

Board of Education Regular Meeting
Tuesday, January 22, 2008 6:30 PM Eastern

Town Campus 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. Public Participation
- IV. Board of Education Student Representatives' Report
- V. Acting Superintendent's Report
 - V.A. Discussion: 2008-2009 Madison Public Schools Operational Budget
 - V.B. No Child Left Behind District and School Report
 - V.C. Summary Report of Fall Sports Survey
 - V.D. Community Use of Facilities
- VI. Board Members' Comments
- VII. Board Committees / Liaison Updates
 - VII.A. Planning Committee
 - VII.B. Personnel Committee
 - VII.C. Policy Committee
 - VII.C.1. Discussion: Proposed 2009-2010 School Year Calendar
 - VII.C.2. Fourth Revision Reading: Policy #4160 Student-Activity Transportation / Vehicles
 - VII.C.3. Fourth Revision Reading: Policy #5100.2.1. Conduct Code for Participation in Extracurricular Activities
 - VII.D. Finance Committee
 - VII.D.1. Discussion: 2008-2009 Budget
 - VII.E. Community Outreach Committee
 - VII.E.1. Discussion: Community Outreach Breakfast, Robert H. Brown Middle School
 - VII.F. LEARN Liaison
- VIII. Audience Response to Information Presented
- IX. Consent Agenda (Items 9.1 - 9.4)
 - IX.A. Bills Payable: \$2,293.82 (06/07), \$326,006.90 (07/08)
 - IX.B. Line Transfers: \$183,767.58
 - IX.C. Donation: \$1,000 for New Haven Symphony and Orchestra Workshops and Concert from Walter C. Polson PTO (Ref. Policy #3281)
 - IX.D. Donation: \$1,043.50 for postage for "Operation Kids Care" from Walter C. Polson PTO (Ref. Policy #3281)
- X. Action Item: Minutes January 8, 2008 Meeting
- XI. Action Item: Minutes January 15, 2008 Board of Education Budget Workshop Meeting
- XII. Old Business
 - XII.A. Discussion: February Board of Education Meeting Schedule
- XIII. New Business
- XIV. Future Agenda Items

XIV.A. Report on Tiger Fitness Center

XV. Upcoming Meetings of Importance

XV.A. January 24, 2008, Budget Workshop 5:30 p.m., Hammonasset Room

XV.B. January 24, 2008, FOI Workshop 7:00 p.m., Hammonasset Room

XV.C. January 28, 2008, CABE Area 8 Legislative Breakfast, 8:00 a.m.,
Haddam Killingworth Middle School

XV.D. January 29, 2008, Planning Committee, 7:30 a.m., Central Office Room
B

XV.E. January 29, 2008, Finance Committee Meeting, 5:30 p.m., Room B

XV.F. Board of Education Meeting, 6:30 p.m. (Exec Session), 7:30 p.m.
(Community Session) Town Campus (Rescheduled from February 5, 2008)

XVI. Adjournment

Public Participation Guidelines:

Members of the community are invited to speak on topics of interest and / or topics to be addressed in the agenda. The Board of Education may choose to interact with participants, but will not act upon topics that require further study before action is taken. The participation time will be limited to three (3) minutes per person and fifteen (15) minutes overall to guarantee efficient operation of the entire meeting.

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Board of Education Meeting
January 8, 2008
Town Campus

Meeting Minutes

The regular meeting of the Board of Education was called to order by Chairman Robert Hale at 6:35 p.m.

Present: Bill Clorite; Becky Coffey; John Dean; Debbie Frey; Harriet Gowanlock; Robert Hale, Seth Klaskin; Robert Ruggiero

Also present: Anita Rutlin, Acting Superintendent.

1. Executive Session

MOTION: by Dean, seconded by Frey to enter Executive Session at 6:35 p.m. to discuss personnel and legal issues.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 8-0

Personnel issues were discussed.

MOTION: by Klaskin, seconded by Ruggiero to adjourn Executive Session at 6:55 p.m.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 8-0

The public session of the Board of Education meeting was called to order by Chairman Robert Hale at 7:31 p.m. Chairman Hale led the Pledge of Allegiance.

Present: Bill Clorite; Becky Coffey; John Dean; Debbie Frey; Harriet Gowanlock; Robert Hale; Seth Klaskin; Robert Ruggiero

Also present: Anita Rutlin, Acting Superintendent; Barbara Macauley, Acting Assistant Superintendent; administrators; faculty; staff; students; community members.

3. School Community Session

- 3.1. Recognition: Ms. Rutlin recognized three Grade 5 students from Robert H. Brown Middle School who were winners in a Statewide Essay Contest sponsored by Secretary of the State Susan Bysiewicz. The essay required the student to choose a candidate for president and to support his/her selection in the essay. The Robert H. Brown Middle School students honored are:

- Jared Newton, First Place
- Hanna Kraus, Third Place
- Shayan Roychoudhury, Honorable Mentio

All three students were in attendance, along with their parents and other family members. Chairman Hale and Ms. Rutlin presented the students with Certificates of Recognition.

3.2 Public Participation

Mr. Bill Barker of 7 Hamilton Drive, President of Madison Hoop Dreams, asked the Board to consider a change in the policy of scheduling of facilities. Mr. Barker explained that his basketball program is very well attended and that he would like to be able to use the Walter C. Polson Middle School gym for the entire five weeks of his program. He said that this is the only gym large enough to accommodate the number of registrants he gets. Board policy states that the Athletic Director cannot sign off on a facility request more than two months in advance – Mr. Barker is requesting that the Board consider revising this policy so that he can plan early for his summer program. Mr. Barker went on to say that his program could potentially raise \$10,000-\$15,000 in scholarship money for the town.

Discussion ensued and Chairman Hale explained that the two month notification policy was put into place to ensure fairness to any party interested in using a facility. Many programs, such as those planned by the Beach and Recreation Department, are not scheduled that far in advance and it would be unfair to those groups to let other programs reserve a specific facility before they are aware of what their own requirements will be. Chairman Hale also stated that contrary to what some might think there is quite a demand for the limited facilities available.

Ms. Alex Casparino of 43 Hammonasset Meadows, and Ms. Alex Zak of 43 Aspen Drive, both freshmen at Daniel Hand High School, addressed the Board stating that they had heard that French II might not be a course offering next year. They stated many reasons for wanting to continue their education in French, and also said that only offering one year in French might be a deterrent to other students who might be interested in studying the language. They asked that the Board consider keeping French II in the high school course of studies for next year. Ms. Rutlin explained that enrollment determines the numbers and types of classes offered.

Chairman Hale thanked Ms. Casparino and Ms. Zak for their comments and reiterated that French II is not being eliminated from the course of studies for next year, but its availability will depend on the number of students who enroll.

4. Board of Education Student Representatives' Report

Mr. Presti was not present at the meeting.

Ms. Norris reported that senior college applications are being steadily received. The Guidance Office has a map of the United States and has put each senior's photo ID around the perimeter of the map. When a student is accepted to the college of their choice, he/she ties a string from their photo to the state where they will attend college. Ms. Norris stated that this is a fun and exciting way for the students to know where their classmates will attend college, and the students are excited to share their news.

Ms. Norris also reported that the second trimester open house at Daniel Hand High School is scheduled for January 17, 2008 at 6:45 p.m. It provides parents with an opportunity to learn about the classes their children will be taking, and to meet their teachers.

Finally, Ms. Norris stated that winter athletics are well under way; all teams are into the heart of their seasons and are doing very well.

Chairman Hale reported to the Board that Ms. Norris is now on an advisory panel to the State Board of Education, working with the panel on the High School Reform project. He stated that Madison has great representation in Hartford from Daniel Hand High School.

5. Acting Superintendent's Report

5.1. Summary of Professional Development Day (January 2, 2008)

Ms. Rutlin reported that the January 2, 2008 Professional Development day was a very productive, successful day. There were 31 workshops in all; 18 six hour workshops and 13 three hour workshops. The bulk of the workshops involved curriculum, instruction, or assessment, with the remainder concentrating on Special Education and Student Services. Ms. Rutlin was also pleased to report that 25 of the workshops were facilitated by Madison Public School employees.

5.2. Discussion: Proposed 2009-2010 School Year Calendar

Harriet Gowanlock, Chair of the Policy Committee, distributed an updated copy of the proposed 2009-2010 school year calendar. A discussion ensued, mainly for the benefit of the new Board members, about how the calendar is formulated. There are 183 instructional days and five professional development days; three prior to the start of school and two during the school year. The practice has been for the Board to approve the calendar in February for the year following the next academic year.

5.3. Discussion: Solicitation of Bids for Network Hardware

Mr. Arthur Sickle, Director of Administrative Services, gave a brief overview of the fiber optic project that has been underway, funded by the State of Connecticut Infrastructure grant. Discussion ensued and Ms. Coffey asked how this project will benefit the district. Mr. Sickle explained that this work will greatly improve network capability within the district, and also allow for more connectivity between buildings. Mr. Sickle is seeking the Board's approval to solicit bids for network hardware to move forward with the project.

5.4. Distribution of 2008-2009 Budget Draft

Ms. Rutlin distributed a working copy of the 2008-2009 draft budget, and provided an overview of the budget and the context for budget development via a Power Point presentation (on file). The budget numbers have not changed since it was originally distributed to the Board on December 18, 2007.

Becky Coffey, Chair of the Finance Committee, asked all Board members, especially those new to the Board, to carefully review and become familiar with the document, and to forward all questions to her via email as soon as possible. She will compile a list of those questions and they will be addressed at the upcoming Budget Workshops.

6. Board Member Comments

Chairman Hale distributed a flyer about the Annual Connecticut Association of Boards of Education Area 8 Legislative Breakfast scheduled for Monday, January 28, 2008. He stated that he is unable to attend this breakfast but would like for one or more Board members to attend and represent Madison Public Schools. He stated that this is a good opportunity to talk to our state representatives about issues such as Educational Cost Shares, Special Education funding, prevailing wage, and requirements for In School Suspension.

Mr. Klaskin stated that the joint retreat held with the Boards of Selectmen and Finance on January 3, 2008 was very informative. He went on to say that he thought the meeting laid a good foundation in facilitating better communication and understanding among the Boards.

Mr. Clorite asked about the process for the Board to respond to questions or requests posed by the public during Board meetings. Mr. Hale explained that this is done through the Superintendent.

Mr. Klaskin mentioned the upcoming J. Milton Jeffrey School Family Luau, schedule for Saturday, January 26, 2008.

Ms. Gowanlock thanked Mr. Sickle for taking the time to talk to parents about technology at Daniel Hand High School at the recent APTS (Association of Parents, Teachers and Students) meeting.

7. Distribution of Executive Summaries from Board Committees/Liaisons

8. Policy Committee

8.1. Third Revision Reading: Policy #5100.2.1. Conduct Code for Participation in Extracurricular Activities

8.2. Third Revision Reading: Policy #4160 Student-Activity Transportation/Vehicles

Ms. Gowanlock reported that no action will be taken on Policies 5100.2.1 and 4160 until the Policy Committee meets and is able to discuss them further.

8.3. Third Revision Reading: Policy #4170 Restraint and Seclusion

Policy #4170 is on the agenda as an Action Item and there will be a motion to adopt the Policy.

9. Finance Committee Report

Ms. Coffey again asked that the Board send her any questions as soon as possible regarding the 2008-2009 draft budget. Discussion ensued about the upcoming Budget Workshops.

Chairman Hale noted that David Klein is planning to attend the Budget Workshop meetings, and will spend some time in the district over the coming weeks. Mr. Hale further stated that Mr. Klein's expected start date will be March 1, 2008.

10. Audience Response to Information Presented

No comments were offered.

11. Consent Agenda (Items 11.1. – 11.3.)

11.1. Bills Payable: \$568.74 (06/07) & \$794,114.24 (07/08)

11.2. Line Transfers: \$95,589.45

11.3. Budget Expenditure Report as of January 2, 2008

MOTION by Coffey, seconded by Dean to approve the Consent Agenda.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 8-0

12. Action Item: Minutes December 18, 2008 Meeting

MOTION: by Coffey, seconded by Dean to approve the minutes of the December 18, 2007 meeting.

Mr. Klaskin reported a correction to the minutes of the December 18, 2007 Board of Education Meeting. Action Item 13 of the minutes states "Appointment of Acting Superintendent" when it should read "Appointment of Acting Assistant Superintendent".

MOTION: by Coffey, seconded by Dean to approve the minutes of the December 18, 2007 meeting as corrected.

AYES: Coffey, Dean, Frey, Gowanlock, Hale, Klaskin
NAYS: None
ABSTENTIONS: Clorite, Ruggiero
MOTION CARRIED: 6-0

13. Action Item: Policy #5100.2.1 Conduct Code for Participation in Extracurricular Activities

MOTION: by Gowanlock, on behalf of the Policy Committee, to table the adoption of this policy until further review by the Policy Committee.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock, Hale, Klaskin, Ruggiero
NAYS: None
MOTION CARRIED: 8-0

14. Action Item: Policy #4160 Student-Activity Transportation / Vehicles

MOTION: by Gowanlock, on behalf of the Policy Committee, to table the adoption of this policy until further review by the Policy Committee.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock, Hale, Klaskin, Ruggiero
NAYS: None
MOTION CARRIED: 8-0

15. Action Item: Policy #4170 Restraint and Seclusion

MOTION: by Gowanlock, on behalf of the Policy Committee to approve Policy #4170, Restraint and Seclusion, as presented.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock, Hale, Klaskin, Ruggiero
NAYS: None
MOTION CARRIED: 8-0

Debra Frey requested that an item be added to the agenda for the Planning Committee to seek approval on the LOCAP project, pertaining only to the school facilities components of the 2008-2009 LOCAP budget, and the Board complied.

MOTION: by Frey, seconded by Dean, to add an action item for approval of the school facilities component of the 2008-2009 LOCAP planned and cycled maintenance program.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 8-0

16. Action Item: Approval of school facilities component of the 2008-2009 LOCAP budget.

MOTION: by Frey, on behalf of the Planning Committee, to approve the school facilities component of the 2008-2009 LOCAP Planned and Cycled Maintenance program.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 8-0

A discussion took place and Ms. Frey explained that there is a LOCAP meeting this week and this project needs to be approved to get into the Town budget. She also reiterated that this approval is for projects only, not dollars.

17. Action Item: Solicitation of Bids for Network Hardware

MOTION: by Ruggiero, seconded by Dean to approve the solicitation of bids by the Director of Administrative Service for Network Hardware.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 8-0

18. Old Business

17.1. Discussion: Committee Meeting Schedules through June 30, 2008

Chairman Hale distributed a list of the Board of Education committee meetings scheduled through June 2008. Mr. Hale asked that any meeting changes be communicated to the Board Secretary.

19. New Business

20. Future Agenda Items

Ms. Coffey requested an update on student use of the Fitness Center.

Ms. Gowanlock suggested that a report on the daily school day schedules take place at an upcoming meeting. After discussion, it was decided that this would happen after March 1st so that Mr. Klein can be involved in the discussions.

21. Meetings of Importance

Chairman Hale has added this as a regular agenda item, outlining upcoming meetings of importance for the Board. Besides those already listed, he reminded the Board again about the upcoming January 28th Legislative Breakfast.

- January 10, 2008 – Community Outreach Committee 12:00-1:00 – Town Campus
- January 15, 2008 – Budget Workshop 5:30 to 8:30 p.m. - Town Campus
- January 17, 2008 – Secondary School Reform Conversations 6:00-8:00 p.m. – LEARN
- January 22, 2008 – Policy Committee 5:30 – 6:30 Town Campus
- January 24, 2008 – Budget Workshop 5:30 – 6:45 p.m. – Town Campus
- January 24, 2008 – FOI Workshop – 7:00 – 9:00 p.m. – Town Campus

22. Adjournment

MOTION: by Dean, seconded by Coffey to adjourn the meeting at 9:08 p.m.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock, Hale, Klaskin, Ruggiero

NAYS: None

MOTION CARRIED: 8-0

Submitted for approval at the 01/22/08 Board of Education Meeting
dmd

Madison Public Schools
Board of Education Budget Workshop
Community Room, Madison Police Department
January 15, 2008

Minutes

The Board of Education Budget Workshop was called to order by Chairman Robert Hale at 5:40 p.m.

Present: Bill Clorite, Becky Coffey, John Dean, Debbie Frey, Harriet Gowanlock, Robert Hale, Robert Ruggiero

Also present: Anita Rutlin, Acting Superintendent; Barbara Macauley, Acting Assistant Superintendent; David Klein, Incoming Superintendent of Schools; Dottie Bavin, Director of Finance; Heather Dobson, Director of Human Resources; Arthur Sickel, Director of Administrative Services; Kathleen Stahelski, Board of Finance; Kathi Traugh, Board of Selectmen.

Ms. Rutlin distributed a revised/updated copy of the Executive Summary section of the budget document.

Ms. Dobson gave an overview on Health Insurance. She reported that she and Ms. Bavin have been working with the insurance consultant to negotiate the contribution rate for the health fund. Mr. Clorite asked why the Madison Public Schools and Town of Madison are self funded. Ms. Dobson explained that in comparing the rates for fully-insured versus self-funded, the fully insured rate is always higher. Madison has realized substantial savings since the inception of self-funding.

Holly Sellers enters the meeting at 5:47 p.m.

Ms. Dobson went on to report that both active employees and retirees are taken into account during the budgeting process, and the requested budget dollars represent a 12.5% increase over budget dollars for the previous year. The first renewal rates are based on industry trends (which are historically higher than Madison Public Schools) and Ms. Dobson stated that she and Ms. Bavin have requested that the consultant negotiate a better rate.

Discussion ensued regarding claims experience and Ms. Coffey talked about the need to put money in reserves in years when claims costs are low. Claims years tend to run in cycles and we need to plan better for the years when costs are higher. Ms. Coffey stated that if the excess money realized two years ago had been put into reserves, the requested increase this year would not be so high.

Mr. Dean asked if we would have to wait a full year to find out about the claims exposure with the new MEA contract and contribution amounts. Ms Dobson stated that increases in cost shares were taken into account and immediate savings should be realized.

Dr. Barbara Macauley, Acting Assistant Superintendent, gave an overview via a Power Point presentation (on file) of the Special Education/Student Services program and its impact on the proposed budget. Dr. Macauley provided an overview of the state's Response to Intervention Model (RTI). This is a scientifically based model, the purpose of which is to develop policies and practices in the areas of core curriculum, universal screening, progress monitoring, continuum of support of tiers and special education. Dr. Macauley stated that the Madison elementary schools have taken the initiative to begin this process, when it is normally begun in higher grades.

Dr. Macauley explained that Madison's philosophy is to provide a continuum of services for success for all students. She further stated that the Special Education staff and the general education staff work together to try to achieve full inclusion for all students where possible, with alterations when necessary.

Discussion ensued among the Board members and a question and answer period took place. Several board members inquired if the requested Special Education budget increases are due to a projected number of

students, organizational increases, etc. Dr. Macauley explained that the requested increased budget amount is due to rising costs and operational expenses for current services.

Ms. Sellers stated that Special Education is a volatile area and is not predictable, and that it is difficult to achieve a comfortable level of funding.

General discussion then took place regarding the budget document.

Ms. Sellers expressed a concern about class sizes and staying within policy. Ms. Rutlin explained that the numbers presented are preliminary and when they are more firm, equity will be established among classes and schools.

Mr. Dean inquired about the numbers of full time and part time staff, stating that the variances are shown but not specifics. Ms. Coffey stated that this is covered under strategic goals and that the numbers for incremental and full FTE's will be available at the next meeting.

Ms. Coffey questioned the addition of a Science teacher at the elementary level, and Ms. Rutlin explained that this position is a Science Specialist.

The elementary core numbers represent accurate FTE's for the elementary level; staffing for the different programs/specials are distributed over locations. The break out by building can be found under the Cost Center tab, identifying programs by building and shared staff.

The reduction in staffing for Art education was to accommodate the implementation of World Languages being offered every day to 5th Graders as a result of the reorganization of the Related Arts strand for Grade 5.

The Board then reviewed the Comprehensive Budget Detail section, addressing questions regarding specific programs as they arose.

Program 106, World Languages; the 1.5 increase to the FTE's is due to increased instructional time in 5th Grade and high school.

Program 111, Mathematics; the .6 FTE increase is to address enrollment at Daniel Hand High School.

Ms. Gowanlock asked about the increased budget amount for Professional Development, and it was explained that the cost was increased from \$225-\$250 per certified teacher.

Program 113, Science; again, the additional 1.0 FTE represents the new Science Specialist at the elementary level.

Program 114, Theatre Arts; the additional .3 FTE represents improvement to the program at the high school level, with an English teacher also teaching Theatre Arts as an 11th course.

Program 115, Social Studies; the .7 FTE increase is due to enrollment at Daniel Hand High School.

Program 118, Extracurricular Activities; Mr. Clorite asked about the \$40,000 budgeted for Advisor Stipends, when there was no money budgeted for 2006-2007. Ms. Rutlin explained that this was a pilot program at Walter C. Polson Middle School this year and therefore, no funds had been budgeted for it. She distributed information from Frank Henderson, Principal of Polson Middle School and further explained that any registration fees collected are not covered by policy.

Program 119, Athletics; Ms. Rutlin distributed an incremental breakdown of the Athletics portion of the budget. Ms. Gowanlock inquired as to the necessity of a coordinator's stipend and Ms. Bavin explained that it was to coordinate after school intramurals and that coordinator stipends for other club activities were identified in Program 118.

Program 223, Town Campus Learning Center / ABA Program; Dr. Macauley reported that ACES informed her today that they would not operate at the Town Campus Learning Center after the 2008-2009 school year. She has already begun looking into alternatives.

Program 224, Town Campus Learning Center / Pre-School Program; similarly affected by the fact that ACES will not operate there after next year.

Program 225, External Placements / General Education; discussion ensued regarding this program. Ms. Rutlin explained that under the state's School Choice Program, students can choose to attend another school within the state, and the town in which they reside might be responsible for some of the associated costs. Ms. Sellers pointed out that the program description states that these placements can be by choice or by necessity. Ms. Rutlin explained that student placement at a school could be a requirement as a result of expulsion.

Program 226, External Placements / Special Education; Ms. Gowanlock inquired as to how many of these placements were residential. Dr. Macauley responded that she was sure of only one, but would check and have a number for the next Budget Workshop Meeting.

Program 290, Adult Education; Ms. Rutlin explained that there is a state mandate to provide for Adult Education and that Madison Public Schools share in a consortium for adult education.

Program 313, School Social Worker Services; Ms. Coffey pointed out that the school Social Workers serve the General Ed students as well as the Special Ed; and that a .6 FTE Social Worker is funded out of the SCOPE Grant in conjunction with Madison Youth Services.

Program 320, School Counseling and Guidance Program; no FTE's added for 2008-2009, there was one added for the current year for the 6th Grade Guidance Counselor. Discussion ensued about the desire for a dedicated counselor for 5th Grade but it is not possible this year. All Board members agreed that these support services were very important, but needs must be prioritized and not all wants and needs can be met each year. Mr. Ruggiero and Mr. Clorite asked how the Board prioritizes, and Chairman Hale explained that they depend on the administrators to advise them on how they think the money should be spent. The Board has the final say but gets input from those that are in the schools every day. It was also noted that the Administrative Council tries to balance expenditures across all schools, and that they try to allocate expenditures to benefit the entire student body.

Program 360, Occupational Therapy Services; Ms. Gowanlock stated that she thought this expenditure was grant funded. Dr. Macauley responded that it had been the case, but was switched out.

Program 400, Substitute Teacher Program; increased from 2005-2006 to this year was due to the increase in daily pay for substitutes, as well as the substitutes needed to cover teachers in the Curriculum Lab and for Professional Development Days.

Program 510, Central Office Administration; a question arose as to whether Object 3101 (Labor and Legal Services) are being funded at the appropriate level.

Program 531, Human Resources Service; the increased amount for Object 1116 recognizes that there is now a dedicated Director for Madison Public Schools.

Program 550, Technology Services; Mr. Sickle reported that the \$15,000 decrease in Object 6120, Instructional Software (Curriculum) represents the use of Blackboard technology and has been switched to Object 7302, Operating System Software.

Program 551, Daily Custodial and Maintenance Services; Mr. Dean commented on the reduction in supplies; it was explained that the dollars were moved between maintenance and custodial programs.

Program 554, Emergency Maintenance Programs; historically under funded and the Emergency Maintenance Account is currently at zero.

Program 558, Energy and Utilities Services; Mr. Sickle provided assumptions for utility services and will provide more detail at the next Budget Workshop. He stated that we are fortunate to be locked in with a Consortium for a price on kilowatt hours for electricity, so those costs should remain consistent.

Program 560, Transportation Services; Mr. Sickle reported on our contracted cost for diesel fuel and explained the costs associated with busing and stated that the average price should balance out for the year. Ms. Gowanlock inquired as to the length of the contract with Durham Bus Services, and Mr. Sickle responded that we are contracted with them through the 2009-2010 school year.

Program 920, Employee Benefits Program; Ms. Coffey reminded the Board that teachers are not included in the retirement benefits in this program because they are covered by the TRB (Teacher's Retirement Board).

General discussion regarding the proposed budget continued. Mr. Dean inquired as to how many 11th course stipends are included in the proposed budget. Ms. Rutlin responded that she will have this number in mid February, after the Daniel Hand High School course selection process is complete.

Ms. Coffey stated that there seem to be two basic types of questions – those involving priorities and those involving the budget overall. She asked again that any and all questions be emailed to her so they can be organized and addressed at the next workshop.

Ms. Coffey thanked Ms. Stahelski and Ms. Traugh for attending the Workshop and asked if they had any questions. Ms. Stahelski commented on the operational budget totals as listed on the first page of the budget overview.

Ms. Traugh stated that the overall budget looks good and she is looking forward to the next workshop.

Further discussion took place regarding the desire for additional staffing in the Guidance Department. Mr. Ruggiero stated that while the staff at Daniel Hand High School has very heavy caseloads, the quality of their services have been excellent. Mr. Clorite concurred. Ms. Rutlin stated that while they might always be able to offer one on one services, there are many workshops that are offered to the students in a group setting. The discussion continued and Ms. Gowanlock requested a report on the caseloads of the counselors because the enrollment at Daniel Hand High School is constantly increasing.

Ms. Rutlin distributed a Power Point presentation (on file) showing the instructional time from the students perspective, as well as 2009-2009 daily schedules.

Mr. Dean asked if direction had been given to administration regarding the budget process. Ms. Coffey responded that Administrative Council will be at the next meeting to respond to questions.

Chairman Hale asked all Board members to look at their calendars to reschedule the February 5, 2008 Board of Education Meeting. Discussion took place and it was the consensus of the Board to reschedule the February 5th meeting for January 29, 2008.

The meeting was adjourned at 8:47 p.m.