

# Board of Education Regular Meeting

Tuesday, March 10, 2026 7:00 PM

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

## I. Call to Order / Attendance

I.A. Pledge of Allegiance

## II. School / Community Session

II.A. Public Participation

## III. Board of Education Student Representatives' Report

**Speaker (s):** Grace Ackerman and Katherine Rizzo

## IV. Superintendent's Report

**Speaker (s):** Craig A. Cooke, Ph.D.

IV.A.

- Board Member Appreciation Month
- 2025-2026 Budget
- Mission & Vision

## V. Board Members' Comments

## VI. Audience Response to Information Presented (Ref. Bylaw #9540.10)

## VII. Consent Agenda (Ref. Bylaw #9540.2)

VII.A. Line Item Transfers as of Feb. 27, 2026.

VII.B. Budget Expenditures as of Feb. 27, 2026.

VII.C. February 2026 Personnel Report

## VIII. Action Item: Motion to approve the Consent Agenda

## IX. Board Committees / Liaison Updates (Ref. Bylaw #9450)

IX.A. Curriculum and Student Development

**Speaker (s):** Members: Catherine Miller, Chair; Mary Ann Connelly, Jessica Wilen

IX.B. Facilities Committee

**Speaker (s):** Members: Emily Rosenthal, Chair; Diane Infantine-Vyce, Lisa Deane

IX.C. Finance Committee

**Speaker (s):** Members: Galen Cawley, Chair, Emily Rosenthal, Jessica Wilen

IX.D. Personnel Committee

**Speaker (s):** Members: Maureen Lewis, Chair; Catherine Miller, Mary Ann Connelly

IX.E. Policy Committee

**Speaker (s):** Members:

Diane Infantine-Vyce,  
Chair; Maureen Lewis,  
Galen Cawley

- IX.E.1. Policy for Review, First Reading:
- 6144.2 Reevaluation of Challenged Instructional Materials and Library Media Center Resources
  - 5060.1.2 Nonresidents
- IX.E.2. Policy for Review, Waive Second Reading:
- 3240 Non-Resident Admission and Tuition Fees
  - 5120.4.2.5 Procedures for Reporting Child Sexual Abuse and Sexual Assault

IX.F. LEARN Liaison

**Speaker (s) :** Galen Cawley

IX.G. Ad-Hoc Facilities Committee

**Speaker (s) :** Seth Klaskin

X. **Action Item: Motion to approve the Board Mission and Vision.**

XI. **Action Item: Motion to approve a donation from Madison Cultural Arts, Inc. to Madison Public Schools in the amount of \$2,500 to support student access to the arts.**

XII. **Action Item: Motion to waive the second reading and approve the following policies: 3240 Non-Resident Admission and Tuition Fees, 5120.4.2.5 Procedures for Reporting Child Sexual Abuse and Sexual Assault**

XIII. **Action Item: Motion to approve the minutes of the February 10, 2026 Board of Education Meeting (Ref. Bylaw #9540.9)**

XIV. **Action Item: Motion to approve the minutes of the March 3, 2026 Special Board of Education Meeting (Ref. Bylaw #9540.9)**

XV. **Future Agenda Items**

XVI. **Adjournment**

XVII. **The Town of Madison does not discriminate on the basis of disability, and the meeting facilities are ADA accessible. Individuals who need assistance are invited to make their needs known by contacting the Town ADA/Human Resources Director, Debra Ferrante, at 203-245-6310 or by email at ferranted@madisonct.org at least five (5) business days prior to the meeting.**



## **Madison Public Schools**

### **Every Child, Every Day**

#### **Vision:**

The Madison Public Schools are driven by a vision to prepare all learners to make positive contributions in a complex, global society through the dynamic pursuit of continuous improvement and growth.

#### **Mission:**

Madison Public Schools is a welcoming community, committed to providing an accepting and safe place for all to learn and work. We seek to foster inclusive and culturally responsive environments founded on respect for diverse backgrounds, identities, experiences, and a sense of belonging. We are committed to fostering the different interests, talents and abilities of every child in an emotionally and physically safe environment. We invite all individuals across the system to be engaged in passionate and joyful pursuits of learning.

Through our efforts as academics and educators, we endeavor to continually empower all our students to become upstanding, constructive members of a rapidly changing global society. We see it as our collective responsibility to design and engage in practices that ensure that every individual will succeed.

#### **Beliefs:**

We believe that all students can:

- put ideas into action by thinking critically and creatively to identify and solve authentic, complex problems;
- communicate and collaborate purposefully and effectively;
- approach learning with effort and persistence while responding to success and failure with resiliency, reflection, and adaptability;
- make ethical and responsible decisions; demonstrate behaviors that promote kindness and inclusivity;
- form an awareness of diversity in thought, culture, identities and experience;
- develop empathy to construct a global perspective.
- learn with a high quality teacher in every classroom.

BOE Adopted: \_\_\_\_\_

## MADISON PUBLIC SCHOOLS LINE ITEM TRANSFERS 3.10.26

JOURNAL	LINE	SOURCE	EFF DATE	ORG	OBJECT	ACCOUNT NAME	COMMENT	INCR/DECR	AMOUNT
105	1	BUA	02/03/2026	BF55310R	54308	PLANNED MAINTENANCE	OIL TANK REMOVAL DHHS & BROWN	INCR	42,000
105	2	BUA	02/03/2026	GE10123B	51110	CERTIFIED TEACHERS	OIL TANK REMOVAL DHHS & BROWN	DECR	42,000
161	1	BUA	02/04/2026	GE10428B	51110	CERTIFIED TEACHERS	TRANSFER FOR FURNITURE	DECR	30,000
161	2	BUA	02/04/2026	GE10128B	51110	CERTIFIED TEACHERS	TRANSFER FOR FURNITURE	DECR	6,256
161	3	BUA	02/04/2026	BF55210K	57330	FURNITURE	TRANSFER FOR FURNITURE	INCR	36,256
289	1	BUA	02/06/2026	GE10128B	51110	CERTIFIED TEACHERS	UNPAID LEAVE	DECR	18,463
289	2	BUA	02/06/2026	GE40010B	51210	SUBSTITUTES	SUBSTITUTE COVER FOR LEAVE	INCR	18,463

## 2025-2026 MADISON PUBLIC SCHOOLS EXPENDITURE REPORT THROUGH 3.6.26

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL		REVISED			AVAILABLE	
		APPROP	TRNFRS/ADJSMT	BUDGET	YTD EXPENDED	ENCUMBRANCES	BUDGET	% USED
51108	51108 AP TESTING	15,000		15,000			15,000	0.00
51109	51109 11TH COURSE STIPENDS		4,000	4,000			4,000	0.00
51110	51110 TEACHERS	25,777,296	(437,636)	25,339,659	14,454,964	10,746,539	138,156	99.50
51111	51111 ADMINISTRATORS	2,605,975	6,511	2,612,485	1,819,214	787,631	5,641	99.80
51112	51112 EPED	314,893	9,400	324,293	162,147	162,147		100.00
51113	51113 CO CURRICULAR	635,070	42,005	677,075	261,887	237,802	177,386	73.80
51114	51114 EARLY RETIREMENT	23,577	5,707	29,284			29,284	0.00
51116	51116 DIRECTORS / MANAGERS	419,463	15,937	435,400	305,357	130,042		100.00
51120	51120 OFFICE STAFF	1,510,721	70,386	1,581,107	1,000,637	503,581	76,888	95.10
51121	51121 INSTRUCTIONAL PARAPROFESS	1,918,489	(35,369)	1,883,120	1,001,334	690,524	191,262	89.80
51122	51122 CUSTODIANS	1,934,582		1,934,582	1,118,855	800,926	14,801	99.20
51123	51123 MEDIA / TECH PARAPROFESS	300,317	29,278	329,595	203,318	125,853	424	99.90
51124	51124 SECURITY / SUSPENSION	654,450		654,450	473,371	180,263	817	99.90
51126	51126 SCHOOL HEALTH SERVICES	402,637	(2,772)	399,865	240,458	158,210	1,197	99.70
51128	51128 ATHLETIC TRAINER	60,392		60,392	40,261	20,131		100.00
51129	51129 ATTENDANCE INCENTIVE	14,500		14,500			14,500	0.00
51130	51130 THERAPISTS / OCCUP & PHY	478,279	8,850	487,129	272,792	214,337	(0)	100.00
51210	51210 SUBSTITUTE TEACHERS	666,920	124,218	791,138	431,514	187,481	172,143	78.20
51212	51212 SUBS / SCHOOL HEALTH SER	17,000		17,000	8,907		8,093	52.40
51221	51221 CLASSIFIED SUBS	15,000	7,500	22,500	14,249		8,251	63.30
51320	51320 OVERTIME	70,638	1,111	71,749	108,920		(37,171)	151.80
51321	51321 CUSTODIAL/CASUAL LABOR	42,806		42,806	9,884		32,922	23.10
52130	52130 LIFE INSURANCE	49,200		49,200	35,051	13,005	1,144	97.70
52200	52200 SOCIAL SECURITY	643,899		643,899	82,069		561,830	12.70
52201	52201 MEDICARE	563,912		563,912	563,912			100.00
52202	52202 FSA ADMINISTRATION	1,750		1,750	517	375	857	51.00
52300	52300 PENSION-DEF BENEFIT	1,115,153		1,115,153	932,183	58,000	124,970	88.80
52301	52301 PENSION-DEF CONTRIBUTION	94,000	21,826	115,826	61,740		54,086	53.30
52500	52500 UNEMPLOYMENT	25,000	40,000	65,000	60,240		4,760	92.70
52600	52600 WORKER'S COMP	236,163	(40,000)	196,163	135,737		60,426	69.20
52700	52700 DISABILITY INSURANCE	65,500		65,500	45,174	15,639	4,687	92.80
53000	53000 FOOD SERVICE PROGRAM	75,000		75,000	75,000			100.00
53101	53101 LABOR & LEGAL SVCES	120,000	(5,000)	115,000	53,179	25,000	36,821	68.00
53222	53222 EVALUATION SERVICES	142,125	(33,185)	108,940	53,142	55,131	668	99.40
53224	53224 STAFF DEVELOPMENT	254,566	21,103	275,669	117,399	40,386	117,883	57.20
53225	53225 NEASC ACCREDITATION SERV	5,110		5,110	4,515		595	88.40
53230	53230 STUDENT SUPPORT SERVICES	54,000	28,800	82,800	24,155	17,020	41,625	49.70
53231	53231 ADULT EDUCATION	46,000	(4,000)	42,000	42,000			100.00
53300	53300 PROF / TECH SVCES	1,503,619	(47,580)	1,456,039	1,084,668	242,089	129,282	91.10

## 2025-2026 MADISON PUBLIC SCHOOLS EXPENDITURE REPORT THROUGH 3.6.26

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL		REVISED			AVAILABLE	
		APPROP	TRNFRS/ADJSMT	BUDGET	YTD EXPENDED	ENCUMBRANCES	BUDGET	% USED
53305	53305 PROF TECH MEDICAL	35,603	(1,000)	34,603	32,006		2,598	92.50
54210	54210 DISPOSAL / RECYCLING	113,200		113,200	69,318	23,510	20,372	82.00
54220	54220 STORM EVENTS	64,946	50,000	114,946	182,880	42,065	(109,999)	195.70
54300	54300 REPAIRS & MAINT	548,168	67,968	616,136	488,802	103,697	23,637	96.20
54307	54307 TECH / INFRASTRUCTURE	42,000		42,000	38,505	3,495		100.00
54308	54308 PLANNED AND CYCLED MAINT	489,500	42,000	531,500	531,500			100.00
54309	54309 EMERGENCY MAINTENANCE	50,000	(50,000)					0.00
54310	54310 KITCHEN MAINTENANCE	13,401		13,401	2,594	2,652	8,155	39.10
54313	54313 TREATMENT PLANT REPAIRS	29,000	(10,000)	19,000	6,866	2,261	9,873	48.00
54320	54320 REPAIR / CONTRACTS	36,500	(30,000)	6,500	(30)		6,530	-0.50
54330	54330 ALARM SERVICES	12,372		12,372	4,805		7,567	38.80
54340	54340 TELEPHONE MAINTENANCE	14,024		14,024	8,259		5,765	58.90
54420	54420 RENTAL AGREEMENTS	20,086	1,000	21,086	17,894	2,366	826	96.10
54600	54600 TREE SERVICES	8,828	(4,000)	4,828	4,800		28	99.40
54900	54900 PURCHASE SVCES	155		155			155	0.00
55110	55110 STUDENT ACTIV TRANS	20,508	(9)	20,500	6,368	3,693	10,439	49.10
55111	55111 REGULAR TRANSPORTATION	2,181,000		2,181,000	1,108,390	177,365	895,244	59.00
55113	55113 FUEL / TRANSPORTATION	315,000		315,000	121,786	48,676	144,538	54.10
55114	55114 SCHOOL CHOICE TRANSPORT	75,500		75,500	37,521	5,396	32,583	56.80
55120	55120 SPED TRANSPORTATION	1,418,439		1,418,439	881,555	226,042	310,842	78.10
55201	55201 GENERAL INSURANCE	350,698		350,698	304,982		45,716	87.00
55203	55203 STUDENT INSURANCE	22,594		22,594	22,594			100.00
55301	55301 TELECOMMUNICATIONS	160,629	(12,280)	148,349	81,378	56,929	10,042	93.20
55302	55302 POSTAGE	20,159	(2,180)	17,980	9,929	6,195	1,855	89.70
55303	55303 REPORTS/PUBLIC RELATIONS	4,651	9,000	13,651	6,972	4,586	2,093	84.70
55500	55500 PRINTING & BINDING	40,560		40,560	27,801	4,988	7,771	80.80
55501	55501 PRINTING / INSTRU SUPPLI	37,334	(546)	36,788	26,304	1,773	8,711	76.30
55608	55608 TUITION / TYPICALS	(70,000)		(70,000)	(79,874)		9,874	114.10
55610	55610 EXT PLACEMENTS / PUBLIC	589,232		589,232	481,027	177,810	(69,604)	111.80
55630	55630 EXT PLACEMENTS / PRIVATE	1,885,542		1,885,542	1,268,538	887,371	(270,367)	114.30
55640	55640 SCHOOL CHOICE TUITION	76,000		76,000			76,000	0.00
55641	55641 EXTENDED YEAR SERVICES /	130,529	(2,528)	128,001	119,356	208	8,438	93.40
55643	55643 EXT PLACEMENT/ GENERAL E	10,000		10,000			10,000	0.00
55801	55801 TRAVEL (STAFF)	24,630		24,630	12,525	3,314	8,791	64.30
55802	55802 TRAVEL (BOE)	320	(320)					0.00
55900	55900 MISC PURCH SERVICES	10,850		10,850	5,440	4,520	890	91.80
56101	56101 OFFICE SUPPLIES	39,372	180	39,552	21,455	4,361	13,736	65.30
56110	56110 INSTRUCTIONAL SUPPLIES	510,763	70,825	581,589	393,329	99,859	88,401	84.80
56111	56111 FAB LAB INSTRUCTIONAL SU	20,000		20,000	3,753	5,141	11,106	44.50

## 2025-2026 MADISON PUBLIC SCHOOLS EXPENDITURE REPORT THROUGH 3.6.26

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL		REVISED			AVAILABLE	
		APPROP	TRNFRS/ADJSMT	BUDGET	YTD EXPENDED	ENCUMBRANCES	BUDGET	% USED
56112	56112 STEAM	13,000		13,000	1,663	3,512	7,825	39.80
56120	56120 INSTRUCTIONAL SOFTWARE	54,380	13,860	68,240	64,311	240	3,689	94.60
56130	56130 CUSTODIAL SUPPLIES	127,132	(1,196)	125,936	96,598	3,952	25,386	79.80
56131	56131 MAINTENANCE SUPPLIES	78,000		78,000	59,863	8,589	9,548	87.80
56140	56140 FIELDS MAINTENANCE	112,900	(13,000)	99,900	73,584	6,000	20,316	79.70
56206	56206 GAS SERVICES	235,068		235,068	138,654		96,414	59.00
56210	56210 WATER	49,875		49,875	24,148		25,727	48.40
56220	56220 ELECTRICITY	1,028,480		1,028,480	476,551	22,438	529,491	48.50
56260	56260 EQUIPMENT MAINTENANCE	21,672		21,672	2,156	433	19,083	11.90
56410	56410 TEXTBOOKS & REPLACEMENT	43,122	(5,594)	37,528	25,260	3,714	8,554	77.20
56411	56411 TEXTBOOKS / NEW	36,500	(8,000)	28,500			28,500	0.00
56420	56420 AWARDS	3,800	(2,854)	946		946		100.00
56421	56421 MEDIA SUPPLIES	26,971	1,000	27,971	13,719	8,067	6,185	77.90
56422	56422 PERIODICALS	24,663		24,663	21,754	500	2,409	90.20
56423	56423 PRINT COLLECTION	154,000		154,000	13,727	5,204	135,070	12.30
56550	56550 STAFF UNIFORMS	5,258	1,196	6,454	6,454			100.00
56551	56551 UNIFORMS / STUDENT GROUP	29,000		29,000	17,879	11,121		100.00
56900	56900 SUPPLIES	42,983	4,765	47,749	19,423	12,154	16,172	66.10
56902	56902 PROGRAM SUPPLIES	25,000	2,097	27,097	(20,502)	31,761	15,838	41.60
57301	57301 EQUIPMENT	192,928	(6,187)	186,740	131,062	11,786	43,892	76.50
57302	57302 OS SOFTWARE	359,840		359,840	309,520	18,548	31,772	91.20
57303	57303 EQUIP - LEASE/PURCHASE	39,120		39,120	32,710		6,410	83.60
57304	57304 COMPUTER HARDWARE	542,700	12,000	554,700	439,543	98,341	16,816	97.00
57330	57330 FURNISHINGS & FIXTURES		36,256	36,256			36,256	0.00
57400	57400 PUBLIC SAFETY	6,623	10	6,633	6,424	58	152	97.70
58100	58100 DUES, FEES & MEMBSHPS	99,878	6,446	106,324	90,642	10,807	4,876	95.40
<b>Grand Total</b>		<b>55,577,986</b>		<b>55,577,986</b>	<b>33,593,215</b>	<b>17,568,556</b>	<b>4,416,215</b>	<b>92.10</b>

<b>Madison Board of Education</b>			
<b>BOE Meeting Date:</b>	3/10/26	<b>Reporting Period:</b>	2/1-2/28/26
<b>New Hires / Reappointments</b>			
<b>First Name</b>	<b>Last Name</b>	<b>Position</b>	<b>Location</b>
Tania	Kosiewicz	Instr. ParaEducator	Neck River
Samuel	Walker	PE Sub Teacher	Neck River
Scott	Judge	Building Sub	Neck River
Alex	Christensen	Exec. Secretary	Central Office
Matthew	Miranda	Instr. ParaEducator	Neck River
<b>Reassignments / Transfers</b>			
<b>First Name</b>	<b>Last Name</b>	<b>Position</b>	<b>Location</b>
<b>Retirements / Resignations / Separations</b>			
<b>First Name</b>	<b>Last Name</b>	<b>Position</b>	<b>Location</b>
Antonia	Sarnicola	Special Assignment	Polson
Kristin	Willette	Special Assignment	Neck River
Eddie	Carroll	Special Assignment	DHHS



# Policy Committee

## Exhibits

### **Policy for Review, First Reading:**

- 6144.2 Reevaluation of Challenged Instructional Materials and Library Media Center Resources
- 5060.1.2 Nonresidents

### **Policy for Review, Waive Second Reading:**

- 3240 Non-Resident Admission and Tuition Fees
- 5120.4.2.5 Procedures for Reporting Child Sexual Abuse and Sexual Assault

## Policy Summary

March 10, 2026

### **Policies for Review, First Reading:**

#### **Library Collection Development and Maintenance, Library Displays and Programs, and Library Material Review and Reconsideration (NEW) – repeal and replace policy 6144.2 Reevaluation of Challenged Instructional Materials and Library Media Center Resources**

Section 321 of Public Act 25-168 requires boards of education to adopt three policies related to school libraries: (1) a library collection development and maintenance policy; (2) a library display and program policy; and (3) a library material review and reconsideration policy governing school library materials, displays, and programming. These policies must be created in consultation with the superintendent of schools, the director of curriculum, and a school librarian and reviewed and updated, as necessary, every five years. The policies must include a number of provisions outlined in the statute and ensure, among other things, that all library materials are evaluated and made accessible in accordance with state non-discrimination laws. We have drafted one comprehensive model policy that encompasses the new statutory requirements in all three areas.

#### **5060.1.2 Nonresidents**

S&G recommend that Policy 5060.1.2 be repealed because it overlaps with Policy 3240 (Non-Resident Admission and Tuition Fees), which Madison adopted in 2019 after review and revision by S&G. The administration wanted to keep a residency policy and asked shipman to draft one to replace current policy 5060.1.2

### **Policies for Review, Waive Second Reading:**

#### **3240 Non-Resident Admission and Tuition Fees**

Revisions include minor technical changes and revision of conditions that would allow a nonresident student to attend school without tuition. S&G recommends moving to Series 5000 (Students), in conjunction with attendance and admission policies.

#### **5120.4.2.5 Procedures for reporting Child Sexual Abuse and Sexual Assault**

We have made technical edits to this policy to update the contact information for national and statewide community resources available to victims of child sexual abuse and sexual assault and their families. We also updated references to the “Safe School Climate Specialist” to reflect the revised statutory title, “School Climate Specialist.” We have not made any substantive changes to the policy.



# MADISON PUBLIC SCHOOLS

---

10 Campus Drive  
Madison, CT 06443  
www.madison.k12.ct.us

**Craig A. Cooke, Ph.D.**  
*Superintendent of Schools*  
cooke.craig@madisonps.org

February 27, 2026

TO: Madison Board of Education

FROM: Craig A. Cooke, Ph.D., Superintendent of Schools

SUBJECT: Library Collection Policy

---

I asked Tom Mooney to provide answers to the three questions that arose at Policy Committee on Feb. 10 regarding the Library Collection Development and Maintenance, Library Displays and Programs, and Library Material Review and Reconsideration Policy. Tom worked with attorney Dori Antonetti to provide these answers. Please find the answers below.

We have reviewed Section 321 of P.A. 25-168, and we can answer your questions as follows:

1. Can a Board of Education member be an individual with a vested interest?

The definition of “individual with a vested interest: in Section 321 of Public Act 25-168 is detailed and does not include a Board member:

(3) "Individual with a vested interest" means any school staff member employed by a local or regional board of education, parent or guardian of a student currently enrolled in a school at the time a reconsideration form is filed under subsection (e) of this section and any student currently enrolled in a school at the time a reconsideration form is filed under subsection (e) of this section.

That said, a Board member could also be a parent of a student currently enrolled in the school and, as such, could be an “individual with a vested interest.”

1a. Then can we include board members as someone who can require a review of library materials?

The statute already lays out the role of Board members in this process: 1) first, the Superintendent must appoint one Board member to the review committee when reconsideration is requested, and 2) once the reconsideration process is finalized, and if the challenging party wishes to appeal the Review Committee’s decision, the Board must determine whether the process was followed. In short, we are concerned about having the Board at both the front end and back end of the process and therefore do not recommend that.

2. If the answer is no to the above, could the Board have a process where a board member brought their concern to the Board and then the Board voted on whether to send their concern to the process. Majority would prevail.

As shared above, the Board already has a role in the Library material review process. If a Board member has a concern with library materials, he or she could bring the concern forward in a manner similar to how Board members bring other concerns forward.

4 **Library Collection Development and Maintenance, Library Displays and**

5 **Programs, and Library Material review and Reconsideration**

---

6

7 The Madison Board of Education (the “Board”), having consulted with the Superintendent of Schools for

8 the Madison Public Schools (the “District”), the District’s director of curriculum or a person in an

9 equivalent position, and a librarian employed by the Board, adopts this Policy Regarding Library

10 Collection Development and Maintenance, Library Displays and Programs, and Library Material Review

11 and Reconsideration in accordance with Connecticut law.

12

13 It is the policy of the Board to ensure that all District library materials maintained by the District are

14 evaluated and made accessible in accordance with the protections against discrimination set forth in

15 Connecticut law, including, but not limited to, discrimination based on race, color, sex, gender identity,

16 religion, national origin, sexual orientation, or disability.

17

18 Any school library media specialist or school library staff member who, in good faith, implements this

19 policy shall be immune from any liability, civil or criminal, that might otherwise be incurred or imposed

20 and shall have the same immunity with respect to any judicial proceeding that results from such

21 implementation.

22

23 The Board shall review this policy, and update it as necessary, every five years.

24

25 **I. Definitions**

26 For the purposes of this policy:

- 27
- 28 • **“Individual with a vested interest”** means any school staff member employed by the
  - 29 Board, the parent or guardian of a student currently enrolled in a school operated by the
  - 30 Board at the time a request for reconsideration is filed, and any student currently enrolled
  - 31 in a school operated by the Board at the time a request for reconsideration is filed.
  - 32
  - 33 • **“Library and other educational material”** means any material belonging to, on loan to
  - 34 or otherwise in the custody of a District school library media center, including, but not
  - 35 limited to, nonfiction and fiction books, magazines, reference books, supplementary
  - 36 titles, multimedia and digital material, software and other material not required as part of
  - 37 classroom instruction.
  - 38
  - 39 • **“Remove”** means deliberately taking library material out of a library's collection. The
  - 40 term **“remove”** does not include the process of clearing such collection of any materials
  - 41 that are no longer useful.
  - 42
  - 43 • **“School library staff member”** means a school library media specialist, school librarian,
  - 44 any certificated or noncertificated staff member whose assignment is in the school
  - 45 library, or any individual carrying out or assisting with the functions of a school library
  - 46 media specialist or school librarian.
  - 47

48 **II. Library Collection Development and Maintenance**

49  
50 The Board recognizes that library and other educational material should be provided for the interest,  
51 information, and enlightenment of all students and should represent a wide range of varied and diverging  
52 viewpoints in the collection as a whole.

53  
54 The Board requires that students have access to age-appropriate and grade-level-appropriate material and  
55 shall provide access to library and other educational material that is relevant to the research, independent  
56 reading interests, and educational needs of students based on a student’s age, development, or grade  
57 level. The Board also recognizes the importance of the school library media center as a place for  
58 voluntary inquiry, the dissemination of information and ideas, and the promotion of free expression and  
59 free access to ideas by students.

60  
61 The Board acknowledges that the District shall employ a school library media specialist who is  
62 professionally trained to curate and develop a collection that provides students with access to the widest  
63 array of age-appropriate and grade-level-appropriate library and other educational material.

64  
65 The Board directs the Superintendent to establish a procedure by which a certified school library  
66 specialist will continually review library and other educational material within a school library media  
67 center using professionally accepted standards, which shall include, but need not be limited to, the  
68 material’s relevance, the physical condition of the material, the availability of duplicates or copies of the  
69 material, the availability of more recent age-appropriate or grade-level-appropriate material, and  
70 continued demand for the material (the “Library Review Procedure”). The Library Review Procedure is  
71 outlined in the administrative regulations associated with this policy.

72  
73 **III. Library Displays and Programs**

74  
75 The Board recognizes that displays should be provided for the interest, information and enlightenment of  
76 all students; represent a wide range of varied and diverging viewpoints; require student access to age-  
77 appropriate and grade-level-appropriate content; and provide access to content that is relevant to the  
78 research, independent interests, and educational needs of students.

79  
80 The Board further recognizes the importance of library displays and student programs as resources for  
81 voluntary inquiry and the dissemination of information and ideas and to promote free expression and free  
82 access to ideas by students.

83  
84 The Board acknowledges that the District shall employ a school library media specialist who is  
85 professionally trained to curate and develop displays and programs that provide students with access to  
86 the widest array of age-appropriate and grade-level-appropriate library and other educational material.

87  
88 **IV. Library Material Review and Reconsideration**

89  
90 The purpose of this policy section regarding library material review and reconsideration is to establish a  
91 process for individuals with a vested interest to challenge any District library and other educational  
92 material, display, or student program, as well as a process for the District to respond to any such  
93 challenges and related parameters.

94  
95 ***A. Standards for Reviewing Challenges to Library and Other Educational Material, Display,***  
96 ***or Student Program***

- 98 1. All library materials shall be evaluated and made accessible in accordance with the protections  
99 against discrimination set forth in Connecticut law, including, but not limited to, discrimination  
100 based on race, color, sex, gender identity, religion, national origin, sexual orientation, or  
101 disability.  
102
- 103 2. Library and other educational material, displays, and student programs shall only be excluded for  
104 legitimate pedagogical purposes or for professionally accepted standards of collection  
105 maintenance practices, as adopted in this policy and/or any accompanying procedure for the  
106 continual review of library and educational material within a school library.  
107
- 108 3. No library and other educational material, display, or program shall be removed from library  
109 media centers, or programs be cancelled, because of the origin, background or viewpoints  
110 expressed in such material, display, or program, or because of the origin, background, or  
111 viewpoints of the creator of such material, display, or program.  
112
- 113 4. The removal, exclusion, or censoring of any book on the sole basis that a person with a vested  
114 interest finds such book offensive is prohibited.  
115
- 116 5. Any process for an individual with a vested interest to challenge any library and other  
117 educational material, display, or student program shall neither favor nor disfavor any group based  
118 on protected characteristics.  
119

120 ***B. Process for Challenging Library and Other Educational Material, Display,***  
121 ***or Student Program***  
122

123 The Board establishes the following process for individuals with a vested interest to challenge any library  
124 and other educational material, display, or student program, as well as a process for the District to  
125 respond to any such challenges:  
126

- 127 1. An individual with a vested interest may submit a Request for Reconsideration of Library  
128 Material Form (the "Request Form") to the principal of the school in which the library and other  
129 educational material, display, or student program is being challenged to initiate a review of such  
130 material. The Request Form is included in the administrative regulations associated with this  
131 policy.  
132

133 Using the Request Form, an individual shall specify which portion or portions of such material  
134 the individual objects to and provide an explanation of the reasons for such objection. The  
135 individual submitting the Request Form must include the individual's full legal name, address,  
136 and telephone number. If the individual who has submitted a Request Form is a parent or  
137 guardian, consideration of requests to reconsider and remove material, displays, or student  
138 programs shall be limited to the parents and guardians of students and eligible students currently  
139 enrolled in the school or District.  
140

- 141 2. Upon receipt, the principal or the principal's designee shall promptly forward the Request Form  
142 to the Superintendent or Superintendent's designee.  
143
- 144 3. The administration may consolidate any requests for review and reconsideration of the same  
145 challenged library and other educational material.  
146

- 147 4. For each challenged library and other educational material, the Superintendent, or the  
148 Superintendent's designee, shall appoint a Review Committee consisting of:  
149 a. the Superintendent, or the Superintendent's designee;  
150 b. the principal of the school in which the library and other educational material is being  
151 challenged, or the principal's designee;  
152 c. the director of curriculum, or a person in an equivalent position, employed by the Board;  
153 d. a representative from the Board;  
154 e. at least one grade-level-appropriate teacher familiar with the library material, provided  
155 the teacher selected is not the individual who submitted the Request Form;  
156 f. a parent or guardian of a student age thirteen years or younger enrolled in the District,  
157 provided the parent or guardian selected is not the individual who submitted the Request  
158 Form;  
159 g. a parent or guardian of a student age fourteen years or older enrolled in the District,  
160 provided the parent or guardian selected is not the individual who submitted the Request  
161 Form; and  
162 h. a certified school librarian employed by the Board or employed by another board of  
163 education in the state.

164  
165 In cases where the request is submitted by a student enrolled in grades nine through twelve, and  
166 when appropriate and at the discretion of the Superintendent, a student enrolled in grades nine  
167 through twelve may serve on the Review Committee, provided the student selected is not the  
168 individual who submitted the Request for Reconsideration and the Superintendent consults with  
169 the principal of the school involved in such reconsideration request prior to making the  
170 determination whether to include the student on the Review Committee.  
171

- 172 5. Any library and other educational material being challenged shall remain available in the school  
173 library media center according to such material's catalog record and be available for a student to  
174 reserve, check out, or access until a final decision is made by the Review Committee.  
175  
176 6. The Review Committee must evaluate the Request Form; read the challenged material in its  
177 entirety; evaluate the challenged material against this policy; and make a written decision on  
178 whether or not to remove the challenged material not later than sixty (60) school days from the  
179 date the Request Form was received by the principal or the principal's designee. The Review  
180 Committee shall provide a copy of the committee's decision and report to the individual with a  
181 vested interest who submitted the Request Form and to the principal of the school.  
182  
183 7. The individual with a vested interest who submitted the Request Form may appeal the Review  
184 Committee's decision to the Board. The Board shall determine whether the reconsideration  
185 process was followed and publish its decision on the Internet web site of the District.  
186  
187 8. Once a decision has been made by the Review Committee on any library and other educational  
188 material, such material cannot be subject to a new request for review and reconsideration for a  
189 period of three (3) years.

190  
191 Legal References:

192  
193 Conn. Gen. Stat. § 10-15c  
194

195 Public Act No. 25-168, “An Act Concerning the State Budget for the Biennium Ending June 30,  
196 2027, and Making Appropriations Therefor, and Provisions Related to Revenue and Other  
197 Items Implementing the State Budget.”  
198

199  
200 First Reading: March 10, 2026

#6144 Regulation

---

**Library Collection Development and Maintenance, Library Displays and Programs, and Library Material review and Reconsideration**

---

A. LIBRARY REVIEW PROCEDURE

The Library Review Procedure is conducted regularly as the certified Library Media staff audit their collections. This process is designed to weed out outdated materials and maintain a current collection. When collections are moved or condensed across the district, these procedures may involve outside library companies that serve as additional experts in collection updating and procurement.

The following methods and resources are used to develop and maintain the library collections:

- Analyze the collection using collection analysis tools from the library management system.  
Running reports that:
  - Assess current publications and specific areas of dated materials
  - Assess the diversity of subjects and genres.
- Review grade-level curriculum to update resources that support curricular needs
- Analyze circulation statistics
- Determine the current demand for the material
- Gather information about student interests and reading trends
- Review professional publications that provide information on library resources, such as: *School Library Journal, Booklist, Kirkus*
- Utilize book vendor collection analysis development tools
- Identify gaps in the collection that limit response to student queries
- Review publication dates and determine the availability of more recent material
- Examine the physical condition of the material in the collection

49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94

B. REQUEST FOR RECONSIDERATION OF LIBRARY MATERIAL

This form may be used by an individual with a vested interest to challenge any library or other educational material, display, or student program in accordance with the Board’s Library Collection Development and Maintenance, Library Displays and Programs, and Library Material Review and Reconsideration policy. The form should be completed in its entirety and submitted to the principal of the school in which the library and other educational material is being challenged to initiate a review of such material.

Full Legal Name of Person Submitting Request:

---

*Please note that the process for challenging any library and other educational material, display, or student program is available only to the following “individuals with a vested interest” as defined in the Board’s Library Collection Development and Maintenance, Library Displays and Programs, and Library Material Review and Reconsideration policy:*

- *any school staff member employed by the Board (“Staff Member”),*
- *the parent or guardian of a student currently enrolled in a school operated by the Board at the time a request for reconsideration is filed (“Parent/Guardian”), and*
- *any student currently enrolled in a school operated by the Board at the time a request for reconsideration is filed (“Student”).*

Referring to the definitions immediately above, please indicate your role by checking any or all of the following that apply. I am a:

Staff Member       Parent/Guardian       Student

Address:

---

Telephone Number:

---

Email Address:

---

I have read the Board’s Library Collection Development and Maintenance, Library Displays and Programs, and Library Material Review and Reconsideration Policy: (check one)

Yes  
 No

I am requesting that the following library material(s), display(s), and/or student program(s) be reviewed:

---

95  
96  
97  
98  
99  
100  
101  
102  
103  
104  
105  
106  
107  
108  
109  
110  
111  
112  
113  
114  
115  
116  
117  
118  
119  
120  
121  
122  
123  
124  
125  
126  
127  
128  
129  
130

---

I am requesting that this material be reviewed because I object to: (check one)

- The entire material
- A specific portion or portions of the material (identify portion(s) below)

---

---

I provide the following explanation of the reasons for my objection(s) stated above:

---

---

---

---

---

---

---

---

---

---

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Received by:

Name: \_\_\_\_\_  
School: \_\_\_\_\_  
Date: \_\_\_\_\_

**#6144.2****Reevaluation of Challenged Instructional Materials  
and Library Media Center Resources**

---

The following procedure is required by the Board of Education of the Madison Public Schools for use in requesting the reevaluation of instructional materials and library media center resources:

*The person(s) requesting the reevaluation of materials should ...*

1. Contact the building principal who will explain the original selection procedure and provide proper forms for the request for reevaluation, plus copies of reviews of the material in question, when appropriate.
2. When completed forms are returned to the building principal, the material(s) in question will be reviewed by the district's Reevaluation of Challenged Materials Committee, broadly representative of teachers competent in the area of the content covered by the print or nonprint materials, and administrators, directors, and supervisors appropriate to the level and / or subject for which the material is used. A report of its review will be sent to the person requesting reevaluation, the appropriate school principal(s), appropriate library media specialist(s), and the Superintendent of Schools.
3. The building principal's action shall be taken no later than 20 school days after receipt of the request. The requester will be notified of the date of the review at least 10 days before the review.
4. The requesting person may submit a request to the building principal to make an oral presentation of 15 minutes or less to the committee charged with reevaluating the material.
5. A written report from the committee shall be submitted by chairperson of the committee to the person(s) requesting the reevaluation.
6. If the person requesting reevaluation is not satisfied, a written request may be made to the Superintendent of Schools. This request must include copies of the completed request form and the Reevaluation of Challenged Materials Committee's reply, and should indicate the areas of dissatisfaction.
7. Should the decision of the Superintendent not satisfy the person requesting the reevaluation, the Board of Education may hold a special hearing to review the Superintendent's decision. The Board of Education makes the final decision regarding the removal of instructional materials and library media center resources.
8. Once instructional materials have been adopted and reevaluated, the material cannot be subject to further review without special authorization by the Board of Education. Challenged instructional materials shall remain in use in the school pending final decision.

**Instruction**

---

---

**6144.2 (Continued)**

Do you see any instructional value in the use of this material? \_\_\_\_\_

In the place of this material would you care to recommend other material which you consider to be of superior quality? \_\_\_\_\_

---

Person making request represents: \_\_\_\_\_ (Individual) \_\_\_\_\_ (Group or Organization)

\_\_\_\_\_  
Signature Date

Date of Adoption: October 4, 1994

**REQUEST TO REEVALUATE INSTRUCTIONAL  
AND LIBRARY MEDIA MATERIALS**

**Print Materials**

Author \_\_\_\_\_

Publisher \_\_\_\_\_

Date of Publication \_\_\_\_\_

**Nonprint Materials**

Title \_\_\_\_\_

Producer \_\_\_\_\_

Audiovisual Software \_\_\_\_\_ Computer Software \_\_\_\_\_

Request initiated by \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Telephone \_\_\_\_\_

School(s) in which material is used \_\_\_\_\_

To what in the material do you object (Please be specific) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In your opinion, what harmful effects upon pupils might result from use of this material?

\_\_\_\_\_  
\_\_\_\_\_

Did you review or examine the material in its entirety? \_\_\_\_\_

If not, what selections? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

The Madison Board of Education (“Board”) shall furnish, by transportation or otherwise, school accommodations in accordance with federal and state law.

The Board shall provide school accommodations to any child (or eligible individual over the age of eighteen) who, in accordance with Connecticut law, resides in Madison, Connecticut, meets the state’s age requirements, and has not graduated from high school. The Board’s commitment to providing school accommodations to all children (and eligible adults) who reside in Madison includes those who are not citizens and/or whose parents are not citizens. In addition, the Board shall provide school accommodations to children who are homeless and unaccompanied youth in accordance with state and federal law and the Board’s policy regarding Homeless Students, and in any other circumstances required by law.

The procedures set forth in the policy, shall be used for all students enrolled in, or seeking to enroll in, the Madison Public Schools (the “District”), unless a student is entitled to attend District schools in accordance with the Board’s Non-Resident Admission and Tuition Fees policy. Notwithstanding the foregoing, if any procedure or form described herein conflicts with the procedures described in the Board’s Policy regarding Homeless Students, the provisions of that policy shall control.

In addition, prior to attending school, in accordance with state law and Board policy, the District will require proof of age and adequate proof of health assessments and immunizations.

**RESIDENCY**

For a student to be considered a resident of the Town of Madison, the student must live in Madison full time. Full time is defined as no less than five days a week.

**PROOF OF RESIDENCY**

Prior to Enrollment

In order for a student to enroll in the District, the student’s parent or legal guardian, or the student if the student is eighteen years or older or an emancipated minor (an “adult student”), must show proof of residency.

For children who live in Madison with their parents, or for adult students, the District shall require of the parent/guardian or adult student one of the following forms of documentation to establish residency:

- Driver's License issued with Madison address on the front of the license (not the sticker on the back).
- Copy of a Purchase and Sales Agreement showing purchaser’s names, address of property in Madison and closing date. Additional information may be required by the Superintendent.

46 • Monthly bills from three (3) different Utilities delivered to your address in Madison.

47 Copy of signed rental lease agreement showing date rental begins and ends, name of parties renting  
48 property and name of owner.

49  
50 The District reserves the right to request additional documentation if deemed necessary to establish  
51 residency.

52  
53 For children or adult students whose parents do not reside in Madison, parents, guardians, and/or adult  
54 students must demonstrate that the student has established residency in Madison with “another person”  
55 under the following conditions:

- 56
- 57 1. Residency with another person is intended to be permanent.
  - 58 2. Residency is provided without pay from the student or the student’s family.
  - 59 3. Residency is not for the sole purpose of obtaining school accommodations in Madison Public  
60 Schools.

61  
62 In such circumstances, the parent or adult student shall submit a notarized Residency Affidavit and  
63 Parent’s or Adult Student’s Statement, and the other person shall sign a notarized affidavit, the Host’s  
64 Statement, indicating that the student is residing with them.

65  
66 The District shall carefully review affidavits, documentation, and other available evidence and inform  
67 the parent, guardian, or adult student of the results of such review.

68  
69 A. When There Is Reason to Believe an Enrolled Student Is No Longer Entitled to School  
70 Accommodations in the District

71  
72 The District recognizes that there may be circumstances in which there is reason to believe that a student  
73 attending school in the District is not entitled to school accommodations based on residency. In such  
74 instances, the District shall seek additional information and documentation from the student’s parent or  
75 legal guardian, the individual with whom the student lives, and/or the adult student. Depending on the  
76 particular facts and circumstances, the District may direct the parent, guardian, other responsible adult  
77 and/or adult student to submit and/or complete relevant documentation, including but not limited to  
78 documents described in Section I.A of these regulations.

79  
80 The District shall carefully review affidavits, documentation, and other available evidence and inform  
81 the parent, guardian, or adult student of the results of such review.

82 I. **DENIAL OF SCHOOL ACCOMMODATIONS ON THE BASIS OF RESIDENCY**

83 If a student is denied school accommodations for residency reasons, the District shall inform the parent,  
84 guardian, or adult student of the right to request a hearing before the Board, in writing within ten (10)  
85 school days of receiving notice of denial of school accommodations. A copy of the Board’s Residency  
86 policy and these regulations shall also be provided.

87 The Board shall provide a hearing within ten (10) days after receipt of such request. The Board may (A)  
88 conduct the hearing, (B) designate a subcommittee of the board composed of three board members to

89 conduct the hearing, or (C) establish a local impartial hearing board of one or more persons not members  
90 of the Board to conduct the hearing. After such hearing is held, the Board shall (1) make a stenographic  
91 record or ~~audio-tape~~ recording of the hearing; (2) make a decision on student eligibility to attend District  
92 schools within ten (10) days after the hearing; and (3) notify the parent, guardian, or adult student of its  
93 findings. Hearings shall be conducted in accordance with the provisions of Section 10-186 of the  
94 Connecticut General Statutes.

95 Any parent, guardian, or adult student aggrieved by the Board’s finding shall, upon request, be provided  
96 with a transcript of the hearing within thirty (30) days of such request and may take an appeal from the  
97 finding to the State Board of Education (“State Board”). If an appeal is not taken to the State Board of  
98 Education within twenty (20) days of the mailing of the finding to the aggrieved party, the decision of  
99 the Board, subcommittee or local impartial hearing board shall be final.

100 If a State Board hearing is requested in writing, the student has the right to attend District schools  
101 pending a hearing before the State Board. In addition, the Board shall, within ten (10) days after receipt  
102 of notice of an appeal, forward the hearing record to the State Board.

103 If the State Board determines that the student was not a resident of the District and therefore not entitled  
104 to school accommodations in the District, a per diem tuition (equal to the District expenditure per  
105 student divided by 180) will be assessed for each day the student attended District schools when not  
106 eligible to attend.

107  
108 Legal References:

109  
110 Federal Law:

111  
112 The McKinney-Vento Homeless Education Assistance Act, 42 U.S.C. §§ 11431 et seq., as  
113 amended by Every Student Succeeds Act, Pub. L. 114-95.

114  
115 *Martinez v. Bynum*, 461 U.S. 321, 328 (1983)

116  
117 *Plyler v. Doe*, 457 U.S. 202 (1982)

118  
119 U.S. Department of Justice and U.S. Department of Education, Dear Colleague Letter, May 8,  
120 2014

121  
122 State Law:

123  
124 Connecticut General Statutes

125  
126 10-15f **Interstate Compact on Educational Opportunity for Military**  
127 **Children**

128



**Nonresident Student Definition**

A nonresident student is a student who . . .

1. resides outside of the school district; or
2. resides within the school district on a temporary basis; or
3. resides within the school district on a permanent basis but with pay to the person(s) with whom the student is living; or
4. resides within the school district for the sole purpose of obtaining school accommodations; or is
5. a student placed by the Commissioner of Children and Family Services or by other agencies in a private residential facility. However, under this circumstance, students may attend local schools with tuition paid by the home district unless special education considerations make attendance in local schools and programs inappropriate. Students not requiring special education who live in town as a result of placement by a public agency (other than another Board and except as provided otherwise in this paragraph) are resident students. Those students requiring special education services may attend Madison schools (with special education cost reimbursements in accordance with statutes) unless the required special education services make attendance in Madison schools inappropriate.

**Nonresident Attendance Without Tuition**

Upon written parental request, nonresident students may be allowed by the Superintendent to attend district schools without tuition under one or more of the following conditions:

1. A family moves from the district on or prior to February 1st of the school year and the parents request that a student complete the marking period;

**5060.1.2 (Continued)**

2. A family moves from the district after February 1st of the school year;
3. A family residing outside of the district has firm plans to move into the school district before February 1st as evidenced by a contract to buy, build, rent, or lease a residential dwelling;
4. A twelfth-grade student wishes to complete his/her education in the district;
5. Children reside temporarily within the district because of family circumstances or students attend even though they are residing temporarily outside of the district because of family circumstances. Approval must be granted by the Superintendent and shall not exceed three (3) calendar months.
6. Necessary student care in the district by grandparents or other relatives. Approval must be granted by the Superintendent and shall not exceed three (3) calendar months.
7. Mental or physical health of the student, as certified by a physician, school psychologist, or other appropriate school personnel, warrants attendance. Approval must be granted by the Superintendent and shall not exceed three (3) calendar months.

**Exchange Students**

No tuition is required for foreign students living within the district under the American Field Service Program or under other programs or circumstances approved by the Board. Exchange students will be accorded all the rights and privileges of a resident student during the period of enrollment.

**Evidence of Residency**

The Superintendent or his/her designee may require documentation of family and/or student residency, including affidavits, provided that prior to a request for evidence of residency the parent or guardian, relative or non-relative, emancipated minor, or student

**5060.1.2 (Continued)**

eighteen (18) years of age or older shall be provided with a written statement of why there is reason to believe such students may not be entitled to attend school in the district. An affidavit may require a statement or statements with documentation that there is *bona fide* student residence in the district, that the residence is intended to be permanent, that it is provided without pay, and that it is not for the sole purpose of obtaining school accommodations.

**Removal of Nonresident Student From District Schools**

If after a careful review of affidavits and other available evidence, the Superintendent or his/her designee believes a student is not entitled to attend local schools, the parent or guardian, the student if an emancipated minor, or a student eighteen (18) years of age or older shall be informed in writing that, as of a particular date, the student may no longer attend local schools, and the Superintendent shall notify the Board (if known) where the student should attend school. If after review, district residency is established by the evidence, the parent or guardian, the student if an emancipated minor, or a student eighteen (18) years of age or older shall be so informed.

If a student is removed from a district school for residency reasons, the Superintendent or his/her designee shall: (1) inform the parent, guardian, emancipated minor, or student eighteen (18) years of age or older of hearing rights before the Board and that the students may continue in local schools pending a hearing before the Board if requested in writing by the parent, guardian, emancipated minor, or student eighteen (18) years of age or older (2) that upon request, a transcript of the hearing will be provided (3) that a local Board of education decision may be appealed to the State Board and that the student/s may continue in local schools pending a hearing before the State Board if requested in writing by the parent, guardian, emancipated minor, or student eighteen (18) years of age or older (4) that if the appeal to the State Board of Education is lost, a *per diem* tuition (equal to the district expenditure per student divided by 180) will be assessed for each day a student attended local schools when not eligible to attend.

**5060.1.2 (Continued)****Board of Education Hearing**

Upon written request, the Board shall provide a hearing within ten (10) days after receipt of such request. If there is a hearing, the Board shall make a stenographic record or tape recording of the hearing; shall make a decision on student eligibility to attend local schools within ten (10) days after the hearing; and shall notify the parent, guardian, emancipated minor, or student eighteen (18) years of age or older of its findings. Hearings shall be conducted in accordance with the provisions of Sections 4-177 to 4-180 inclusive of Connecticut General Statutes.

The Board shall, within ten (10) days after receipt of notice of an appeal, forward the hearing record to the State Board of Education.

(cf 5060 Madison Public Schools – Registration for School)

Legal Reference: Connecticut General Statutes  
4-176e through 4-185 Uniform Administrative Procedure Act.  
10-186 Duties of local and regional boards of education re school attendance.  
Hearings. Appeals to state board. Establishment of hearing board.  
10-253 School privileges for students in certain placements...and temporary shelters.

Date of Adoption: February 27, 1996

Date of Revision: February 5, 2002

Non-Resident Admission and Tuition Fees

General Provisions

The following terms and conditions are to be used as guidelines when determining eligibility of a non-resident student to enroll or continue enrollment in the Madison Public Schools. This policy shall not be applied to decisions about enrollment of students who reside in a town that has a designated high school agreement with the Madison Public Schools or to non-resident students who are otherwise entitled to attend Madison Public Schools in accordance with law.

A. The Superintendent or his/hersuperintendent's designee may approve the enrollment or continuation of enrollment of a non-resident student if class size and other considerations such as the availability of resources permit. The Superintendent shall make decisions regarding class size and/or the availability of resources.

B. The Superintendent or his/hersuperintendent's designee shall not hire additional staff to permit enrollment or continuation of enrollment for a non-resident student under this policy.

C. The Superintendent or his/hersuperintendent's designee shall make the decision about class assignment.

D. The decision to permit non-resident enrollment shall be for one school year or less but may be extended from year to year at the discretion of the Superintendent or superintendent'shis/her designee. Such extension decisions shall be made on an annual basis.

E. This policy does not obligate the Madison Board of Education to provide special education programs or services or create unique programs for students. If a non-resident student is enrolled or continued in enrollment in the Madison Public Schools and such student is eligible for services under the Individuals with Disabilities Education Act ("IDEA"), the Madison Board of Education shall not act as the local education agency for such child. In instances where special or additional services are provided for a non-resident student, a supplemental tuition or fee may be charged based upon the actual costs associated with providing the special or additional services.

F. Application for initial enrollment shall be made in writing on a form supplied by the Superintendent or his/her-superintendent's designee.

G. Application for continued enrollment shall be made on an annual basis, in writing on a form supplied by the Superintendent or his/hersuperintendent's designee.

H. No student applying for enrollment pursuant to subsections FG or GH, above, shall be enrolled in the Madison Public Schools until the Board has received tuition payment on behalf of such student in accordance with Section II, below.

I. At the discretion of the Superintendent or his/her-superintendent's designee, the candidate for initial or continued enrollment shall be interviewed-reviewed by the principal or assistant principal of the school at which enrollment or continued enrollment is sought.

47  
48  
49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93

~~I.J.~~ The non-resident student’s immediate past principal or responsible administrator must make a recommendation on behalf of the child, attesting to ~~his/her~~ the student’s good citizenship, in order for the Student to be eligible for initial or continued enrollment.

~~I.K.~~ All non-resident students or their parents or guardians, or the school district of residence, shall provide necessary transportation to and from school.

~~K.L.~~ A non-resident student’s continuation in the Madison Public Schools will be contingent upon the student’s compliance with all applicable rules and regulations of the Madison Board of Education and the individual school, satisfactory attendance and academic progress, and the availability of staff and school resources. The Superintendent or ~~his/hersuperintendent’s~~ designee may terminate the non-resident student’s enrollment at any time if, in ~~his or her~~ their opinion, continuation is not in the best interest of the school system or the student.

Only non-resident students who meet the criteria set forth in this policy may enroll or continue in enrollment in the Madison Public Schools.

**Tuition and Fees**

1. The annual tuition fee for grade K-12 regular program students will be calculated as follows:
  - a. The base rate will be the average per-pupil cost as reported by the CPSE (Connecticut Public School Expenditures) data on net current expenditure per pupil.
2. Tuition may be paid in full prior to the first day of school or per the following schedule: September 1, or the first day of school, whichever comes first, December 1 and March 1.
3. If a non-resident special education student’s IEP/504 Accommodation Plan includes provisions requiring additional expenditures, those costs will be added to the student’s yearly tuition fee.
4. A tuition charge for students enrolled or withdrawn at times other than the beginning and end of the school year will be determined on a pro rata basis.

**Waiver of Tuition and Fees for Certain Students**

Non-resident students may be allowed to attend a local school without tuition upon the approval of the Superintendent of Schools following written parental request when:

A. A family moves from the district after the beginning of the fourth quarter of the current school year;  
or

A.B. A twelfth-grade student wishes to complete their twelfth-grade year in the district;

B.C. A family residing outside the district demonstrates firm plans to move into the district within the current school year. The parent or legal guardian must sign an agreement to make payments on September 1, December 1 and March 1., if residency is not achieved by the stated date, in order for the child or children to continue attending the Madison schools. If a non-resident special education student’s IEP/504 Accommodation Plan includes provisions requiring additional expenditures, those costs will be added to the student’s tuition fee.

94  
95 D. C.—Non-resident students may be allowed to attend a local school with a tuition adjustment  
96 upon the recommendation of the Superintendent and approval of the Board of Education  
97 following written parental request if the Superintendent or ~~superintendent's~~ ~~his/her~~ designee  
98 makes a finding that when extraordinary circumstance(s) regarding the child and/or their  
99 parent(s) supports a tuition adjustment.

100  
101 E. Any student determined to be homeless, or an unaccompanied youth in accordance with state and  
102 federal law and the Board's policy regarding homeless students, shall not be charged tuition.

103  
104 F. Exchange students living within the district under the American Field Service Program or other  
105 programs or circumstances approved by the Board shall not be charged a tuition fee. Exchange  
106 students will be accorded all of the rights and privileges of resident students.

107  
108 **Tuition and Fees for Children of Non-resident Staff**

109  
110 Children of non-resident staff may be allowed to attend the Madison Public Schools with the written  
111 approval of the Superintendent of Schools following a written request. The guidelines in Section I,  
112 General Provisions and Section II, Tuition & Fees above shall apply to such requests except for the  
113 payment terms and schedule described below.

- 114  
115 1. The annual tuition for these students will be based on the staff member's length of continuous  
116 service in the Madison School System.
- 117  
118 a. Total of 0-5 years of completed service – the staff member will be charged 75 percent of the  
119 tuition rate established under Section II.
  - 120  
121 b. Total of 5-10 years of completed service – the staff member will be charged 50 percent of the  
122 tuition rate established tuition rate established under Section II.
  - 123  
124 c. Total of 10 or more years of completed service – the staff member will be charged 30 percent of  
125 the tuition rate established under Section II.

126  
127 For staff members accepted in the program on or before September 1, 2021, the district will honor  
128 the tuition rates established in the original policy adopted September 10, 2019, ~~as follows:~~

129  
130 ~~a. Total of 0-5 years of completed service—the staff member will be charged 50 percent of the~~  
131 ~~tuition rate established under Section II.~~

132  
133 ~~b. Total of 5-10 years of completed service—the staff member will be charged 25 percent of the~~  
134 ~~tuition rate established tuition rate established under Section II.~~

135  
136 ~~c. Total of 10 or more years of completed service—the staff member will be charged 10 percent of~~  
137 ~~the tuition rate established under Section II.~~

- 138  
139 2. Tuition payment will be made on a payroll deduction basis.

- 141 3. If special education services are required, and the student's IEP/504 Accommodation Plan includes  
142 provisions requiring additional expenditures, the staff member shall be charged those additional  
143 costs as fees in addition to the tuition charge without any proration or reduction for years of service.  
144

145 **Legal Reference: Connecticut General Statutes**

146 10-35 Notice of discontinuance of high school service to nonresidents.

147 10-220(a) Duties of boards of education.  
148  
149  
150

151 Policy Adopted: September 10, 2019

152 Date Revised: November 30, 2021

153 First Reading: March 10, 2026  
154

**#5120.64.2.5**

**Procedures for Reporting Child Sexual Abuse and Sexual Assault**

The Madison Board of Education (the “Board”) has adopted a uniform child sexual abuse and/or sexual assault response policy and reporting procedure in connection with the implementation of its sexual assault and abuse prevention and awareness program within the Madison Public Schools (the “District”).

**I. Procedures for Reporting of Child Sexual Abuse and Sexual Assault**

A. Students, or any individuals, may make written or verbal reports of suspected child sexual abuse and/or sexual assault to any school employee. For purposes of this policy, a “child” shall be considered any student enrolled in the ~~Board’s schools~~District, except for those enrolled only in an adult education program who are over the age of eighteen (18). The ~~Safe~~-School Climate Specialist or designee for the school in which the student is enrolled shall be notified of the report and shall cause such reports to be reviewed and actions taken consistent with this policy.

B. School employees who receive a report of child sexual assault and/or abuse and have reasonable cause to suspect or believe that a child has been sexually abused and/or assaulted shall report such suspicion to the appropriate authority in accordance with Board Policy #4119 pertaining to Reports of Suspected Abuse or Neglect of Children or Reports of Sexual Assault of Students by School Employees.

**II. Procedures for Review of Reports of Child Sexual Abuse and/or Assault**

A. The ~~Safe~~ School Climate Specialist or designee for the school in which the student is enrolled shall be responsible for reviewing any reports of suspected child sexual abuse and/or sexual assault. In the event that the suspected child sexual abuse and/or sexual assault has not yet been reported to the appropriate authority in accordance with Board Policy #4119 pertaining to Reports of Suspected Abuse or Neglect of Children or Reports

33 of Sexual Assault of Students by School Employees, the Safe School Climate Specialist  
34 or designee shall promptly cause such a report to be made.

35  
36 B. If/when such report alleges that a school employee, as defined by Conn. Gen. Stat § 53a-  
37 65, is the perpetrator of child sexual abuse and/or sexual assault, the Safe School Climate  
38 Specialist or designee shall immediately notify the Superintendent of Schools or designee,  
39 who shall immediately notify the child's parent or guardian that a report has been made to  
40 the appropriate authorities in accordance with Board Policy #4119 pertaining to Reports  
41 of Suspected Abuse or Neglect of Children or Reports of Sexual Assault of Students by  
42 School Employees. The notification requirement shall not apply if a parent or guardian is  
43 the individual suspected of perpetrating the child sexual abuse and/or sexual assault. If  
44 either a Department of Children and Families (“DCF”) investigation or a police  
45 investigation is pending pertaining to the report of suspected child sexual abuse and/or  
46 sexual assault, the Safe School Climate Specialist or designee shall obtain the permission  
47 of DCF and/or the police department conducting the investigation prior to informing the  
48 parents/guardians of the report.

49  
50 C. The Safe School Climate Specialist or designee shall offer to meet with the student and  
51 the parents or guardians of the student about whom a report of suspected child sexual  
52 abuse and/or sexual assault has been made, in order to discuss the District’s support  
53 procedures, including but not limited to: 1) actions that child victims of sexual abuse  
54 and/or sexual assault and their families may take to obtain assistance, 2) intervention and  
55 counseling options for child victims of sexual abuse and/or assault, and 3) access to  
56 educational resources to enable child victims of sexual abuse and/or sexual assault to  
57 succeed in school.

58  
59 D. In the event that the report of suspected child sexual abuse and/or sexual assault alleges  
60 that another student enrolled in the District is the perpetrator of the sexual abuse and/or  
61 sexual assault, the Safe School Climate Specialist or designee shall also take appropriate  
62 action to investigate or cause such a report to be investigated, and appropriate remedial  
63 actions taken, in accordance with Board Policy #4119 pertaining to Reports of Suspected

64 Abuse or Neglect of Children or Reports of Sexual Assault of Students by School  
65 Employees, Board Policy #51301.911 ~~pertaining to~~ Bullying Prevention and Intervention,  
66 and Board Policy #5120.54.2.4, Prohibition of Sex Discrimination and Sexual  
67 Harassment ~~Title IX/Sex Discrimination and Sexual Harassment~~. In the event either a  
68 DCF investigation or a police investigation is pending pertaining to the report of  
69 suspected child sexual abuse and/or sexual assault, the Safe School Climate Specialist  
70 shall coordinate investigatory activities with DCF and/or the police in order to minimize  
71 the number of interviews of any child or student victim of sexual assault and share  
72 information with other persons authorized to conduct an investigation of child abuse or  
73 neglect, as appropriate and permitted by law.

74  
75 E. The **Safe** School Climate Specialist or designee shall develop a student support plan for  
76 anyone who has been a victim of child sexual abuse and/or sexual assault. The report of  
77 suspected sexual abuse and/or assault need not be verified prior to the implementation of  
78 a support plan. The elements of the support plan shall be determined in the discretion of  
79 the Safe School Climate Specialist or designee, and shall be designed to support the  
80 student victim's ability to access the school environment.

81  
82 **III. Support Strategies**

83  
84 A. Child sexual abuse and/or sexual assault can take many forms and can vary dramatically  
85 in the nature of the offense and the impact the behavior may have on the victim and other  
86 students. Accordingly, there is no one prescribed response to child sexual abuse and/or  
87 sexual assault.

88  
89 B. The following sets forth possible interventions and supports which may be utilized to  
90 support individual student victims of child sexual abuse and/or sexual assault:

91

- 92
- 93 1. Referral to a school counselor, psychologist or other appropriate social or mental
- 94 health service.
- 95
- 96 2. Encouragement of the student victim to seek help when feeling overwhelmed or
- 97 anxious in the school environment.
- 98
- 99 3. Facilitated peer support groups.
- 100
- 101 4. Designation of a specific adult in the school setting for the student victim to seek out
- 102 for assistance.
- 103
- 104 5. Periodic follow-up by the ~~Safe~~ School Climate Specialist and/or Title IX Coordinator
- 105 with the victim of sexual abuse and/or assault.
- 106
- 107 C. The following sets forth possible interventions and supports that may be utilized
- 108 systemically as prevention and intervention strategies pertaining to child sexual abuse
- 109 and/or sexual assault:
- 110
- 111 1. School rules prohibiting sexual abuse and sexual assault and establishing appropriate
- 112 consequences for those who engage in such acts.
- 113
- 114 2. School-wide training related to prevention and identification of, and response to, child
- 115 sexual abuse and/or sexual assault.
- 116
- 117 3. Age-appropriate educational materials designed for children in grades kindergarten to
- 118 twelve, inclusive, regarding child sexual abuse and sexual assault awareness and
- 119 prevention that will include information pertaining to, and support for, disclosures of
- 120 sexual abuse and sexual assault, including but not limited to:
- 121

- 122
- 123 (a) the skills to recognize child sexual abuse and sexual assault, boundary violations
- 124 and unwanted forms of touching and contact, and the ways offenders groom or
- 125 desensitize victims; and
- 126
- 127 (b) strategies to promote disclosure, reduce self-blame and mobilize bystanders.
- 128
- 129 4. Promotion of parent involvement in child sexual abuse and sexual assault prevention
- 130 and awareness through individual or team participation in meetings, trainings and
- 131 individual interventions.
- 132
- 133 5. Respectful and supportive responses to disclosures of child sexual abuse and/or
- 134 sexual assault by students.
- 135
- 136 6. Use of peers to help ameliorate the plight of victims and include them in group
- 137 activities.
- 138
- 139 7. Continuing awareness and involvement on the part of students, school employees and
- 140 parents with regard to prevention and intervention strategies.

141

142 **IV. Safe School Climate Specialists**

143

144 The **Safe** School Climate Specialists for the District are:

145

146 ~~Dr. Elizabeth Battaglia, Principal~~

147 ~~Town Campus Learning Center~~

148 ~~[battagliae@madison.k12.ct.us](mailto:battagliae@madison.k12.ct.us)~~

149 ~~203-245-6341~~

150

151 Becky Frost, Principal

152 ~~Jeffrey Elementary School~~Neck River Elementary School

153 ~~[frostr@madison.k12.ct.us](mailto:frostr@madison.k12.ct.us)~~[frost.rebecca@madisonps.org](mailto:frost.rebecca@madisonps.org)

154 203-245-6460

155

156  
157 Kelly Spooner, Principal  
158 ~~Ryerson Elementary School~~  
159 ~~spoonerk@madison.k12.ct.us~~  
160 ~~203-245-6440~~ Brown Elementary School  
161 spooner.kelly@madisonps.org  
162 203 245 6400  
163  
164 ~~Frank Henderson, Principal~~  
165 ~~Brown Intermediate School~~  
166 ~~hendersonf@madison.k12.ct.us~~  
167 ~~203-245-6400~~  
168  
169 Kathryn Hart, Principal  
170 Polson Middle School  
171 ~~hartk@madison.k12.ct.us~~ hart.kathryn@madisonps.org  
172 203-245-6480  
173  
174 ~~Heather Persson~~ Brian Bodner  
175 Daniel Hand High School  
176 ~~perssonh@madison.k12.ct.us~~ bonder.brain@madisonps.org  
177 203-245-~~6475~~6350  
178

179 **V. Community Resources**

180  
181 The Board recognizes that prevention of child sexual abuse and sexual assault requires a  
182 community approach. Supports for victims and families will include both school and  
183 community sources. The national, state and local resources below may be accessed by  
184 families at any time, without the need to involve school personnel.

185  
186 A. National Resources:

187  
188 National Center for Missing & Exploited Children Resource Center  
189 http://www.missingkids.com/Publications  
190 333 John Carlyle Street, Suite #125, Alexandria, Virginia 22314-5950  
191 24-hour call center: 1-800-843-5678

192  
193 The online resource center contains publications on child safety and abuse prevention, child  
194 sexual exploitation, and missing children.

195  
196 National Children’s Advocacy Center  
197 www.nationalcac.org  
198 210 Pratt Ave., Huntsville, Alabama 35801

199 Telephone: (256) 533-5437

200

201 National Child Traumatic Stress Network

202 [www.nctsn.org](http://www.nctsn.org)

203 NCCTS — Duke University

204 1121 West Chapel Hill Street Suite 201

205 Durham, NC 27701

206 Telephone: (919) 682-1552

207

208 The National Child Traumatic Stress Network offers general information on childhood  
209 trauma, including information on child sexual abuse.

210

211 National Sexual Violence Resource Center

212 <https://www.nsvrc.org/find-help>

213 2101 N. Front Street

214 Governor's Plaza North, Building #2

215 Harrisburg, PA 17110

216 Toll Free Telephone: 877-739-3895

217

218 The resource center includes multilingual access.

219

220 Darkness to Light

221 <http://www.d2l.org>

222 ~~1064 Gardner Road, Suite 210~~

223 ~~3022 S Morgans Point Road, #118~~

224 ~~CharlestonMt Pleasant, SC 2946607~~

225 National Helpline: (866) ~~FOR LIGHT~~

226 ~~656-HOPE~~Administrative Office: (843) 965-5444

227

228 Darkness to Light is a grassroots national non-profit organization to educate adults to  
229 prevent, recognize and react responsibly to child sexual abuse.

230

### 231 B. Statewide Resources:

232

233 Department of Children and Families

234 <http://www.ct.gov/dcf/site/default.asp>

235 505 Hudson Street

236 Hartford, Connecticut 06106

237 *Child Abuse and Neglect Careline: 1-800-842-2288*

238 Telephone, Central Office: (860) 550-6300

239

240 DCF is the Connecticut agency responsible for protecting children who are abused or  
241 neglected.

242

243 FAQs About Reporting Suspected Abuse and Neglect are available at:

244 <https://portal.ct.gov/dcf/1-dcf/reporting-child-abuse-and-neglect>

245 <http://www.ct.gov/dcf/ewp/view.asp?a=2534&Q=314388&dcfNav=>

246  
247 The Connecticut Alliance to End Sexual Violence  
248 <http://EndSexualViolenceCT.org/>  
249 96 Pitkin Street  
250 East Hartford, CT 06108  
251 24-hour toll-free hotline: 1-888-999-5545 English/1-888-568-8332 EspañolEspañol  
252 Telephone: (860) 282-9881  
253

254 The alliance is a statewide coalition of community-based sexual assault crisis service  
255 programs working to end sexual violence through victim assistance, public policy  
256 advocacy, and prevention education training. Each member center provides free and  
257 confidential 24/7 hotline services in English and Spanish, individual crisis counseling,  
258 support groups, accompaniment and support in hospitals, police stations, and courts,  
259 referral information, and other services to anyone in need.  
260

261 *To find a Connecticut Alliance to End Sexual Violence member program please visit:*  
262 <https://endsexualviolencect.org/who-we-are/>  
263

264 Connecticut Children’s Alliance  
265 [www.ctchildrensalliance.org](http://www.ctchildrensalliance.org)  
266 75 Charter Oak Ave Suite 1-309  
267 Hartford, Connecticut 06106  
268 Phone: (860) 610-6041  
269

270 CCA is a statewide coalition of Child Advocacy Centers and Multidisciplinary Teams.  
271

272 Connecticut Network of Care  
273 <http://connecticut.networkofcare.org>  
274

275 Connecticut Network of Care is an online information portal listing programs and support  
276 groups for sexual assault and abuse in Connecticut.  
277

278  
279 C. Local Resources:  
280

281 Domestic Violence Services of Greater New Haven  
282 (24 Hour Hotline) 203-789-8104 or 1-888-774-2900  
283 [www.dvsgnh.com](http://www.dvsgnh.com)  
284

285 Sexual Assault Crisis Services of Greater New Haven  
286 (24 Hour Hotline) 203-624-2273 or 1-888-999-5545  
287 [www.connsacs.org](http://www.connsacs.org)  
288

289  
290  
291 Madison Youth & Family Services  
292 10 School Street, Madison  
293 (203) 245-5645  
294 [www.madisonyouthservices.org](http://www.madisonyouthservices.org)  
295

296 **Legal References:**

297  
298 Conn. Gen. Stat § 17a-101b Report by mandated reporter. Notification of law enforcement  
299 agency when allegation of sexual abuse or serious physical abuse.  
300 Notification of person in charge of institution, facility or school  
301 when staff member suspected of abuse or neglect.  
302

303  
304 Conn. Gen. Stat § 17a-101q State-wide sexual abuse and assault awareness and prevention  
305 program  
306

307  
308  
309  
310  
311 Date of Adoption: April 27, 2021

312  
313 First Reading: March 10, 2026

314



### Donation (Cash / Property) to the Madison Public Schools

Completion of this form is required prior to the district's consideration of a proposed donation to the Madison Public Schools. This form is to be completed in its entirety and submitted to the building principal / assistant principal, Athletic Director, or Superintendent prior to receipt of any donated goods, services, or funds. The school principal may approve gifts to a school that are valued at \$500 to \$,1000 and meet criteria established by the administrative regulations established in accordance with this policy. Donations valued in excess of \$1,000 must be approved by the Board of Education. (Reference Policy #3281)

Date Form Completed: 2-9-26

Organization / Individual Making Donation: Madison Cultural Arts, Inc.

Address: PO Box 67, Madison CT 06443  
(Street, city, zip)

Phone #: 973-214-1789 (Jim Newton)

Description of Donation / Gift and intended use: Cash donation to provide aid to student(s)  
so they may be able to access and fully participate in the arts offered by the Madison School System with a first preference to those with financial need.

Approximate Value: \$2500

Recipient(s) name: MPS

Acknowledgements: (optional)

In honor/memory of: \_\_\_\_\_

Acknowledgement Contact: \_\_\_\_\_

Acknowledgement Address: \_\_\_\_\_

***This request cannot be acted up on before the building Principal / Assistant Principal, Athletic Director, or Superintendent has been consulted concerning this gift. Please provide the name/signature of the person who was consulted.***

Signature of Person Consulted: \_\_\_\_\_

Are there conditions of use attached to the gift/donation:  Yes  No

If yes, please explain conditions: The schools will agree to report use of the funds  
(amount expended, use and balance) to MCA annually.

Are there installation, site preparation, labor, or equipment costs needed for installation, etc.?  Yes  No  
If yes, who is responsible for the costs? \_\_\_\_\_

What is the annual maintenance cost of the donation, if any?  Yes  No

Are there any other additional costs to the District?  Yes  No

[Signature]  
(Signature of Donor)

For Central Office Use Only

Accepted by Superintendent: [Signature]  
Signature

2/10/24  
Date

Accepted by Board of Education on: \_\_\_\_\_  
Date

## **Subject to Approval**

## **Meeting Minutes**

### I. Call to Order / Attendance

The regular meeting of the Board of Education was called to order at 7:02 p.m. by Chairman Seth Klaskin. Mr. Klaskin led the pledge of allegiance.

Present: Galen Cawley, Mary Ann Connelly (on Zoom), Lisa Deane, Diane Infantine-Vyce, Seth Klaskin, Maureen Lewis, Emily Rosenthal, Jessica Wilen

Also present: Craig A. Cooke, Ph.D., Superintendent of Schools; Gail Dahling-Hench, Assistant Superintendent

### II. School / Community Session

No members of the public spoke.

### III. Board of Education Student Representatives' Report

*Grace Ackerman and Katherine Rizzo*

Grace shared students have passed the midpoint of trimester 2, VIBE is traveling to Ohio for a competition, student leadership met recently discussed cell phones, among other topics. Kate shared that course selection for underclassmen is complete, the recent Career Expo for juniors was a big success, the band concert is Feb. 11 and gymnastics recently won the SCC championship.

### IV. Superintendent's Report

*Craig A. Cooke, Ph.D.*

- 100<sup>th</sup> Day of School – Dr. Cooke shared that today is the 100<sup>th</sup> day of school and celebrations took place at the elementary level.
- Calendar Adjustments – Following the snow day last month, the new last day of school is tentatively set for June 17.
- Cell Phone Survey Presentation – Zoe Roos, Communications Director, presented the cell phone survey results. The presentation can be heard in full on the meeting recording posted on the District website along with a copy of the slide deck.

### V. Board Members' Comments

No Board member comments.

### VI. Audience Response to Information Presented (Ref. Bylaw #9540.10)

No members of the public spoke.

### VII. Consent Agenda (Ref. Bylaw #9540.2)

- Budget Expenditures as of January 30, 2026
- January Personnel Report

VIII. Action Item: Motion to approve the Consent Agenda

MOTION: by Rosenthal, seconded by Infantine-Vyce to approve the consent agenda.

AYES: Cawley, Connelly, Deane, Infantine-Vyce, Klaskin, Lewis, Rosenthal, Wilen

NAYS:

ABSTAIN:

MOTION CARRIED: 8 – 0

IX. Board Committees / Liaison Updates (Ref. Bylaw #9450)

Curriculum and Student Development

*Members: Catherine Miller, Chair; Mary Ann Connelly, Jessica Wilen*

No report.

Facilities Committee

*Members: Emily Rosenthal, Chair; Diane Infantine-Vyce, Lisa Deane*

No report.

Finance Committee

*Members: Galen Cawley, Chair, Emily Rosenthal, Jessica Wilen*

No report.

Personnel Committee

*Members: Maureen Lewis, Chair; Catherine Miller, Mary Ann Connelly*

No report.

Policy Committee

*Members: Diane Infantine-Vyce, Chair; Maureen Lewis, Galen Cawley*

Dr. Infantine-Vyce reviewed the four policies discussed at the committee meeting that took place earlier in the evening.

LEARN Liaison

*Galen Cawley*

No report.

X. Action Item: Motion to approve a donation from the Neck River PTO to Neck River Elementary School in the amount of \$3,850 to fund Scholastic, World Book, and PebbleGo subscriptions.

MOTION: by Lewis, seconded by Infantine-Vyce to approve a donation from the Neck River PTO to Neck River Elementary School in the amount of \$3,850 to fund Scholastic, World Book, and PebbleGo subscriptions.

AYES: Cawley, Connelly, Deane, Infantine-Vyce, Klaskin, Lewis, Rosenthal, Wilen

NAYS:

ABSTAIN:

MOTION CARRIED: 8 – 0

XI. Action Item: Motion to approve the minutes of the January 27, 2026 Board of Education Meeting (Ref. Bylaw #9540.9)

MOTION: by Wilen, seconded by Infantine-Vyce to approve the minutes of the January 27, 2026 Board of Education Meeting.

AYES: Cawley, Connelly, Deane, Infantine-Vyce, Klaskin, Lewis, Rosenthal, Wilen

NAYS:

ABSTAIN:

MOTION CARRIED: 8 – 0

XII. Future Agenda Items

Requested Items: cell phone policy, unified sports

XIII. Adjournment

MOTION: by Infantine-Vyce, seconded by Lewis to adjourn at 8:30 p.m.

AYES: Cawley, Connelly, Deane, Infantine-Vyce, Klaskin, Lewis, Rosenthal, Wilen

NAYS:

ABSTAIN:

MOTION CARRIED: 8 – 0

The Town of Madison does not discriminate on the basis of disability, and the meeting facilities are ADA accessible. Individuals who need assistance are invited to make their needs known by contacting the Town ADA/Human Resources Director, Debra Ferrante, at 203-245-6310 or by email at [ferranted@madisonct.org](mailto:ferranted@madisonct.org) at least five (5) business days prior to the meeting.

Board of Education Special Meeting  
Tuesday, March 3, 2026 4:30 PM

Zoom only  
10 Campus Drive  
Madison, CT 06443

**Subject to Approval**

**Special Meeting Minutes**

I. Call to Order / Attendance

The special meeting of the Board of Education was called to order at 4:30 p.m. by Chairman Seth Klaskin.

Present: Galen Cawley, Mary Ann Connelly, Lisa Deane, Diane Infantine-Vyce, Seth Klaskin, Maureen Lewis, Emily Rosenthal, Jessica Wilen

Also present: Craig A. Cooke, Ph.D., Superintendent of Schools

II. Action Item: Discuss and take action on the revised 2025-2026 school calendar as recommended by the Administration.

MOTION: by Rosenthal, seconded by Wilen to approve the revised 2025-2026 school calendar as recommended by the administration.

AYES: Cawley, Connelly, Deane, Infantine-Vyce, Klaskin, Lewis, Miller, Rosenthal, Wilen

NAYS:

ABSTAIN:

MOTION CARRIED: 8 – 0

III. Audience Response to Information Presented (Ref. Bylaw #9540.10)

No members of the public spoke.

IV. Adjournment

MOTION: by Infantine-Vyce, seconded by Deane to adjourn at 4:46 p.m.

AYES: Cawley, Connelly, Deane, Infantine-Vyce, Klaskin, Lewis, Miller, Rosenthal, Wilen

NAYS:

ABSTAIN:

MOTION CARRIED: 8 – 0

The Town of Madison does not discriminate on the basis of disability, and the meeting facilities are ADA accessible. Individuals who need assistance are invited to make their needs known by contacting the Town ADA/Human Resources Director, Debra Ferrante, at 203-245-6310 or by email at [ferranted@madisonct.org](mailto:ferranted@madisonct.org) at least five (5) business days prior to the meeting.