

Board of Education Regular Board  
Meeting  
Tuesday, January 9, 2007 7:30 PM Eastern

Hammonasset Room  
10 Campus Drive  
Madison, CT 06443

- I. Call to Order / Attendance
- II. Executive Session - 6:30 p.m.
- III. School Community Session - 7:30 p.m.
  - III.A. Recognition of Staff: Jill Hale / CAS 2007 Assistant Principal of the Year
  - III.B. Public Participation
- IV. Board of Education Student Representatives' Report
- V. Superintendent's Report
  - V.A. Discussion: Online Formative Assessment System
- VI. Board Members' Comments
- VII. Budget Workshop: General Introduction to Proposed 2007 - 2008 Budget
- VIII. Board Committees / Liaison Updates
  - VIII.A. Planning Committee
  - VIII.B. Personnel Committee
  - VIII.C. Policy Committee
  - VIII.D. Finance Committee
  - VIII.E. LEARN Liaison
- IX. Audience Response to Information Presented
- X. Consent Agenda (Items 10.1 - 10.3)
  - X.A. Bills Payable \$1,449,245.93
  - X.B. Line Transfers: \$49,469.07
  - X.C. Budget Expenditure Report as of 1/3/07
- XI. Action Item: Minutes 12.19.06 Meeting
- XII. Old Business
- XIII. New Business
- XIV. Future Agenda Items
- XV. Adjournment

**Madison Public Schools  
Board of Education Meeting  
Town Campus  
Hammonasset Room  
December 19, 2006**

1. Call to Order / Attendance

The regular meeting of the Board of Education was called to order at 7:00 p.m.

Present: Becky Coffey; Debbie Frey; Harriet Gowanlock; Robert Hale, Diana Lynch; Kathleen Rossini; David Youngerman.

2. Executive Session

MOTION: by Coffey, seconded by Gowanlock to enter Executive Session at 7:00 p.m. to discuss personnel issues.

AYES: Coffey, Frey, Gowanlock Hale, Lynch, Rossini, Youngerman.

NAYS: None

MOTION CARRIED: 7-0

Personnel issues were discussed.

MOTION: by Coffey, seconded by Frey to adjourn Executive Session at 7:30 p.m.

AYES: Coffey, Frey, Gowanlock Hale, Lynch, Rossini, Youngerman.

NAYS: None

MOTION CARRIED: 7-0

The public session of the Board of Education meeting was called to order by Chairman Robert Hale at 7:35 p.m. Chairman Hale led the Pledge of Allegiance.

Present: Becky Coffey; Debbie Frey; Harriet Gowanlock; Robert Hale; Diana Lynch; Kathleen Rossini; David Youngerman.

Also present: Dr. H. Kaye Griffin, Superintendent; Anita Rutlin, Assistant Superintendent for Curriculum, Instruction, and Assessment; district administrators; faculty; staff; students; community members.

3. School Community Session

3.1. Public Participation

No comments were offered.

4. Board of Education Student Representatives' Report

Ms. Norris and Mr. Cavallo reported that Juniors received PSAT scores last week during history classes and that Sophomores will receive their scores this week; report cards were distributed to students last week; winter break begins on December 22 and ends of January 3; the DHHS Chorus provided an excellent Concert on December 14, the DHHS Orchestra Concert is scheduled for December 21; a pep rally is scheduled on December 22 to "kick off" the winter sports season.

## 5. Superintendent's Report

### 5.1. Overview: Middle School Program of Studies

Dr. Griffin welcomed all of the administrators and program coordinators. She explained that the newly published program of studies for the middle school that will be presented provides connectivity between the middle school program and the high school program.

Mr. Henderson discussed the team effort involved in the process began last spring. He explained that this is a draft document that will continue to be revised / improved. He reviewed the middle school program of studies (on file).

Mr. Youngerman discussed that the document is a very useful tool for parents.

Dr. Griffin discussed an on-line course registration software programs that are currently being explored.

Mr. Henderson talked about the importance extra-curricular and co-curricular activities and discussed the commitment to expand those programs.

Chairman Hale complimented the middle school staff on an “outstanding job.”

Mr. Henderson credited the program coordinators for the writing and compilation.

Ms. Coffey was pleased with the document in that it covers all aspects of the middle school.

Ms. Rossini echoed Ms. Coffey's comments.

Ms. Gowanlock agreed with Ms. Coffey and Ms. Rossini. She stated that the flowcharts clarify the direction of students. She suggested the more of the language from the strategic plan could be included in the document.

### 5.2. Overview: High School Program of Studies

Ms. Britton, Mr. Thompson and Mr. Zittoun presented the Daniel Hand High School Program of studies (on file). Ms. Britton distributed a summary of the document and presented the program of studies via a PowerPoint program (on file). She thanked all of the program coordinators for their input. She discussed that the mission statement truly guides the program.

Ms. Pat Drew described the courses in Career & Technical Education.

Ms. Angela Medley, Art Education Program Coordinator, described the courses in the visual arts program.

Mr. Patrick Irlbeck, English Language Arts Program Coordinator, described the changes in courses in the English Language Arts program.

Ms. Doreen Mantilia, Mathematics Program Coordinator, described the changes in courses in the Mathematics.

Mr. Richard Fasano and Mr. Dan Zittoun discussed the music program and the rescheduling of band and orchestra as the programs continues to grow.

Ms. Angela Bhushan, Science Program Coordinator, described changes to the Science program.

Ms. Victoria Crompton, Social Studies Program Coordinator described the changes to the Social Studies program.

Ms. Coffey discussed the difficulty in scheduling the civics course in Junior or Senior year and asked that further research be done to look at possibility of students being able to take the course earlier.

Ms. Crompton and Ms. Britton discussed the "curricular sense" of civics, explaining that taking it earlier would be a break in curriculum.

Ms. Pam Rottier discussed special education service delivery models.

Mr. Youngerman asked about local businesses that would participate in the job coaching program.

Ms. Rottier explained that this year a teacher is taking students out into the community to help students decide what job they would like to try next year. She discussed positive feedback received from local businesses.

Mr. Youngerman discussed that he had visited a class that was co-taught and found it to be a very interesting experience. He noted that the presence of the second teacher makes combining level 2 and level 3 classes successful.

Ms. Nancy Girald, World Language Program Coordinator, discussed the major addition to the program - Mandarin Chinese 1. She introduced the teachers, Ms. Song Haiyan, Teacher of Critical Language, and Ms. Li Wei, Volunteer Teacher from the Hanban.

Ms. Lynch asked when world language would become a graduation requirement.

Discussion ensued explaining that this is a policy decision. Ms. Britton noted that 94% of students who go on to college / university take world language courses toward that goal although it is not a graduation requirement.

Ms. Britton introduced Mr. Jim Flanagan, Physical Education Coordinator, who has been working with a state consultant on the Physical Education program.

Ms. Britton introduced Ms. Cynthia Schneider, Library Media Program Coordinator who discussed student use of the library media center - about 400 students per day use the library.

Mr. Thompson discussed that the purpose of a student advisory program is to make sure that every student has a "go-to" person to ensure that no student "fall through the crack." He discussed the models researched completed so far. He noted that this is also a NEASC recommendation.

Ms. Jean Baker, Director of Guidance and Counseling, discussed the Freshmen Transition Program - a comprehensive freshmen orientation program where counselors and administrators team up to make sure that freshmen understand all of their options.

Dr. Griffin and the Board thanked the administrators and program coordinators for their work on the Program of Studies and for the presentation.

## 6. Board Members' Comments

Chairman Hale distributed information regarding fiscal savings realized by using E-Meeting.

Ms. Gowanlock expressed her appreciation of the presentations of the improvements in the middle and high school programs of studies.

Ms. Coffey discussed scheduling with the changes in courses. Dr. Griffin explained that she and the administrators are experimenting with scheduling and developing strategies to ensure a quality master schedule.

## 7. Board Committees / Liaison Updates

### 7.1. Planning Committee

Ms. Rossini distributed a written summary of the committee's work.

### 7.2. Personnel Committee

Mr. Youngerman reported that the committee is preparing for first round of negotiations with MAESS.

### 7.3. Policy Committee

Chairman Hale reported that the committee is scheduled to meet on January 16.

### 7.4. Finance Committee

Ms. Coffey reported that preliminary budget reports will be distributed via E-Meeting. She discussed the need to schedule budget workshop meetings.

9:10 p.m. Ms. Diana Lynch departs.

### 7.5. LEARN Liaison

Ms. Rossini reported that Ms. Patricia Charles, Superintendent of Westbrook Public Schools, provided a presentation about bullying.

Ms. Rossini shared information about the CABE Leadership Institute.

Mr. Youngerman noted that the Board received the information via e-mail.

## 8. Audience Responses to Information Presented

No comments were offered.

## 9. Consent Agenda (Items 9.1. - 9.3.)

9.1. Bills Payable: \$1,676,619.07

9.2. Line Transfers: \$25,628.50

9.3. Request for Removal of Used Books / Equipment

MOTION: by Coffey, seconded by Youngerman to approve the Consent Agenda.

AYES: Coffey, Frey, Gowanlock Hale, Rossini, Youngerman.

NAYS: None

MOTION CARRIED: 6-0

## 10. Action Item: Minutes: 12.5.06 Meeting

MOTION: by Frey, seconded by Coffey to approve the minutes of the 12.5.06 meeting.

AYES: Coffey, Frey, Gowanlock Hale, Rossini, Youngerman.

NAYS: None

MOTION CARRIED: 6-0

## 11. Action Item: Planning Committee Recommendation: Elementary School Facilities Model

MOTION: by Rossini on behalf of the Planning Committee to adopt a four-school (Grades PK-4) elementary school facilities model to include Kathleen H. Ryerson Elementary School, J. Milton Jeffrey

Elementary School, Island Avenue Elementary School, and Academy Elementary School, to be implemented in phases during or before school year 2009-2010.

AYES: Coffey, Frey, Gowanlock Hale, Rossini, Youngerman.

NAYS: None

MOTION CARRIED: 6-0

#### 12. Old Business

No old business was discussed.

#### 13. New Business

MOTION: by Coffey, seconded by Rossini to reschedule the January 2, 2007 Board of Education meeting to January 9, 2007.

AYES: Coffey, Frey, Gowanlock Hale, Rossini, Youngerman.

NAYS: None

MOTION CARRIED: 6-0

MOTION: by Coffey, seconded by Frey to schedule Board of Education Budget Workshops from 7:00 – 9:00 p.m. on February 8, 13, 15, 27, 2007

AYES: Coffey, Frey, Gowanlock Hale, Rossini, Youngerman.

NAYS: None

MOTION CARRIED: 6-0

#### 14. Future Agenda Items

No future agenda items were requested.

MOTION: by Rossini, seconded by Coffey to adjourn the meeting at 9:20 p.m.

AYES: Coffey, Frey, Gowanlock Hale, Rossini, Youngerman.

NAYS: None

MOTION CARRIED: 6-0

Submitted for approval at 1.9.07 meeting.  
msb

**Madison Public Schools  
Board of Education Special Meeting  
Town Campus  
Hammonasset Room  
December 19, 2006**

**Meeting Minutes**

Chairman Hale called the meeting to order at 4:05 p.m. and led the Pledge of Allegiance. He welcomed members of the Board of Selectmen and Board of Finance.

Present: Robert Hale, Kathi Traugh, William Gladstone, Charles Walz, Noreen Kokoruda, Thomas Scarpati, Peter Pardo, Jennifer Tung, Fillmore McPherson, Al Goldberg, James Deephouse, Holly Sellers, Kathleen Rossini, Debra Frey, Becky Coffey, Harriet Gowanlock, Kaye Griffin, Anita Rutlin, community members, and members of the press.

1. Presentation to Board of Selectmen and Board of Finance
  - Board of Education's Framework for Strategic Planning 2007 – 2012

Chairman Hale and Dr. Griffin presented the Board of Education's Framework for Strategic Planning 2007 – 2012 (PowerPoint presentation on file) to the Board of Finance and Board of Selectmen.

Chairman Hale asked Dr. Griffin to present the Strategic Plan Goals, Objectives, and Timeline as, he explained, this is the responsibility of the administration.

Dr. Griffin presented and explained the Strategic Plan Goals, Objectives, and Timeline.

First Selectman Scarpati and members of the Board of Selectmen and Board of Finance complimented the Board of Education on the comprehensiveness of the strategic plan. First Selectman Scarpati stated that the Board of Education has clearly defined its direction. He stated that he hoped that the Town can support the goals and objectives of the strategic plan within the framework required to operate.

Mr. McPherson agreed with the goals and objectives and stated that he is looking forward to seeing more details.

Chairman Hale discussed an unfunded mandate from the state that increases professional development requirements from 18 to 45 hours.

Ms. Tung asked when action plans will be developed.

Dr. Griffin explained that each school will develop an action plan for each of the 5 years. The 07-08 action plans will be completed by the spring. She explained that school improvement action plans are not new to the schools but this is a new series in response to the Board's goals.

Mr. McPherson asked if the fiscal impact of the plans will be available for the future budgets.

Chairman Hale explained that they will be available but initially will not be as refined as is expected in the future.

Mr. Deephouse asked about statewide assessments and assessments beyond grade ten.

Chairman Hale explained that the high school has an excellent testing program (teacher developed). Dr. Griffin discussed that the development of a senior project is under discussion by the high school staff and is one of the methods that high schools across the country use to determine the cumulative evidence of student learning.

Mr. Gladstone stated that the community is fortunate to have the Board's leadership. He asked how the Board plans to build community consensus about the strategic plan.

Chairman Hale explained that the Board will communicate through the public access channel, through televised Board meetings and via the website. Board agendas and budgets will be tied to the plan.

First Selectman. Scarpati discussed his participation on the Governors' ECS commission that will soon submit a plan / recommendation will to the Governor about school funding. He explained that Madison should get more funding than it has in the past but will still fund 85 – 90% of public education through local funds.

In response to a question from Mr. Pardo, Chairman Hale explained that the strategic plan was developed with input from Administrative Council, and Central Office Administration.

Chairman Hale commented that Madison is very fortunate to have members of the Boards involved in efforts to make changes and improvements at the state, regional, and national level.

MOTION: by Sellers, seconded by Gowanlock to adjourn the meeting at 5:18 p.m.

AYES: Coffey, Frey, Gowanlock, Hale, Rossini, Sellers.

NAYS: None

MOTION CARRIED: 6-0

Submitted for approval at 1.9.07 BOE meeting.  
msb