

Board of Education Regular Meeting
Tuesday, July 17, 2012 7:00 PM Eastern

Town Campus Hammonasset Room
10 Campus Drive
Madison, CT 06443

- I. Call to Order / Attendance
- II. School / Community Session
 - II.A. Public Participation
- III. Superintendent's Report
 - III.A. Update: 2012-2013 Student Enrollment
- IV. Board Members' Comments
- V. Board Committees / Liaison Updates
 - V.A. Planning Committee
 - V.B. Personnel Committee
 - V.C. Policy Committee
 - V.D. Finance Committee
 - V.E. Ad Hoc Community Relations Committee
 - V.F. LEARN Liaison
- VI. Audience Reponse to Information Presented
- VII. Consent Agenda Ref. Bylaw #9540.2 and #9540.8)
 - VII.A. Bills Payable: 2011-12 \$412,037.16 and 2012-13 \$337,150.61
 - VII.B. Budget Expenditure Report as of 7/12/2012
 - VII.C. Donation: Donation of a batting cage by the Madison Baseball Booster Club to be installed on the Walter C. Polson Middle School / Daniel Hand High School baseball facility. Approximate value: \$7721
 - VII.D. Donation: Donation of 4 iPads to the students at Kathleen H. Ryerson Elementary School from Jacob's TEAM Foundation. Approximate value: \$2000.
- VIII. Action Item: Minutes of the June 26, 2012 Board of Education Meeting
- IX. Old Business
- X. New Business
- XI. Future Agenda Items
- XII. Meetings of Importance August 11, 2012 Board of Education Retreat August 14, 2012 Board of Education Finance Committee Meeting at 6:30 PM in Central Office Conference Room B August 14, 2012 Board of Education Meeting at 7:30 PM in the Town Campus Hammonasset Room
- XIII. Executive Session
 - XIII.A. Discussion: Personnel / Contract Negotiations
- XIV. Adjournment

**Madison Public Schools
Board of Education Meeting
June 26, 2012
7:30 p.m.
Town Campus Hammonasset Room**

Meeting Minutes

1. Call to Order / Attendance

The public meeting of the Board of Education was called to order by Chairman Debra Frey at 7:40 p.m.

Present: William Clorite; John Dean; Jean Fitzgerald; Debra Frey; Seth Klaskin; Pam Meier; Robert Ruggiero; Ryan Suerth; Cindy Wood.

Also present: Thomas Scarice, Superintendent of Schools; Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment; district administrators; community members.

2. School / Community Session

2.1. Public Participation

No comments were offered.

3. Executive Session

Present: William Clorite; John Dean; Jean Fitzgerald; Debra Frey; Seth Klaskin; Pam Meier; Robert Ruggiero; Ryan Suerth; Cindy Wood.

Also present: Thomas Scarice, Superintendent of Schools; Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment; Stephen Sedor, Esq.; Heather Dobson, Director of Human Resources.

MOTION: by Fitzgerald, seconded by Dean to enter Executive Session at 7:40 p.m. for the purpose of discussing the employment and / or dismissal of an employee of the Madison Board of Education, pursuant to Connecticut General Statutes Section 1-200(6)(A).

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

NAYS: None

MOTION CARRIED: 9-0

3.1. Personnel Matter

The employment and / or dismissal of an employee was discussed.

MOTION: by Dean, seconded by Meier to adjourn Executive Session at 8:10 p.m.

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

NAYS: None

MOTION CARRIED: 9-0

4. Superintendent's Report (Thomas R. Scarice)

4.1. Enrollment Update

Mr. Scarice reported that as of today there are 131 students registered for Kindergarten; an increase of 5 students since the June 5th Board of Education meeting. The enrollment projection for Kindergarten students was 108. In response to a question from Chairman Frey, Mr. Scarice reported that there are three morning sessions and 4 afternoon sessions of Kindergarten. He stated that the enrollment and class sizes will continue to be closely monitored.

4.2. Other

Mr. Scarice announced that Ms. Jill Hale, Polson Middle School Assistant Principal, has resigned her position and has been appointed to Principal of Guilford Lakes Elementary School in Guilford. He recognized Ms. Hale for her many contributions to the Madison Public Schools. He stated that although she will be sorely missed, he wished her well in her new position.

Chairman Frey stated that Ms. Hale has served the district well for many years and that her resignation is a loss to the Madison Public Schools. She added that she is very happy for Ms. Hale. Board members echoed Ms. Frey's sentiments.

5. Board Members' Comments

Chairman Frey discussed the need to schedule a Board of Education Retreat. Discussion ensued regarding the availability of Board members and the possibility of scheduling two evenings rather than one day. Chairman Frey asked Board members to notify her of dates when they are available.

6. Reports from Board Committees / Liaisons

6.1. Planning Committee

Members: Jean Fitzgerald, Chair
Bill Clorite
Pam Meier

Ms. Fitzgerald reported that the committee is scheduled to meet on June 27th to continue discussion about full day Kindergarten.

6.2. Personnel Committee

Members: John Dean, Chair
Cindy Wood, Vice Chair
Robert Ruggiero

Mr. Dean reported that contract negotiations with the Teamsters are in process and that the next meeting is scheduled on June 28th.

6.3. Policy Committee

Members: Seth Klaskin, Chair
Ryan Suerth
Cindy Wood

Atty. Klaskin reported that the committee met this evening prior to the Board of Education meeting to discuss the 2013-2014 School Year Calendar and the 2012-2013 Code of Conduct. In regard to the Code of Conduct, Atty. Klaskin explained that the Board of Education has historically ratified changes to the definitions in the Code of Conduct. He discussed that the recommended changes are a result of revisions to Board of Education policies that were approved by the Board of Education in 2011-2012 and changes to State Statutes. He discussed that although the Board prefers to review documents of this nature at two meetings, he recommended that the Board of Education take action on the definitions of the Code of

Conduct at this meeting to provide time for the schools to prepare and print handbooks before the beginning of the new school year.

Atty. Klaskin stated that a discussion at the retreat will include a potential revision to the Board of Education Bylaws to include the Ad Hoc Community Relations Committee as a Standing of the Board of Education.

6.4. Finance Committee

Members: Bill Clorite, Chair
Jean Fitzgerald
Cindy Wood

Mr. Clorite reported that as typical practice, there is a motion on the agenda to authorize the Finance Committee to close out the 2011-2012 budget.

6.5. Ad-Hoc Community Relations Committee

Members: Ryan Suerth, Chair
Pam Meier
Cindy Wood

Atty. Suerth reported that the committee is scheduled to meet on June 29th.

6.6. LEARN Liaison

Liaison: Robert Ruggiero

Mr. Ruggiero reported that he attended a meeting at LEARN on May 14th for a presentation provided by the Connecticut Association of Boards of Education (CABE) on Governor Malloy's education reform bill. He discussed some topics that concerned him such as the prerogatives of the Commissioner of Education and State Board of Education regarding low-performing school districts, the correlation between the District Reference Groups (DRGs) and economic conditions, and privatization of public education.

Chairman Frey reported that she and Mr. Scarice recently met with Mr. Robert Rader, Executive Director of CABE and discussed the localization issue. She strongly encouraged all Board of Education members to contact CABE in support of its position on these issues.

Discussion ensued about legislation and funding.

7. Audience Response to Information Presented

No comments were offered.

8. Consent Agenda (8.1 –8.6)

8.1 Bills Payable: \$869.95 (2010-11); \$1,106,129.43 (2011-12)

8.2 Line Transfers: \$371,476.58

8.3 Donation: \$4,000 to Island Avenue Elementary School to fund Cultural Arts programs from the Island Avenue School PTO (*Reference Policy #3281*)

8.4 Donation: \$15,000 to J. Milton Jeffrey Elementary School for the purchase of Smartboards from the J. Milton Jeffrey School PTO (*Reference Policy #3281*)

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

8.6 Request for Approval of Grant: Connecticut State Department of Education Carl D. Perkins Career and Technical Education Improvement Act of 2006, Secondary Basic Grant for period July 1, 2012 to June 30, 2013

MOTION: by Meier, seconded by Wood to approve the Consent Agenda as presented.

In response to a question from Mr. Clorite, Ms. Rutlin confirmed that Perkins grant funding on the whole is less than last year, resulting in less funding per district. She explained that the Madison Public Schools received more funding than most districts due to the work of Ms. Patricia Drew, Daniel Hand High School Career and Technology Education Teacher in applying for and receiving an innovations grant.

Atty. Klaskin expressed thanks and appreciation on behalf of the Board of Education for the “fantastic” donations to Island Avenue Elementary School and J. Milton Jeffrey Elementary School from their PTOs.

Mr. Clorite stated that in accordance with Board of Education policy, donations valued over \$1,000 must be approved by the Board of Education. Mr. Clorite asked that copies of the donation forms be included in the Consent Agenda exhibits in the future.

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

9. Action Item: Minutes of the June 5, 2012 Board of Education Meeting

MOTION: by Dean, seconded by Woods to approve the minutes of the June 5, 2012 Board of Education meeting as presented.
AYES: Clorite, Dean, Fitzgerald, Frey, Klaskin,
Meier, Ruggiero, Suerth, Wood
NAYS: None
MOTION CARRIED: 9-0

10. Action Item: Minutes of the June 14, 2012 Board of Education Special Meeting

MOTION: by Fitzgerald, seconded by Klaskin to approve the minutes of the June 14, 2012 Board of Education special meeting as presented.
AYES: Dean, Fitzgerald, Frey, Klaskin, Meier,
Ruggiero, Suerth, Wood
NAYS: None
Abstention: Clorite
MOTION CARRIED: 9-0

11. Action Item: 2013-2014 School Year Calendar

MOTION: by the Policy Committee to approve the 2013-2014 School Year Calendar as presented.

Atty. Suerth explained that although a community survey was conducted regarding the development of the 2013-2014 School Year Calendar and that there has been much discussion about the calendar in Policy Committee meetings, he felt it necessary to engage in discussion with the full Board of Education. Atty. Suerth and Atty. Klaskin reviewed the major changes in the calendar that include Columbus Day as a vacation day for students and a professional development day for teachers, replacing the week long February Break with Friday, February 14th and Monday, February 17th which allows for a later start day for students (August 28th) and maintains an early June end date (June 12th). Atty. Klaskin credited Ms. Wood

and Atty. Suerth for initiating and conducting the community survey. He stated that opinions from all constituencies were considered.

Discussion included the committee's interest in aligning the calendar with other districts and moving toward following the regional calendar to potentially derive benefits of regional professional development opportunities. In addition, the committee discussed that future calendars might combine the February and April Breaks into one break in March. Board members expressed their opinions.

Ms. Meier asked about the effect of the changes in the calendar to the educational program.

Mr. Scarice explained that the most important part in developing an educationally sound calendar is to schedule as many contiguous school days for students as possible. He noted that there are two solid blocks of contiguous school days in the calendar presented.

AYES: Dean, Fitzgerald, Frey, Klaskin, Meier,
Ruggiero, Wood
NAYS: Clorite, Suerth
MOTION CARRIED: 7-2

12. Action Item: 2011-2012 Budget Close-out

MOTION: by the Finance Committee to authorize the Finance Committee to complete line transfers and close out the 2011-2012 budget.
AYES: Clorite, Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Suerth, Wood
NAYS: None
MOTION CARRIED: 9-0

13. Action Item: 2012-2013 Code of Conduct

MOTION: by the Policy Committee to approve the 2012-2013 Code of Conduct

Atty. Klaskin again explained that changes to the definitions of the Code of Conduct are directly related to Board policy revisions and state legislation. After discussion, corrections to the document including a typographical error and policy naming error were made. Chairman Frey requested that Atty. Klaskin read into the minutes the final wording for the revisions to the definitions of the Code of Conduct. Atty. Klaskin read the following:

Electronic Communication Devices, Inappropriate Use of: The Board of Education supports the use of mobile and personal electronic devices as learning tools. Mobile and personal electronic devices such as smart phones, tablets, and laptops should be an integral part of the educational process. The Board encourages their appropriate use in the classroom or other school settings. Inappropriate use of personal electronic devices on school property is not allowed. The Board establishes that the use of mobile and personal electronic devices while at school, and school sponsored activities, is intended to support instruction and as a means of communication under approved circumstances. Use of mobile and personal electronic devices must not disrupt the classroom or harm others.

Technology, Inappropriate Use of School: Electronic communications systems which include, but are not limited to, the computers, computer systems, software, electronic access privileges, and networks are the property of the Madison Board of Education and are to be used only for those activities directly related to teaching, learning, and / or management of educational records and data. The equipment, infrastructure, and software are not to be used for personal gain by any student. The computers, computer systems, software, electronic access privileges, and networks provided by the Madison Board of Education shall not be modified or altered by individual users without the authorization of the Superintendent or his / her designee. All users are hereby made aware that all

information on the Madison Board of Education's, computer systems, software, and networks is in the public domain, unless specifically protected by the Connecticut Freedom of Information Act. Users should not assume that any information accessed or stored on the computers, computer systems or networks provided by the Madison Board of Education is private. The Madison Board of Education reserves the right to bypass any or all passwords to determine the activity on any or all of the computers, computer systems, software, electronic access privileges, and networks. The district shall provide student education about appropriate online behavior, including cyberbullying awareness and response, and how to interact with other individuals on social networking sites and in chat rooms. Parents are required to annually sign a grade level appropriate Network Use Agreement granting permission for their child to access network resources. Students who violate this policy will be subject to disciplinary action.

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

14. Action Item: Personnel Matter

MOTION: by Klaskin, seconded by Dean to approve the settlement agreement discussed in Executive Session, subject to the following conditions:

1. The employee who is the subject of this agreement must execute the settlement agreement and the irrevocable letter of resignation; and
2. The agreement shall be contingent upon the expiration of any revocation period contained within the agreement; and
3. Any payments due under the agreement shall be held pending the expiration of any revocation period; and
4. The employee who is the subject of this agreement shall sign the agreement and irrevocable letter of resignation prior to June 30, 2012.

Klaskin further moved, seconded by Dean that the Chairman of the Board of Education shall execute the written settlement agreement on behalf of the Board.

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

15. Old Business

No old business was discussed.

16. New Business

No new business was discussed.

17. Future Agenda Items

Ms. Meier requested a presentation about block scheduling including its efficiencies and trade-offs.

Ms. Rutlin explained that block scheduling has been in place at the elementary schools for the past eight years.

Mr. Scarice recommended that a discussion on block scheduling be incorporated into the “bigger picture” in terms of the Board of Education’s vision; perhaps in conjunction with reporting on full day Kindergarten and elementary school realignment.

Ms. Fitzgerald suggested that two Board of Education Retreats be scheduled; one in July and one in August. Discussion ensued.

18. Meetings / Dates of Importance:

Chairman Frey reviewed upcoming meeting dates.

DATE	EVENTS	TIME	LOCATION
June 27, 2012	Planning Committee Meeting	7:30 a.m.	Central Office Room B
June 27, 2012	Finance Committee Meeting	4:00 p.m.	Central Office Room B
June 28, 2012	Ad-Hoc Community Relations Committee	8:15 a.m.	Central Office Room B
July 17, 2012	Policy Committee Meeting	6:30 p.m.	Central Office Room B
July 17, 2012	Board of Education Meeting	7:30 p.m.	Town Campus Hammonasset Room

19. Adjournment

MOTION: by Dean, seconded by Fitzgerald to adjourn the meeting at 9:25 p.m.
AYES: Clorite, Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Suerth, Wood
NAYS: None
MOTION CARRIED: 9-0

Submitted for approval at July 17, 2012 BOE meeting.
msb