

Board of Education Regular Meeting #1  
Tuesday, July 8, 2008 8:00 PM Eastern

Town Campus Hammonasset Room  
10 Campus Drive  
Madison, CT 06443

- I. Call to Order / Attendance
- II. Retreat Discussion - 4:00 p.m.
- III. School Community Session - 8:00 p.m.
  - III.A. Public Participation
- IV. Superintendent's Report
  - IV.A. Update: 2008-2009 Enrollment
  - IV.B. Discussion: 2007-2008 Budget Closeout Final Report
- V. Board Member Comments
- VI. Reports from Board Committees / Liaisons
  - VI.A. Planning Committee
  - VI.B. Personnel Committee
  - VI.C. Policy Committee
  - VI.D. Finance Committee
  - VI.E. Community Outreach Committee
  - VI.F. LEARN Liaison
- VII. Audience Response to Information Presented
- VIII. Consent Agenda (Items 8.1 - 8.5)
  - VIII.A. Bills Payable: \$227,688.38 (07/08); \$442,930.90 (08/09)
  - VIII.B. Line Transfers: \$2,883.80
  - VIII.C. Budget Expenditure Report as of July 3, 2008
  - VIII.D. Donation: Vending Machine Valued at \$900 from Rick Sweitzer for the Madison Public Schools Athletics Program
  - VIII.E. Textbook Adoption
- IX. Action Item: Minutes June 24, 2008 Meeting
- X. Old Business
- XI. New Business
- XII. Future Agenda Items
- XIII. Meetings of Importance
  - XIII.A. July 15, 2008; Planning Committee; 7:30 a.m., Central Office Room B
  - XIII.B. July 29, 2008; Planning Committee; 7:30 a.m., Central Office Room B
- XIV. 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  
June 24, 2008  
Town Campus

Meeting Minutes

1. The regular meeting of the Board of Education was called to order by Chairman Robert Hale 7:05 p.m.

Present: Bill Clorite; Debra Frey; Harriet Gowanlock; Bob Hale; Seth Klaskin; Robert Ruggiero; Holly Sellers

Also present: David Klein, Superintendent, Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment

2. Executive Session

MOTION: by Frey, seconded by Ruggiero to enter Executive Session at 7:05 p.m. to discuss personnel and legal issues.

AYES: Clorite, Frey, Gowanlock, Hale, Klaskin, Ruggiero, Sellers

NAYS: None

MOTION CARRIED: 7-0

Personnel matters involving confidential issues were discussed.

Legal matters were discussed.

MOTION: by Clorite, seconded by Klaskin to adjourn Executive Session at 7:20 p.m.

AYES: Clorite, Frey, Gowanlock, Hale, Klaskin, Ruggiero, Sellers

NAYS: None

MOTION CARRIED: 7-0

The public session of the Board of Education meeting was called to order by Chairman Robert Hale at 7:30 p.m. Chairman Hale led the Pledge of Allegiance.

Present: Bill Clorite; Debra Frey; Harriet Gowanlock; Robert Hale; Seth Klaskin; 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

“All State Children’s Choir Festival” – May 17, 2008

Dr. Robert H. Brown Middle School Students:

- *Lauren Brady*
  - *Catherine Florentine*
  - *Samantha Mancuso*
  - *Jacob Mirando*
  - *Emily Neal*
  - *August Pellicio*
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Mrs. Barbara Soderberg, Choral Teacher at Dr. Robert H. Brown Middle School explained that as a member of the American Choral Directors Association, she is permitted to select six of her students to attend this festival. Students from public and private schools are chosen on the basis of demonstrating excellent musicianship in their own choirs. This is a full day event in which the students were required to memorize six selections. Besides selections in English, the students memorized one selection in Latin and one in Morri. The event culminated in a public concert in which the Brown students performed with 150-200 choir members from all over Connecticut. The students in attendance were recognized by the Board and presented with Certificates of Recognition signed by Mr. Klein and Chairman Hale.

### Odyssey of the Mind

Mr. Klein stated that there were several teams from Madison Public Schools that had participated in the recent Odyssey of the Mind Tournament. He announced the names of the members of each team, as well as where they placed in the competition. There were a few team members on hand who were given Certificates of Achievement signed by Mr. Klein and Chairman Hale (the rest will be distributed to the students). The students were congratulated for their efforts and achievements in this tournament.

The following teams / students were recognized:

“The Wonderful Muses” – Placed 4<sup>th</sup>

Dr. Robert H. Brown Middle School Students

- Catherine Allen
- Garrett Brochard
- Gracie Gilbert
- Megan LeBlanc
- Chris Rackey
- Lindsay Wallace
- Emily Eisenlohr and Deb Richter, Coaches

“Tee Structure” Division II – Placed 9<sup>th</sup>

Walter C. Polson Middle School Students

- Emma Glassman
- Stefanie Plunkett
- Megan Sicignana
- Charlotte Taylor
- Mimi Zotto
- Ian Taylor, Coach

“DinoStories” – Placed 7<sup>th</sup>

Dr. Robert H. Brown Middle School Students

- Scott Mathews
- Charles Morro
- Collin Nelson
- Francis Regala
- Mike Sampson
- Conor Stevens
- Jayson Tung
- Jeanne Stevens and Jennifer Tung, Coaches

“Tee Structure” Division III – 2<sup>nd</sup> Place at State Finals;  
9<sup>th</sup> Place in World Finals

Daniel Hand High School Students

- Steve Gagliano
- Ben Greene
- Brendan Kolf
- Phil Prasinis
- Brian Schaller
- Noah Sweet
- Dave Schaller, Coach

“The Eccentrics” – Placed 6<sup>th</sup>

Walter C. Polson Middle School

- Max Coon-Williams
- Abby Greene
- Billy LeBlanc
- Eden Straub
- Sam Weinrab
- Laura LeBlanc coach

### 3.2. Public Participation

None at this time.

### 4. Superintendent’s Report

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#### 4.1. Update: 2008-2009 Enrollment

Mr. Klein reported that enrollment for next year continues to be monitored carefully. He also stated that Mr. Gus Horvath and Ms. Emily Eisenlohr, who have both shown great interest in these discussions, have been invited to attend the Board's Planning Committee meetings to discuss enrollment projections. The current enrollment number for 2008-2009 is 3,667; ADS projections are 3,698 so we are currently down 31 students. At this time last year, we were down 26 students; the prior year we were down 53, so the ADS projections are still considered to be reliable information.

We currently have 170 students registered for kindergarten; ADS projected 221 total. Mr. Klein stated that kindergarten registrations will continue right through the summer.

We are experiencing a 'bubble' with Grade 2 students and there has been discussion in the community about the growing class size numbers for this grade level. Mr. Klein stated that this is also being watched closely, and if kindergarten numbers remain low, staff originally allocated for that level might be shifted to Grade 2. This is the only grade level of concern at this point. The data is analyzed weekly and Mr. Klein continues to meet with the elementary principals to discuss enrollment and class sizes. Mr. Klein also stressed, that even with the anticipated bubble and not transferring additional staff to Grade 2 positions, the class sizes will remain within the numbers dictated by Board policy.

#### 4.2. Presentation on IMPACT Program

Mr. Klein introduced Donna Konarski, RN, school nurse at Daniel Hand High School, and, as Mr. Klein announced, recently appointed as the Nursing Coordinator for Madison Public Schools. Ms. Konarski gave an overview on the recently implemented ImPACT program via a Power Point presentation (on file).

This program is an assessment tool to measure multiple aspects of the brain's neuro-cognitive abilities in students who have suffered concussions. Baseline testing began in spring 2008 on student athletes who participate in sports that have the highest incident of concussion (boy's lacrosse). If an athlete suffers a concussion, they then had a starting point to work from to monitor their recovery.

Mr. Klein explained that Ms. Anita Rutlin, Assistant Superintendent for Curriculum, Instruction, and Assessment, was instrumental in Madison becoming involved in this program. Ms. Rutlin stated that the initial focus was on a student athlete's return to play after a concussion. She learned, however, that we also need to focus on the student's ability to return to academics after a concussion. Ms. Konarski explained that the ImPACT program shows when the brain is ready for stimulus again after an injury.

Discussion ensued and Board members asked several questions about the program.

Ms. Gowanlock asked about the baseline testing, and Ms. Konarski responded that there are visual and sorting components of the test. Ms. Gowanlock also asked how many student athletes suffer concussion per year. Ms. Konarski replied that the average is probably around 10, with one of them being significant. Mr. Klein stated that this is the number that we are aware of – there could be other incidents that we do not even know about.

Chairman Hale asked what parents should do if they think their child may have had a concussion. Ms. Konarski said they could call the Health Office at Daniel Hand High School to have that student assessed; she further stated that parents are generally very good about notifying the Health Office if there has been an issue with their child.

Mr. Clorite asked if the program could accommodate students who participated in sports, but not for Daniel Hand. Ms. Konarski responded that this program is available to all students whether they participate in school athletics or not, and whether the injury occurred on or off of school property. She also stated that it is a priority that all students are treated equally with regard to this program.

Atty. Klaskin inquired about the post injury testing schedule. Ms. Konarski responded that it was dictated by the student's physician, but she tracks the status of concussed students on a daily basis.

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Atty. Sellers stated that having a baseline on student athletes was helpful, because many students are involved in multiple activities. She also stated that while this program is being implemented in the athletic environment, it should really be universal for all students.

Ms. Frey commented that she thought there was great value in this program, and stated from personal experience that the Health Office at Daniel Hand does an outstanding job.

Finally, Mr. Klein stated for the Board that the cost to implement this program was only \$500. All were in agreement that this was money well spent. The program will be rolled out with all student athletes / sports in the fall 2008.

#### 4.3. Update: Energy Committee

Mr. Klein asked Mr. Bill McMinn, Director of Facilities, to give the Board an update on the Energy Commission. Mr. McMinn reported that the Energy Commission meets weekly and their main focus at this time is a Retro Commissioning of Robert H. Brown and Walter C. Polson Middle Schools, and Daniel Hand High School. There is a program offered by CL & P, in which they provide a free audit of facilities, looking at energy consumption and ways to save money on energy use. If they see fit, they could pay a portion toward the cost of improving the energy efficiencies in the buildings. There is no commitment at this time, however, as this is still in the talking stages.

The program targets enhancements to existing facilities and would include many different buildings in town (in addition to the schools, the Town offices, Central Office and there may be some incentives available for the project at Island Avenue School because the new boiler is an energy efficient model).

Ms. Gowanlock asked if this program applied only to electricity, since it is under CL&P. Mr. McMinn responded that it is funded by the State, and applies to all forms of energy. CL&P is acting as the monitoring agent.

Atty. Klaskin stated that whether we received reimbursed funds or not, there is unquestionable value in that we are getting the free energy audit.

Mr. McMinn went on to explain that programs such as this are not new and we have participated in them before. The difference now is having the assistance of CL&P with the audit.

Mr. Clorite suggested the Board hear an update at this time from Mr. McMinn on the Island Avenue Building Project.

Mr. McMinn reported that work is underway. The contractor came in during the week of the 13<sup>th</sup> and created a doorway to the basement. During the week of the 16<sup>th</sup>, plumbing was disconnected and the old boiler was removed. This week, the asbestos removal company is on site building asbestos containment areas. The contractor is getting ready to begin the asbestos removal from the primary area (in the boiler area). The boiler installation is scheduled to begin around July 7<sup>th</sup> and the asbestos removal should be complete by late July. Mr. McMinn stated that the work should be completed and the new boiler up and running by August 22<sup>nd</sup>, in plenty of time for the start of school.

Mr. McMinn stated that the consultant, Dr. Mark Granville, has been on site quite often and Mr. McMinn has every confidence that the project is being handled safely and correctly. Mr. Klein stated for the record that Kathy Nutley, Principal of Island Avenue School and Sandra Davis, School Secretary, were offered the option of working out of the Central Office for the summer. Both choose to stay at the school, confident that it is safe for them to be there.

The Board offered their compliments to Mr. McMinn for his efficient handling of the project. Mr. McMinn thanked the Board and reported that Dr. Granville is also doing an excellent job.

#### 4.4. MAPAC Update – June 16<sup>th</sup> Joint Meeting

Mr. Klein and Mr. Bill Clorite reported on the meeting that was held on June 16<sup>th</sup> with students, parents and coaches. Mr. Clorite stated that it was an excellent meeting and everyone took it very seriously. The attendees were

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split into six groups, with representation from each of the three subgroups on each team. Each team had the same task, which was to list what they thought the District did well as far as athletics and where there is opportunity for improvement. Mr. Clorite said that there were many good suggestions; some of which can be addressed in the short term and achieved with little financial impact. Other fixes will be longer term.

Mr. Klein stated that the students involved were very engaged and it was they who acted as spokespersons and reported the data back to the group as a whole. The next step will be to combine the lists from the six teams into one, and send the raw data to all council members. Mr. Klein stated that the results will be reported back to the Executive Board, and this will drive the coming agendas for MAPAC.

## 5. Board Member Comments

Chairman Hale reminded the Board members about the upcoming Board of Education Retreat on Tuesday, July 8<sup>th</sup>. The Retreat will take place from 4:00 – 8:00 p.m. and the regular Board meeting will begin at 8:00. Chairman Hale advised members of the Board that there was a document in each of their mailboxes that related to the Retreat, regarding evaluation of the Superintendent and assessment of the Board of Education.

Mr. Clorite commented on the great job done by the parent volunteers for the recent Nite in Hand event. He stated that it was an outstanding activity for the graduates and the students had a great time and were very appreciative of all the hard work that went into it. Mr. Klein and several Board members chimed in that they had been at the event for some of the night and the students were having a great time. The Board issued a big thank you to all the parent volunteers involved.

Atty. Klaskin commented that he'd recently had the honor and privilege of attending his first Awards Ceremony at Daniel Hand High School. He stated that it was a wonderful ceremony and how impressed he was by the wide range of awards given.

## 6. Reports from Board Committees / Liaisons

### 6.1. Planning Committee

Ms. Frey reported that the Committee had met this morning and focused on two issues.

One was the hiring of a professional consultant to assist with the analysis of the elementary facilities. The idea was brought to LOCAP and there was a great deal of interest to expand the analysis to include Town facilities. This will be discussed further at the next LOCAP meeting in August.

Ms. Frey made it clear that such a study will take time, and the Planning Committee probably will not come forward with any options regarding elementary facilities until spring 2009. In the meantime, the Committee will continue to look at enrollment and delivery of services (e.g., block scheduling) to the elementary facilities.

Second, Ms. Frey stated that Mr. and Mrs. DiBiccaro, Theatre Arts Boosters, attending this morning's meeting. The discussion revolved around expanding program options at both middle schools for 2008-2009, and also the possibility of using the Walter C. Polson Middle School auditorium for Daniel Hand High School performances. The discussion will continue regarding the needs, wants and deficiencies at Daniel Hand, and if using the Polson auditorium would meet those needs and wants. A list of short and long term solutions will be developed, and Ms. Frey stated that one of the first things to be looked at is the electrical capacity at Polson. If it is adequate, Daniel Hand may begin using the Polson auditorium as early as next year.

### 6.2. Personnel Committee

In the absence of Ms. Coffey, Interim Chair, Chairman Hale stated that the Personnel Committee had not met recently, but they are ready to begin negotiations with the AMA.

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### 6.3. Policy Committee

Ms. Gowanlock reported that the Committee had met tonight; presenting a second Revision Reading on the Travel and Exchange Policy which is attached / included with tonight's agenda. Ms. Gowanlock stated that she had not received any feedback on these revisions, and barring none before the next meeting; it will be presented for final reading and approval.

Ms. Gowanlock commented that a topic the Board may want to address at the upcoming retreat is the nature of consequences based on the Code of Conduct as related to co-curricular versus extra-curricular activities.

Finally, Ms. Gowanlock stated that unless there were any objections from other Committees, the Policy Committee will continue with their current schedule of meeting at 5:30 on the day of the second Board meeting of the month, alternating with the Finance Committee.

### 6.4. Finance Committee

No report.

### 6.5. Community Outreach Committee

No report.

### 6.6. LEARN Liaison

No report.

## 7. Audience Response to Information Presented

Mr. Gus Horvath of 50 Beechwood Drive addressed the Board regarding enrollment for the 2008-2009 school year. He has continued to analyze data and stated that building permits are down dramatically for the first five months of this year, and that the turnover rate of existing housing is also down. Mr. Horvath continues to believe that kindergarten enrollment will be much lower for 2008-2009 than the ADS projections indicate.

Mr. Horvath also stated that as he was involved in the original commissioning of Daniel Hand High School, he believes the re-commissioning of Daniel Hand, as well as the two middle schools, is very important.

Chairman Hale and Mr. Klein thanked Mr. Horvath for his interest and comments.

## 8. Consent Agenda

- 8.1. Bills Payable: \$1,170,847.65
  - 8.2. Line Transfers: \$294,295.80
  - 8.3. Line Transfer for additional funding for custodial / maintenance equipment: \$25,245.00
  - 8.4. Line Transfer for additional funding for heating fuel: \$48,000.00
  - 8.5. Line Transfer for additional funding for custodial and maintenance supplies: \$60,000.00
  - 8.6. Line Transfer for additional funding for District school furniture: \$26,007.00
  - 8.7. Donation: \$2,655.00 to the J. Milton Jeffrey Elementary School Library Media Center from the Jeffrey School PTO.
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- 8.8. Donation: Library books with a value of \$1,710.75 to the Kathleen H. Ryerson Elementary School Library from the Ryerson PTO.
- 8.9. Textbook Adoption:
- Literature  
Mosdos Press Publisher  
Robert Brown Middle School Grade 5
  - Principles of Economics  
Thomson South-Western Publishing  
Daniel Hand High School Advanced Placement Macroeconomics
  - World History  
Prentice Hall Publisher, 2009  
Daniel Hand High School Global History I Grade 9
- 8.10. Applications for Beginning Educator Support and Training (BEST) Program Mentors:
- Maura Doxee, J. Milton Jeffrey Elementary School Grade 3 Teacher
  - Frances Manganello, Island Avenue Elementary School Grade 3 Teacher
- 8.11. Request for removal of used books/equipment.

MOTION by Sellers seconded by Frey to approve the Consent Agenda.

AYES: Clorite, Frey, Gowanlock, Hale, Klaskin, Ruggiero, Sellers  
NAYS: None  
MOTION CARRIED: 7-0

Mr. Clorite asked about the four separate line item transfers in the Consent Agenda. Ms. Dotty Bavin, Director of Finance explained that Board policy dictates that any line transfer of more than \$10,000 must be submitted in detail to the Board for their review and approval.

Atty. Klaskin commented on the generous donations from the Jeffrey and Ryerson Schools PTO's and offered his congratulations and thanks for these donations.

Atty. Sellers added that the Board as a whole is always grateful to the PTO's for their donations, and that they make an enormous difference for our schools and students.

9. Action Item: Minutes of June 3, 2008 Board of Education Meeting

MOTION: by Frey, seconded by Klaskin to approve the minutes of the June 3, 2008 Board of Education meeting.

Ms. Gowanlock commented that there was an error in the starting time of the meeting in the minutes as presented, which will be corrected.

MOTION by Chairman Hale, seconded by Gowanlock to approve the minutes of the June 3, 2008 Board of Education meeting with the correction of the start time.

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

10. Old Business

10.1. Board of Education Retreat; Tuesday, July 8, 2008

This was discussed earlier in the meeting

11. New Business

11.1. Textbook Adoption Preview (June 24- July 8, 2008)

- La Gran Aventura de Alejandro  
Amsco Publishers  
Daniel Hand High School World Languages Spanish 3
- World Literature  
MaGraw-Hill-Glencoe Literature Publishers  
Daniel Hand High School English: World Literature Grade 10
- Grammar and Composition Handbook  
Glencoe McGraw Hill Publishers  
Daniel Hand High School English Grades 9 and 10

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

12. Future Agenda Items

None at this time.

13. Meetings of Importance

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

14. Adjournment

MOTION: by Frey, seconded by Klaskin to  
adjourn the meeting at 8:59 p.m.

AYES: Clorite, Coffey, Frey, Gowanlock, Hale, Klaskin, Sellers  
NAYS: None  
MOTION CARRIED: 7-0