

- I. Call to Order / Attendance
- II. School / Community Session - 7:30 p.m.
  - II.A. Recognitions:
    - II.A.1. Connecticut Board of Education Member Appreciation Month
    - II.A.2. Daniel Hand High School Wrestling Team: Class L State Champions; SCC Regular Season Champions; Runners Up, State Open
    - II.A.3. Daniel Hand High School Gymnastics Team: SCC Champions; Class M Runners Up, State Tournament
    - II.A.4. Daniel Hand High School Cheerleading Team: Runners Up, SCC Conference
  - II.B. Public Participation
- III. Board of Education Student Representatives' Report
- IV. Superintendent's Report
  - IV.A. Report on Out of State Travel
  - IV.B. Other
- V. Board Members' Comments
  - V.A. Discussion: April 17, 2012 Board of Education Meeting
- VI. Board Committees / Liaison Updates
  - VI.A. Planning Committee
  - VI.B. Personnel Committee
    - VI.B.1. Discussion: Agreement Between the Madison Public Schools and NAGE (National Association of Municipal Employees) for the period July 1, 2012 - June 30, 2013
  - VI.C. Policy Committee
  - VI.D. Finance Committee
  - VI.E. Ad-Hoc Community Relations Committee
  - VI.F. LEARN Liaison
- VII. Audience Reponse to Information Presented
- VIII. Consent Agenda (8.1 - 8.7) Ref. Bylaw #9540.2 and #9540.8
  - VIII.A. Bills Payable: \$17,435.03 (10-11); \$876,199.49 (11-12)
  - VIII.B. Line Transfers: \$30,130.24
  - VIII.C. Budget Expenditure Report as of March 1, 2012
  - VIII.D. Donation: \$10,500 to the Daniel Hand High School Show Choir to pay for participation in Show Choir competitive events, from the DHHS Music Boosters
  - VIII.E. Donation: \$3,211 to the Daniel Hand High School Orchestra to help fund the Orchestra trip, from the DHHS Music Boosters.
  - VIII.F. Donation: \$4,000 to Island Avenue Elementary School for field trips, buses and event fees, from the Island Avenue PTO.
  - VIII.G. Request for Removal of Used Books / Equipment (Ref. Policy #3260)
- IX. Action Item: Minutes of the February 7, 2012 Board of Education Meeting

- X. Action Item: Minutes of the February 15, 2012 Board of Education Special Meeting
- XI. Action Item: Agreement between the Madison Public Schools and NAGE (National Association of Municipal Employees) for the period July 1, 2012 - June 30, 2013.
- XII. Old Business
- XIII. New Business
- XIV. Future Agenda Items
- XV. Meetings of Importance
  - XV.A. March 14, 2012: CABA Day on the Hill; 8:30 a.m., The Bushnell, Hartford, CT
  - XV.B. March 16, 2012: Planning Committee Meeting; 7:30 a.m., Central Office Room B
  - XV.C. March 20, 2012: Policy Committee Meeting; 6:30 p.m., Central Office Room B
  - XV.D. March 20, 2012: Board of Education Meeting; 7:30 p.m., Town Campus Hammonasset Room
- XVI. Executive Session
  - XVI.A. Discussion: Personnel Issue
- XVII. 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  
February 7, 2012  
Meeting Minutes

1. The public meeting of the Board of Education was called to order by Chairman Frey at 7:33 p.m. Ms. Frey led the Pledge of Allegiance.

Present: Bill Clorite, John Dean; Jean Fitzgerald; Debra Frey; Seth Klaskin; Pam Meier; Ryan Suerth

Also present: Anita Rutlin, Interim Superintendent and Assistant Superintendent for Curriculum, Instruction and Assessment; district administrators; faculty; staff; students; community members

2. School / Community Session

2.1. Recognitions

**2.1.1. Participants of the 5<sup>th</sup> Annual Nutmeg Bowl**

***Island Avenue Elementary School***  
*Amy Woods*

***Kathleen H. Ryerson Elementary School***  
*Luke Conway*  
*Violet Johnson – Second Place*

***J. Milton Jeffrey Elementary School***  
*Abigail Alpert*  
*Rebecca Dollahite*  
*Kiersten Mader*

***Dr. Robert H. Brown Middle School***  
*Ella Ahlijanian*  
*Christopher Cheslog – First Place*  
*Gabriella Dollahite*  
*Shelby Jamison*  
*Jessica McMahon*  
*Kaitlyn Sandor*

**Nutmeg Bowl Committee Co-Chairs:**

- ***Jane Ash, E. C. Scranton Memorial Library Children's Room Librarian***
- ***Sandra Bizier, Island Avenue Elementary School Library Media Specialist***

Ms. Rutlin introduced Mrs. Bizier and Ms. Ash who started the Nutmeg Bowl five years ago and have made it an annual event.

Mrs. Bizier explained that each year, ten Nutmeg books are selected by Connecticut students from approximately 130 titles. The twelve students being recognized tonight read each of the ten Nutmeg books and took part in a Jeopardy-style competition at the Scranton Library on February 2nd. The students were each presented with a Certificate of Recognition signed by Ms. Rutlin and Board Chair Frey. Ms. Rutlin and the Board also thanked Mrs. Bizier and Ms. Ash for their wonderful work in coordinating this event.

**2.1.1 National School Counseling Week, February 6-10, 2012**

Ms. Rutlin next recognized the following Guidance Department staff present at the meeting who represented all of the Madison Public Schools Counselors:

*Jean Baker, Director of Guidance, Daniel Hand High School*  
*Michelle Catucci, Guidance Counselor, Dr. Robert H. Brown Middle School*  
*Eliza Hayes, Guidance Counselor, Dr. Robert H. Brown Middle School*  
*Donald Cramer, Guidance Counselor, Walter C. Polson Middle School*  
*Charlene Doane, Guidance Counselor, Walter C. Polson Middle School*

Ms. Rutlin noted that the motto for National School Counseling Week 2012 is “School Counselors: Helping Students Be Brilliant.” The week is devoted to focusing attention on the unique contribution of professional school counselors. This national recognition also highlights the tremendous impact that school counselors have in helping students achieve school success and plan for a career. Ms. Rutlin thanked the counselors for all they do for the students of Madison.

Ms. Frey also thanked the counselors present for being there and for representing the rest of the Guidance staff. She stated that they do a great deal for the community and their service goes above and beyond what most people realize.

## 2.2. Public Participation

No one participated at this time.

## 2. Student Representatives’ Report (Jessica Buller and John Ovia)

Mr. Ovia reported on the following:

- The Neon Dance was held last Saturday. It went very well and raised money for the Hole in the Wall charity;
- The Daniel Hand High School Show Choir, Vibe, recently competed at the Central Massachusetts Show Choir Festival and won many awards including: best choral sound, best choreography, best in show, best band, best instrumentalist (Matt Horanzy) and best percussion section (Shaun Larson and Ian Richardson);
- The Debate Team won their tournament with Hank Cohen and Cathy Guo coming in first place.

Ms. Buller reported on the following:

- Course selection sheets have been signed by teachers and all sheets are in as of today;
- The Guidance Department recently went to Polson to explain the course selection process, and there was a meeting on January 24<sup>th</sup> for incoming freshmen;
- All sports are doing well as they approach the playoffs / post season;
- Preparations for the play, Legally Blond, are in full swing and the cast is rehearsing often;
- College acceptance letters have been slowing but the Guidance Department is looking forward to the spring deadline in April for the regular application results.

## 4. Superintendent’s Report

### 4.1. Report on Out of State Travel

Ms. Rutlin reported on a recent out of state field trip taken by Daniel Hand High School students.

### 4.2. Guidance Department Update

Ms. Baker and the counselors present provided an update on the Guidance Department, in particular with regard to the middle school level. Ms. Baker introduced a Power Point presentation (on file) that highlighted the goals of the counseling program; national / state standards for school counseling programs; and critical data elements involved in the school counseling program. Ms. Catucci and Ms. Hayes discussed

some of the programs at Brown Middle School, including middle school orientation, bullying and conflict resolution, respecting differences, sexual harassment, and early career exploration. Ms. Doane and Mr. Cramer highlighted some of the programs at Polson. Many are a continuation and build upon the themes from Brown including bullying and focusing on a safe school climate, in addition to learning style inventories, Rachel's Challenge, and Individual Educational Planning. Discussion turned to Student Success Plans (SSP's). The State Department of Education wants to insure that all students in grades 6-12 have an SSP in place by July 2012 to set and monitor goals. The plans are meant to be fluid and, at minimum, should be updated annually. At this time, no template has been received from the state but all grade 6 Brown Middle School students now have an SSP. It was noted in fact, that Ms. Baker and Ms. Catucci have shared what has been done in Madison with other districts and Madison has become a model for successful implementation of SSP's.

After further discussion, members of the Board thanked Ms. Baker and her staff for their informative presentation.

#### 4.3. Other

Ms. Rutlin had nothing additional to report.

#### 5. Board Members' Comments

Ms. Frey announced that earlier in the day, the Board of Selectmen had accepted the Board of Education's budget as submitted. The Budget now goes on to the Board of Finance.

Ms. Frey distributed copies of a Power Point presentation recently given to members of the Boards of Selectmen, Finance and Education by MADE. She noted that there is a lot of good news in the report, but there is still work to be done. Madison Public Schools will continue to work with MADE.

#### 6. Reports from Board Committees / Liaisons

##### 6.1. Planning Committee

Ms. Fitzgerald reported that at the last LOCAP meeting, the Board of Finance discussed the possibility of putting a cap on some projects on the schedule. Ms. Fitzgerald and Ms. Frey are both part of this committee, and there is concern that some of our roof projects would exceed the cap. They will continue to monitor this situation.

The committee discussed the Board of Education Handbook. Once they complete their review, it will go on to the Policy Committee and then to the entire Board.

The committee continues to look at the future implementation of a full day Kindergarten program.

##### 6.2. Personnel Committee

Mr. Dean announced that negotiations with NAGE (food services employees) will get underway on Thursday, February 9, 2012. He will represent the Board in these negotiations.

##### 6.3. Policy Committee

Atty. Klaskin reported that the committee has not met. He reminded the Board that there had been discussion at the last meeting about a vote at tonight's meeting to make the Ad-Hoc Community Relations Committee a standing committee. That has been put on hold for now, as it will require revisions to the Board of Education's Bylaw regarding committees. At this time, the Bylaw states that there will be four standing committees of the Board. Atty. Klaskin stated that this Bylaw will be reviewed and revised to reflect the current practices of the Board's subcommittees and the revision process will include the three

readings before approval. He noted that the Community Relations Committee can continue as an Ad-Hoc Committee for now and can be made a standing committee once the Bylaw is revised.

Atty. Klaskin also referred to the first revision reading on tonight's agenda for policy #5080.2, Truancy. This policy has been revised to comply with new state laws, and as the revisions are significant, he asked all Board members to review it and contact him with any comments or questions.

#### 6.4. Finance Committee

Mr. Clorite reported that the Committee met prior to tonight's Board meeting. They reviewed the current year budget. Mr. Clorite stated that early reports indicate that the Excess Cost Reimbursement from the state will be reduced by 22.88%. The 2011-2012 budget was developed and approved assuming a 25% reduction, so the district is well prepared for this. The reduction amount may change slightly, and we will be notified in May. Mr. Clorite stated that with regard to the 2011-12 budget all else is on track.

Mr. Clorite noted again that the Board of Selectmen has accepted the Board of Education's budget as submitted. He reminded the viewing public of the Budget Public Hearing on Thursday, February 16, 2012, at Walter C. Polson Middle School Auditorium.

#### 6.5. Ad-Hoc Community Relations Committee

Atty. Suerth reported that the committee has not met but will continue to move forward, whether as an Ad-Hoc or a Standing Committee.

#### 6.6. LEARN Liaison

There was no report.

#### 7. Audience Response to Information Presented

There was no response at this time.

#### 8. Consent Agenda

8.1. Bills Payable: \$2,183.75 (10-11); \$989,145.69 (11-12)

8.2. Grid for Line Item Transfers \$31,352.71

8.3. Budget Expenditure Report as of February 2, 2012

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

AYES: Clorite, Dean, Fitzgerald, Frey, Klaskin, Meier, Suerth

NAYS: None

MOTION CARRIED: 7-0

#### 9. Action Item: Minutes of the January 17, 2012 Board of Education Meeting.

MOTION: by Meier, seconded by Klaskin to approve the minutes of the January 17, 2012 Board of Education Meeting.

AYES: Clorite, Dean, Fitzgerald, Klaskin, Meier,  
Suerth  
NAYS: None  
MOTION CARRIED: 7-0

10. Old Business

No old business was discussed.

11. New Business

No new business was discussed.

12. Future Agenda Items

Atty. Klaskin requested for a future meeting a report from Madison Youth and Family Services on their interaction with the district and some of the services they provide.

13. Meetings of Importance

Ms. Frey referred to the list of upcoming meetings on the agenda.

14. Meeting Adjournment

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

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

Submitted for approval at the March 6, 2012 Board of Education Meeting  
dmd

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**Madison Public Schools  
Board of Education Special Meeting  
Town Campus Hammonasset Room  
February 15, 2012  
Meeting Minutes**

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1. Call to order

The special meeting of the Board of Education was called to order by Chairwoman Debra Frey at 5:07 p.m. Ms. Frey led the Pledge of Allegiance.

Present: John Dean; Jean Fitzgerald; Debbie Frey; Pamela Meier; Robert Ruggiero; Ryan Suerth

Also present: Anita Rutlin, Interim Superintendent / Assistant Superintendent for Curriculum, Instruction and Assessment; Heather Dobson, Director of Human Resources

2. Enter Executive Session

MOTION: by Meier, seconded by Suerth to enter Executive Session at 5:08 p.m. to discuss an employment issue.

AYES: Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Suerth

NAYS: None

MOTION CARRIED: 6-0

Atty. Klaskin entered the meeting at 5:09 p.m.

2.1. Discussion: Employment issue.

3. Adjourn Executive Session

MOTION: by Dean, seconded by Fitzgerald to adjourn Executive Session at 5:37 p.m.

AYES: Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Suerth

NAYS: None

MOTION CARRIED: 7-0

4. Action Item: To accept the Superintendent's recommendation with regard to the employment issue.

MOTION: by the Personnel Committee to accept the Superintendent's recommendation with regard to the employment issue.

AYES: Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Suerth

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NAYS: None  
MOTION CARRIED: 7-0

5. Meeting Adjournment

MOTION: by Dean, seconded by Fitzgerald to adjourn the meeting at 5:39 p.m.

AYES: Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Suerth

NAYS: None  
MOTION CARRIED: 7-0