

- I. Call to Order / Attendance
- II. Executive Session - 6:30 p.m.
- III. School Community Session- 7:30 p.m.
 - III.A. Recognition: Noel Heimer, Library Media Specialist, Dr. Robert H. Brown Middle School; Recipient of 2008 CASL Rheta Clark Award
 - III.B. Public Participation
- IV. Board of Education Student Representatives' Report
- V. Superintendent's Report
 - V.A. Update: Student Enrollment / Class Sizes
 - V.B. Update: Library Media Centers Programs
- VI. Board Members' Comments
- VII. Board Committees / Liaison Updates
 - VII.A. Planning Committee
 - VII.B. Personnel Committee
 - VII.C. Policy Committee
 - VII.C.1. Fifth Revision Reading: Policy #5060.1.1, Travel and Exchange Programs / Admission of Exchange and Foreign Students
 - VII.C.2. Second Draft Reading: Policy #4126, Instructional Paraprofessionals
 - VII.C.3. Second Draft Reading: Policy #TBD, Title 1 Programs / Parental Involvement
 - VII.C.4. Second Revision Reading: Policy #6080.19.3.6, Instructional Paraprofessionals
 - VII.D. Finance Committee
 - VII.E. Community Outreach Committee
 - VII.F. LEARN Liaison
- VIII. Audience Response to Information Presented
- IX. Consent Agenda (9.1-9.8)
 - IX.A. Bills Payable: \$105,939.97 (07-08); \$695,965.58
 - IX.B. Line Transfers: \$25,620.15
 - IX.C. Budget Expenditure Report as of October 2, 2008
 - IX.D. Donation: \$3,000 for uniforms for the Daniel Hand High School Show Choir, from the Music Boosters (Ref. Policy #3281)
 - IX.E. Donation: \$4,830 to the Kathleen H. Ryerson Elementary School from the Ryerson PTO (Ref. Policy 3281)
 - IX.F. Request for removal of used books / equipment (Ref. Policy #3260)
 - IX.G. Application for Beginning Educator Support and Training (BEST) for Diane Stober, Math Teacher at Daniel Hand High School
 - IX.H. District Consolidated Application for Elementary and Secondary Education (ESEA) Federal Grants
- X. Action Item: Minutes September 16, 2008 Meeting (Ref. Bylaw 9540.8)

- XI. Action Item: Revised Policy #5060.1.1, Travel and Exchange Programs / Admission of Exchange and Foreign Students (Ref. Bylaw #9620)
- XII. Old Business
 - XII.A. Discussion: Appointment of 2008-2009 School Liaisons
- XIII. New Business
- XIV. Future Agenda Items
 - XIV.A. Class of 2008 Summary Report - October 21, 2008
- XV. Meetings of Importance
- 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

September 16, 2008

Town Campus

Meeting Minutes

1. The regular meeting of the Board of Education was called to order by Vice Chairperson Becky Coffey at 6:45 p.m.

Present: Bill Clorite; Becky Coffey; John Dean; Debra Frey; Harriet Gowanlock; Seth Klaskin

Also present: David Klein, Superintendent.

2. Executive Session

MOTION: by Frey, seconded by Clorite to enter Executive Session at 6:45 p.m. to discuss personnel and legal issues.

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

NAYS: None

MOTION CARRIED: 6-0

Mr. Ruggiero entered the meeting at 6:53 p.m.

Personnel matters involving confidential issues were discussed.

Legal matters were discussed.

MOTION: by Klaskin, seconded by Dean to adjourn Executive Session at 7:25 p.m.

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

NAYS: None

MOTION CARRIED: 7-0

The public session of the Board of Education meeting was called to order by Vice Chairperson Becky Coffey at 7:30 p.m. Vice Chairperson Coffey led the Pledge of Allegiance.

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

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

3. School / Community Session

3.1. Recognition

- *Fran Thompson*

Superintendent Klein and the Board recognized Fran Thompson, who will be leaving his position as Assistant Principal at Daniel Hand High School on October 3rd to assume the Principalship at Derby High School. Mr. Klein thanked Mr. Thompson for his years of service to Daniel Hand, and the Madison Public Schools, and stated that the students and staff of Derby are lucky to have Mr. Thompson as their new principal.

Mr. Thompson stated that he has felt very fortunate to work with his colleagues at Daniel Hand High School and said that he will miss the students and staff there.

3.2. Public Participation

None at this time.

4. Board of Education Student Representatives' Report

(Thomas Presti and Anna Balakrishnan)

Ms. Coffey stated that the Board was glad to welcome back the Student Representatives; Tom Presti is returning for his senior year, and Anna Balakrishnan is the new junior Student Representative.

Mr. Presti reported on a fantastic start to the school year. Class meetings were held during the first days of school to discuss expectations for the upcoming year. The seniors are all looking forward to the Senior Picnic, scheduled for Friday, September 26th.

Fall sports are underway. Mr. Presti stated that the Boys Cross Country won the Windham Invitational, the first time in Daniel Hand history. He hopes this win is a sign of good things to come for the team.

Ms. Balakrishnan reported that auditions for the Fall Play were held on September 15th and went very well. She also stated that the junior class students will be receiving their CAPT scores this week.

Mr. Clorite asked how the Student Reps to the Board are chosen. Both Mr. Presti and Ms. Balakrishnan responded that they were asked by the Daniel Hand Administration.

5. Superintendent's Report (David J. Klein)

5.1. Transportation Update (*Arthur Sickle and Magda Grayson*)

Superintendent Klein expressed thanks to Mr. Arthur Sickle, Director of Administrative Services, Ms. Magda Grayson, Manager of Durham School Services, Ms. Sara Caraszi of the Central Office and the drivers who transport the students of Madison each day for the quality of transportation and the outstanding customer service they all provide.

Mr. Sickle stated that happily there was little to report. Approximately 54 calls were received regarding transportation issues; the majority being very minor issues (e.g. requests to have bus stops moved) or information requests. Mr. Sickle further reported that they have been collecting arrival and departure data, and basically all bus runs are on time with the longest run at 45 minutes. He further stated that although the official counts will not be available until October and April, anecdotally, ridership has increased, especially in the mornings, with afternoon numbers generally being lower because many students stay after school for sports or other activities. Mr. Sickle also expressed his appreciation for the hard work of Ms. Caraszi, as well as Ms. Grayson and Ms. Dawn Vece, also of Durham School Services.

Ms. Grayson concurred that there have been no major problems, and that any issues that have arisen have been easily addressed. She stated the start of this school year has been an enormous improvement over previous years.

Ms. Coffey and Ms. Frey agreed that this year was the best in their recollections as far as transportation.

5.2. Presentation on Fulbright Foundation Award (*Paul Curran, World Languages Teacher, Daniel Hand High School*)

Ms. Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment, introduced Mr. Paul Curran, Mandarin Chinese Teacher at Daniel Hand High School, who was the recipient of a Fulbright Foundation Award and spent six weeks studying in China this summer.

Mr. Curran gave a brief PowerPoint presentation (on file) and told the Board about his travels. Mr. Curran stated that this is the first year the program has been run by Associated Colleges in China (ACC), which is a consortium of prestigious colleges and universities in the Northeast. Mr. Curran reported that there are an increasing number of students wanting to study Chinese, and this program allows non native teachers of Chinese to be better prepared to teach these students. He stated that he received the same instruction that students native to China receive, and while

it was very intense it was also a very worthwhile experience and he feels extremely fortunate to have been included in the initial group.

Mr. Clorite asked how many students at Daniel Hand are taking Chinese. Mr. Curran replied there are approximately 90 students this year in four sections.

Ms. Coffey stated how wonderful it was that Mr. Curran was granted this opportunity and took advantage of it.

6. Board Member Comments

In Chairman Hale's absence, Ms. Coffey stated that he is continuing his work on the High School Reform Committee and will have more information for the Board in the coming months.

Attorney Klaskin wished to publicly welcome Tom Presti back to the Board of Education meetings, along with the junior class student rep, Anna Balakrishnan.

7. Reports from Board Committees / Liaisons

7.1 Planning Committee

Debra Frey reported that the Committee has been asked by the Parent Booster Group at Daniel Hand High School about the possibility of using the Walter C. Polson Middle School auditorium for high school productions. The Committee, along with Mr. Klein and Mr. Bill McMinn, Director of Facilities, is working collaboratively with the Booster Group to analyze the feasibility of this request. Ms. Frey reported that after their preliminary analysis, Mr. McMinn has indicated that they can make short term improvements, specifically to the electrical capacity, which will allow these programs to be held in the Polson auditorium while continuing to look at long term solutions to upgrade the facility.

Ms. Frey next reported that energy analyses of building that have had significant upgrades are being conducted, and those results will be reported to the Full Board when available.

Ms. Frey next reported that new signage has been added and a speed hump installed at the entrance to the Walter C. Polson Middle School, which is intended to cut down on excessive speed on the school property. She further stated that the Committee is also looking into improvements for the driveway into Daniel Hand, but these improvements are still in the design and investigative phase. Ms. Frey also indicated that Superintendent Klein and Mr. Mike Ott, Assistant Director of Public Works and Town Engineer, are working with the Police Commission to have the Green Hill Road area near the middle school / high school campus designated as a school zone, and the proper speed limits posted.

Ms. Frey stated that some Board members had expressed concern in the past about expenditures related to Athletic Registration Fees. She reiterated that the Committee will continue to work with both Central Office and school building Administrators to define the parameters for use of funds from that account, and to insure that they remain consistent with the original intent. She will keep the full Board apprised of the status of these accounts.

With regard to fuel costs, Mr. Klein assured the Board that he, along with Mr. Sickle and Mr. McMinn continually monitor fuel costs and markets and will lock in with a rate when they think the time is right. Mr. Klein stated that they will strive to lock in at a rate which will keep these expenditures within budget. This is another area where the Madison Public Schools are working collaboratively with the Town, which should result in a cost savings for both sides.

Ms. Frey discussed the time frame for the Facilities Project Review study, the purpose of which is to look at all existing space, how the spaces are utilized and how to optimize their use. She stated that once a contractor is chosen, she anticipates a 6-9 month time frame before a study would be complete. Ms. Gowanlock asked if these facility reviews assume a full day kindergarten program. Ms. Frey responded that a full day or extended kindergarten program will be considered in this study, though it may not actually happen immediately.

Attorney Klaskin asked if there was any inquiry into State or Government assistance, specifically for energy expenditures. Ms. Frey responded that the District has always taken advantage of any support available in the past, and will continue to do so. Mr. Klein also informed the Board that the Town Energy Committee meets monthly, and Mr. McMinn attends these meetings regularly

7.2. Personnel Committee

Mr. Dean reported that the Committee reached a three year agreement with the AMA on September 3rd. He thanked the negotiation sides of both the Board and the Administrators for the time and effort they put forth for these negotiations. He also expressed thanks to Ms. Heather Dobson, Director of Human Resources for the behind the scenes work and number crunching she did for these negotiations.

7.3. Policy Committee

Ms. Gowanlock stated that the Committee had met earlier in the evening. They reviewed Policy #5060.1.1 and agreed to send it to the October 7, 2008 Board of Education meeting for final reading and action.

The Committee also reviewed the proposed policies required for receipt of Title 1 funds, which is federal funding to supplement instruction of children in typically high poverty areas. Ms. Rutlin explained that Madison, like other school districts in DRG B has recently been designated as Title 1; discussion ensued. Mr. Dean asked how much money Madison will receive and Ms. Rutlin responded that we would receive approximately \$74,000. Madison Public Schools will act as the fiscal agent for all schools in Madison, though the state determines the allocation amount. While the other schools will receive some of the funding, the majority of it will go to the Madison Public Schools. Ms. Rutlin is calculating the amounts to be distributed to other schools based on formulas provided by the State.

Mr. Dean inquired as to how many years Madison will receive these funds, and if the District would own the responsibility for these improvements if at some time the funds are no longer available from the government. Ms. Rutlin stated that Madison would be grandfathered in and receive the funds again next year, and reiterated that these funds are to supplement the instructional program in our schools, not supplant it. Mr. Klein stated that this District has always provided for students who need additional help or an additional challenge, and that philosophy will not change.

The policies pertaining to these funds must be approved in a timely manner so the funds can be received and allocated. Ms. Gowanlock requested adding these policies to tonight's agenda for first reading. The intent is to distribute them again for second reading on October 7th, and present them for final reading and approval at the October 21st Board meeting. The Board granted her request.

MOTION by Gowanlock, on behalf of the Policy Committee, to add Policy #4126, Instructional Paraprofessionals (related to Personnel); Policy #6080.19.3.6, Instructional Paraprofessionals (related to Instruction); and Policy #TBD, Title 1 Programs / Parental Involvement to the agenda for 1st reading.

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

7.4. Finance Committee

Ms. Coffey reported that the Committee had met on September 9th and they are working on planning for the next budget year.

7.5. Community Outreach Committee

Attorney Klaskin reported that he intends to call a meeting of the Committee soon, and asked that any community members who have ideas for how the Board of Education could communicate with the community at large to contact the Central Office and your suggestions will be considered.

7.6. LEARN Liaison

Mr. Dean reported that LEARN held their first meeting last week. He found out that LEARN is now providing consulting services to a Rhode Island district, as well as the Fisher Islands district in New York.

8. Audience Response to Information Presented

None at this time.

9. Consent Agenda

- 9.1. Bills Payable: \$45,220.49 (07/08); \$310,715.59 (08/09)
- 9.2. Line Transfers: \$6,000.00
- 9.3. Donation: \$2,000 for Dr. Robert H. Brown Grade 5 students, field trip to Camp Hazen from the Brown School PTO (*Reference Policy 3281*)
- 9.4. Donation: \$2,000 to the Kathleen H. Ryerson Elementary School Library Media Center from the Ryerson PTO (*Reference Policy 3281*)
- 9.5. Notice of Intent for Instruction of Student at Home for 9 students. (*Reference Policy #6080.23*)

MOTION by Frey, seconded by Klaskin to approve the Consent Agenda.

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

NAYS: None

MOTION CARRIED: 7-0

Ms. Gowanlock commented on the generous donations and expressed appreciation for the support from the Ryerson and Brown School PTOs.

Mr. Clorite asked about the average number of students who are home schooled in Madison each year. Ms. Rutlin did not have numbers available

Mr. Ruggiero asked about guidelines and monitoring with regard to home schooled students. Ms. Rutlin explained that there are required subjects they must be taught and she is responsible for monitoring these students.

10. Action Item: Minutes of September 2, 2008 Board of Education Meeting

MOTION: by Ruggiero, seconded by Frey to approve the minutes of the September 2, 2008 Board of Education meeting.

AYES: Coffey, Dean, Frey, Gowanlock, Ruggiero

NAYS: None

ABSTENTIONS: Clorite, Klaskin

MOTION CARRIED: 5-0

11. Action Item: Reschedule November 4, 2008 Board of Education Meeting to November 11, 2008.

Ms. Coffey explained according to Board of Education Bylaw #9510, if a regularly scheduled meeting of the Board would otherwise fall on the November Election Day, the meeting shall be rescheduled.

MOTION by Klaskin, seconded by Dean to move the Board of Education Meeting originally scheduled for November 4, 2008 to November 11, 2008.

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

NAYS: NONE

MOTION CARRIED: 7-0

Ms. Coffey pointed out that the second November meeting is scheduled for the following week, on November 18th. She stated that as the dates approached, the Board could decide if back to back meetings were necessary.

12. Old Business

12.1. Discussion: Appointment of 2008-2009 School Liaisons

Ms. Coffey reported that Mr. Clorite had volunteered to be the Island Avenue School liaison, and Ms. Gowanlock had volunteered for Brown Middle School. She asked if other Board members had thought about which schools they might want to liaise with. Attorney Klaskin said he would act as the Jeffrey School liaison and Mr. Dean took Polson Middle School. Ms. Gowanlock encouraged Board members who might not otherwise have occasion to go into the school buildings to volunteer as their liaisons, as it's a great opportunity to really see what is happening in the schools.

Ms. Frey asked for an update on the Island Avenue School Building Project. Mr. Clorite responded that the boiler replacement project was almost complete and they are finishing the insulation. The roof replacement project is going out for bid. There is a new process in place for large projects such as this. The process begins with a Request for Qualifications; firms are considered based on their qualifications. After qualified firms are narrowed down and a few selected, they are asked to submit proposals for the actual project, and a firm is chosen from there. Mr. Klein and Ms. Frey stated that this has become 'standard practice' for obtaining professional services, or according to Mr. Ott "best practice".

13. New Business

Ms. Gowanlock reminded Board members about adding the policies related to Title 1 for first reading, and asked that any comments be forwarded to her as soon as possible.

14. Future Agenda Items

14.1. Updates to the Library Media Centers as they relate to the District strategic plan – will take place at a future meeting.

Mr. Klein indicated that Ms. Jean Baker, Director of Guidance at Daniel Hand High School will report to the Board on the Class of 2008 in October.

Mr. Clorite asked for an update on ACES at a future meeting. Mr. Klein responded that Dr. Barbara Macauley, Director of Special Education and Student Services is facilitating a study team to discuss the transition between ACES and the Madison Public Schools. The study is slated to be complete by November 1st and Mr. Klein suggested that Dr. Macauley might report back to the Board at the November 11th meeting.

Ms. Gowanlock requested an overview of the school day schedule, primarily at the middle school level, at a future meeting. Discussion ensued and it was decided that the Board would get overviews of a typical school day at each level (elementary, middle school, high school) in the next few months.

Ms. Coffey reminded the Board that in December they will review the Daniel Hand High School Program of Studies for 2009-2010.

Ms. Coffey also asked Mr. Klein for a tentative schedule of reports to be given at future Board meetings. Mr. Klein replied that he was working with Ms. Rutlin on this schedule.

Mr. Clorite stated that he would be interested in an update on the IMPACT program at a future meeting.

15. Meetings of importance.

Ms. Coffey referred to the list of upcoming meetings on the Board agenda.

16. Adjournment

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

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

NAYS: None

MOTION CARRIED: 7-0

Submitted for Approval at the 10/07/08 Board of Education Meeting
dmd
