

Board of Education Regular Meeting
Tuesday, May 15, 2012 7:30 PM Eastern

Town Campus Hammonasset Room
10 Campus Drive
Madison, CT 06443

- I. Call to Order / Attendance
- II. School / Community Session - 7:30 p.m.
 - II.A. Recognition and Reception
 - II.B. Public Participation
- III. Board of Education Student Representatives' Report
- IV. Superintendent's Report
 - IV.A. NEASC Accreditation - Next Steps
 - IV.B. Update on Governor's Education Reform Package
 - IV.C. Enrollment Update: 2011-2012; 2012-2013
 - IV.D. Report on Out of State Travel
 - IV.E. Other
- V. Board Members' Comments
 - V.A. Discussion: Change the date of the second June Board of Education Meeting from June 19 to June 26, 2012
- VI. Board Committees / Liaison Updates
 - VI.A. Planning Committee
 - VI.B. Personnel Committee
 - VI.C. Policy Committee
 - VI.C.1. Discussion: Recommended 2013-2014 School Year Calendar
 - VI.C.2. Second Revision Reading: Policy #4150, Acceptable Use of Computer Equipment and Related Systems, Software and Networks (Personnel)
 - VI.C.3. Second Revision Reading: Policy #5090.9, Electronic Communication Devices
 - VI.C.4. Final Revision Reading: Policy #5210, Acceptable Use of Computer Equipment and Related Systems, Software and Networks (Students)
 - 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 - 8.6) Ref. Bylaw #9540.2 and #9540.8)
 - VIII.A. Bills Payable: \$756,926.09 (11-12)
 - VIII.B. Line Transfers: \$184,318.68
 - VIII.C. Donation: \$1,245 to Kathleen H. Ryerson Elementary School to fund student field trips, from the Ryerson School PTO
 - VIII.D. Request for the Removal of Used Books/Equipment and authorize the Superintendent or his designee to dispose of useable equipment according to policy. (Ref. Policy #3260)

- VIII.E. Donation: \$1,208.66 to Daniel Hand High School for the purchase of a Canon T31 DSLR Camera Kit and 3 Year Warranty to be used by Photography Classes, from the DHHS PTO
- VIII.F. Donation: \$1,700 to the Island Avenue Elementary School Art Department to purchase supplies, from the Island Avenue School PTO.
- IX. Action Item: Minutes of the April 24, 2012 Board of Education Meeting
- X. Action Item: Revised Policy #5210, Acceptable Use of Computer Equipment and Related Systems, Software and Networks (Ref. Bylaw #9620)
- XI. Action Item: Madison Public Schools Three Year Technology Plan
- XII. Action Item: Change the date of the second June Board of Education Meeting from June 19 to June 26, 2012
- XIII. Action Item: Minutes of the May 1, 2012 Board of Education Meeting
- XIV. Action Item: Minutes of the May 4, 2012 Board of Education Special Meeting
- XV. Action Item: Minutes of the May 10, 2012 Board of Education Special Meeting / Retreat
- XVI. Action Item: Approval of the 2013-2014 School Year Calendar (Ref. Policy #6030)
- XVII. Old Business
- XVIII. New Business
 - XVIII.A. Textbook Adoption Preview (May 15 - June 5, 2012)
 - XVIII.A.1. Realidades Pearson / Prentice Hall Spanish 1 & 2 World Language Grades 7 & 8 Walter C. Polson Upper Middle School
- XIX. Future Agenda Items
- XX. Meetings / Dates of Importance
 - XX.A. May 23, 2012: Planning Committee Meeting; 7:30 a.m., Central Office Room B
 - XX.B. May 31, 2012: Ad-Hoc Community Relations Committee Meeting; 8:15 a.m., Central Office Room B
 - XX.C. June 5, 2012: Finance Committee Meeting; 5:30 p.m., DHHS Room 416
 - XX.D. June 5, 2012: Board of Education Meeting / Retiree Reception; 6:00 p.m., DHHS Senior Commons
 - XX.E. June 19, 2012: Daniel Hand High School Graduation; 6:00 p.m., Madison Town Green
- XXI. 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
April 24, 2012
Meeting Minutes

1. The public meeting of the Board of Education was called to order by Chairman Frey at 7:37 p.m. Ms. Frey led the Pledge of Allegiance.

Present: Jean Fitzgerald; Debra Frey; Pam Meier; Ryan Suerth; Cindy Wood

Atty. Klaskin entered the meeting at 7:38 p.m.

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. Daniel Luo, Grade 3 J. Milton Jeffrey Elementary School
2nd Place, Connecticut Association of Schools Scholastic Chess
3rd Grade Championship
Ani Deshpande, Coach***

Ms. Rutlin reported that on March 31st she received an email from Jeffrey School Principal Mona Goodman announcing that Grade 3 student Daniel Luo has achieved 2nd Place in the Connecticut Association of Schools Scholastic Chess Championship for Third Grade. Ms. Rutlin commented that this was a wonderful achievement and that Daniel should be very proud. When asked by Ms. Rutlin, Daniel stated that he has been playing chess for about one year. Daniel was invited to the podium along with his father and presented with a Certificate of Recognition signed by Ms. Rutlin and Ms. Frey.

***2.1.2. Daniel Hand High School Balsa Wood Structure Team
Silver Medal, Connecticut Odyssey of the Mind Tournament***

Daniel Hand High School:

Katherine Ainsworth, Grade 12

Grace Adams, Grade 9

Sophie Joel, Grade 10

Anne-Claire Merkle-Scotland, Grade 12

Tyler Phan, Grade 9

Walter C. Polson Middle School:

Spencer Ainsworth, Grade 8

Marcus Tung, Grade 8

Ms. Rutlin announced that the Daniel Hand High School Odyssey of the Mind 'Balsa Wood Structure' Team recently won the Silver Medal in the Connecticut Odyssey of the Mind Tournament. She introduced team Coach Julie Ainsworth and asked her to share with the Board what this team has accomplished. Ms. Ainsworth invited the students present to the front of the room and they told the Board about their project. Ms. Ainsworth also told the Board that the team had been invited to compete in the Odyssey World Finals at Iowa State University in May. The students were presented with Certificates of Recognition signed by Ms. Rutlin and Ms. Frey, and the Board wished them good fortune for their competition in Iowa.

**2.1.3. Introduction of Ms. Stacy Nobitz, Incoming Director of Finance
for the Town of Madison / Madison Public Schools**

Ms. Rutlin next introduced Ms. Stacy Nobitz who will begin to work for the Board of Education and the Town of Madison on May 7, 2012. Stacy Nobitz will succeed Dotty Bavin as Director of Finance upon Ms. Bavin's retirement. Ms. Nobitz shared her background; she previously worked in Madison for seven years prior to taking a position with Blum Shapiro. Mrs. Nobitz stated that she learned a great deal from Ms. Bavin about municipal accounts and that she is thrilled to be coming back. Ms. Rutlin and the Board welcomed her and stated that they are looking forward to working with her.

2.1. Public Participation

There was no participation at this time.

3. Student Representatives' Report
(Jessica Buller and John Ovian)

Ms. Buller reported on the following:

- The College Fair is this coming Thursday, April 26th, from 6:00 to 7:30 p.m. Over 130 colleges are sending representatives;
- A.P. Exams begin on May 7th and continue through May 17th. Pre-registration is ongoing in the Guidance Office. SAT's will be administered on Saturday, May 5th.
- Interviews are underway for the Johnson Scholarship and recipients will be notified within a week. It is an \$18,000 scholarship per year given one male and one female student.
- Spring Sports are off and running with many teams doing very well. Ms. Buller shared the following team records to date: Baseball is 4-5; Boys Golf 6-1; Boys Lacrosse 4-4; Boys Tennis 5-1; Boys Volleyball 2-4; Girls Golf 2-1; Girls Lacrosse 4-4; Girls Tennis 7-1 (they are the defending state champions) and Softball 2-6.
- The Unified Track and Field Teams will begin their meets sometime in May.

Mr. Ovian reported on the following:

- The Show Choir traveled to Chicago this past weekend to perform in the Show Choir National Finals. They placed 14th and had an excellent time watching incredible performances by groups from all over the nation. The trip included a dinner cruise on Lake Michigan (however, it was docked due to high winds and rough seas); a visit to Millennium Park, a flat tire on the ride to O'Hare Airport and deep dish Chicago style pizza after the performance. Ms. Rutlin asked Mr. Ovian, who is a member of the Show Choir, if he enjoyed the trip. Mr. Ovian replied that he had a great time and enjoyed Chicago very much.
- The Show Choir will be recognized at the State Capitol tomorrow and will also perform.
- The DHHS Talent Show, Show Boat, is this Friday, April 27th.
- The Honors Breakfast is on Wednesday, April 25th and will feature several speeches by faculty and students followed by a continental breakfast.

4. Superintendent's Report

4.1. Discussion: Proposed Three Year Technology Plan (Arthur Sickle)

Ms. Rutlin introduced Mr. Arthur Sickle, Director of Administrative Services, who in turn introduced the members of his staff present: Ms. Rita Boland, Webmaster and Application Support Specialist; Mr. Steve Fuest, Assistant Manager of Technology; and Mr. Michael Kiefer, Instructional Technology Specialist. Mr. Sickle noted that he, Ms. Boland and Mr. Fuest all hold positions that are shared between the school district and the Town.

Mr. Sickle stated that the Technology Plan, or the ED616 report, is required by the state; the current Technology Plan expires on June 30, 2012. He explained the State of Connecticut's plan development process and noted the Vision Statement. The report includes a Needs Assessment for:

- Curriculum Integration
- Professional Development
- Equitable Use of Educational Technology
- Infrastructure and Telecommunication Services
- Administrative Needs

Ms. Fitzgerald left the meeting at 8:16 p.m.

The Plan is based on Goals:

- Goal 1 Engaging and Empowering Learning Experiences
- Goal 2 Assessment
- Goal 3 Connected Teaching and Learning
- Goal 4 Infrastructure for Teaching and Learning
- Goal 5 Productivity and Efficiency

Mr. Sickle noted that what will be evident over the next three years is the impact on the classroom, The role of the Technology Department will be primarily to provide wireless access as the district prepares for BYOD or 'Bring Your Own Device', so that students can bring their laptops, iPads, smart phones and other devices to access the Internet for school work.

Mr. Kiefer shared with the Board the Finalsite Portal used by the District Technology Committee, pointing out how they are able to communicate electronically and accomplish their tasks collaboratively without always having face to face meetings. Mr. Sickle commented that Finalsite has been very well received by staff across the district as a tool for communication and collaboration.

Mr. Kiefer demonstrated Google Apps; Mr. Sickle, Ms. Boland and he were able to edit the same document from different devices – a Droid phone, an iPad and two laptops. Mr. Kiefer noted that as a former middle school English teacher, he would have been very happy to use this technology for collaborative writing exercises.

Mr. Sickle stated that this initiative will be thoughtfully planned. The Technology Department is investigating different options to pilot BYOD; the main goal is for students to be able to use technology safely. Mr. Sickle stated that the Technology Plan sets the stage for the district to be able to do this, and he asks the Board to support the Plan.

Atty. Klaskin stated that he thought it was important to read the Technology Plan Vision Statement into record:

To provide and support an environment that promotes comprehensive, equitable, and efficient access to information and emerging technologies, which foster critical thinking and innovation among teachers and learners.

Ms. Wood commented that she thought it was an excellent vision statement.

Discussion continued. Atty. Klaskin asked what would be done for students who did not have their own devices to bring to school. Mr. Sickle replied that they will not lose out; the district will provide devices for those students to use. Mr. Sickle commented that infrastructure changes must be made so that wireless access is available. The district may start by having staff members bring their devices before it is standard student practice.

Mr. Sickle noted that Professional Development will be provided as a component in the roll out of this technology plan. Mr. Kiefer stated that advice solicited from districts that already have a BYOD model is to provide sufficient training to their teachers before implementation.

Mr. Sickle stated that revisions to Board of Education policies will be necessary to implement the plan. This policy work has begun and is on tonight's agenda for discussion. He concluded that the proposed Technology Plan will facilitate connecting teaching and learning as well as engaging and empowering learners during the next three years.

The Board thanked Mr. Sickle and his staff members for their informative presentation.

4.2. Discussion: Finalsite Contract Renewal / Extension (Arthur Sickle)

Mr. Sickle next reported to the Board that the district is in the third year of a five year agreement with Finalsite; he considers it a positive indicator that teachers have reached maximum storage capacity. He explained that since it is costly to purchase additional storage space, he has negotiated a new five year agreement that will give the district four times the current storage space with no change in cost for the 2011-12 and 2012-13 school years. This new contract will begin on July 1, 2012 and continue through June 30, 2016. Mr. Sickle stated that the district has been very happy with Finalsite, which is a great company with which to work. He feels Finalsite will continue to meet the needs of the district going forward. He asked the Board to support this contract renewal/extension.

4.3. Enrollment Update

Ms. Rutlin reported that for 2012-2013, Kindergarten enrollment has already exceeded ADS projections. Enrollment at the elementary level is within 15 of the ADS projection and total enrollment is within 5 of the ADS projection. Ms. Rutlin stated that she believes if the registration trend continues, the district will exceed enrollment projections for next year.

4.4. Report on Out of State Travel (*Reference Policy #6100.16.1*)

Ms. Rutlin shared information with the Board about upcoming out of state field trips for students at Daniel Hand High School and Walter C. Polson Middle School.

4.5. Other

Ms. Rutlin had nothing further to report.

5. Board Member Comments

Ms. Frey stated that incoming Superintendent Scarice was able to negotiate an earlier release date from his contract with his present district. Therefore, Madison will benefit from his expertise beginning on May 14, 2012. The Board will vote on an Action Item later in the meeting authorizing her to sign a revised contract to reflect this new start date.

Ms. Frey also noted that the June 5, 2012 Board of Education Meeting start time and location will be changed to 6:00 p.m. at Daniel Hand High School to accommodate the annual Retiree Reception. She asked for a motion to add an Action Item on the agenda:

MOTION: by Wood, seconded by Meier to add Action Item #17 to change the start time and location of the June 5, 2012 Board of Education Meeting to 6:00 p.m. at Daniel Hand High School in order to hold the annual Retiree Reception.

AYES: Frey, Klaskin, Meier, Suerth, Wood

NAYS: None
MOTION CARRIED: 5-0

6. Reports from Board Committees / Liaisons

6.1. Planning Committee

There was no report due to the absence of Mrs. Fitzgerald.

6.2. Personnel Committee

Mrs. Woods reported that negotiations with the Teamsters will commence this week.

6.3. Policy Committee

6.3.1. Discussion: Recommended 2013-2014 School Year Calendar

6.3.2. Third Revision Reading: Policy #5080.2, Truancy

6.3.3. First Revision Reading: Policy #4150, Acceptable Use of Computer Equipment and Related Systems, Software and Networks

6.3.4. First Revision Reading: Policy #5090.9, Electronic Communication Devices

6.3.5. First Revision Reading: Policy #5210, Acceptable Use of Computer Equipment and Related Systems, Software and Networks

Atty. Klaskin reported that the Committee met prior to this Board meeting. The committee was given a preview of the Technology Plan by Mr. Sickle and his staff. The committee discussed the policies related to the Technology Plan that must be revised, primarily Policy #5210, which must be approved prior to or simultaneously with the Technology Plan. Atty. Klaskin noted the Action Item on the agenda to waive the second and third reading of that particular policy, but stated the Committee agreed that they would waive the third reading and approve the revisions to Policy #5210 at the May 1, 2012 Board of Education meeting.

Atty. Klaskin noted the revised Truancy policy is on tonight's agenda for action.

Atty. Klaskin also reported that the Committee discussed the 2013-2014 Calendar. While Board policy states the calendar is to be approved by the second meeting in April, it was the consensus of the Committee that the Board suspend their policy to give the Policy Committee and full Board more time to review and analyze the results of the recent calendar survey before voting on the Calendar. Atty. Klaskin stated that the Board will vote on the calendar for 2013-2014 at the May 15, 2012 Board of Education Meeting.

6.4. Finance Committee

Mr. Clorite was not present at the meeting. Ms. Frey noted that at last night's Public Hearing, the Board of Finance approved passing the Board of Education's budget along to referendum with no further reductions. Ms. Frey reminded the viewing audience that the Referendum is scheduled for Tuesday, May 15, 2012.

6.5. Ad-Hoc Community Relations Committee

Mr. Suerth reported that the Committee has a meeting on April 26. He commended the committee members for their efforts to keep the community informed and also for seeking community input with the calendar survey. Mr. Suerth stated that he believes the calendar survey was a worthwhile effort, and he thanked the community for participating.

6.6. LEARN Liaison

There was no report.

7. Audience Response to Information Presented

No one responded at this time.

8. Consent Agenda

8.1. Bills Payable: \$825.00 (10-11); \$1,115,032.71 (11-12)

8.2. Grid for Line Item Transfers: \$105,821.19

8.3. Textbook Adoption (*Reference Policy #6100.10*)

Chemistry Principles and Reactions

Seventh Edition

Brooks/Cole CENGAGE Learning

ECE / UCONN General Chemistry I & II: CHEM 1127Q / CHEM 1128Q

Science Grades 11 & 12

Daniel Hand High School

8.4 Connecticut State Department of Education Carl D. Perkins Innovation Grant, April 1, 2012 – June 30, 2013

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

AYES: Frey, Klaskin, Meier, Suerth, Wood

NAYS: None

MOTION CARRIED: 5-0

9. Action Item: Minutes of the April 3, 2012 Board of Education Meeting.

MOTION: by Wood, seconded by Meier to approve the minutes of the April 3, 2012 Board of Education Meeting.

AYES: Frey, Klaskin, Meier, Suerth, Wood

NAYS: None

MOTION CARRIED: 5-0

10. Action Item: Minutes of the April 3, 2012 Board of Education Special Meeting

MOTION: by Meier, seconded by Wood to approve the minutes of the April 3, 2012 Board of Education Special Meeting

AYES: Frey, Meier, Suerth, Wood

NAYS: None

ABSTENTIONS: Klaskin

MOTION CARRIED: 4-0

11. Action Item: Approval of 2013-2014 School Year Calendar

MOTION: by the Policy Committee to suspend Board of Education Policy #6030 so that the motion to approve the calendar can be tabled.

Ms. Wood noted that she supported the motion.

AYES: Frey, Klaskin, Meier, Suerth, Wood

NAYS: None

MOTION CARRIED: 5-0

MOTION: by the Policy Committee to table the vote on the 2013-2014 School Year Calendar until the May 15, 2012 Board of Education meeting.

AYES: Frey, Klaskin, Meier, Suerth, Wood

NAYS: None

MOTION CARRIED: 5-0

12. Action Item: Revised Policy #5080.2, Truancy

MOTION: By the Policy Committee to approve revised Policy #5080.2, Truancy

Mr. Suerth commented that he was not comfortable voting on the Policy because time had not allowed for discussion of revisions in the Policy Committee meeting. Discussion ensued. Atty. Klaskin pointed out that the edits since the last meeting are very minor in nature i.e., in paragraph 7 of the policy, the word 'cooperate' was replaced with 'comply' in two places. Those are the only changes since the last reading. Ms. Rutlin stated that the district is already meeting the intent of the law and complying with state procedures. Approval of the Policy is 'after the fact'. Ms. Frey asked the remaining Board members if they felt comfortable voting on the Policy and it was the consensus to move it forward. Ms. Frey noted that Mr. Suerth's point was well taken and encouraged subcommittee members to maintain communications about their work.

Ms. Frey called the vote.

AYES: Frey, Klaskin, Meier, Suerth, Wood

NAYS: None

MOTION CARRIED: 5-0

13. Action Item: To waive the second and third revision readings to Policy #5210, Acceptable Use of Computer Equipment and Related Systems, Software and Networks (Students)

Discussion took place regarding revising the motion to delete the words 'second and', and in essence, waive only the third reading. Ms. Frey asked Atty. Klaskin to restate the motion on behalf of the Policy Committee as revised and called for a second:

MOTION: by the Policy Committee, seconded by Meier to waive the third revision reading to Policy #5210, Acceptable Use of Computer Equipment and Related Systems, Software and Networks (Students)

AYES: Frey, Klaskin, Meier, Suerth, Wood

NAYS: None

MOTION CARRIED: 5-0

14. Action Item: Revised Policy #5210, Acceptable Use of Computer Equipment and Related Systems, Software and Networks (Students) (*Reference Bylaw #9620*)

MOTION: By the Policy Committee to table the approval of revised Policy #5210, Acceptable Use of

Computer Equipment and Related Systems, Software and Networks (Students) to the May 1, 2012 Board of Education meeting.

AYES: Frey, Klaskin, Meier, Suerth, Wood
NAYS: None
MOTION CARRIED: 5-0

15. Action Item: Finalsite Agreement

MOTION: By Klaskin, seconded by Meier to authorize the Superintendent of Schools to enter into a new five year agreement with Finalsite as presented.

Ms. Wood thanked Mr. Sickle for his creativity in negotiating a new five year contract. She noted that she is concerned that five years is a long time in the world of technology. Mr. Sickle responded that Finalsite is doing a very good job keeping up with technology and that the teachers have shown tremendous effort and commitment to the program. He anticipates a continued excellent relationship with the company.

Ms. Frey called the vote.

AYES: Frey, Klaskin, Meier, Suerth, Wood
NAYS: None
MOTION CARRIED: 5-0

16. Action Item: Revised Employment Contract for the Superintendent of Schools

MOTION: By Wood, seconded by Meier to authorize the Board Chair to modify the Employment Contract for the Superintendent of Schools to reflect a start date of May 14, 2012.

AYES: Frey, Klaskin, Meier, Suerth, Wood
NAYS: None
MOTION CARRIED: 5-0

17. Action Item: Change the start time and location of the June 5, 2012 Board of Education meeting.

MOTION: by Wood, seconded by Suerth to change the start time and location of the June 5, 2012 Board of Education meeting to begin at 6:00 p.m. followed by the Retiree Reception, on the Bridge at Daniel Hand High School.

AYES: Frey, Klaskin, Meier, Suerth, Wood
NAYS: None
MOTION CARRIED: 5-0

18. Old Business

No old business was discussed.

19. New Business

20. Future Agenda Items

May 1, 2012: Update from Madison Youth and Family Services

Ms. Frey also reminded the Board that they will vote on the Three Year Technology Plan at their May 1st meeting. She asked that members of the Board review the plan and forward any questions to Mr. Sickle in advance of next week's meeting.

21. Meetings of Importance

Ms. Frey referred to the list of upcoming meetings on the agenda and noted that barring any unforeseen issues, the Daniel Hand High School Commencement will be held on June 19, 2012.

22. Adjournment

MOTION: by Meier, seconded by Suerth to adjourn the meeting at 9:20 p.m.

AYES: Frey, Klaskin, Meier, Suerth, Wood

NAYS: None

MOTION CARRIED: 5-0

Submitted for approval at the May 15, 2012 Board of Education Meeting
dmd

Board of Education Meeting
May 1, 2012
Meeting Minutes

1. The public meeting of the Board of Education was called to order by Chairman Frey at 7:36 p.m. Ms. Frey led the Pledge of Allegiance.

Present: William Clorite; Debra Frey; Ryan Suerth; Cindy Wood

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 Connecticut Association of Boards of Education Student Leadership Awards

Daniel Hand High School
Brooke Baumgartel
Taylor Chin

Walter C. Polson Middle School
Elizabeth Dieli
Samuel Kramer

Ms. Rutlin explained that each year, CABE requests the name of a male and female student from middle and high schools in member school districts. These students are selected from among their peers for exhibiting leadership qualities as defined by a list of criteria developed by a subcommittee of CABE's Board of Directors. Ms. Rutlin commented that the students selected from Madison go above and beyond in providing leadership to the community which benefits the entire town.

Ms. Frey commented that the leadership skills of these students are well above and beyond the norm and she hopes they will continue to expand upon their leadership skills that benefit our community. She read into the record a portion of the letter sent to each student by CABE.

Leadership is a quality that is hard to define, but remains critical to our society. CABE has developed criteria that help to define leadership. Your Principal received a list of these criteria and was asked to name Walter C. Polson Middle School / Daniel Hand High School students who met them. Your Principal considers you such a school leader!

We are pleased to present you, together with other Student Leaders across Connecticut, with our sixteenth annual CABE Student Leadership Award. You should take pride in the recognition bestowed upon you. We encourage you to continue to think and act like a leader.

The students were presented with their certificates from CABE by Ms. Frey and Ms. Rutlin.

2.1.2 National Teacher Appreciation Day (May 8, 2012)

Madison Education Association:
~ Mary Helen Leitze, Daniel Hand High School
~ Mary Ellen Babik, J. Milton Jeffrey Elementary Schools

Ms. Rutlin next read the following statement in recognition of Teacher Appreciation Week:

Teachers are the people who educate us and give us the vital knowledge and skills we need to live our lives. They encourage, support, discipline and prepare us for the road ahead, and now it's that time of year for us to show them our appreciation. Teachers Appreciation Week begins on the 7th until the 11th of May 2012, which will be the perfect opportunity for us to show teachers how thankful we are for their support. Take time to demonstrate how much our teachers mean to us; say thank you to the noble professional educators who work each and every day so that students can have a better future.

Ms. Rutlin invited Mary Helen Leitze and Mary Ellen Babik to the front of the room to be recognized on behalf of all the certified teachers in Madison. Ms. Leitze stated that she is honored to be a teacher in Madison and is grateful for the opportunity to do such noble work. Her comments were echoed by Ms. Babik, who thanked the Administration and the Board of Education for their support of the teachers.

Ms. Frey stated that she was extremely grateful for the talented and dedicated teachers in Madison, and thanked them on behalf of the entire Board of Education for all they do.

They were presented with Certificates of Appreciation for each of the school buildings in honor of all the teachers in that building.

2.1.3 National School Nurse Day (May 9, 2012)

~ Donna Konarski, RN, Daniel Hand High School Nurse / Coordinator of Nursing

Ms. Rutlin announced that next week is also National School Nurse Week. She noted that Ms. Donna Konarski, School Nurse at Daniel Hand High School and Coordinator of Nursing, had planned to attend the meeting on behalf of all of our school nurses, but she was home ill. Ms. Rutlin read into the record the following letter written by Ms. Cindy Twiss, Director of Special Education and Student Services:

The Madison Public School community, its students, staff and parents are extremely lucky to have the dedicated and professional services of its school nurses. Our school nurses are an invaluable resource and provide top notch care, compassion and kindness to everyone who needs their services and they do so with the safety and health of our students as their top priority. For anyone who has had the opportunity to see our nurses in action, from putting a band aid on the finger of a preschooler, or holding the hand of a student who is sick and waiting for their mother, or sitting and listening to an anxious child, they see real devotion in action. Our school nurses are consummate professionals and we, as a district and community, are fortunate to have them as part of our schools.

Ms. Rutlin stated that Certificates of Appreciation from the Board of Education would be distributed to the school nurses.

2.1. Public Participation

There was no participation at this time.

3. Student Representatives' Report (Jessica Buller and John Ovia)

There was no student report.

4. Superintendent's Report

4.1. Enrollment Update

Ms. Rutlin reported that for 2012-2013, we are currently within 2 of the ADS projected enrollment. We currently have 116 Kindergarten students enrolled and have already surpassed the ADS projection of 108. We are within 12 at the K-4 level and 18 over in the high school. Ms. Rutlin noted that we are usually at 80-82% of total enrollment at this time of the year and she expects that it will continue to increase over the next few months.

4.2. Update from Madison Youth and Family Services (David Melillo and Taffy Bowes)

Ms. Rutlin introduced Director David Melillo and Assistant Director Taffy Bowes from Madison Youth and Family Services (MYFS) to update the Board on their youth activities at schools. Mr. Melillo noted that he has been with MYFS for 29 years and Ms. Bowes for 24 years.

Mr. Melillo stated that he often is asked how MYFS is able to maintain such a presence in the Madison Public Schools. He credits the Board of Education, the building principals and the Health and Physical Education Teachers who work with them for their collaboration. He also noted that Ms. Rutlin has always been ready and willing to work in conjunction with MYFS.

Mr. Melillo next introduced a Power Point presentation (on file). He noted that Madison Youth and Family Services was established in January 1983 with the following goals:

- Address the needs of young people with various issues (family issues, legal, etc)
- Develop programs to prevent youth problems
- Increase community awareness of youth issues

Mr. Melillo then noted that the presentation was divided into three parts:

- MYFS programs that are school based
- MYFS programs that are school connected
- MYFS programs that are community based

Mr. Melillo and Ms. Bowes discussed the programs offered under each of the three categories, explaining that many programs grow out of a need perceived by our students. Mr. Melillo also reported that the Madison Arts Barn has seen a resurgence of activity in the past year or so, to the credit of MYFS. They have scheduled many, many successful events and have much more planned for the future in the hopes of keeping the Arts Barn alive and thriving as a safe place for our young people to go.

Discussion continued. Ms. Frey commented that she values the cooperative efforts between Madison Youth and Family Services and the school district, noting that we all share a common goal and work toward it together.

Ms. Wood commented that both of her daughters are involved with programs through MYFS and it has made a huge difference for them and they get so much out of it.

Mr. Clorite commented that his daughter is also involved and also gets a lot out of the programs she participates in. He asked if any of the MYFS programs address bullying, specifically cyber bullying. Ms. Bowes replied that while it is not addressed specifically, it is a piece of what is addressed in several programs (i.e., peer helpers/advocates, mentoring). Mr. Melillo noted the Internet Safety Committee that was piloted during David Klein's tenure as Superintendent of Schools. He stated that he hopes it will be reestablished once Mr. Scarice is officially on board as Superintendent. Ms. Bowes stated that she would like to see a collaborative effort that includes students teaching their peers about internet safety.

Mr. Melillo asked the Board members if they were aware of the MYFS programs he talked about in his presentation. Ms. Frey noted that she was aware of some, but not all of the programs and activities offered.

Ms. Wood responded that she did know about many of the programs because of her daughters' involvement, but she thought the presentation should be very helpful for the general population.

In closing, members of the Board thanked Mr. Melillo and Ms. Bowes for their informative presentation. Ms. Bowes stated that the collaboration between the school district and MYFS is wonderful.

4.3. Other

Ms. Rutlin reported on a recent "Read-A-Thon" that students of Brown Middle School participated in, raising \$2,827.23 for SARAH, which assists and supports people with disabilities. Ms. Rutlin noted that the program was coordinated by Ms. Naomi Rosenstein, Brown Middle School Reading/Language Arts Specialist and commended Ms. Rosenstein and the students who participated for their efforts.

4. Board Member Comments

5.1 Discussion: Change the date of the second June Board of Education Meeting from June 19, 2012 to June 26, 2012.

Ms. Frey commented that she had planned to hold a discussion regarding the date change of the second Board of Education meeting in June, because graduation is now scheduled for June 19th. Because there is no quorum at tonight's meeting, this discussion and vote will take place at the May 15, 2012 Board of Education Meeting.

Likewise, because of the lack of a quorum, none of the Action Items on tonight's agenda will be discussed or acted upon. Agenda items #8-12 will be placed on the May 15, 2012 agenda.

Ms. Frey thanked Director of Administrative Services Arthur Sickle and Webmaster/Application Support Specialist Rita Boland for their attendance at the meeting in anticipation of questions from the Board about the proposed Three Year Technology Plan and its approval, as well as the policies related to technology being revised in conjunction with the Technology Plan. Ms. Frey noted that she had a brief conversation with Mr. Sickle and the Board will be able to act on the Technology Plan, as well as the technology policy, at their May 15, 2012 meeting and still meet the deadline to submit it to the state. None of the Board members present had questions about the proposed Plan or revised policies, but Ms. Wood stated that after more careful review, she fully supports the policies as revised and commended Mr. Sickle and his team for a great job in changing the policies to reflect the technology plan and the district's plan to move toward a 'Bring Your Own Device' model.

5. Reports from Board Committees / Liaisons

6.1. Planning Committee

No report at this time.

6.2. Personnel Committee

Ms. Wood stated that the Committee held a meeting to determine the timeline for negotiations with the Teamsters. She anticipates that negotiations will be concluded prior to the June 30, 2012 contract expiration date.

6.3. Policy Committee

6.3.1. Discussion: Recommended 2013-2014 School Year Calendar

6.3.2. Second Revision Reading: Policy #4150, Acceptable Use of Computer Equipment and Related Systems, Software and Networks

6.3.3. Second Revision Reading: Policy #5090.9, Electronic Communication Devices

6.3.4. Final Revision Reading: Policy #5210, Acceptable Use of Computer Equipment and Related Systems, Software and Networks

Ms. Wood noted that these items will be moved forward as presented tonight to the May 15, 2012 agenda. She noted that everyone should review the revisions to these policies, as they must keep moving forward. She also stated that the results of the recent calendar survey have been distributed and should be reviewed as well, so that the 2013-2014 calendar can be approved at the May 15, 2012 Board of Education meeting.

Ms. Wood noted that she thinks it would be helpful for the Policy Committee to meet prior to their regularly scheduled meeting on May 15th; Mr. Suerth and Ms. Frey agreed, and Ms. Frey stated that she will contact Atty. Klaskin to work on scheduling a special meeting.

6.4. Finance Committee

Mr. Clorite reported that the Committee met prior to this Board meeting. They discussed the 2011-2012 budget. Mr. Clorite reported that the district is on target to finish in very good shape despite the 25% reduction in Excess Cost Reimbursement from the state, as that had been anticipated and budgeted for.

Mr. Clorite also reported that the Board of Selectmen recently approved \$40,000 of the \$90,000 special appropriation requested by the Board of Education to add to the reserve fund for unanticipated external placements for Special Education. This transfer brings the balance of the reserve fund to \$200,000; the target was \$250,000.

Finally, Mr. Clorite thanked members of the community who attended the April 23, 2012 public hearing in support of the Board of Education budget. He urged everyone to get out and vote on May 15th.

6.5. Ad-Hoc Community Relations Committee

Mr. Suerth reported that the committee met last week and continues to look for and discuss additional opportunities to inform and receive information from the community.

6.6. LEARN Liaison

There was no report.

7. Audience Response to Information Presented

No one responded at this time.

Agenda items #8-12 will be moved forward to the May 15, 2012 Board of Education agenda.

8. Consent Agenda

8.1. Bills Payable: \$183,994.07 (11-12)

8.2. Grid for Line Item Transfers: \$18,047.02

8.3. Budget Expenditure Report as of April 25, 2012

8.4. Donation: \$1,245 to Kathleen H. Ryerson Elementary School to fund student field trips, from the Ryerson School PTO.

8.5. Request for Removal of Used Books / Equipment and authorize the Superintendent or her designee to dispose of useable equipment according to policy (*Reference Policy #3260*)

9. Action Item: Minutes of the April 24, 2012 Board of Education Meeting.

MOTION: To approve the minutes of the April 24, 2012 Board of Education Meeting.

10. Action Item: Revised Policy #5210, Acceptable Use of Computer Equipment and Related Systems, Software and Networks (Students)

MOTION: To approve revised Policy #5210, Acceptable Use of Computer Equipment and Related Systems, Software and Networks (Students)

11. Action Item: Madison Public Schools Three Year Educational Technology Plan

MOTION: To approve the Madison Public Schools three year Educational Technology Plan. This Educational Technology Plan is for the period July 1, 2012 through June 30, 2015.

12. Action Item: Change the date of the second June Board of Education meeting from June 19, 2012 to June 26, 2012

MOTION: To change the date of the second Board of Education meeting in June from June 19, 2012 to June 26, 2012.

13. Old Business

No old business was discussed.

14. New Business

No new business was discussed.

15. Future Agenda Items

No future agenda items were discussed.

16. Meetings of Importance

Ms. Frey referred to the list of upcoming meetings on the agenda. She noted that she will contact Atty. Klaskin about scheduling another Policy Committee meeting in advance of May 15, 2012

17. Adjournment

MOTION: by Wood, seconded by Suerth to adjourn the meeting at 8:38 p.m.

AYES: Clorite, Frey, Suerth, Wood

NAYS: None

MOTION CARRIED: 4-0

Submitted for approval at the May 15, 2012 Board of Education Meeting
dmd

**Madison Public Schools
Board of Education Special Meeting
Central Office Room B
May 4, 2012
Special Meeting Minutes**

1. Call to Order

A special meeting of the Board of Education was called to order by Chair Debra Frey at a.m.

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

Also present: Anita Rutlin, Interim Superintendent of Schools

2. Review and approve list of bills, line transfers and budget expenditure report.

MOTION: by Fitzgerald, seconded by Meier to approve the list of bills and line transfers as presented

AYES: Fitzgerald, Frey, Meier, Ruggiero, Suerth

NAYS: None

MOTION CARRIED: 5-0

3. Adjournment

MOTION: by Ruggiero, seconded by Suerth to adjourn the special meeting at 7:48 a.m.

AYES: Fitzgerald, Frey, Meier, Ruggiero, Suerth

NAYS: None

MOTION CARRIED: 5-0

Submitted for approval at the May 15, 2012 Board of Education Meeting

**Madison Public Schools
Board of Education Special Meeting
Lower Level, Memorial Town Hall
May 10, 2012
Special Meeting Minutes**

1. Call to Order

A special meeting of the Board of Education was called to order by Chair Debra Frey at 6:40 p.m.

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

2. Discussion: Board of Education Procedural Analysis and Goal Development

3. Adjournment

MOTION: by Fitzgerald, seconded by Dean to adjourn the special meeting at 8:50 p.m.
AYES: Clorite, Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Wood
NAYS: None
MOTION CARRIED: 8-0

Submitted for approval at the May 15, 2012 Board of Education Meeting