

Board of Education Regular Meeting
Tuesday, December 1, 2009 7:30 PM Eastern

Town Campus Hammonasset Room
10 Campus Drive
Madison, CT 06443

- I. Call to Order / Attendance
- II. Executive Session - 7:00 p.m.
 - II.A. Personnel Items
 - II.B. Legal Items
- III. School Community Session- 7:30 p.m.
 - III.A. Public Participation
- IV. Board of Education Student Representatives' Report
- V. Superintendent's Report
 - V.A. Daniel Hand High School 2010-2011 Proposed Program of Studies
- VI. Board Members' Comments
- VII. Board Committees / Liaison Updates
 - VII.A. Planning Committee
 - VII.B. Personnel Committee
 - VII.C. Policy Committee
 - VII.D. Finance Committee
 - VII.E. LEARN Liaison
- VIII. Audience Response to Information Presented
- IX. Consent Agenda (9.1 - 9.4) (Ref. Bylaw #9540.2 and #9540.8)
 - IX.A. Bills Payable: \$370.95 (08-09); \$683,347.12 (09-10)
 - IX.B. Line Transfers: \$8,852.39
 - IX.C. Budget Expenditure Report as of November 25, 2009
 - IX.D. Donation: \$1,125 to the Daniel Hand High School Guidance Department for the 2010 College Fair, by the DHHS APTS Group
- X. Action Item: Minutes of the November 17, 2009 Board of Education Meeting (Ref. Bylaw #9540.8)
- XI. Old Business
- XII. New Business
 - XII.A. Discussion: Potential Dates for Strategic School Renewal and Board of Education Retreats
- XIII. Future Agenda Items
- XIV. Meetings of Importance
 - XIV.A. December 9, 2009: Planning Committee Meeting, 7:30 a.m., Central Office Room B
 - XIV.B. December 9, 2009: JFRC Public Workshop: Facilities Study; 7:00 p.m., Upper Level, Memorial Town Hall
 - XIV.C. December 15, 2009: Finance Committee Meeting, 6:00 p.m., Central Office Room B
 - XIV.D. December 15, 2009: Board of Education Meeting; 7:30 p.m., Town Campus Hammonasset Room
- XV. 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
November 17, 2009
Town Campus

Meeting Minutes

1. The regular meeting of the Board of Education was called to order by Vice Chairperson Coffey at 7:04 p.m.

Present: Bill Clorite; Becky Coffey; John Dean; Jean Fitzgerald; Debra Frey; Seth Klaskin; Pamela Meier; Cindy Wood

Also present: David J. Klein, Superintendent; Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment; Heather Dobson, Director of Human Resources

2. Executive Session

MOTION: by Frey, seconded by Dean to enter Executive Session at 7:04 p.m. to discuss personnel and legal issues.

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin, Meier, Wood

NAYS: None

MOTION CARRIED: 8-0

Personnel matters involving confidential issues were discussed.

Legal issues were discussed.

MOTION: by Meier, seconded by Fitzgerald to adjourn Executive Session at 7:26 p.m.

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin, Meier, Wood

NAYS: None

MOTION CARRIED: 8-0

The public session of the Board of Education meeting was called to order by Vice Chairperson Coffey at 7:33 p.m. Vice Chairperson Coffey led the Pledge of Allegiance.

Present: Bill Clorite; Becky Coffey; John Dean; Jean Fitzgerald; Debra Frey; Seth Klaskin; Pamela Meier; Robert Ruggiero; Cindy Wood

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

3. School / Community Session

3.1. Recognitions:

3.1.1. American Education Week, November 15-21, 2009

Mr. Klein commented that American Education Week is an excellent time to thank the teachers and support staff of the Madison Public Schools for making our schools the invigorating and intellectually stimulating places that they are.

3.1.1.1. *Connecticut Association of Public School Superintendents (CAPSS) Superintendent / Student Leadership Award*

- *John Falcone*
- *Francesca Panullo*

Superintendent Klein recognized two Daniel Hand High School students that have distinguished themselves as leaders in the school community. John Falcone and Francesca Panullo are the recipients of the Connecticut Association of Public School Superintendents' (CAPSS) Superintendent / Student Leadership Award. Mr. Klein commented that it had been his pleasure to join Mr. Falcone and Ms. Panullo the previous day at a special luncheon hosted by the Middlesex Superintendents Association.

Mr. Klein shared the following comments about Ms. Panullo and Mr. Falcone, and they were each presented with a Certificate of Recognition signed by Mr. Klein and Ms. Coffey.

Francesca Panullo

Frankie is truly a student who loves to learn! She has challenged herself by taking many of Daniel Hand High School's most demanding courses. Her work ethic has paid off as she has attained honorable grades in all of her classes including straight A's her junior year. Her academic achievements have earned her the Social Studies Department Award, the Bennington College Book Award, the Math Recognition Award, the Art Department Excellence in Art Award, the Art Show First Place Best Photo Award, and the third place award for her Fine Arts Portfolio. To quote one of her teachers "Frankie is a conscientious student who always puts forth her best effort." She commits herself to participating in a variety of service activities such as the Rotary Interact Club where her leadership shines as the chairperson for the club. She has helped to organize and motivate her peers for a variety of fund raising events such as "Light the Night Pink" that raised \$25,000 for breast cancer in one afternoon. She recruited 147 student volunteers to help families with children who have cancer. As well as academic and community service achievements, Frankie is a talented athlete who has earned membership in the Outdoor Track Team.

John Falcone

John is a consistent performer in a rigorous college preparatory program. He has challenged himself by adding Honors and Advanced Placement courses to his schedule and then achieving honors status. He is known as a student who is well respected by his classmates, emphasizing his confidence, motivation and achievement. John contributes to the community by participating in the Peer Advocate Program, Reach Out, a program for new students, Safe Rides and freshman orientation. He is particularly interested in photography and has been the recipient of the Outstanding Art Award for three consecutive years and first place in Mixed Media for Sophomore Portfolio Review. John nourishes his musical side with piano, guitar and didgeridoo! He was also selected to participate in American Legion Boys State Program during his junior year. John is actively involved as a Catechist in his church and has volunteered his services at Vacation Bible School. What sets John apart from his peers is his sincere caring. He never turns down an opportunity to help a fellow classmate no matter what the challenge.

3.1.1.2. *National Educational Support Professionals Day – November 18, 2009*

Mr. Klein commented that November 18th is National Support Professionals Day, and letters of commendation are being sent to the Executive Board of MAESS on behalf of all support professionals to thank them for their contributions to the district.

3.1.1.3. *Substitute Educator's Day – November 20, 2009*

Mr. Klein then reported that Friday, November 20th is Substitute Educator's Day, and that Madison is extremely fortunate to have an outstanding base of substitute teachers who do an excellent job when called upon.

3.1.2. *Matthew Link, Physical Education Teacher, Walter C. Polson Middle School
Outstanding Individual Service Award by the Connecticut Down Syndrome Congress*

Mr. Klein next introduced Mr. Matthew Link, Walter C. Polson Middle School Physical Education Teacher. Mr. Link was nominated by Mr. and Mrs. Brian Murphy for the Outstanding Individual Service Award by the

Connecticut Down Syndrome Congress. Mr. Klein explained that Mr. Link coached the Murphy's son Brian on last year's Unified Basketball Team. Mr. Link was presented with a Certificate of Recognition signed by Mr. Klein and Ms. Coffey.

Mr. Link thanked the Murphys, Mr. Klein and the Board and stated that he was extremely honored to have been nominated and receive this award. He stated that the Unified Sports Soccer Team just completed its inaugural season and all who participated had a great time. The Unified Basketball Team will begin their season in January. He thanked Mr. Klein and the Board for their support of Unified Sports, as well as Daniel Hand High School Principal Barbara Britton and Walter C. Polson Middle School Principal Frank Henderson. Mr. Link stated that he looked forward to working with Unified Sports in Madison for many years to come. He then presented Mr. Klein and the Board of Education with an official Unified Sports Soccer Ball signed by the team. Mr. Klein stated that the ball would be proudly displayed in the Central Office.

3.2. Public Participation

None at this time.

4. Board of Education Student Representatives Report (Anna Balakrishnan and Andrew Chapman)

Ms. Balakrishnan reported on the following:

- Financial Aid night was held on Thursday, November 5th.
- The fall play "Get Smart" will take place on December 3rd, 4th and 5th.
- The students recently participated in a "Mix it Up at Lunch" Day in which they had the opportunity to sit outside of their normal group of friends. This provided them a chance to meet new people and make new friends.
- A blood drive was held at Hand last week and students age 17 and over were able to donate blood.
- The first Lock Down drill of the year was held at Daniel Hand last week and everyone was safely in their place within six minutes.

Mr. Chapman reported on the following:

- Veteran's Day Ceremonies were held last week to honor local veterans.
- All sports teams are doing very well; the Girls Soccer team is ranked 3rd, the Boys Soccer team is ranked 6th and the Field Hockey team is ranked 5th.
- Unified Sports – this program matches student athletes with Special Education students who might not otherwise have an opportunity to play. The Unified Soccer team was comprised of 7 Special Education students and 7 student athletes. Because everyone who participated enjoyed it so much, plans are underway for a Unified Basketball team as well.

5. Board of Education Organizational Session

5.1. Election of Officers

Vice Chairperson Coffey asked for a motion to open the floor for nominations for the Chair of the Board of Education.

Ms. Frey opened the floor for nominations for Chair of the Board of Education.

MOTION: by Ruggiero seconded by Wood to nominate Becky Coffey as the Chairperson of the Board of Education.

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Wood

NAYS: None

ABSTAIN:

MOTION CARRIED: 9-0

No other nominations were presented.

MOTION: by Klaskin, seconded by Dean to close the nominations for Chairman of the Board of Education.

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Wood

NAYS: None

ABSTAIN:

MOTION CARRIED: 9-0

MOTION: by Frey, seconded by Dean to name Becky Coffey as Chairperson of the Board of Education

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Wood

NAYS: None

ABSTAIN:

MOTION CARRIED: 9-0

Ms. Frey commented that Ms. Coffey is a long time, experienced member of the Board of Education and is well versed in all aspects of Board operations, as well as state laws and regulations. Ms. Frey further stated that Ms. Coffey has served on all Board of Education subcommittees and she stated that she has every confidence that Ms. Coffey will provide the Board with effective leadership.

Ms. Coffey thanked Ms. Frey for her comments and her fellow Board members for the confidence they had placed in her.

Ms. Coffey next requested a motion to open the floor for nominations for Vice-Chairman of the Board of Education.

Ms. Fitzgerald opened the floor for nominations for Vice-Chairman of the Board of Education.

MOTION: by Ruggiero, seconded by Meier, to nominate Seth Klaskin as Vice-Chairman of the Board of Education.

MOTION: by Clorite, seconded by Fitzgerald to nominate John Dean as Vice-Chairman of the Board of Education.

Atty. Klaskin read the following statement declining to contest Mr. Dean's nomination:

I would like to thank my colleagues for the very kind showing of support and confidence in the form of placing my name into nomination for this important position. The only time members of this board act with partisan interest is when board leadership is mapped out once every two years. This is that moment, and this is the only moment. Until most recently, and even then only to accommodate unique circumstances, it has been the tradition of this board to elevate a member of the minority caucus to the position of Vice Chair. That custom is a worthy one, for it reinforces the nonpartisanship that must direct this board's work. It underscores the importance of overcoming party loyalties to serve in the best interests of our town's schoolchildren. As the current minority party on the board, Democrats appreciate that convention and will not concede that tradition away.

However, we are facing exceptional circumstances. Due to happenstance, there are no Democrats serving on this board with more than two years of experience. These are difficult times and the way forward will not be easy. This board will need to draw on its collective experience, and that experience has diminished since Bob Hale's recent retirement. The majority caucus is putting forth a fine candidate for this position. John Dean has served this board well for many years and has experienced leadership during both good times and bad times. I know I speak for my caucus when I say that this board, the district and the town will benefit from John's wisdom and experience in this position at this time. My colleagues and I will be honored to lend John our votes and to work with him in nonpartisan fashion to shepherd the schools through the next couple years.

Although I am declining to contest John for Vice Chair under these particular circumstances, I would ask for your support as I run down ticket for Secretary of the Board. With humility and a desire to serve, I thank you all for your consideration of my candidacy for that position. Your vote will ensure that some minority voice is heard on the executive committee.

No other nominations were presented.

MOTION: by Frey, seconded by Meier to close the nominations for Vice-Chairperson of the Board of Education

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Wood

NAYS: None

ABSTAIN:

MOTION CARRIED: 9-0

MOTION: by Klaskin, seconded by Frey to name John Dean as Vice-Chairman of the Board of Education

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Wood

NAYS: None

ABSTAIN:

MOTION CARRIED: 9-0

Ms. Coffey next requested a motion to open the floor for nominations for Secretary of the Board of Education.

Ms. Meier opened the floor for nominations for Secretary of the Board of Education.

MOTION: by Ruggiero, seconded by Meier, to nominate Seth Klaskin as Secretary of the Board of Education

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Wood

NAYS: None

ABSTAIN:

MOTION CARRIED: 9-0

No other nominations were presented.

MOTION: by Dean, seconded by Fitzgerald to close the nominations for Secretary for the Board of Education.

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Wood

NAYS: None

ABSTAIN:

MOTION CARRIED: 9-0

MOTION: by Ruggiero, seconded by Frey to name Seth Klaskin as the Secretary for the Board of Education.

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Wood

NAYS: None

ABSTAIN:

MOTION CARRIED: 9-0

5.2 Assignments for Committees and LEARN Liaison

Ms. Coffey reported that discussion had previously taken place and Board members had indicated the Committees they were interested in serving on.

Mr. Clorite has agreed to continue as the Board Liaison to MAPAC (the Madison Athletics Program Advisory Council).

Ms. Coffey stated that the Joint Facilities Review Committee (formerly LOCAP) is comprised of two representatives from each Town Board. Ms. Frey has previously served on this committee with former Board Chairman Hale. Ms. Frey will continue to serve in this capacity and Ms. Coffey will also serve on this committee. Ms. Coffey also explained that each board has the option to appoint a Citizen Representative to this Committee, and if the other Board members are in agreement, she would like to have Mr. Hale remain on this Committee as the Citizen Representative for the Board of Education. All Board members were in favor.

Ms. Coffey stated the members of the other Board Sub-Committees and their Chairs and distributed a list of these Committees to all Board members:

| | |
|--|--|
| Finance Committee: Bill Clorite, Chair Jean Fitzgerald Cindy Wood | Planning Committee: Debra Frey, Chair Bill Clorite Jean Fitzgerald |
| Personnel Committee: John Dean, Chair Robert Ruggiero Pamela Meier | Policy Committee: Seth Klaskin, Chair Pamela Meier Jean Fitzgerald |

Ms. Coffey explained that as the Board Chair she is "ex-officio" to all committees and will attend as many meetings as possible.

Finally, she stated that Robert Ruggiero will continue as the CABA Regional Representative and will also take on the role of LEARN Liaison.

6. Superintendent's Report

6.1. Update: Student Enrollment

Mr. Klein reported that enrollment stands at 3,670; 8 students over the ADS projection of 3,662. He explained for the benefit of the new Board members that ADS (Applied Data Services) has been providing projection enrollments for several years which are historically very accurate. Once again this year, the ADS projections proved to be remarkably close to the actual number of students enrolled.

6.2. 2008-2009 Strategic School Profile Report (David J. Klein)

Mr. Klein reminded the Board that he had distributed the Strategic School Profile report to them at their meeting on November 3rd. He asked if anyone has any specific questions, that they be emailed to him and he will respond with the information requested.

Ms. Coffey asked two specific questions on the report.

1. **DHHS Profile, p.2:** she inquired about the fact that only 72.8% of Hand students took higher level courses than Algebra 1 versus the state average of 94.1%, and asked if this could be attributed to the fact that more of Madison's students take Algebra I in 8th grade than in other districts in the state.

Mr. Klein, as well as Ms. Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment confirmed that the lower percentage of Daniel Hand students taking Algebra 1 is in fact due to the fact 146 of the

312 Grade 8 students at Polson Middle School are taking Algebra 1. They are then prepared at the high school level to take more advanced Mathematics courses, and they are provided with opportunities to do so.

2. **Polson Profile, p.2:** Ms. Coffey questioned the 168 instructional hours per year for our 8th grade students in Language Arts compared to the state average of 229 hours. She further commented that our World Languages instructional hours (134) are nearly double that of the state (77 hours). She commented that the extra hours in World Language have been a great addition to our programs but wondered if there is any cause for concern about the fewer Language Arts hours provided in 8th grade compared to the State averages.

Ms. Rutlin explained that the 168 hours of Language Arts instruction was partly a function of the middle school schedule. She explained, however, that our students' achievement ranks very, very high, and the preparation and articulation they receive in earlier years prepares them well for the middle school curriculum. Ms. Rutlin also explained that as part of Madison's 21st Century Learning Initiative, students are being instructed so that they will be proficient in more than one language by graduation, and this is accomplished by daily classes in World Languages from Grades 5 through 8. Mr. Klein added that Language Arts skills are reinforced in nearly all other courses, and not just in Language Arts class.

Mr. Klein requested again that any specific questions on the Strategic School Profile Report be sent directly to his attention.

Ms. Coffey then offered the following comments on the report:

Madison's identification / prevalence rate for Special Education students is comparable to that of our peer districts, at about 10%.

Madison's per pupil expenditure is \$11,392 versus the DRG (District Reference Group) average of \$12,531. Ms. Coffey attributed this to the fact that Madison's class size averages are slightly higher than our peer districts, and the cost of Administration, due to lower staff numbers, is less than the DRG average.

The report shows that 80 students qualify for the Free and Reduced Lunch Program. Ms. Coffey commented that she thought it was important to point out that even in a seemingly affluent community such as Madison there are families who are truly in need of assistance.

Finally, Ms. Coffey noted that at all levels, Madison students receive more hours of instruction per year than students in our peer districts.

- 6.3. Connecticut Association for Health, Physical Education, Recreation and Dance Grant Award - \$400 to Ms. Sharon Baldi, Physical Education Teacher at Walter C. Polson Middle School, for her "Yoga for Middle School" project.

Mr. Klein commented on the Grant awarded to Ms. Baldi and he and Ms. Rutlin commended her for seeking additional funding for programs such as this.

- 6.4. Curriculum Development Update / Works in Progress (Anita Rutlin)

Ms. Rutlin introduced a Power Point presentation (on file) outlining the Curriculum Development and Renewal process. There was much discussion about the process and Ms. Rutlin shared samples of recently developed units of study and curricula for the Board's review. Discussion ensued and Ms. Rutlin addressed questions raised by the Board. Mr. Klein pointed out that while there are teams that work on creating curriculum and developing the units of study, Ms. Rutlin is the driving force behind this work and deserves much of the credit for all that has been accomplished. All Board members agreed that it was an excellent presentation and gave them a much better sense of the process. They thanked Ms. Rutlin for her comprehensive presentation.

- 6.5. Report on Out of State Field Trips (David J. Klein)

Mr. Klein reported to the Board as information on three out of state field trips for students of Daniel Hand High School.

7. Board Member Comments

Atty. Klaskin offered his congratulations and welcomed the three new Board of Education members: Jean Fitzgerald, Pamela Meier and Cindy Wood.

Ms. Coffey next stated that each Board Sub-Committee would give their annual update.

8. Reports from Board Committees / Liaisons

8.1. Planning Committee

Ms. Frey summarized some of the major projects the Planning Committee has been involved in over the past year. Her notes from her presentation are attached to these minutes.

8.2. Personnel Committee

Mr. Dean reported that the Committee had negotiated one contract in the past year with the Teamsters, and there were no employee grievances.

8.3. Policy Committee

Ms. Coffey asked Atty. Klaskin to provide an update on this Committee, as the former Chair, Ms. Gowanlock, is no longer on the Board.

Atty. Klaskin stated that the goals of the Policy Committee in the coming year will be to review, and with the Superintendent's recommendation, bring the Code of Conduct to the full Board for approval in the spring. As the Code of Conduct was carefully overhauled this past year, any revisions this year are expected to be minor. The Committee will also work on developing the school calendar.

With regard to revising or creating new policies, Mr. Klein explained that his office receives legislative updates on a regular basis and will determine and notify Atty. Klaskin as the Chair of the Policy Committee whether or not action is needed.

8.4. Finance Committee

Ms. Coffey stated that the major focus of this committee will be to develop the Budget for 2010-2011. She reminded everyone that the current year's budget represented a 3.9% increase, which was the lowest increase in at least 10 years. She remarked that this was a great achievement by Mr. Klein and his Administrative team to bring this budget to the Board. Mr. Ruggiero agreed and commented that the current year's budget was developed with no loss of programming.

Ms. Coffey stated that the Board of Finance was scheduled to meet the following night and vote on the request to establish a Reserve Fund to be utilized by the Board of Education if needed for unanticipated Special Education outplacements. Mr. Klein commented that it is impossible to predict the number of students that may require outplacement for special services and this fund will help to cover these unanticipated costs. He stated that a lean budget will be developed based on known expenditures, but it will also account for the possibility that funds normally reimbursed by the State may be reduced.

8.5. Community Outreach Committee

Ms. Coffey stated that this Committee had done an excellent job showcasing the different schools last year during the Community Outreach Brunches. She commented that because Mr. Klein has been so proactive with communications, she did not think the work of this committee was necessary at this time, and if Atty. Klaskin was in agreement she would like to 'sunset' this Ad-Hoc Committee. Atty. Klaskin agreed and Ms. Coffey asked that a Motion be added to the agenda to approve the list of committees and assignments as presented earlier in the meeting, and to sunset the Ad-Hoc Community Outreach Committee. The Board agreed.

8.6. LEARN Liaison

No report.

9. Audience Response to Information Presented

None at this time.

10. Consent Agenda

10.1 Bills Payable: \$39,549.91 (08-09); \$170,191.02 (09-10)

10.2 Line Transfers: \$27,919.28

10.3 District Consolidated Grant Application (Part II) for period July 1, 2009 – June 30, 2010
Title II, Part A – Teacher and Principal Training and Recruiting; Title IV, Part A – Safe and Drug-Free
Schools and Communities; and Elementary and Secondary Education Act (ESEA) Federal Grants

MOTION: by Frey, seconded by Dean to approve the Consent
Agenda.

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin,
Meier, Ruggiero, Wood
NAYS: None
MOTION CARRIED: 9-0

11. Action Item: Minutes of November 3, 2009 Board of Education Meeting

MOTION: by Klaskin, seconded by Frey to approve the
minutes of the November 3, 2009 Board of Education
meeting.

AYES: Coffey, Dean, Frey, Klaskin, Ruggiero
NAYS: None
ABSTENTIONS: Clorite, Fitzgerald, Meier, Wood
MOTION CARRIED: 5-0

12. Action Item: VNRIO Retirement Plan Option

MOTION: by Dean, seconded by Wood to approve a
Voluntary Normal Retirement Incentive Option for Teachers
effective June 30, 2010.

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin,
Meier, Ruggiero, Wood
NAYS: None
MOTION CARRIED: 9-0

13. Ms. Coffey asked if there was a motion to validate the list of Committee lists and assignments as presented.

MOTION: by Klaskin, seconded by Meier to accept the list of
Board of Education Sub Committees and assignments as
presented and to sunset the Ad-Hoc Community Outreach
Committee as discussed.

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin,
Meier, Ruggiero, Wood

NAYS: None
MOTION CARRIED: 9-0

14. Old Business

No old business was discussed.

15. New Business

16. Future Agenda Items

16.1. Daniel Hand High School Proposed Program of Studies – December 1, 2009

17. Meetings of importance.

Ms. Coffey referred to the list of upcoming meetings on the agenda. She also stated that as discussed, the Board will schedule a Retreat to be held with the Administrative Team to revisit the Board's Strategic Plan. Mr. Klein commented that this was originally a five year plan, but the current economic climate makes it nearly impossible to plan for that many years in advance. He stated that the new Strategic Plan would be developed for a two year period. Ms. Coffey asked members of the Board to contact her regarding their availability for this meeting and a date would hopefully be confirmed within the next six weeks.

Ms. Coffey also distributed information on the CABE New Board Member Orientation and Board Leadership workshops scheduled for December 10th. She stated that anyone interested in attending should contact Dina Donofrio to be registered.

18. Adjournment

MOTION: by Dean, seconded by Fitzgerald to
adjourn the meeting at 9:38 p.m.

AYES: Clorite, Coffey, Dean, Fitzgerald, Frey, Klaskin,
Meier, Ruggiero, Wood

NAYS: None

MOTION CARRIED: 9-0

Submitted for approval at the 12/01/09 Board of Education Meeting
dmd

11/17/09 Board of Education, Planning Committee Annual Report.

– Summarization of Significant Agenda Items

This list represents highlights of significant agenda items discussed/addressed over the past year. It is a general summary/listing only that will be augmented via a written report and discussion at the Board's next retreat.

-Benefits of All-Day Kindergarten Program

-Review of Student Services Contracts (Food/Transportation)

Recommendations to Renew/Renegotiate Contracts with Durham School Services and Chartwells

-District Technology Plan – Administrative Software (Art Sickle)

Review and ultimate recommendation to approve the administration's recommendation regarding the district technology plan which included a change in administrative software

-Facilities

1. Vehicular & Pedestrian Safety Issues including

- Review of the Safe Routes to Schools Program (grant). Committee continues to look at infrastructure improvement options for potential inclusion in grant
- Installation of Speed Humps @ DHHS
- Traffic Pattern Issues at all Schools – Committee will continue to review and support appropriate improvements to insure safety

2. Uranium Water Issue and Eventual Conversion to Public Water Supply @ Ryerson/RHB Campus (addressed issues, collected data and ultimately made recommendations)

3. District Wide Storage Issues

4. Participation in the State Conducted Turf Field Study that included drainage and materials present at several different field sites

5. Oversight of Facilities projects including:

- Mold Remediation @ AES
- New boilers @ IAS and Ryerson
- New Roof @ IAS
- Replacement of Old Heating System in Brown School Gym
- Monitoring of all LOCAP & Planned/Cycled Maintenance Projects for school facilities

6. Detailed Review of PreK-4 Facility Needs and Ongoing Participation in the Town/School Facility Optimization Study

7. Worked Collaboratively with the Performing Arts Constituency in the identification of facility-related deficiencies for performances. Discussions included the use of WPMS Auditorium for largely attended DHHS Performances. The Polson Auditorium represents one of the facilities that is part of the Townwide Facilities Optimization Study.

-The Committee continues to investigate the pros/cons of “Campus” Designation for Multi-Building School Sites

-Reviewed Registration fee program and its use for new program and program enhancements-As part of ongoing process we review MAPAC recommendations for new programming which, if approved by the Planning Committee are ultimately brought to the Board for approval. MAPAC recommendations that have occurred over the past year include:

Sailing Club (approved by BOE)
Currently Reviewing a Proposal for Girl’s Golf

-The Committee is currently involved in the process of reviewing and discussing a request by the Madison Police Department to use AES for police training purposes.

-The Committee is currently involved in the process of reviewing and understanding the number of individual parcels associated with the DHHS/Polson/Jeffrey site and the KHR/RHB site. This activity in being performed in association with the study of whether it would benefit the district to designate these sites as “Campus”.