

Board of Education Meeting

Tuesday, January 3, 2012 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:

II.A.1. Renata Diotalevi, Daniel Hand High School
Grade 12; First Place - Southern Connecticut
Conference Diving Competition

II.B. Public Participation

III. Board of Education Student Representatives' Report **Speaker(s):** Jessica Buller and John Ovian

IV. Superintendent's Report

IV.A. Presentation of the Administration's Recommended 2012-2013 Budget **Speaker(s):** Anita Rutlin

IV.B. Other **Speaker(s):** Anita Rutlin

V. Board Members' Comments

VI. Board Committees / Liaison Updates

VI.A. Planning Committee **Speaker(s):** Jean Fitzgerald, Chair; Bill Clorite; Pam Meier

VI.B. Personnel Committee **Speaker(s):** John Dean, Chair; Cindy Wood; Vice-Chair; Robert Ruggiero

VI.C. Policy Committee **Speaker(s):** Seth Klaskin, Chair; Ryan Suerth; Cindy Wood

VI.C.1. Third Reading: Policy #5120.3.6, Animals in Schools **Speaker(s):** Seth Klaskin

VI.D. Finance Committee **Speaker(s):** Bill Clorite, Chair; Jean Fitzgerald; Cindy Wood

VI.E. LEARN Liaison **Speaker(s):** Robert Ruggiero

VII. Audience Response to Information Presented

VIII. Consent Agenda (8.1-8.3) Reference Bylaws #9540.2 and 9540.8

VIII.A. Bills Payable: \$925.00 (10-11); \$514,602.37 (11-12)

VIII.B. Line Transfers: \$33,248.01 (\$32,883.91/\$364.10)

VIII.C. Budget Expenditure Report as of December 28, 2011

IX. **Action Item: Minutes of the December 20, 2011
Board of Education Meeting (Reference Bylaw
#9540.8)**

X. **Action Item: Policy #5120.3.6, Animals in
Schools (Reference Bylaw #9620)**

XI. **Old Business**

XII. **New Business**

XIII. **Future Agenda Items**

XIII.A. Action on Administration's Recommended
2012-2013 Budget: January 17, 2012

XIV. **Meetings of Importance**

XIV.A. January 10, 2012: Budget Workshop
Meeting; 6:00 p.m., Town Campus Hammonasset Room

XIV.B. January 11, 2012: Planning Committee
Meeting; 7:30 a.m., Central Office Room B

XIV.C. January 12, 2011: Budget Workshop
Meeting; 6:00 p.m., Town Campus Hammonasset Room

XIV.D. January 17, 2012: Policy Committee
Meeting; 6:30 p.m., Central Office Room B

XIV.E. January 17, 2012: Board of Education
Meeting; 7:30 p.m., Town Campus Hammonasset Room

XV. **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
December 20, 2011
Meeting Minutes

1. The public meeting of the Board of Education was called to order by Chairwoman Frey at 7:33 p.m. Ms. Frey led the Pledge of Allegiance.

Present: Bill Clorite, John Dean; Debra Frey; Pam Meier; Robert Ruggiero; Ryan Suerth; Cindy Wood

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

Ms. Fitzgerald entered the meeting at 7:37 p.m.

2. School / Community Session

2.1. Recognitions:

2.1.1. Paul Coppola, History Teacher, Daniel Hand High School
High School Teacher of the Year - 2012 Annual VFW District 2

Ms. Anita Rutlin stated that each year the Veterans of Foreign Wars honor the nation's top elementary, junior high and high school teachers who promote American History, its traditions and institutions. Ms. Rutlin commented that she was extremely proud that Mr. Coppola received the honor of being named High School Teacher of the Year. She and Ms. Frey presented Mr. Coppola with a Certificate of Recognition.

2.1.2. Grace Driscoll, Daniel Hand High School, Grade 11
Voices of Democracy - 3rd Place – 2012 Annual VFW District 2 Competition

Mr. Rutlin then noted that Grade 11 student Grace Driscoll placed 3rd in the Voices of Democracy competition sponsored by the VFW, District 2. This competition fosters patriotism, and requires students create a 3-5 minute written / audio essay. Ms. Driscoll was presented with a Certificate of Recognition signed by Ms. Rutlin and Ms. Frey.

2.1.3. 2011 Class L Football State Champions – Daniel Hand High School

Ms. Rutlin then introduced Director of Athletics Craig Semple. He stated that all Daniel Hand fall sports teams had successful seasons, particularly the football team, which is being recognized tonight for their undefeated season and Class L State Championship. Mr. Semple introduced Head Football Coach Steve Filippone. He thanked Coach Filippone for the countless hours he has devoted to the football program at Daniel Hand.

Coach Filippone stated that he could not be more proud of this team of young men, who have also put in countless hours for the football program in the last several months. He stated that this is an exceptional group, not only on the football field, but also as citizens of the community. He noted the Read for Character program at Jeffrey School and stated that he has always received positive feedback on player participation, especially this year. Coach Filippone introduced the senior members of the Championship team who were present, and the group was presented with a Certificate of Recognition signed by Ms. Frey and Ms. Rutlin.

2.2. Public Participation

No one participated at this time.

3. Student Representatives' Report
(Jessica Buller and John Ovia)

Mr. Ovia reported on the following:

- Once again, the football team is to be congratulated on winning the Class L Championship game played at Rentschler Field. Daniel Hand also congratulates the band and Mr. Gage on a great marching season; the cheerleaders who were at all games, rain or shine; and the fans who supported the football team all season long.
- The fall play, It's a Wonderful Life, was very successful; the show almost sold out each performance. Joy Weaver announced that the spring musical will be Legally Blonde.
- The DHHS Waes Hael and Encore groups performed for students at each of the elementary schools today. The younger students enjoyed the performances very much.

Ms. Buller reported on the following:

- Sophomores will receive their PSAT scores this coming Friday, December 23rd.
- This week is "Spirit Week" at DHHS, celebrated with a different theme each day. Spirit Week will culminate on Friday when students will dress in their class colors and participate in a winter pep rally.
- Seniors are getting responses from colleges to their applications every day and will continue to for the next few months.

4. Superintendent's Report

4.1. School Closings Related to Inclement Weather

Ms. Rutlin noted that while we have been enjoying mild weather thus far, it may be necessary due to inclement weather to close schools, have a delayed opening or an early dismissal. She stated that the best way for parents to be notified is by the e-Notify system. If an early dismissal is necessary, in addition to e-Notify, parents will be called via School Messenger. Closings, delayed openings and early dismissals are also posted on the district website, broadcast on the local television and radio stations and on Madison Cable Channel 19. Ms. Rutlin stated that it is important for parents to stay connected to the district website and local media in the event of inclement weather. Ms. Rutlin reminded that there is a link on the district home page as well as on each of the school webpages through which families can subscribe to e-Notify.

Ms. Rutlin next explained that the decision for closing school, having a delayed opening or an early dismissal due to inclement weather is based on safety. Students need safe access to the school buildings (electricity, safe entry) and the buses must be able to operate safely on their routes.

4.2. Other

Ms. Rutlin reminded everyone that Tuesday, January 3, 2012 will be a school day for students. January 3rd was originally scheduled as a Professional Development day; however the school calendar was changed last October so that one of the student days missed due to Tropical Storm Irene can be made up.

5. Board Members' Comments

No one had a comment at this time.

6. Reports from Board Committees / Liaisons

6.1. Planning Committee

Ms. Fitzgerald reported that the committee continues to look at staffing profiles that affect the budget. The committee will also look at student registration fees. Ms. Fitzgerald also noted that space utilization is a constant conversation within the committee.

6.2. Personnel Committee

Mr. Dean reported that the Committee met prior to this Board meeting. The topic for discussion related to Ms. Dotty Bavin, Director of Finance, recently announcing that she will retire as of June 30, 2012. This has been a shared position between the Town and Board of Education for about 14 years and Ms. Bavin has done an exceptional job and will be missed greatly.

6.3. Policy Committee

Atty. Klaskin was not present at the meeting. In his absence, Ms. Frey asked Ms. Meier to speak about the policy for second reading on Animals in Schools, as she wrote the draft policy. Ms. Meier reminded the Board that the policy has been vetted by both CABE and CIRMA, the district insurance carrier. She asked Board members to take a look at the draft policy and forward any questions to Atty. Klaskin in the next two weeks. The policy will be on the January 3rd agenda for Board approval.

6.4. Finance Committee

The committee has not met. Mr. Clorite did report that the Board of Selectmen and Board of Finance also approved the new copier lease agreement that was approved by the Board of Education on December 6th. With this new lease agreement, copiers will be put into place as soon as possible.

Mr. Clorite stated that the Administration continues to work on the 2012-2013 Budget. The books are not quite ready and will be distributed to the Board in the next couple of days. The Administration will present the budget to the Board on January 3rd. One or two Budget Workshop meetings will be scheduled, and the Board will take action on the Budget at their January 17th meeting. Mr. Clorite asked his fellow Board members to review the books when they receive them and email any questions to him. He will forward them to Ms. Rutlin so she can be prepared to answer them on January 3rd.

6.5. LEARN Liaison

Mr. Ruggiero that there was a recent meeting and the primary discussion related to budgeting issues and projections. He noted that LEARN is in the black.

7. Audience Response to Information Presented

No one had a response at this time.

8. Consent Agenda

8.1. Bills Payable: \$6,351.66 (10-11); \$792,686.59 (11-12)

8.2. Line Transfers: \$16,325.35

8.3. Donation: \$1,000 to Island Avenue Elementary School from Wal-Mart (ten \$100 gift cards) to be used by teachers to purchase classroom supplies (i.e., markers, clay, games for indoor recess)

8.4. Request for Removal of Used Books/Equipment (Reference Policy #3260)

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

Ms. Wood noted the very generous donation from Wal-Mart and also gave kudos to the person in the community who helped Island Avenue Elementary School obtain that donation.

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

9. Action Item: Minutes of the December 6, 2011 Board of Education Meeting.

MOTION: by Wood, seconded by Fitzgerald to approve the minutes of the December 6, 2011 Board of Education Meeting.

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

10. Action Item: Daniel Hand High School Program of Studies for 2012-2013.

MOTION: by Fitzgerald, seconded by Wood to approve the Daniel Hand High School Program of Studies for 2012-2013

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

11. Old Business

No old business was discussed.

12. New Business

No new business was discussed.

13. Future Agenda Items

13.1. Overview of the 2012-2013 Budget: January 3, 2012

Mr. Clorite stated that he would be interested in a presentation at some point in the coming months on the participation rate of elective courses at Daniel Hand.

14. Meetings of Importance

Ms. Frey referred to the list of upcoming meetings on the agenda and also noted that there is a meeting of the Ad-Hoc Community Awareness Committee scheduled for Thursday, December 29th.

15. Meeting Adjournment

MOTION: by Dean, seconded by Meier to adjourn the meeting at 8:03 p.m.

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

Submitted for approval at the January 3, 2012 Board of Education Meeting
dmd