

Board of Education Regular Meeting

Tuesday, April 24, 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. Recognitions:

II.A.1. Daniel Luo, Grade 3, J. Milton Jeffrey Elementary School; 2nd Place - CT Association of Schools Scholastic Chess 3rd Grade Championship; Ani Deshpande, Coach

II.A.2. Daniel Hand High School Balsa Wood Structure Team; Silver Medal, CT Odyssey of the Mind Tournament. DHHS: Katherine Ainsworth; Grace Adams; Sophie Joel; Anne-Claire Merkle-Scotland; Tyler Phan. Polson Middle School: Spencer Ainsworth; Marcus Tung

II.A.3. Introduction of Ms. Stacy Nobitz, Incoming Director of Finance, Town of Madison and Madison Public Schools

II.B. Public Participation

III. Board of Education Student Representatives' Report

Speaker (s): Jessica Buller and John Ovian

IV. Superintendent's Report

IV.A. Discussion: Proposed Three Year Technology Plan

Speaker (s): Arthur Sickle

IV.B. Discussion: Finalsite Contract Renewal / Extension

Speaker (s): Arthur Sickle

IV.C. Enrollment Update

Speaker (s): Anita Rutlin

IV.D. Report on Out of State Travel (Reference Policy #6100.16.1)

Speaker (s): Anita Rutlin

IV.E. Other

Speaker (s): Anita Rutlin

V. Board Members' Comments

V.A. Change Start Time and Location of June 5, 2012 Board of Education Meeting

Speaker (s): Debra Frey

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.C.1. Discussion: Recommended 2013-2014 School Year Calendar **Speaker (s)**: Seth Klaskin

VI.C.2. Third Revision Reading: Policy #5080.2, Truancy **Speaker (s)**: Seth Klaskin

VI.C.3. First Revision Reading: Policy #4150, Acceptable Use of Computer Equipment, Related Systems, Software and Networks (Personnel) **Speaker (s)**: Seth Klaskin

VI.C.4. First Revision Reading: Policy #5090.9, Electronic Communication Devices **Speaker (s)**: Seth Klaskin

VI.C.5. First Revision Reading: Policy #5210, Acceptable Use of Computer Equipment and Related Systems, Software and Networks (Students) **Speaker (s)**: Seth Klaskin

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

VIII.A. Bills Payable: \$825.00 (10-11); \$1,115,032.71 (11-12)

VIII.B. Line Transfers: \$105,821.19

VIII.C. Textbook Adoption: Chemistry Principals and Reactions; Seventh Edition; Brooks/Cole CENGAGE Learning, ECE/UCONN General Chemistry I and II; CHEM 1127Q 1128Q; Science Grades 11 &12; Daniel Hand High School

VIII.D. Connecticut State Department of Education Carl D. Perkins Innovation Grant, April 1, 2012- June 30, 2013

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

X. Action Item: Minutes of the April 3, 2012 Board of Education Special Meeting

XI. Action Item: 2013-2014 School Year Calendar

XII. Action Item: Revised Policy #5080.2, Truancy

XIII. Action Item: To waive the second and third revision readings to Policy #5210, Acceptable Use of Computer Equipment and Related Systems, Software and Networks (Students)

XIV. Action Item: Revised Policy #5210, Acceptable Use of Computer Equipment and Related Systems, Software and Networks (Students) (Reference Bylaw #9620)

XV. Action Item: Finals site Agreement

XVI. Action Item: Revised Contract for the Superintendent of Schools

XVII. Old Business

XVIII. New Business

XIX. Future Agenda Items

XIX.A. May 1, 2012: Update from Madison Youth and Family Services (David Melillo)

XX. Meetings of Importance

Speaker(s) :

Chairperson Frey

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

XX.B. April 26, 2012: Ad-Hoc Community Relations Committee Meeting; 8:15 a.m., Central Office Room B

XX.C. May 1, 2012: Finance Committee Meeting; 6:30 p.m., Central Office Room B

XX.D. May 1, 2012: Board of Education Meeting; 7:30 p.m., Town Campus Hammonasset Room

XX.E. May 15, 2012: Recommended Referendum Date

XXI. 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
April 3, 2012
Meeting Minutes

1. The public meeting of the Board of Education was called to order by Chairman Frey at 7:34 p.m. Ms. Frey led the Pledge of Allegiance.

Present: Bill Clorite; Jean Fitzgerald; Debra Frey; 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

Mr. Thomas Scarice, recently appointed Superintendent of Schools, was also in attendance.

2. School / Community Session

2.1. Recognitions:

2.1.1. Daniel Hand High School Students – “Art From The Heart” Project

<i>Emily Atton</i>	<i>Damon Fischer</i>
<i>Jessica Atton</i>	<i>Erica Fulton</i>
<i>Cassandra Barrow</i>	<i>Justine Grato</i>
<i>Benjamin Bednarczyk</i>	<i>Elizabeth Griffin</i>
<i>Karina Campos</i>	<i>Uchemma Ogbejesi</i>
<i>Amanda Daniels</i>	<i>Katherine Schurk</i>
<i>Anita Ferron, Family Consumer Science Teacher</i>	
<i>Parent Volunteers, Circle of Care: Tina Garrity</i>	
<i>Carol Newton</i>	

Ms. Rutlin stated that we are very proud in Madison to have young people who care about their community and the people in it, and take the time to investigate ways that they can make a difference. She then introduced Family Consumer Science Teacher Anita Ferron to explain more about this project.

Ms. Ferron stated that the “Art From The Heart” project is part of the Circle of Care program and supports children who have cancer by redecorating their bedrooms. Ms. Ferron explained that she was initially contacted by Madison residents Tina Garrity and Carol Newton who asked if she and her students would like to participate in “Art From The Heart”. Ms. Ferron stated that it has been a wonderful experience for her and the students involved, some of whom are now seniors and are participating for the fourth consecutive year. This year the students are redecorating the room of a 7 year old boy named Josh who lives in Guilford.

The students in attendance were presented with Certificates of Recognition signed by Ms. Rutlin and Ms. Frey.

2.1.2. National Library Week, April 8-14, 2012

<i>Island Avenue Elementary School</i>	<i>Sandra Bizier, Library Media Specialist</i>
<i>Kathleen H. Ryerson Elementary School</i>	<i>John Wiggins-Strada, Library Media Specialist</i>
<i>J. Milton Jeffrey Elementary School</i>	<i>Larry Halpern, Library Media Specialist</i>
<i>Dr. Robert H. Brown Middle School</i>	<i>Noel Heimer, Library Media Specialist</i>
<i>Walter C. Polson Middle School</i>	<i>Dawn Fiorelli, Library Media Specialist</i>
	<i>Mary Ann Kunst, Media Paraprofessional</i>

*Daniel Hand High School
E. C. Scranton Memorial Library*

*George Petrakopoulos, Library Media Specialist
Beth Crowley, Director
Katie Fargo, Teen Librarian
Jane Ash, Children's Librarian*

Ms. Rutlin next announced that in honor of National Library Week, the staff of the Madison Public School Library Media Centers and the E.C. Scranton Memorial Library are being recognized tonight. Ms. Rutlin commended them for their dedication, collaboration and all they do to instill a love for reading in the students of Madison. The Library staff in attendance were presented with Certificates of Appreciation signed by Ms. Rutlin and Ms. Frey.

2.1. Public Participation

There was no participation at this time.

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

Mr. Ovia reported on the following:

- The spring musical, *Legally Blonde*, was performed this past weekend from Wednesday to Sunday. The cast, crew and pit all did an outstanding job.
- VIBE, the Daniel Hand Show Choir, is going to Chicago to compete in The Show Choir National Championship.
- Spring sports are underway and going strong; Sports Night is taking place this evening.

Ms. Buller reported on the following:

- CAPT is completed, including makeup tests, and the tests are boxed and ready to be returned for scoring.
- A blood drive was held today with a record number of more than 75 students participating.
- The Guidance Department is hosting a "How to Pay for College" seminar on April 4, 2012 at 7:00 p.m. for middle school parents.
- The College Fair is scheduled for Thursday, April 26th with nearly 130 colleges being represented, including the University of Rhode Island, Yale University and the University of Michigan.

4. Superintendent's Report

4.1. Overview: K-12 Summer Reading List 2012 – Dream Big...Read!

Ms. Rutlin introduced Ms. Dawn Fiorelli, Library Media Specialist at Walter C. Polson Middle School and Department Chair, to present the 2012 Summer Reading List to the Board. Ms. Rutlin noted that Madison's Summer Reading List is very highly regarded in the state and is a model for other districts.

Ms. Fiorelli distributed copies of the Summer Reading List to members of the Board, and explained that it is truly a collaborative effort undertaken by the Library Media Specialists, the staff of Scranton Library, the Reading Specialists, Language Arts teachers as well as the students. Ms. Fiorelli stated that about 30% of the reading list is new each year, and all parties involved work to keep it current and include titles that are popular with our students. Ms. Fiorelli pointed out that the reading list includes downloadable e-books, books on CD, a variety of non-fiction titles that tie into the Common Core Curriculum as well as a special section for the Nutmeg Books, so there is something for everyone.

Ms. Fiorelli spoke about the partnership between the Madison Public Schools and the Scranton Library, noting that the school libraries rely heavily on Scranton to enhance their collections and provide additional copies of particular titles for book clubs.

Ms. Fiorelli noted that Kindles are being piloted at the middle schools. Brown School has four and Polson has eight. They are preloaded with titles to support literature circles. Ms. Fiorelli also noted that the Kindles have not been on the shelves since the pilot began, so clearly they are being very well received by the students.

In closing, Ms. Fargo talked about some of the programs planned for the coming summer at the Scranton Library, including a creative writing workshop, Nutmeg Book discussions, and craft projects.

Ms. Rutlin thanked Ms. Fiorelli and the other Madison staff, as well as the staff from the Scranton Library for their dedication and collaborative efforts.

Ms. Frey commented that the partnership between the district and the public library is highly valued, as is the increased technology integration.

4.2. Discussion: Optional Healthy Foods Program

Arthur Sickie, Director of Administrative Services

Jason Wallace, Director of Food Services, Chartwells School Dining Services

Board members noted that they had been invited to have lunch at the high school earlier in the day along with Mr. Sickie and Mr. Wallace. They were impressed by the variety of options offered and noted that the staff was very helpful and encouraged students to choose healthy options. They also spoke with some of the students and reported that they seem happy with the quality of the food and the choices available to them.

Mr. Sickie distributed an overview of the optional Healthy Foods Certification program (on file). He reminded the Board that the district is required annually to consider participation in the State of Connecticut Healthy Foods Program as it pertains to snack items available in school cafeterias. Mr. Sickie explained that by participating, the district would receive 10 cents per meal sold, but would have to agree not to offer certain ala carte food items. This would also affect sales of food at other school events, including sporting events and fund raisers.

Mr. Sickie introduced a Power Point presentation (also on file) and explained that Chartwells continues to focus on quality and offers healthy food options. There is a great variety of choices available, especially at the high school level. There are choices available at the middle schools as well, and not as many at the elementary level. He highlighted the following points to demonstrate the continuous quality improvement in the food services program:

- All deep fryers in the district have been phased out.
- Food items are totally trans-fat free.
- Only 1% or skim milk (white and chocolate) is available.
- There is emphasis on whole grain choices
- Great vegetable and fruit choices are available at all grade levels.

Discussion ensued. Mr. Sickie shared a list of the foods that would have to be eliminated if Madison chose to participate in the state's program. He noted that it is quite restrictive and would result in decreased revenues for the district. Mr. Sickie and Mr. Wallace pointed out that approximately 40% of our students buy lunch each day, so the school district is not providing the bulk of their nutrition. Mr. Sickie stressed that the food services program in Madison is balanced and nutritious and not compromised in any way. He added that they are making steady progress and offering many healthy options each day. Mr. Wallace noted that he meets with Student Councils at the elementary level and gets input for new menu ideas. He also explained that some of the cook managers have submitted recipes which are then evaluated for nutritional value and requirements by Chartwells, and sometimes added to the school lunch menus. One example is the freshly made pizza dough which is now served in the Brown and Polson Middle Schools. He commented that the cook managers are dedicated to encouraging students to try new fruits and vegetables when they are served, and they also make sure each student buying a lunch takes each of the required components. Mr.

Sickle commented that he is very proud of the food services program, the staff, the facilities and the food they serve. He hoped the Board would support his request to opt out of the optional program.

Members of the Board thanked Mr. Sickle and Mr. Wallace for their informative presentation, and also for hosting them for lunch at Daniel Hand earlier in the day. Ms. Wood stated that she was very impressed and received excellent feedback regarding food services from the students.

4.3. Report on Out of State Travel (*Reference Policy #6100.16.1*)

Ms. Rutlin reported on three upcoming out of state field trips for Daniel Hand High School Students. She reviewed the details of the upcoming trip to Chicago for members of VIBE, noting that parents and the school community came together to make this happen. Detailed plans are in place including chaperones, who are all Madison Public Schools staff members, and a nurse. She stated that the district is grateful to the parents for their help and support.

4.4. Update on Senate Bill 24, An Act Concerning Educational Competitiveness

Ms. Rutlin distributed an update from the Connecticut Conference of Municipalities (on file) comparing the Governor's Proposal alongside the Education Committee's Proposal of Senate Bill 24. She briefly reviewed the details of the following points of discussion:

- ECS Funding
- ECS Formula
- Minimum Budget Requirement
- Local Funding of Charter Schools
- State Funding of Charter Schools
- Consolidation of Small School Districts
- Commissioner's Network
- Teacher Tenure

4.5. Other

Ms. Rutlin reported that enrollment for the 2012-2013 school year is on track with the ADS projections. Kindergarten enrollment is currently at 111.

5. Board Member Comments

Atty. Klaskin stated that he wishes Mr. Dean a speedy recovery and looks forward to seeing him back at the Board table.

Ms. Frey likewise stated that Mr. Dean is in her thoughts and she wishes him well and looks forward to having him back.

Ms. Frey also stated that she will be scheduling two Board Retreats; one in the very near future and one after Mr. Scarice is officially on board. She will send an email with potential dates.

6. Reports from Board Committees / Liaisons

6.1. Planning Committee

Ms. Fitzgerald reported that the Committee held their last meeting at Polson Middle School to look at the gymnasiums. She said they continue to look at full day kindergarten and use of facilities.

6.2. Personnel Committee

Ms. Wood reported that negotiations with the Teamsters Union will get underway later this month, as their current contract expires on June 30, 2012. Next up for negotiation will be the contract with the Madison Education Association (MEA); their current contract expires on June 30, 2013.

6.3. Policy Committee

The Committee has not met, but Atty. Klaskin reminded members of the Board that Policy #5080.2, Truancy, has been revised and is under review. He asked members of the Board to review it and let him know if there are any comments. He also reminded his fellow Board members that the Board's Bylaws are under review and to let him know of any comments or anything specific they would like to address.

6.4. Finance Committee

Mr. Clorite reported that the Committee met prior to this Board meeting. They reviewed the 2011-2012 Budget and Mr. Clorite stated that the Administrative team has done a great job managing the budget this year, adding that the mild winter helped keep utility and snow removal costs down. Mr. Clorite also reminded the viewing public of the Public Budget Workshop scheduled for Monday, April 23, 2012 in the Walter C. Polson Middle School Auditorium.

6.5. Ad-Hoc Community Relations Committee

Mr. Suerth reported that the Committee met last week. They discussed the draft 2013-2014 calendar and have convened a meeting of the Calendar Advisory Committee on April 10th to discuss it. There will also be an online survey posted, so that members of the community can have input.

Mr. Suerth also reported that the first issue of the Board Bridge, the Board of Education's newsletter was recently published. He commended Ms. Meier, who took on the responsibility of writing the newsletter.

Mr. Clorite also acknowledged Ms. Meier and stated that the newsletter was very well done.

6.6. LEARN Liaison

There was no report.

7. Audience Response to Information Presented

Mr. Jim Matteson, Board of Finance member, complimented the presentation given by Mr. Sickle and Mr. Wallace and stated that he was very impressed with the offerings on the school lunch menus.

8. Consent Agenda

8.1. Bills Payable: \$442.00 (10-11); \$797,463.49 (11-12)

8.2. Grid for Line Item Transfers \$38,672.43

8.3. Budget Expenditure Report as of March 29, 2012

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

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

NAYS: None
MOTION CARRIED: 8-0

9. Action Item: Minutes of the March 20, 2012 Board of Education Meeting.

MOTION: by Klaskin, seconded by Wood to approve the minutes of the March 20, 2012 Board of Education Meeting.

Ms. Meier noted the following corrections to be made to the minutes:

- Page 1: Last bullet under Mr. Ovia's report - remove the word 'hundred' after 600
Page 2: The paragraph beginning 'All Board members...' - change the words "this bill does not apply to districts like Madison" to "he does not believe this bill applies specifically to Madison", and change the word "were" to "would" in the last line.
Page 3: Last paragraph - replace "women" with "woman".
Page 4: Second paragraph of Ms. Fitzgerald's report - add the word "is" after "it"; next paragraph, delete the word "are".

MOTION: by Klaskin, seconded by Fitzgerald to approve the minutes of the March 20, 2012 Board of Education Meeting as revised.

AYES: Clorite, Fitzgerald, Frey, Klaskin, Meier, Suerth, Wood
NAYS: None
ABSTENTIONS: Ruggiero
MOTION CARRIED: 7-0

10. Action Item: State of Connecticut Healthy Foods Certification Program

MOTION: by Wood, seconded by Meier to decline to participate in the optional State of Connecticut Healthy Foods Certification Program for the 2012-2013 School Year

Atty. Klaskin thanked Mr. Sickle and Mr. Wallace once again for their informative presentation, and offered his regrets that he was not able to attend the lunch meeting earlier in the day.

Ms. Fitzgerald also offered her thanks and noted that the opportunity to meet and participate in a lunch wave at Daniel Hand better prepared them to vote on this item.

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

11. Old Business

No old business was discussed.

12. New Business

Ms. Rutlin noted the textbook on the agenda for review.

13. Future Agenda Items

Atty. Klaskin renewed his request for a report from Madison Youth and Family Services.

14. Meetings of Importance

Ms. Frey referred to the list of upcoming meetings on the agenda.

15. Adjournment

MOTION: by Fitzgerald, seconded by Ruggiero to adjourn the meeting at 9:02 p.m.

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

NAYS: None

MOTION CARRIED: 8-0

Submitted for approval at the April 24, 2012 Board of Education Meeting
dmd

**Madison Public Schools
Board of Education Special Meeting
Daniel Hand High School Dining and Assembly Hall
April 3, 2012
Special Meeting Minutes**

1. Call to Order

A special meeting of the Board of Education was called to order by Chair Debra Frey at 11:45 a.m.

Present: Jean Fitzgerald; Debbie Frey; Pamela Meier; Cindy Wood

Also present: Anita Rutlin, Interim Superintendent; Arthur Sickle, Director of Administrative Services; Jason Wallace, Director of Food Services; Dan Zittoun, Daniel Hand High School Assistant Principal

Mr. Suerth entered the meeting at 12:05 p.m.

2. Cafeteria Observation / Lunch

3. Adjournment

MOTION: by Fitzgerald, seconded by Wood to adjourn the special meeting at 12:51 p.m.

AYES: Fitzgerald, Frey, Meier, Suerth, Wood

NAYS: None

MOTION CARRIED: 5-0