

Board of Education Regular Meeting
Tuesday, February 23, 2010 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.
- III. School Community Session- 7:30 p.m.
 - III.A. Recognitions
 - III.A.1. Daniel Hand High School Girls' Soccer Team, National Soccer Coaches Association of America Team Academic Award
 - III.A.2. Walter C. Polson Middle School Literary Magazine, Golden Imprints, Ranked "Excellent" in the 2009 National Council of Teachers of English Program to Recognize Excellence in Student Literary Magazines - Student Editors: Mikaela Bosch; Cory French; Catherine Given; Becky Martone; Elaina Zachos
 - III.B. Public Participation
- IV. Board of Education Student Representatives' Report
- V. Superintendent's Report
 - V.A. February 11, 2010 Board of Education Retreat
 - V.B. February 25, 2010 Public Hearing on the 2010-2011 Board of Education Budget
- 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
 - IX.A. Bills Payable: \$841.23 (08-09); \$941,678.48 (09-10)
 - IX.B. Line Transfers: \$28,546.13
 - IX.C. Applications for Teacher Education and Mentoring (TEAM) Program: Clarence Bell, DHHS Physical Education/Health Teacher; Carissa Connell, IAS Grade 4 Teacher; Susan Greenvall, DHHS Special Education Teacher
- X. Action Item: Minutes of the February 2, 2010 Board of Education Meeting
- XI. Action Item: Minutes of the February 11, 2010 Board of Education Retreat
- XII. Old Business
- XIII. New Business
- XIV. Future Agenda Items
- XV. Meetings of Importance
 - XV.A. February 24, 2010: Planning Committee Meeting; 7:30 a.m., Central Office Room B

XV.B. February 25, 2010: 2010-2011 Budget - Public Hearing Board of Finance, Board of Selectmen and Board of Education Presentations; 7:30 p.m., Walter C. Polson Middle School Auditorium

XV.C. March 1, 2010: Annual Town Meeting, 7:30 p.m., Walter C. Polson Middle School Auditorium

XV.D. March 2, 2010: Finance Committee Meeting; 6:00 p.m., Central Office Room B

XV.E. March 2, 2010: Board of Education Meeting; 7:30 p.m., Town Campus Hammonasset Room

XV.F. March 3, 2010: CAFE - A Day on the Hill, 8:30 a.m., Capital Avenue, Hartford

XVI. Adjournment

**Madison Public Schools
Board of Education Meeting
Central Office Room B
February 23, 2010
7:00 p.m. – 7:30 p.m.**

Executive Session Agenda

1. Executive Session (7:00 p.m.)

1.A. Personnel Issues

- **Status of Open Positions**

1.B. Legal Issues

- **Student Discipline Updates**

Adjournment (7:30 p.m.)

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
February 2, 2010
Town Campus

Meeting Minutes

1. The regular meeting of the Board of Education was called to order by Chairperson Coffey at 6:58 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

2. Executive Session

MOTION: by Wood, seconded by Coffey to enter Executive Session at 6:58 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 Klaskin, seconded by Clorite to adjourn Executive Session at 7:28 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 Chairperson Coffey at 7:30 p.m. Ms. Coffey led the Pledge of Allegiance.

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; district administrators; staff; community members.

3. School / Community Session

3.1. Recognitions:

*3.1.1. Lisa L. Landa, English Teacher, Daniel Hand High School
2010 Outstanding School Educator*

Mr. Klein welcomed Lisa Landa, Daniel Hand High School English Teacher, and announced that she has been named the 2010 Outstanding School Educator by the University of Connecticut's NEAG School of Education Alumni Society Awards. He then asked Ms. Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment, to speak more about this honor. Ms. Rutlin explained that this prestigious award is bestowed upon educators who have made significant contributions across all levels of education. Ms. Rutlin remarked that many

people contributed remarks to Ms. Landa's nomination, including District faculty, administrators, parents, students and former students. Ms. Landa, who was also named Madison Public Schools 2010 Teacher of the Year, will be honored at an awards ceremony on Saturday, May 15, 2010 in Storrs, CT.

*3.1.2. Patricia McCahill, Retired Daniel Hand High School Physical Education Teacher
Connecticut Lacrosse Hall of Fame Class of 2010 Inductee*

The Board of Education next recognized Ms. Patricia McCahill, retired Daniel Hand High School Physical Education Teacher. Ms. McCahill was inducted into the Connecticut Lacrosse Hall of Fame at a ceremony on January 10, 2010. Mr. Klein introduced Mr. Frank Barron, Daniel Hand High School English Teacher, who read Ms. McCahill's induction speech from the ceremony. He cited highlights of her 22 year coaching career during her 34 year teaching career at Daniel Hand, noting that Ms. McCahill holds a record of 221-88-9 at Daniel Hand and her coaching tenure was marked by excellence and the three values that made her teams stand out as winners; desire, determination and dedication.

3.1.3. National School Counseling Week, February 1-5, 2010

Madison Public Schools Counselors

<i>Jean Baker</i>	<i>Director of Guidance</i>
<i>Phyllis Annunziata</i>	<i>Daniel Hand High School</i>
<i>Michelle Boss</i>	<i>Dr. Robert H. Brown Middle School</i>
<i>Christine Coyle</i>	<i>Daniel Hand High School</i>
<i>Donald Cramer</i>	<i>Walter C. Polson Middle School</i>
<i>Mary Curran</i>	<i>Daniel Hand High School</i>
<i>Charlene Doane</i>	<i>Walter C. Polson Middle School</i>
<i>Patricia Judson</i>	<i>Daniel Hand High School</i>

Mr. Klein announced that it was National School Counseling Week, and welcomed Ms. Jean Baker, Director of Guidance. He asked Ms. Baker to introduce members of her staff who were present. Ms. Baker introduced Phyllis Annunziata; Michelle Boss; Don Cramer; Patricia Judson; and Cynthia Skarsten. Christine Coyle, Mary Curran and Charlene Doane were unable to attend. Ms. Baker commended the hard work and dedication of the School Counselors and also remarked on the wonderful job done by the support staff in the Guidance Department, Isabelle Hahn, Peggy Keenan and Rachel McNellis.

Mr. Klein remarked that as School Counselors essentially work 'behind the scenes' they are unsung heroes who help students and their families on a daily basis. He commented that the students in the District are lucky to have the commitment of the school counselors and stated that he and the Board appreciate all they do.

Ms. Baker thanked the Board and Mr. Klein for their recognition and support. She also expressed appreciation for the opportunity to present periodic updates and highlights of the Guidance Department to the Board.

3.2. Public Participation

None at this time.

4. Board of Education Student Representatives Report

Ms. Balakrishnan reported on the following:

- On January 21st there was a meeting for parents of incoming freshmen, and coordinators went to Polson to talk to students about course selection for the beginning of high school;
- An Open House was also held for students coming to Daniel Hand from private schools;
- All rehearsals and winter sports continue;
- All State auditions were held this past weekend;
- Tryouts for the Daniel Hand talent show, Showboat, are being held this week.

Mr. Chapman reported on the following:

- Course selections continue and completed course selection sheets are due this week
- The kick off meeting for Relay for Life, an event sponsoring the American Cancer Society, are being held tonight
- Tomorrow, February 3rd, is Junior Class College Night, an opportunity for juniors to get information about starting the college process.

5. Superintendent's Report

5.1. Enrollment Update

Mr. Klein reported that as of Friday, January 29, 2010, enrollment for the current year is at 3,676. The ADS projection for 2009-2010 was 3,672 and Mr. Klein remarked again on the accuracy of the ADS projections.

5.2. Guidance Department Update

Ms. Jean Baker, Director of Guidance thanked the Board again for giving her and the school counselors an opportunity to present an update on what is going on in the Counseling Department.

Ms. Baker introduced a PowerPoint presentation and distributed a packet to each Board member (on file) highlighting the organization of the Counseling Department as well as its functions. She stressed that the Counseling staff works in partnership with students as well as the faculty.

Ms. Baker directed the Board's attention to the Counseling Curriculum Calendars / Program Highlight lists included in their packets and she was joined by Ms. Boss and Mr. Cramer who each gave a brief overview of activities at their schools and discussed the middle school counseling curriculum calendar. Mr. Cramer pointed out that many topics are repeated throughout the middle school years, and some into the high school years but they are presented at different developmental levels for each grade. Both Ms. Boss and Mr. Cramer commented on how well the team concept works at Brown and Polson and stated that they work closely with the teachers and administrators at their respective schools.

Ms. Baker was then joined by the Counselors from Daniel Hand, who discussed activities in the high school Guidance office.

Ms. Annunziata explained how a significant amount of the counselors time is spent meeting with students about mental health issues. She stated that there are a wide variety of issues that students may come to see them on, but they are frequently the first contact for students seeking assistance.

Ms. Judson discussed a new initiative at the high school level, Coffee with the Counselor, where each counselor will meet with parents of sophomore students to help them get a head start as they are beginning to think about their child's college planning path.

Ms. Skarsten discussed how each counselor meets with all students and parents of their junior class students to review transcripts and PSAT scores, discuss planning for standardized testing, preparation for the college search process, financial aid, and other issues they will face as they begin to think more seriously about plans for after graduation.

Ms. Baker then discussed two slides comparing the value of UConn Early College Experience courses versus Advanced Placement courses and testing. It generated discussion among Ms. Baker and members of the Board and all agreed there is value to both options as students participating in these programs report that they are better prepared for freshman year college work. One difference is that students who successfully participate in the Early College Experience class receive an actual college transcript, and the credits are currently earned at the value price of \$25 per credit. With AP courses, some colleges do not award credit for AP courses successfully completed, while others do award course credit, and still others award credit only if the AP student takes the AP exam and receives a grade of 3 or higher on a 5-point scale. Both types of courses are taught by District staff, but the UConn course requires that the staff teaching the course obtain and maintain course certification. Many schools are adding UConn ECE-type courses, and the trend seems to be headed in that direction.

Ms. Coffey and the Board thanked Ms. Baker and her team for an informative presentation.

6. Board Member Comments

Ms. Coffey stated that in each Board member's mailbox was a brochure for the March 3rd CAFE – Day on the Hill event. She commented that it is a critical time at the state level and asked that everyone pay attention to what is going on in the Legislature. She reminded members of the Board to read the CAFE Legislative updates and to make sure their voices are heard.

Ms. Coffey also reminded the Board about their upcoming Retreat on February 11th.

Ms. Frey commented on the wonderful recognitions earlier in the meeting and stated that they served as a reminder of the great people working in the District and how fortunate the families of Madison are to benefit from the excellent staff in the Madison Public Schools. Ms. Coffey commented on the presentation of the Guidance Department staff tonight and stated that they are obviously very passionate about what they do.

7. Reports from Board Committees / Liaisons

7.1. Planning Committee

Ms. Frey reported that at their meeting last week, the Committee discussed the Retro Commissioning and energy audit at the high school addressing energy efficiency improvements. She stated that Mr. Bill McMinn, Director of Facilities, indicated that Madison is in line to receive a grant in July of approximately \$90,000 to help with these improvements. She will keep the Board updated as more information is received.

She next reported that the Town Energy Commission has asked about the possibility of installing five or six solar panels on the roof of Polson Middle School. Ms. Frey said the Planning Committee is waiting for more details on this proposal.

Ms. Frey next reported that discussions continue about the traffic patterns at Daniel Hand High School and Polson Middle School. She stated that the Committee continues to work with Director of Public Works and Town Engineer Mike Ott and look at possible improvements.

Finally, Ms. Frey stated that the Joint Facilities Review Committee had received an initial draft of the Optimization Study by the consultant. She reported that the JFRC is reviewing the draft and providing feedback to the consultant. A final report should be completed soon and the Board will receive a full report at that time.

7.2. Personnel Committee

Mr. Dean reported that the Committee met on January 26th to discuss the upcoming MAESS negotiations.

7.3. Policy Committee

Atty. Klaskin stated that the Committee will next meet on February 23rd. At that time he expects that they will have a recommendation on a revised 2010-2011 calendar, and continue discussions on the 2011-2012 calendar.

7.4. Finance Committee

Mr. Clorite reported that the Committee had met earlier in the evening and reviewed the current budget. He commented that Mr. Klein met with the Board of Finance on January 20th to discuss the 2009-2010 budget and the use of ARRA funds. Mr. Clorite stated that he believes that members of the Board of Finance were impressed by Mr. Klein's presentation and the proactive manner in which the budget is being managed.

Mr. Clorite reminded the Board that Mr. Klein will present their approved 2010-2011 Budget to the Board of Finance and Board of Selectmen on Thursday night, February 4th. He asked that all available Board members attend this meeting.

7.5. LEARN Liaison

Mr. Ruggiero was not present at the meeting.

8. Audience Response to Information Presented

None at this time.

9. Consent Agenda

9.1. Bills Payable: \$12,294.98 (08-09) \$718,701.63 (09-10)

9.2. Line Transfers: \$99,931.34

9.3. Budget Expenditure Report as of January 28, 2010

9.4. Donation: \$2,000 to Island Avenue Elementary School for the purchase of media equipment for student instructional use, from the Island Avenue School PTO

9.5. Notice of Intent for Instruction of Student at Home for one student.

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

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

NAYS: None

MOTION CARRIED: 8-0

Atty. Klaskin pointed out the generous donation from the Island Avenue PTO.

10. Action Item: Minutes of the January 19, 2010 Board of Education Meeting

MOTION: by Frey, seconded by Meier to approve the minutes of the January 19, 2010 Board of Education meeting.

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

NAYS: None

MOTION CARRIED: 8-0

11. Old Business

No old business was discussed.

12. New Business

No new business was discussed.

13. Future Agenda Items

14. Meetings of Importance.

Ms. Coffey pointed out the list of meetings on the Board agenda.

15. Adjournment

MOTION: by Dean, seconded by Fitzgerald to adjourn the meeting at 9:10 p.m.

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

NAYS: None

MOTION CARRIED: 8-0

Submitted for approval at the 02/23/10 Board of Education Meeting
dmd

Board of Education Retreat
February 11, 2010
Town Campus
5:30 p.m.
Meeting Minutes

1. Chairperson Coffey called the Retreat / Meeting to order at 5:30 p.m.

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

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

Mr. Ruggiero entered the meeting at 6:00 p.m.

2. Retreat Discussion - the Board discussed the following agenda items:

- Board of Education Committee Business
- Board of Education Responsibilities and Superintendent's Responsibilities
- Overview of the Budget Process and Board of Education Members' Roles

Important meeting dates to note:

- February 25, 2010: Public Hearing – Board of Education and Board of Selectmen Presentations; 7:30 p.m., Walter C. Polson Middle School Auditorium
- April 6, 2010: Budget Public Hearing; 7:30 p.m., Walter C. Polson Middle School

3. Adjournment

MOTION: by Clorite, seconded by Ruggiero to adjourn the meeting at 8:40 p.m.

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

NAYS: None

MOTION CARRIED: 9-0

Submitted for approval at the 02.23.10 Board of Education Meeting