

Board of Education Regular Meeting
Tuesday, December 21, 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.
 - 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. Report on Out of State Travel
- VI. Board Members' Comments
- VII. Board Committees / Liaison Updates
 - VII.A. Planning Committee
 - VII.B. Personnel Committee
 - VII.C. Policy Committee
 - VII.C.1. Final Reading: Policy #6152, Grouping for Instruction
 - VII.D. Finance Committee
 - VII.E. LEARN Liaison
- VIII. Audience Reponse to Information Presented
- IX. Consent Agenda (9.1 - 9.4) Ref. Bylaw #9540.2 and #9540.8
 - IX.A. Bills Payable: \$6,440.34 (09-10); \$882,120.91 (10-11)
 - IX.B. Line Transfers: \$37,353.30
 - IX.C. Request for Removal of Used Books/Equipment (Ref. Policy #3260)
 - IX.D. Textbook Adoption (Ref. Policy #6100.10)
 - IX.D.1. World Regions Series; The Americas, Europe and Russia, Southwest and Central Asia. Walter C. Polson Middle School; Holt McDougal Publisher, 2012
- X. Action Item: Minutes of the December 7, 2010 Board of Education Meeting
- XI. Action Item: Minutes of the December 13, 2010 Board of Education Special Meeting
- XII. Action Item: Daniel Hand High School Program of Studies (Ref. Bylaw #9540.8)
- XIII. Action Item: Policy #6152, Grouping for Instruction
- XIV. Old Business
- XV. New Business
 - XV.A. Textbook Adoption Preview (December 21, 2010-January 4, 2011) (Ref. Policy #6100.10)
 - XV.A.1. Environmental Science; Principals of Ecology; Daniel Hand High School, Grades 11 and 12; Pearson Publisher, 2011
- XVI. Future Agenda Items
 - XVI.A. Update: RtI / SRBI: January 18, 2011
 - XVI.B. NAVIANCE Presentation for Grades 5 & 6: February 15, 2011

XVI.C.Update: Elementary "Literacy How" Initiative (Tentative February 2011)

XVII. Meetings of Importance

XVII.A. January 4, 2011: Finance Committee Meeting; 6:00 p.m.,
Central Office Room B

XVII.B. January 4, 2011: Board of Education Meeting (Presentation of
Administration's 2011-2012 Recommended Budget)

XVIII. Adjournment

Board of Education Meeting
December 7, 2010
Meeting Minutes

1. The regular meeting of the Board of Education was called to order by Chairperson Coffey at 7:02 p.m.

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

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

2. Executive Session

MOTION: by Clorite, seconded by Frey to enter Executive Session at 7:02 p.m. to discuss personnel and legal issues.

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

NAYS: None

MOTION CARRIED: 8-0

Personnel matters involving confidential issues were discussed.

Legal matters were discussed.

MOTION: by Meier, seconded by Wood to adjourn Executive Session at 7:20 p.m.

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

NAYS: None

MOTION CARRIED: 8-0

The Public Session of the Board of Education meeting was called to order by Chairperson Coffey at 7:32 p.m. Ms. Coffey led the Pledge of Allegiance.

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

Also present: David Klein, Superintendent of Schools, Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment; District Administrators; staff; community members.

3. School / Community Session

3.1. Public Participation

None at this time.

4. Board of Education Student Representatives' Report
(Andrew Chapman and Jessica Buller)

Mr. Chapman reported on the following:

- Students are glad to have trimester 1 exams behind them, and trimester 2 is underway;
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- The fall play, “Up the Down Staircase” was held this past weekend and was a great success. A record 110 students participated in the production;
 - Winter Sports Night is taking place tonight.

Ms. Buller reported on the following:

- A blood drive was held yesterday and 41 pints were collected;
- PAW Groups met recently and report cards were distributed at this time. Students also filled out personal evaluations on their performance during the first trimester;
- The Orchestra Concert and Choral Concert are both scheduled for next week.

Superintendent Klein then announced that Andrew Chapman has been elected to the office of Lt. Governor of the American Legion Boys State Program for 2010. Andrew is also the recipient of the Richard William Anderson Award, which is given to the boy whose dedication to the political process has helped to advance the ideal of American Government and the American Legion Boys State.

American Legion Boys State is among the most respected educational programs of government instruction for high school students. Each participant becomes a part of the operation of his local, county and state government.

Andrew was congratulated and applauded by the Board and those in attendance.

5. Superintendent’s Report

5.1. Daniel Hand High School 2011-2012 Proposed Program of Studies

* Daniel Hand High School PAW Groups to be Included in Presentation

Mr. Klein stated that Daniel Hand High School Principal Barbara Britton was not able to be at the meeting because of a family commitment. He introduced Daniel Hand Assistant Principals Cynthia Schneider and Dan Zittoun, who would lead the presentation. Mr. Zittoun then introduced the following Program Coordinators / Department Heads who were present at the meeting.

Jean Baker	Director of Guidance Services
Patricia Drew	Career and Technical Education
Jim Flanagan	Physical Education
Nancy Girald	World Languages
Patrick Irlbeck	English
Doreen Mantilia	Mathematics
Angela Medley	Visual Arts
Paul Mezick	Science
Pam Rottier	Special Education
Paul Thomas	Music

Mr. Zittoun and Ms. Schneider stated that there were very few significant changes to the Program of Studies, and their presentation would focus on some of the goings on at Daniel Hand as well as new initiatives. Ms. Schneider and Mr. Zittoun introduced a Power Point presentation (on file) highlighting some of these points.

Mr. Zittoun introduced Jean Baker and Pat Drew, who are co-chairing the NEASC committee. The re-accreditation process is well underway; two reports have been approved; three reports will be presented at the January 3, 1011 Professional Development Day and two reports will be presented in March and April. The team from NEASC (the New England Association of Schools and Colleges) will visit Daniel Hand October 16-19, 2011. Ms. Baker and Ms. Drew expressed their appreciation for all who are working on the committees; staff, students and parents.

Ms. Schneider next spoke about the PAW (Partnership for Advisement and What’s Happening) Groups at Hand. She explained that 11-13 students are assigned to each PAW Group and led by a member of the professional staff (teachers, administrators, counselors, social worker and psychologist) and they meet regularly. The purpose of these groups is for the “school community to consciously and continuously build a safe, positive, respectful, and

supportive culture that fosters student responsibility for learning and results in shared ownership, pride, and high expectations for all”. Ms. Schneider then shared a copy of the rubric for self evaluation that students created in their PAW Groups. Finally, she talked about the “Helping Hands” program, a project designed by students to recognize selfless contributions of their peers.

Ms. Baker next talked about student internships. She commented that the internship program has come a long way, and several students are currently participating in internships. Ms. Baker is also working with Chamber of Commerce President Eileen Banisch to arrange job shadowing opportunities for students. There has also been a field trip to Yale New Haven Hospital and one is scheduled to United Illuminating. There are not many jobs available for high school students at this time, but they are finding ways to get students into the community to see what is out there. Ms. Baker also commented that there is a great parent pool that helps in this respect.

Mr. Zittoun and Ms. Schneider next reviewed the new courses that will be offered for next year. In the Visual Arts Department, a Digital Animation II course has been added, due to the success and interest in Digital Animation I.

The following courses were added in the World Languages Department:

French 6 for Honors Credit
[3 UConn Credits] – Pending

Spanish 6 for Honors Credit
[3 UConn Credits] – Pending

Spanish 6 [Cinema and Conversation] for Level 2 Students

Ms. Nancy Girald explained that they have added level 6 courses to serve those students who have five solid years and are prepared for the next level. The UConn courses will follow the UConn syllabus, and they are just awaiting final approval from UConn for these offerings.

Some of the Program Coordinators and Department Chairs then talked about some of the happenings in their departments.

Mr. Paul Mezick passed out Response Cards for the Board to see and demonstrated how they are used to assess student learning and drive curriculum.

Mr. Jim Flanagan discussed PE testing that students undergo and shared with the Board a sample of the Fitness Gram reports that go home to parents.

Ms. Doreen Mantilia discussed an Algebra Lesson Study Project that she is participating in along with six teachers from other districts. They work together to create a lesson, then travel to observe each other’s classes and assess how students are learning. The teachers then meet to debrief, discuss and evaluate and possibly amend the lesson. Ms. Mantilia stated that it has been a very valuable experience.

Ms. Pamela Rottier next talked about the Unified Sports program, which was started in Madison three years ago by Polson PE Teacher Matt Link. The program has become so successful that it has expanded to a three sport season – soccer, basketball, and track and field. Teams are made up equally of students with and without disabilities; they practice regularly and participate in interscholastic and regional competitions. Ms. Rottier commented that the program is so popular that there is a waiting list of students without disabilities who wish to participate. All faculty and Board members agreed that this is a wonderful program.

Ms. Pat Drew was the final presenter, to talk about the Career and Technology Education Department. Mr. Zittoun first shared some good news about the program.

- On Monday, the CTE Program at Daniel Hand was named the Connecticut CTE Program of the Year.
 - They also recently learned that the program scored top in the state on the Early Childhood Experience test.
 - Daniel Hand High School took first place in a stock market competition with 50 other high schools.
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Ms. Drew began by reminding the Board that CTE encompasses Business Education, Family and Consumer Science and Technology Education. She shared cookies made by students in the Bake Shop, who were very excited to have an opportunity to bake for the Board. She thanked Mrs. Johnson and her students for their efforts in providing freshly baked cookies for the Board members.

Ms. Drew next reminded the Board that last year as part of the Program of Studies they approved a new Robotics Course. Students in this course participated in their first competition in October, and Daniel Hand High School took first place. Ms. Drew had the robot they created with her and was able to demonstrate it for the Board. She also stated that there are three more competitions they will participate in this year.

The Board thanked the Daniel Hand Administrators and Faculty for their excellent presentation.

Ms. Frey stated that this is her favorite Board meeting of the year, as it adds a touch of reality to what they normally just hear second hand.

Ms. Coffey stated that it was a very interesting presentation and she also acknowledged the faculty present who did not speak tonight, but who also contribute greatly to the success of the Program of Studies.

Ms. Meier commented that she was very impressed by the number of interdisciplinary courses offered and being 'team' taught.

6. Board Member Comments

No other comments at this time.

7. Reports from Board Committees / Liaisons

7.1. Planning Committee

No report.

7.2 Personnel Committee

No report.

7.3. Policy Committee

7.3.1. Second Reading: Policy #6152, Grouping for Instruction

No report. In Atty. Klaskin's absence, Ms. Coffey reminded all Board members to review this policy on for second reading. It will be on the December 21st agenda for final reading and approval.

7.4. Finance Committee

Mr. Clorite reported that the Committee met earlier this evening and first reviewed the 2010-2011 Budget. The district is in pretty good shape, though there is a deficit of approximately \$200,000 in Special Education. This is not atypical, and the Administration is doing an excellent job finding ways to cover the shortfall.

The Committee also took a first look at the 2011-2012 Budget. This budget is being largely impacted by two main issues – the new teachers contract and declining enrollment. Mr. Clorite stated that they are probably looking at one of the lowest requested budgets in a long time, if not ever. The Administration is taking a hard look at all line items. Mr. Clorite stated that Budget books will be distributed to the Board on or around December 21st.

7.5. LEARN Liaison

No report.

Ms. Coffey asked if an update on the Island Avenue School Building Committee could be provided. Mr. Clorite reported that solar panels were installed on the roof this past summer. This was Phase 2 of the project – Phase 1 being the roof replacement in 2009. The solar panels have been on line since November 19th and there is an official ribbon cutting ceremony scheduled for December 16th at 1:30 p.m.

8. Audience Response to Information Presented

None at this time.

9. Consent Agenda

9.1. Bills Payable: \$38,543.16 (09-10) \$1,429,022.20 (10-11)

9.2. Line Transfers: \$15,996.79

9.3. Budget Expenditure Report as of November 29, 2010

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

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

NAYS: None

MOTION CARRIED: 8-0

10. Action Item: Minutes of the November 16, 2010 Board of Education Meeting.

MOTION: by Fitzgerald, seconded by Wood to approve the minutes of the November 16, 2010 Board of Education Meeting.

Ms. Frey stated that she had one correction to the minutes. Under section 7.1, paragraph five, line 2, the minutes should be amended to read that the Board is voting to approve four, not three projects.

MOTION by Frey, seconded by Dean to approve the minutes of the November 16, 2010 minutes as amended.

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

NAYS: None

MOTION CARRIED: 8-0

11. Old Business

No old business was discussed.

12. New Business

Ms. Coffey informed the Board that the Board of Selectmen will be voting to approve the Proposed Ethics Policy for the Town in early January. She stated that the Board of Education should meet prior to that to review the proposal and provide input as they see necessary. She asked Ms. Donofrio to poll the Board as to their availability and schedule a meeting in the next two weeks.

12.1. Textbook Adoption Preview (December 7-21, 2010) (*Reference Policy #6100.10*)

World Regions Series

The Americas

Europe and Russia

Southwest and Central Asia

Walter C. Polson Middle School

Holt McDougal Publisher, 2012

13. Future Agenda Items

Ms. Coffey noted the upcoming agenda items, and added that the formal presentation of the Administration's Recommended Budget is also coming up; Mr. Klein stated that this will take place at the January 4, 2011 Board of Education meeting. He confirmed Mr. Clorite's comment that this budget will probably be the lowest in recent memory; they will be requesting a 0.78% increase. There will be no new programs or staff added, and the programs currently in place will remain intact. Mr. Klein stated that he looks forward to providing more details on January 4th.

13.1. Update: RtI / SRBI (Tentative Date – January 2011)

13.2. Update: Elementary "Literacy How" Initiative (Tentative Date – February 2011)

13.3. NAVIANCE Presentation: Grades 5-8 (Tentative Date – February 2011)

14. Meetings of Importance

Ms. Coffey pointed out the list of upcoming meetings of importance on the agenda.

15. Adjournment

MOTION: by Dean seconded by Fitzgerald to adjourn the meeting at 9:00 p.m.

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

NAYS: None

MOTION CARRIED: 8-0

**Madison Public Schools
Board of Education Meeting
Central Office Room B
December 13, 2010
Special Meeting Minutes**

1. Call to order

The special meeting of the Board of Education was called to order by Chairwoman Becky Coffey at 6:00 p.m.

Present: Becky Coffey; John Dean; Debbie Frey; Seth Klaskin; Pamela Meier; Cindy Wood

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

2. Review and discuss the proposed Ethics Policy for the Town of Madison.

3. Consider action by the Board to officially submit the Board of Education's comments on the Ethics Policy to the Board of Selectmen

MOTION: by Dean, seconded by Meier to adjourn the meeting at 6:55 p.m.

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

NAYS: None

MOTION CARRIED: 6-0