

Board of Education Regular Meeting

Tuesday, January 17, 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. Public Participation

III. Board of Education Student Representatives' Report

Speaker (s): Jessica Buller and John Ovian

IV. Superintendent's Report

Speaker (s): Anita Rutlin

IV.A. Report on Out of State Travel

IV.B. Other

V. Board Members' Comments

VI. Board Committees / Liaison Updates

VI.A. Planning Committee

Speaker (s): Members: Jean Fitzgerald, Chair; Bill Clorite; Pam Meier

VI.B. Personnel Committee

Speaker (s): Members: John Dean, Chair; Cindy Wood, Vice-Chair; Robert Ruggiero

VI.C. Policy Committee

Speaker (s): Members: Seth Klaskin, Chair; Ryan Suerth; Cindy Wood

VI.D. Finance Committee

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

VI.E. Ad-Hoc Community Relations Committee

Speaker (s): Members: Ryan Suerth, Chair; Pam Meier; Cindy Wood

VI.F. LEARN Liaison

Speaker (s): Liaison: Robert Ruggiero

VII. Audience Reponse to Information Presented

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

VIII.A. Bills Payable: \$451,587.57 (11-12)

IX. Action Item: Minutes of the January 3, 2012 Board of Education Meeting

X. Action Item: Minutes of the January 9, 2012 Board of Education Special Budget Workshop Meeting (Ref. Bylaw #9540.8)

XI. **Action Item: Minutes of the January 12, 2012
Board of Education Special Budget Workshop
Meeting (Ref. Bylaw #9540.8)**

XII. **Action Item: Adoption of the 2012-2013 Board of
Education Budget (Ref. Policy #3020.7)**

XIII. **Old Business**

XIV. **New Business**

XV. **Future Agenda Items**

XV.A. Guidance Department Update: February 7,
2012

XVI. **Meetings of Importance**

Speaker(s) :

Chairperson Coffey

XVI.A. January 25, 2012: Planning Committee
Meeting; 7:30 a.m., Central Office Room B

XVI.B. February 1, 2012: Board of Education
Budget Presentation to the Board of Selectmen and
Board of Finance; 7:30 p.m., Town Campus
Hammonasset Room

XVI.C. February 7, 2012: Finance Committee
Meeting; 6:30 p.m., Central Office Room B

XVI.D. February 7, 2012: Board of Education
Meeting; 7:30 p.m., Town Campus Hammonasset Room

XVI.E. February 16, 2012: Public Hearing - Board
of Finance, Board of Selectmen and Board of
Education Budget Presentation; 7:30 p.m., Walter
C. Polson Middle School

XVI.F. March 14, 2012: CABE A Day on the Hill;
8:30 a.m., The Bushnell, Hartford, CT

XVII. **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
January 3, 2012
Meeting Minutes

1. The public meeting of the Board of Education was called to order by Vice-Chairman Ruggiero at 7:31 p.m. Mr. Ruggiero led the Pledge of Allegiance.

Present: Bill Clorite, John Dean; Jean Fitzgerald; Seth Klaskin; 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

2. School / Community Session

2.1. Recognitions:

2.1. *Renata Diotalevi, Daniel Hand High School Grade 12
First Place ~ Southern Connecticut Conference Diving Competition*

*Daniel Hand High School Girls Swim Team
5th Place ~ Southern Connecticut Conference
7th Place ~ Class M State Championship*

Ms. Rutlin delayed the recognition as the Girls Swim Coach was delayed.

Ms. Rutlin introduced members of the Administrative team who were in attendance to assist with comments during and after the Budget Presentation:

Ms. Dotty Bavin, Director of Finance
Mr. Bill McMinn, Director of Facilities
Mr. Arthur Sickel, Director of Administrative Services
Ms. Heather Dobson, Director of Human Resources
Ms. Cindy Twiss, Director of Special Education and Student Services
Mr. Frank Henderson, Principal Walter C. Polson Middle School

Ms. Rutlin noted that Ms. Bavin, Mr. McMinn and Mr. Sickel's positions are shared with the Town of Madison.

Atty. Klaskin entered the meeting at 7:36 p.m.

2.2. Public Participation

No one participated at this time.

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

The student representatives were not present, as school has just resumed after winter break.

A member of the audience wished to make a comment, and since the recognition was delayed, Mr. Ruggiero invited him to speak.

Mr. Gus Horvath of Ayelsbury Circle commented on the favorable outcome of the budget year ending June 30, 2011, in which the Board of Education had a balance of \$478,000. Mr. Horvath noted that it was quite

an accomplishment, and he hopes to see it happen again. He also commented that the public sees the initial budget document and figures, but very few see the final result. He commended the Board of Education on a very successful budget year. Mr. Clorite thanked Mr. Horvath for his comments, noting that while the Board does have some say on the budget, the credit goes to the administration for the way in which the budget is managed.

At this time, the Board recognized members of the Daniel Hand High School Girls Swim Team. Head Coach Jen Lyman was introduced and Ms. Rutlin asked her to speak about the swim team and their accomplishments.

Ms. Lyman stated that she is very proud to coach the Girls Swim Team and commented that they are an exceptional group of athletes. She commended them for their commitment, and stated that in addition to their academic loads, they are required to travel 20 minutes to and from their 90 minute practice each day. She also noted that there have been no academic issues with the girls. She further stated that the girls who compete in diving are required to travel to yet another facility in the evenings and work with a different coach. Ms. Lyman stated that this shows great dedication on the part of the girls to succeed within their sport. She commented that she feels very happy and blessed to be part of the teams' success and enjoys watching the camaraderie among the 30 girls on the team.

Ms. Lyman outlined some of the successful athletic achievements of the Girls Swim Team, including a 10-3 season, placing 5th at the Southern Connecticut Conference and 7th in the Class M State Competition. She recognized Ms. Renata Diotalevi, who won first place in the Southern Connecticut Conference Diving Competition. Ms. Diotalevi was joined by her teammates Ms. Marissa Rossi, Ms. Deirdre Haren and Ms. Caroline Wolek. All were presented with Certificates of Recognition signed by Ms. Rutlin and Mr. Ruggiero.

4. Superintendent's Report

4.1. Presentation of the Administration's Recommended 2012-2013 Budget

On behalf of the Administrative Council, Ms. Rutlin and her colleagues introduced the presentation of the Recommended Budget for 2012-2013 to the Board. She and her colleagues would be available to answer questions after the presentation. Ms. Rutlin remarked that the proposed budget is fiscally responsible and will allow the district to maintain the integrity of the current high quality programs for the students of Madison.

Ms. Rutlin then introduced a Power Point presentation (on file) of the Administration's recommended 2012-2013 budget.

The presentation reviewed achievements of distinction attained by students, staff and the Board. Ms. Rutlin reviewed the Budget Development Guidelines and noted that there will be no new positions and no new programs; however current programs will be refined and improved. Ms. Rutlin noted the financial collaborations and efficiencies achieved by the Town of Madison and the Board of Education including shared personnel and pooled insurance groups. She further stated that the practices of Shared Decision Making, Shared Purchases and Shared Equipment and Tools have served this community very well for several years. As a result, Madison is a model for many districts and municipalities.

Ms. Rutlin stated that the requested budget as presented represents a 0.98% increase to the operational budget and an increase of 1.31% to the total comprehensive budget, including accounts managed jointly with the Town. She noted that the increase to the Board of Education budget would be much lower if the state fully funded the excess cost reimbursement for mandated programs. Ms. Rutlin outlined factors contributing to the low budget increase, including a reduction in certified and classified staff based on decreased student enrollment; reduction in enrollment-based core allocations (instructional materials/supplies); reduction in early retirement / severance; the contract negotiated by the AMA (Association of Madison Administrators) and the Board of Education; and favorable renewal rates in health insurance coupled with changes in employee benefit program achieved through contract negotiations.

Ms. Rutlin reviewed in detail the requested budget of salaries for each employee group. Salaries, which are 71.19% of the budget, will increase by .07%. She also reviewed the areas of benefits, transportation, purchased services and their impact on the budget. She discussed the significant increase to Tuitions / External Placements noting that the state no longer allows parents to fund tuition for magnet school programs, and there is an anticipated 30% reduction in the State Excess Cost Reimbursement (ECR) Grant for eligible tuition costs. Ms. Twiss reminded the Board that it is nearly impossible to determine these costs up to 18 months in advance. Ms. Twiss noted again that if the state were fully funding the ECR, the increase to this line of the budget would be much less.

Ms. Rutlin reviewed class size projections across all grade levels and showed in detail where the positions at the elementary level are being eliminated based on the decline in enrollment. She also noted that there will be reductions to the staffing profile for Grade 6.

In closing, Ms. Rutlin shared a slide indicating funding differentials among twelve of the top performing districts in Connecticut: seven from District Reference Group A, and five from DRG B with their Net Current Expenditure per Pupil (NCEP) for 2010-2011. Ms. Rutlin noted that Madison was one of the five districts listed in which seven grade levels had the highest percentage of students achieving goal. Of those five districts, Madison had the lowest NCEP; and of the 12 districts listed, Madison has the third lowest NCEP, a testament to our talented and dedicated staff, our students who come to school prepared to learn, and our community which values and supports public education.

Ms. Rutlin concluded that at 1.31%, she feels this is a very responsible and thoughtful budget that maintains the quality of the district's programs and services. She expressed appreciation to the Administrative team for their diligence and thoughtful decision making in developing the budget. She opened the floor to questions and noted that Board members could digest the information presented and forward questions to be answered at the two Budget Workshops scheduled for next week.

Mr. Dean commented that generally speaking he is very happy with the percentage increase to the proposed budget.

Mr. Clorite stated that as a whole the budget is very well thought out and he appreciates all the hard work that went into it. He suggested that members of the Board review it thoroughly and send any questions to him in advance of next week's Budget Workshop meeting and he will forward them to Ms. Rutlin.

Ms. Wood noted that there was a lot to look at but she feels the Administration did a tremendous job.

Atty. Klaskin thanked all the unions that bargained in good faith and reached fair contracts.

Ms. Meier gave credit to the Administrative team for an excellent budget proposal.

Ms. Rutlin stated that the Administrators began working on the budget back in August and it was truly a team effort. She also expressed her appreciation for Ms. Marilyn Bovee of Central Office, who prepared the budget document and Power Point presentation.

4.2. Other

Ms. Rutlin had nothing additional to report.

5. Board Members' Comments

No one had comments at this time.

6. Reports from Board Committees / Liaisons

6.1. Planning Committee

Ms. Fitzgerald reported that the Committee discussed the boiler replacement project at Walter C. Polson Middle School which falls under the Joints Facilities Review Committee and noted that she would like to add an Action Item to the agenda for the Board to approve the schedule for the project. Ms. Fitzgerald clarified that the Board would approve the schedule only, not the money needed for the project, which falls under LOCAP.

Mr. Bill McMinn noted the three boilers in place at Polson are original to the building (1961) and are not at all efficient. They would like to replace them with gas boilers, which would be more efficient and cost effective. He further explained that the job would be bid out and the best choice would be made to benefit the district. Mr. McMinn also noted that this is not an emergency replacement but part of Planned and Cycled Maintenance.

Ms. Fitzgerald made the motions as follows:

MOTION: by the Planning Committee to add agenda item 10.1 regarding a long term capital maintenance project scheduled for 2012-2013.

AYES: Clorite, Dean, Fitzgerald, Klaskin, Meier, Ruggiero, Suerth, Wood

NAYS: None

MOTION CARRIED: 8-0

6.2. Personnel Committee

No report.

6.3. Policy Committee

Atty. Klaskin reported the Committee has not met, but noted Policy #5120.3.6, Animals in Schools, which is on the agenda for final reading and Board approval. The Policy Committee will meet next on January 17, 2012.

6.4. Finance Committee

Mr. Clorite reported that the Committee met prior to this Board meeting. He once again thanked Ms. Rutlin and the Administrators for their proposed budget and an excellent presentation. He noted that there are two workshops scheduled for the following week and asked that his fellow Board members review the budget information presented and forward questions to him prior to next week's meetings. He also reminded the Board that they will take action on the proposed budget at their January 17, 2012 meeting.

6.5. LEARN Liaison

No report.

Atty. Suerth noted that the Ad-Hoc Community Awareness Committee held their initial meeting on December 29, 2011 to discuss their strategy and mission. Atty. Suerth has requested that the Policy Committee discuss making this a standing committee.

7. Audience Response to Information Presented

No one had a response at this time.

8. Consent Agenda

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

8.2. Line Transfers: \$33,248.01

8.3. Budget Expenditure Report

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

AYES: Clorite, Dean, Fitzgerald, Klaskin, Meier, Ruggiero, Suerth, Wood

NAYS: None

MOTION CARRIED: 8-0

9. Action Item: Minutes of the December 20, 2011 Board of Education Meeting.

MOTION: by Wood, seconded by Dean to approve the minutes of the December 20, 2011 Board of Education Meeting.

AYES: Clorite, Dean, Fitzgerald, Meier, Ruggiero, Wood

NAYS: None

ABSTENTIONS: Klaskin

MOTION CARRIED: 7-0

10. Action Item: Policy #5120.3.6, Animals in Schools

MOTION: by the Policy Committee to approve Policy #5120.3.6, Animals in Schools

AYES: Clorite, Dean, Fitzgerald, Klaskin, Meier, Ruggiero, Suerth, Wood

NAYS: None

MOTION CARRIED: 8-0

10.1. Action Item: Long Term Capital Maintenance Project schedule for 2012-2013.

MOTION: by Fitzgerald, seconded by Meier to approve the schedule to remove and replace the boilers at Walter C. Polson Middle School to more energy efficient units.

AYES: Clorite, Dean, Fitzgerald, Klaskin, 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. Action on Administration's Recommended 2012-2013 Budget: January 17, 2012

14. Meetings of Importance

Mr. Ruggiero referred to the list of upcoming meetings on the agenda.

15. Meeting Adjournment

MOTION: by Dean, seconded by Meier to adjourn the meeting at 9:12 p.m.

AYES: Clorite, Dean, Fitzgerald, Klaskin, Meier, Ruggiero, Suerth, Wood

NAYS: None

MOTION CARRIED: 8-0

Submitted for approval at the January 20, 2012 Board of Education Meeting
dmd

Board of Education Special Budget Workshop Meeting
January 9, 2012
Town Campus

Meeting Minutes

1. The Budget Workshop meeting of the Board of Education was called to order by Chairperson Frey at 6:00 p.m.

Present: Bill Clorite; John Dean; Jean Fitzgerald; Debra Frey; Seth Klaskin; Pam Meier; Robert Ruggiero; Ryan Suerth; Cindy Wood

Also present: Anita Rutlin, Interim Superintendent of Schools
Dotty Bavin, Director of Finance
Heather Dobson, Director of Human Resources
Arthur Sickle, Director of Administrative Services
Cindy Twiss, Director of Special Education and Student Services

2. Review and discussion of the Administration's Recommended 2012-2013 Budget
3. Adjournment

MOTION: by Wood, seconded by Meier to
adjourn the meeting at 9:15 p.m.

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

NAYS: None

MOTION CARRIED: 9-0

Board of Education Special Budget Workshop Meeting
January 12, 2012
Town Campus

Meeting Minutes

1. The Budget Workshop meeting of the Board of Education was called to order by Chairperson Frey at 6:00 p.m.

Present: Bill Clorite; John Dean; Debra Frey; Seth Klaskin; Pam Meier; Robert Ruggiero; Ryan Suerth

Also present: Anita Rutlin, Interim Superintendent of Schools
Dotty Bavin, Director of Finance
Heather Dobson, Director of Human Resources
Bill McMinn, Director of Facilities

Ms. Fitzgerald entered the meeting at 8:15 p.m.

2. Review and discussion of the Administration's Recommended 2012-2013 Budget
3. Adjournment

MOTION: by Ruggiero, seconded by Klaskin to adjourn the meeting at 8:50 p.m.

AYES: Clorite, Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Suerth

NAYS: None

MOTION CARRIED: 8-0

Submitted for approval at the 01.17.12 Board of Education Meeting