at also at the school libraries, Scranton Library and at bookstores. Scranton will also have their Summer Reading Challenge, as well as book discussions, craft days and other events throughout the summer.

Ms. Coffey and other members of the Board commented on the wonderful reading list and stated that there is something for everyone on it.

##### 4.3 Update: Elementary "Literacy How" Initiative

Mr. Klein next introduced the Elementary Administrative Team to give an update on the Literacyhow Initiative. Present were Mona Goodman, Principal and Rachel Weiss, Assistant Principal, from J. Milton Jeffrey Elementary School; Kathy Nutley, Principal of Island Avenue Elementary School; and Kelly Spooner, Principal of Kathleen H. Ryerson Elementary School.

The Administrators stated that they were very happy for the opportunity to share information about Literacyhow. They introduced a Power Point presentation (on file) outlining some of the highlights of the program. Mrs. Spooner began by explaining that Literacyhow provides educators and administrators with comprehensive, research based professional development in literacy. Mrs. Goodman stated that Madison is in the second of a two year partnership with Literacyhow; she discussed the focus of the Professional Development workshops and how the new knowledge is applied. Mrs. Weiss discussed some of the lessons our teachers have learned through Literacyhow, and how they apply those skills to their classroom teaching. Mrs. Nutley talked about the very positive reaction of the teachers to Literacyhow and the impact the program is having in the classroom.

Included in the presentation was video taken in three classrooms at Island Avenue School, which demonstrated teachers using Literacyhow practices with their students.

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Discussion took place among the Administrators and Board members. All Board members agreed that it was very valuable to see these strategies in practice and gain a better understanding of the program. The Administrators all commented on how favorably the teachers have responded to this initiative and shared some of their comments about Literacyhow. Mrs. Goodman remarked that in her 13 years in Madison, this is the most important and significant Professional Development that she has seen in terms of tools for educators. She likened this Professional Development to earning a Masters Degree in Reading.

Mr. Klein commented that a good portion of this initiative was achieved through ARRA funding, and all were in agreement that it was time and money well spent.

#### 4.4. Other

Mr. Klein had nothing further to report on.

#### 5. Board Members' Comments

Ms. Meier stated that she had attended CAFE's A Day on the Hill the previous week, noting that Mr. Klein had also attended. She commented that she was very impressed by the number of students present.

Because of the new Administration, much of the discussion focused on the budget. Ms. Meier stated it was reported that due to the current budget difficulties, the secondary school reform benchmarks may be moved up two years. Mr. Klein commented that this reform is driven by Public Act 10-111, but the unfunded mandates called for in this legislation will not negatively impact the forward progress being made in Madison.

Ms. Meier also stated that there was discussion regarding the State Board of Education and that moving forward, it will be more responsive and innovative in finding solutions to close the achievement gap.

#### 6. Reports from Board Committees / Liaisons

##### 6.1. Planning Committee

Ms. Frey reported that the Committee met last Friday and discussed several items.

Facilities – Bill McMinn, Director of Facilities reported that the District fared well throughout the winter weather, aside from some minor leaks that his team was able to repair. The most significant issue was the flooding and subsequent failure of the irrigation system that waters the front field at Polson Middle School. Mr. McMinn is assessing the cause, repairs required and associated costs and will report back to the Planning Committee once he has that information.

Superintendent Klein provided a status update on Automatic External Defibrillators (AED's) in the District. There are units in each of our buildings (more at the middle / high school buildings because of athletics) and the appropriate staff is well trained in their use. The units are properly maintained per the associated standards.

School Resource Officer – the Committee has not yet received the information requested from the Chief of Police regarding SRO's and Community Policing as it pertains specifically to Madison. The Committee will postpone further discussion until comprehensive information is received.

Lastly, Ms. Frey reported that at their last meeting, the Planning Committee formally took action to recommend to the Full Board that they relinquish control of Academy Elementary School. She pointed out that the Board would be asked to vote on the following motion later in the meeting:

*That the Madison Board of Education confirm, via this motion, that it no longer uses the Academy Street School Property for educational purposes, and moves to formally relinquish control of said property.*

Ms. Frey next read the following statement from the Committee's written recommendation:

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*Over the course of the past nine years, elementary space utilization has been a high priority for the Board of Education given declining enrollment projections and the desire for fiscal prudence. It has been well established through several internal and architectural analyses that the Academy Elementary School (AES) would require cost-prohibitive capital expenditures in order to remediate significant building deficiencies. These include life safety and code compliance issues as well as aging mechanical, electrical and plumbing systems. It has also been concluded that these excessive costs are unwarranted given the fact that the District can house the K-4 program within a three building model for the foreseeable future. In 2004 the Board of Education passed a resolution to take AES offline and the building has remained unused for educational purposes since that time.*

*In 2010, the Town-wide facility optimization study performed by Drummey Rosanne Anderson (DRA), once again affirmed the above noted conclusions and the Planning Committee began deliberations concerning turning over the building to the Town of Madison. At the request of the First Selectmen, the Committee postponed action until Town Legal Counsel had the opportunity to complete a Title Search and provide an opinion on the legal status of the school building and underlying land area. That assessment has been completed and Chairman Coffey and Superintendent Klein have informed the Committee that the Board's business should continue to be moved forward.*

*Given the fact that the Board of Education has done its due diligence on this issue, the Planning Committee recommends approval of the motion noted above, effectively relinquishing control of the building to the Town.*

Ms. Frey noted that all Board members have received copies of the studies, some over many years, and the bottom line is that the conclusion has been the same on each study. At this point, the scope of work needed to bring the building to code is cost prohibitive. Ms. Frey asked if any Board member wanted to go over any of the information regarding the studies in the AES property in greater detail. While there were no direct questions, there was some discussion about the costs associated with bringing the building to code, and how much those cost estimates have risen with each subsequent study. The most recent study by DRA put the cost to bring the building to code at approximately \$16 million, and that does not include the roof. Atty. Klaskin asked how much it costs to maintain the building while it's been empty. Superintendent Klein estimated that expense at \$10,000-\$15,000 per year. Ms. Frey also reminded the Board that the building is checked daily by District custodians, which is a cost factor as well.

Following the discussion, members of the Board agreed, that while it is an emotional issue for some, it was time to act to relinquish the property.

#### 6.2. Personnel Committee

Ms. Coffey stated that as Mr. Dean is still recovering from his illness, Mr. Ruggiero was asked and accepted the position of Acting Chair. Mr. Ruggiero reported that the Negotiations Team met last week with MAESS. It was an organizational meeting and they scheduled future meeting dates between now and May. They anticipate reaching a conclusion by that time.

#### 6.3. Policy Committee

Atty. Klaskin stated that the Committee had met earlier in the evening and discussed the following items:

- The Administration's recommended 2012-2013 school year calendar. The Committee expects to bring this to the full Board for approval by early May;
- A policy on Students and Social Networking Sites – our current policy on Acceptable Use and the Code of Conduct are under review by legal counsel;
- A policy on Staff Use of Social Networking Sites – a sample policy is under review and may be a model for a Madison policy.

#### 6.4. Finance Committee

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Mr. Clorite stated that the Committee has not met. He did report that at the March 3, 2011 Annual Town Meeting, the Board of Education requested a transfer of \$80,000 to a special reserve fund for unanticipated special education costs. Because there was no quorum at the meeting, the request was automatically approved. There is now \$160,000 in the reserve account.

Mr. Clorite also reported that the amount budgeted for health insurance for 2011-2012 may be reduced significantly from the amount originally requested based on positive claims experience and the recommendation of our insurance consultant.

#### 6.5. LEARN Liaison

Mr. Ruggiero reported that Patrice McCarthy of CAFE was the presenter at the last meeting. There was discussion on some of the proposed bills in the legislature and their effect on public education. Some of the issues were: revising qualifications for school nurses; mandating early childhood education; strengthening school bullying laws and allowing parents more involvement in the PPT / IEP process. Discussion ensued and Mr. Klein commented that much of the proposed legislation is driven by bad practices in a few districts.

#### 7. Audience Response to Information Presented

None at this time.

#### 8. Consent Agenda

8.1. Bills Payable: \$591,353.05 (10-11)

8.2. Line Transfers: \$35,709.39

8.3. Donation: \$3,780 to Island Avenue Elementary School for field trips (Grades 1, 3 and 4) and Planners, from the Island Avenue PTO

8.4. Donation: \$6,000 to Dr. Robert H. Brown Middle School for field trips, from the Brown School PTO.

MOTION: by Frey seconded by Meier to approve the Consent Agenda.

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

NAYS: None

MOTION CARRIED: 8-0

#### 9. Action Item: Minutes of the March 1, 2011 Board of Education Meeting.

MOTION: by Klaskin, seconded by Fitzgerald to approve the minutes of the March 1, 2011 Board of Education Meeting.

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

NAYS: None

MOTION CARRIED: 8-0

#### 10. Action Item: Non Renewals (Reduction in Force) for the 2011-2012 School Year

MOTION: by Ruggiero, seconded by Frey to move that the contracts for employment for Robert Bailey, Alicia DeNuzzo, Amy McLaughlin, Diane Powers, Stacey Ritsick, Michelle Schmidt, Lisa Seales and Tracey Soboleski not be renewed for

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the following year, based upon a reduction in force, upon its expiration at the end of the 2010-2011 school year, and that the Superintendent of Schools is directed to advise such persons in writing of this action.

Mr. Ruggiero commented that it was very unpleasant for him to read this motion, and he feels a great deal of sadness for these individuals who have worked so hard for the District.

Ms. Frey echoed Mr. Ruggiero's sentiments and thanked these individuals for their service. She reiterated that the non-renewals have nothing to do with performance and are driven solely by declining enrollment at the elementary level.

Atty. Klaskin offered his thanks to these employees and wished them well.

Ms. Coffey called the Motion and asked the Board members to vote.

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

NAYS: None

MOTION CARRIED: 8-0

Ms. Coffey thanked Mr. Klein and Ms. Heather Dobson, Director of Human Resources, for their kind and compassionate dealings with these individuals and wished them the best for the future.

11. Action Item: Non-Renewal for the 2011-2012 School Year.

This item was removed from the agenda as it was no longer necessary.

12. Action Item: Relinquish control of the Academy Street School Property to the Town of Madison.

MOTION: by the Planning Committee that the Madison Board of Education confirm, via this motion, that it no longer uses the Academy Street School Property for educational purposes, and moves to formally relinquish control of said property.

Ms. Frey stated that this is a decision of great magnitude and not a simple one. She commented that it is very melancholy for some Board members, but it is the right thing to do at this time. The Board of Education no longer needs the building for educational purposes, and it would be completely irresponsible of them to request the funds for the scope of renovations required. Ms. Frey continued that to defer the decision any longer would only allow for further deterioration of the building and stated again, that it was time and she supported the motion.

Ms. Coffey thanked Ms. Frey for her thoughtful work over many years regarding this facility. She reiterated that over the course of several years, through professional and internal studies, the Board has concluded that the space is not needed. Ms. Coffey stated that she also supports the motion before the Board, with sadness.

Ms. Wood stated that the tour Board members took of the Academy Street School property last spring showed that it's time, and the building has continued to deteriorate over the years it has been offline. She stated that it is an important building to the Town, but it is not prudent for the Board of Education to delay this decision any further.

Mr. Ruggiero stated that two years ago he thought it was important for the Board of Education to retain this building, but his feelings have changed and he feels it is now time to relinquish control of the building. He stated that it is no longer responsible to retain and maintain this property.

Atty. Klaskin thanked Ms. Frey for her hard work over the years, as well as Ms. Kathy Rossini and Ms. Helen Burland, who were members of the Planning Committee in past years.

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Ms. Meier commented that it is a very important building in Madison and she hopes that something wise and wonderful will be done with it.

As there was no further discussion, Ms. Coffey called the motion and put it to vote.

AYES: Clorite, Coffey, Fitzgerald, Frey, Klaskin, Meier,  
Ruggiero, Wood  
NAYS: None  
MOTION CARRIED: 8-0

13. Old Business

No old business was discussed.

14. New Business

14.1. Textbook Adoption Preview (March 15-April 5, 2011)

Ms. Rutlin noted the following textbook available for preview in her office

United States History  
Beginnings to 1877  
Holt Rinehart and Winston Publisher, 2009  
Social Studies Grade 8  
Walter C. Polson Middle School

15. Future Agenda Items

Mr. Klein noted the following upcoming presentations.

15.1. NAVIANCE Presentation for Grades 5 & 6: TBD

16. Meetings of Importance

17. Adjournment

MOTION: by Frey seconded by Fitzgerald to adjourn the meeting at 9:03 p.m.

AYES: Clorite, Coffey, Fitzgerald, Frey, Klaskin, Meier,  
Ruggiero, Wood  
NAYS: None  
MOTION CARRIED: 8-0

Submitted for approval at the 04/05/11 Board of Education Meeting  
dmd

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DRAFT