

Board of Education Regular Meeting #1
Tuesday, June 3, 2008 7:00 PM Eastern

Daniel Hand High School Senior Commons /
Band Room
10 Campus Drive
Madison, CT 06443

- I. Call to Order / Attendance
- II. Executive Session - 6:30 p.m.
- III. Recognition of Retirees
 - III.A. Retiree Reception (7:00 p.m.)
- IV. School / Community Recognition
 - IV.A. Recognition: Robert H. Brown Middle School Declamation Contest
Finalists: Scott Matthews; Samantha Fogle; Katie McKeon; Christina Leonardi (Lynn Pendergast, Organizer)
 - IV.B. Recognition: Shuyang C. Luo, Daniel Hand High School Senior;
Semifinalist 2007 Presidential Scholars Program
 - IV.C. Recognition: Daniel Hand High School Waes Haeil Choir; Best Mixed
Choir-First Place-Superior Rating at 2008 Festivals of Music, Virginia
Beach, VA
 - IV.D. Recognition: Nicole Poulter, Daniel Hand High School Junior; Best
Female Soloist, 2008 Festivals of Music, Virginia Beach, VA
 - IV.E. Recognition: Board of Education Student Representatives: Emma Norris
and Tom Presti
 - IV.F. Recognition: Kate Robertson, Walter C. Polson Middle School Social
Studies Teacher; Partnership with Taian #6 Middle School in Shandong
Province, China
 - IV.G. Recognition: Paul Curran, Daniel Hand High School World Language
Teacher; Recipient of Fulbright Foundation Award to Non-Native Teachers
of Chinese for six weeks of study in China
 - IV.H. Public Participation
- V. Board of Education Student Representatives' Report
- VI. Superintendent's Report
 - VI.A. Enrollment Report
 - VI.B. Elementary School Day Overview
- VII. Board Member Comments
- VIII. Updates from Board Committees / Liaisons
 - VIII.A. Planning Committee
 - VIII.A.1. Island Avenue Elementary School Building Committee
 - VIII.B. Personnel Committee
 - VIII.C. Policy Committee
 - VIII.C.1. First Revision Reading: Policy #5060.1.1 Travel and Exchange
Programs
 - VIII.D. Finance Committee
 - VIII.E. Community Outreach Committee
 - VIII.F. LEARN Liaison
- IX. Audience Response to Information Presented

- X. Consent Agenda (Items 10.1 - 10.8)
 - X.A. Bills Payable: \$2,401.00 (06/07); \$487,523.60 (07/08)
 - X.B. Line Transfers: \$23,177.53
 - X.C. Line Transfer for additional funding for certified substitutes: \$27,500.00
 - X.D. Line Transfer for legal expenditures: \$20,000
 - X.E. Budget Expenditure Report as of May 29, 2008
 - X.F. Donation: \$2,750 to Robert H. Brown Middle School Library Media Center from Brown School PTO
 - X.G. Textbook Adoption: Geometry; McDougal Littlel Publisher; Daniel Hand High School Geometry Level 3
 - X.H. Applications for Beginning Educator Support and Training (BEST) Program Mentors: Alicia Dunbar, Grade 1, Kathleen H. Ryerson; Deborah Lynch, Grade 4, Island Avenue
- XI. Action Item: Minutes May 20, 2008 Meeting
- XII. Old Business
 - XII.A. Board of Education Retreat; July 8, 2008
- XIII. New Business
 - XIII.A. Textbook Adoption Preview (June 3-24, 2008) (Ref. Policy 6100.10)
 - XIII.A.1. Literature; Mosdos Press Publisher; Robert H. Brown Middle School Grade 5
 - XIII.A.2. Principals of Economics; Thomson Spouth-Western Publishing; Daniel Hand High School AP Macroeconomics
 - XIII.A.3. World History; Prentice Hall Publisher, 2009; Daniel Hand high School Global History 1, Grade 9
- XIV. Future Agenda Items
 - XIV.A. Presentation on IMPACT Program - June 24th BOE Meeting
 - XIV.B. MAPAC Update - June 24th BOE Meeting
- XV. Meetings of Importance
 - XV.A. June 12, 2008: Planning Committee; 7:30 a.m., Central Office Room B
 - XV.B. June 24, 2008: Policy Committee; 5:30 p.m., Central Office Room B
- 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.

Board of Education Meeting
May 20, 2008
Town Campus

Meeting Minutes

The regular meeting of the Board of Education was called to order by Vice Chairperson Becky Coffey at 7:07 p.m.

Present: Bill Clorite, Becky Coffey; Debra Frey; John Dean; Harriet Gowanlock; Robert Ruggiero; Holly Sellers

Also present: David Klein, Superintendent.

1. Executive Session

MOTION: by Frey, seconded by Gowanlock to enter Executive Session at 7:07 p.m. to discuss personnel and legal issues.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock, Ruggiero, Sellers

NAYS: None

MOTION CARRIED: 7-0

Personnel matters involving confidential issues were discussed.

Legal matters were discussed.

MOTION: by Dean, seconded by Clorite to adjourn Executive Session at 7:37 p.m.

AYES: Clorite, Coffey, Dean, Frey, Gowanlock, Ruggiero, Sellers

NAYS: None

MOTION CARRIED: 7-0

Ms. Frey left after Executive Session.

The public session of the Board of Education meeting was called to order by Chairman Robert Hale at 7:44 p.m. Chairman Hale led the Pledge of Allegiance.

Present: Bill Clorite, Becky Coffey; John Dean, Harriet Gowanlock; Robert Hale; Robert Ruggiero; Holly Sellers

Also present: David Klein, Superintendent; Anita Rutlin, Assistant Superintendent for Curriculum, Instruction, and Assessment; district administrators; faculty; staff; students; community members.

3. School Community Session

3.1. School / Community Recognition

Superintendent Klein and Chairman Hale stated that there were several students in attendance who had participated in the recent Connecticut "Odyssey of the Mind" competition. Mr. Klein explained that this competition combined creative thinking, academic excellence and fun and stated that they had represented the district very well.

Mr. Klein asked Ms. Mona Goodman, Principal of J. Milton Jeffrey Elementary School to assist with presenting each of the students with a Certificate of Achievement signed by himself and Chairman Hale. Ms. Goodman stated how proud she was of all the students, and proceeded to introduce those in attendance, as well as the parent coaches.

The teams and students honored were:

“The Eccentrics” – Placed 14th in their Division

- *Quincy Heinrich, Grade 2, Jeffrey School*
- *Theo MacLeod, Grade 2, Jeffrey School*
- *Matthew Maxwell, Grade 2, Jeffrey School*
- *Jason Noel, Grade 2, Jeffrey School*
- *Travis Taylor, Grade 2, Jeffrey School*
- *Olivia Heinrich, Grade 4, Jeffrey School*
- *Chris Taylor, Coach*

“Odyssey Road Rally” – 3rd Place, Bronze Medal Winners

- *Evan Dennison, Jeffrey School*
- *Michael Healy, Jeffrey School*
- *Curtis Henry, Jeffrey School*
- *Matthew Henry, Jeffrey School*
- *Andrew Hurley, Jeffrey School*
- *Jonah Levine, Jeffery School*
- *Alex Rupp-Coppi, Jeffrey School*
- *Warren Dennison and Kathy Rupp-Coppi, Coaches*

“Tee Structure” Team – 1st Place, Gold Medal Winners

- *Jack Dobson, Jeffrey School*
- *Danica Meier, Jeffrey School*
- *Spencer Ainsworth, Jeffrey School*
- *Grace Adams, Brown School*
- *Ryland Chin, Brown School*
- *Sophie Joel, Brown School*
- *Adam Taylor, Brown School*
- *Julie Ainsworth and Giovanni Meier, Coaches*

3.2. Public Participation

None at this time.

4. Board of Education Student Representatives' Report

Ms. Norris was not present at the meeting. Mr. Presti reported on the following:

- **Art Show** – Was held this past week. Upperclassmen portfolios were displayed and other forms of art such as clay and photography were displayed throughout the school. The art was judged by seven professional artists.
 - **Chorus** – The chorus concert was last week and was a great success. They performed the same program as on the Virginia Beach trip, where they won a multitude of awards.
 - **Orchestra** – The orchestra concert will be next week on the 29th and students are finalizing their work and getting ready to perform.
 - **Safe Rides/SMASH** – Safe Rides and SMASH have again teamed up and are hosting an assembly this Friday to encourage good choices. This assembly will be for seniors in preparation for senior prom on Saturday at the Aqua Turf.
 - **Other** – The senior class outing will be next Friday, May 30th. The underclassmen awards will also be given out on this day.
-

-
- The year is winding down with the completion of AP exams. Kids are making the last push to finish off the year and are excited for the summer break.

Atty. Sellers commented that she had attended the recent Daniel Hand High School Night of Songs, and that Emma Norris had performed a beautiful solo.

Mr. Klein stated that he had been told by chaperones of the Virginia Beach trip that the highest compliment they received about the students who went on this trip was the manner in which they conducted themselves and represented the community.

5. Superintendent's Report

5.1. Healthy Food Certification Statement

Mr. Klein asked Mr. Arthur Sickle, Director of Administrative Services, and Mr. Jason Wallace, Director of Food Services to tell the Board about this program.

Mr. Sickle thanked the Board for their time and gave some background on participation in the Healthy Foods Program, and explained why he was recommending that Madison not participate at this time. He provided the Board with menus and data supporting his recommendation.

Mr. Sickle explained that in order to participate and receive the 10 cent reimbursement from the State, the district would essentially have to take all a la carte items off the menu. He further explained that his analysis utilized Point of Sales data to show that participation in this program would result in a substantial loss of revenue from food services for the district.

He stated that all menu items in the Madison Public Schools meet all state requirements, and there are healthful options available every day for students purchasing their lunch. Mr. Sickle also reported that participation in this program would affect fund raisers and any other school functions which included food.

Mr. Dean asked if there was a known date for when this program would be mandated by the State. Mr. Sickle said he was not aware of a timeframe, and that 59% of districts in Connecticut opt out.

Discussion continued and all Board members agreed that our Food Services team is doing an excellent job in providing varied, healthful choices to our students. Mr. Sickle complimented Mr. Wallace and said he is doing an excellent job in the kitchens and has tried many different things on the school lunch menus. Mr. Wallace stated that each school's menu differs based on what the best selling items are in each particular building. Ms. Gowanlock commented that she saw the varied choices as beneficial in helping students learn to (hopefully) make good food choices.

Mr. Sickle ended by stating that he is seeking the Board's approval to opt out of the Healthy Food Program for the July 1, 2008 through July 31, 2009 year. The Board thanked Mr. Sickle and Mr. Wallace for their time and the information they provided.

5. Board Member Comments

All Board members agreed that Mr. Sickle and Mr. Wallace are doing an excellent job with the food services program. Mr. Clorite commented on Mr. Sickle being 'a jack of all trades' and his impressive knowledge of many different issues within the district.

7. Reports from Board Committees / Liaisons

7.1. Planning Committee

Ms. Frey was not present but Chairman Hale distributed a written update (attached) that she had prepared.

7.2. Personnel Committee

Mr. Dean reported that the Committee had met earlier in the evening and they are ready to move forward with the AMA negotiations. He stated that he will be out of state for the next couple of months. Chairman Hale stated that Becky Coffey had offered to serve as Interim Chair of the Personnel Committee in his absence.

7.3. Policy Committee

Ms. Gowanlock reported that the Committee had met tonight and will present a First Revision Reading on the Travel and Exchange Policy at the June 3rd Board meeting.

7.4. Finance Committee

Ms. Coffey stated that everyone was awaiting the results of the Budget Referendum and the outcome would affect how the Finance Committee moves forward for next year. A meeting has been tentatively scheduled for Friday, May 23rd to discuss the current year budget, and depending on the results of the vote, the nature of reductions to the 2008-2009 Budget. Once that discussion takes place, the reductions will be brought to the Board to discuss as a whole.

7.5. Community Outreach Committee

Mr. Klaskin was absent, and Ms. Coffey had not attended the latest breakfast at Kathleen H. Ryerson Elementary School. Chairman Hale reported that the event was very well attended and a great success. Ms. Gowanlock commented that the student performances were great.

7.6. LEARN Liaison

Mr. Dean stated that he had attended the May 8th meeting on internal planning and methodology.

8. Audience Response to Information Presented

None at this time.

Members of the Board stated that they wished to offer further comments.

Ms. Gowanlock stated that she had attended the Daniel Hand High School Choral Concert and that it was a “truly inspirational and celebrational event” made possible by Ron Soja. Ms. Gowanlock also stated again that Student Representative Emma Norris performed a beautiful solo.

Ms. Gowanlock encouraged everyone in the community to check the district calendar to be aware of events such as the Choral Concert.

Mr. Ruggiero commented that he had attended the Community Outreach Breakfast at Ryerson School and had taken one of the school tours. He stated that he felt the same warmth in the building that he did when his children attended the school 15 years ago, and that was a testament to Principal Paul Sinicrope.

Chairman Hale stated that Mr. Clorite has been working with MAPAC (Madison Athletic Programs Advisory Council) and asked him to give an update. Mr. Clorite reported that the Council is still in an organizational stage but they will have a Board in place soon. There is a joint meeting (parents, coaches, and student athletes) scheduled for June 16th to set the agenda for the 2008-2009 school year.

9. Consent Agenda (Items 9.1. – 9.6.)

9.1. Bills Payable: \$439,849.67

9.2. Line Transfers: 15,727.22

-
- 9.3. Donation: \$2,004.31 to the Daniel Hand High School Band for drum cases, from the Music Boosters.
- 9.4. Donation: \$1,322.00 to the Daniel Hand High School Band for a digital piano, from the Music Boosters.
- 9.5. Textbook Adoption:
- An Introduction to Programming Using Visual Basic .Net
Lawrenceville Press Publisher
Daniel Hand High School Topics in Computer Science
 - Weather and Climate
Science Explorer
Prentice Hall Publisher
Robert Brown Middle School Grade 6 Science
 - Earth's Changing Surface
Science Explorer
Prentice Hall Publisher
Walter C. Polson Middle School Grade 7 Science
 - Human Biology and Health
Science Explorer
Prentice Hall Publisher
Walter C. Polson Middle School Grade 7 & 8 Science
- 9.6. Connecticut State Department of Education Carl D. Perkins Secondary Education Basic Grant Application, July 1, 2008-June 30, 2009

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

AYES: Coffey, Dean, Gowanlock, Hale, Ruggiero, Sellers

NAYS: None

MOTION CARRIED: 7-0

Ms. Coffey commented on the donations from the Boosters to the Daniel Hand High School band and said that the new digital piano was a great improvement to the performance at the Band Concert.

10. Action Item: Minutes of May 6, 2008 Board of Education Meeting

MOTION: by Coffey, seconded by Dean to approve the minutes of the May 6, 2008 Board of Education meeting.

AYES: Coffey, Dean, Gowanlock, Hale, Ruggiero, Sellers

NAYS: None

ABSTENTIONS: Clorite

MOTION CARRIED: 6-0

11. Action Item: To re-accept as complete and re-accept the school building project #076-0055 / Daniel Hand High School for public school purposes, as requested by the State Department of Education for their audit.

MOTION: by Sellers, seconded by Gowanlock to re-accept as complete and re-accept the school building project #076-0055 / Daniel Hand High School for public school purposes

Mr. Dean asked for clarification on this Motion. It was explained that with the closeout of a project, the State withholds a portion of their reimbursement pending an audit. The audit has been completed so the project must be reaccepted for any remaining funds to be released.

AYES: Clorite, Coffey, Dean, Gowanlock, Hale, Ruggiero, Sellers
NAYS: None
MOTION CARRIED: 7-0

12. Action Item: Healthy Food Certification Statement for July 1, 2008

MOTION: by Dean, seconded by Ruggiero decline participation in the July 1, 2008 Healthy Food Certification Statement from the Connecticut State Department of Education.

AYES: Coffey, Dean, Gowanlock, Hale, Ruggiero, Sellers
NAYS: None
MOTION CARRIED: 7-0

Atty. Sellers again expressed her appreciation to Mr. Sickle for working so closely with the vendor and stated that she has every confidence that the district is working toward the initiative without compromising healthful food choices.

13. Old Business

13.1. Schedule Date for Board of Education Retreat

Chairman Hale stated that a date that worked for all still had not been selection. Discussion ensued and it was the consensus of the Board to try schedule a Retreat on July 8th, which is the date of the regular Board of Education meeting. A time and schedule will be worked out for that date.

14. New Business

14.1. Textbook Adoption Preview (May 20 – June 3, 2008)

- Geometry
McDougal Littell Publisher
Daniel Hand High School Geometry Level 3

Ms. Rutlin stated that these books will be available for review in the Central Office for the next two weeks.

15. Future Agenda Items

- An enrollment report will be given at the June 3rd meeting.
- Presentation on IMPACT Program – will take place at the June 24th meeting.
- Mr. Klein asked the Board about if they would like to hear a report on the daily school schedule before the end of the school year or next fall. Chairman Hale stated that it would be helpful to the Planning Committee to hear a report on Elementary schedules before the end of the year for their work in facilities planning. Mr. Klein replied that he would try to schedule a report on the Elementary schedules for June, and the middle schools and Daniel Hand High School could report early next fall.

Chairman Hale stated that he would like to hear report at all future Board meetings on the status of the Island Avenue School Building projects. Mr. Clorite stated that as of now, the contract for the boiler replacement project

has been awarded and approved. For the asbestos removal, a contractor has been identified and approved and the contractual issues are being worked out now.

The asbestos removal is slated to start the Monday after school ends (June 23rd). The projects are on schedule and Mr. Clorite stated that Mr. Bill McMinn, Director of Facilities, has done an excellent job on scheduling these projects.

16. Meetings of Importance

Chairman Hale referred to the list of upcoming meetings on the Board agenda.

17. Adjournment

MOTION: by Dean, seconded by Sellers to adjourn the meeting at 8:36 p.m.

AYES: Clorite, Coffey, Dean, Gowanlock, Hale, Ruggiero, Sellers

NAYS: None

MOTION CARRIED: 7-0

Submitted for approval at the 06/03/08 Board of Education Meeting
dmd

PLANNING COMMITTEE – Committee Report 5/20/08

The committee met last Thursday (5/15) to discuss the following:

- 1) Elementary Facilities
 - a. Enrollment – Mr. Gus Horvath was a guest to the meeting. He shared his viewpoint and his own calculations regarding enrollment projections. The Superintendent is performing an in-house analysis of projections in preparation for the upcoming presentation to the Board of Education.
 - b. Feasibility/Probable Cost Analysis – The committee discussed the hiring of a consultant to develop a feasibility study and probable cost analysis of potential elementary configurations. Scope of work was debated with consensus focused on the analysis of current utility of facilities (to determine maximally productive use of facilities), analysis of the most cost efficient model to accommodate the Pre-K – Grade 4 program and, development of probable cost estimates. The Superintendent will develop a draft RFP for the committee to review prior to Board action.
 - c. Continued Data Collection – Committee members are developing summary documents of the potential building models to house the elementary program. The handouts also include the existing/current 4-building model. Elementary Principals will assist with the development of the current model and will attend the upcoming (May 29) Planning Committee Meeting. Once in final form, documents will be shared with the full BOE.
- 2) Other Business
 - a. Fitness Center – The fitness center has now been in use for one year. As such, an analysis of use, supervision, adequate ventilation and optimum layout of equipment is being performed. More information will be provided upon completion of the analysis.

Future Agenda Items – Will include Elementary space utilization and ongoing discussion of traffic safety at all district facilities.

Respectfully Submitted,

Debra Frey
Chair BOE Planning Committee

PLANNING COMMITTEE – Executive Summary 5/6/08

The committee met last Thursday (5/1) to discuss the following:

Facilities Update:

1. **Island Avenue School Projects** – The Board of Selectmen approved the Building Committee's recommendation to hire Funk Boiler Works, Inc. for the boiler replacement component of the project. This contractor submitted the lowest qualified bid and came highly recommended by other school districts. Bids are due for the asbestos abatement on Friday, May 9, 2008.
2. **Traffic Safety Study** – Bill McMinn and Mike Ott continue to study traffic safety at all of the district's schools. A comprehensive, long-term plan will be developed to address the identified issues related to vehicular speed, pedestrian safety and overall traffic patterns. Initiatives that will be addressed short-term include better signage, pavement markings and the addition of speed humps/bumps. A set of speed bumps have already been installed along the Polson School drive and have served as a considerable deterrent to excessive speed. More costly measures that include potential changes to infrastructure would be part of a more long-term plan. The creation of "School Safety Zones" is being investigated that would address both on-site measures as well as off-site impediments that are proximate to school locations. Mike Ott introduced the Committee to Connecticut's ***Safe Routes to School Program (SRTS)***. This program assists school districts in the development of a comprehensive, written document that outlines the school/community's intentions to provide more sustainable and safe travel routes to and from school properties. Through the Federal Highway Administration's SRTS program and the Connecticut DOT, there is also funding available to assist districts in making safety improvements. In order to be eligible, districts are required to have a documented SRTS Master Plan. To date, Bethel, Columbia, New Britain and Fairfield have all participated and received federal funding. Madison's school administration will investigate this potential funding source in greater detail.
3. **Ryerson/RHB Emergency (2^o) Access Study** – In an effort to refine and expand the districts safety and security plans, the district continues to investigate options at the Ryerson/RHB campus. As indicated in a previous report, this exercise is considered prudent in the event that the sole means of access to the campus be rendered impassable. In the short-term, walking paths and shelter-in-place plans are being refined and, in the long-term the potential of a secondary means of vehicular access is being studied. Mr. Hale and Mr. Klein both indicated that this would be a topic of discussion for an upcoming Community Leadership meeting.
4. **DHHS/WPMS Traffic Issues** – Speed bumps will be installed along the DHHS and Polson driveways to curb (no pun intended) excessive speed and increase safety on the campus. The plan is to install existing removable inventory and investigate the cost associated with the installation of permanent, asphalt speed bumps during the next budget cycle.

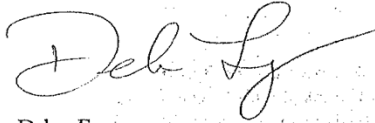
Athletics Update:

1. **Turf Bleachers** – The potential to purchase 'used' bleachers mentioned in a previous report has been dismissed due to safety concerns. The project will move forward as previously indicated to include one, ten-row set of portable bleachers (on wheels) that will allow the district to optimize use based on seasonal needs. The bleachers are anticipated to be 'in district' for the fall sports season.
2. **Fitness Center** – Given the one-year use history of the fitness center, an assessment of safety, supervision and equipment location is being performed. In addition, an RFP for an equipment service contract is being developed to perpetuate continued compliance with all safety and insurability requirements.
3. **MAPAC Update** – MAPAC meets again on May 13. Anticipated proposals include a 10th Grade Football Team, Girls Golf Team and Boys Swim Team.

4. **Impact Study/Testing Process** – In response to committee member's questions, Craig Semple provided a brief overview of the impact testing process that is being instituted at DHHS. Study results provide baseline data for use by a student's private physician as one tool to aide in determining safe return to both academic and physical activity after head injury (i.e. concussion, etc.). A comprehensive public presentation will be made to the BOE at the second meeting in May.

Future Agenda Items – Elementary space utilization; discussions will continue regarding program, student distribution and the development of an RFP for professional services to estimate probable cost figures for 3 & 4-building models.

Respectfully Submitted,



Debra Frey
Chair BOE Planning Committee