

- I. Call to Order / Attendance
- II. School / Community Session - 7:30 p.m.
 - II.A. Recognition of Staff: 2013 Madison Public Schools Teacher of the Year Peter Bizier, Dr. Robert H. Brown Middle School Social Studies Teacher
 - II.B. Recognition of Staff: 2013 Madison Public Schools Paraprofessional of the Year Maryann Kunst, Walter C. Polson Middle School Library Media Paraprofessional
 - II.C. Public Participation
- III. Board of Education Student Representatives' Report
- IV. Superintendent's Report
 - IV.A. Report of Findings: Full Day Kindergarten Research
- V. Board Members' Comments
- VI. Board Committees / Liaison Updates
 - VI.A. Planning Committee
 - VI.B. Personnel Committee
 - 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. Executive Session (Ref. Bylaw #9530)
- IX. Consent Agenda (Ref. Bylaw #9540.2 and #9540.8)
 - IX.A. Bills Payable: 2011-2012 Budget - \$25,616.56 and 2012-2013 Budget - \$327,245.58
 - IX.B. Line Transfers: \$97,971.69
 - IX.C. Donation of \$3,000 from the Dr. Robert H. Brown Middle School PTO to cover the cost of a cultural arts program for students in Grades 5 and 6, presented by Gerety Presentations
 - IX.D. District Consolidated Application ESEA Federal Grants: Title I Part A Improving Basic Programs Operated by Local Education Agencies and Title II, Part A Teacher and Principal Training and Recruiting
- X. Action Item: Minutes of the October 2, 2012 Board of Education Meeting (Ref. Bylaw #9540.8)
- XI. Action Item: Superintendent authorization to survey eligible certified employees regarding participation in a potential 2012 – 2013 Voluntary Early Retirement Incentive Plan providing three(3)years of service credit with the Connecticut Teachers' Retirement Board (TRB). (Reference Bylaw #9540.8)
- XII. Action Item: Agreement between the Madison Board of Education and the Teamsters Local 443 affiliated with the International Brotherhood of Teamsters (Ref. Bylaw #9540.8)
- XIII. Old Business

XIV. New Business

XV. Future Agenda Items: Teacher / Administrator Evaluation Plan and Town
Campus Learning Center

XVI. Meetings of Importance 10/18/2012 Finance Committee Meeting @ 7:30 AM -
Conference Room B 10/24/2012 Planning Committee Meeting @ 7:30 AM -
Conference Room B 11/1/2012 Finance Committee Meeting @ 7:30 AM -
Conference Room B 11/13/2012 Board of Education Meeting at 7:30 PM -
Hammonasset Room

XVII. Adjournment

MADISON PUBLIC SCHOOLS
FULL DAY KINDERGARTEN
PROGRAM RESEARCH

PRESENTED TO:

MADISON BOARD OF EDUCATION
OCTOBER 16, 2012

It's not just kindergarten

- Kindergarten is a critical year for all children
 - a year of transition from preschool programs or home to their first formal schooling
 - the start of a child's K-12 journey in our school
 - opportunity to lay important foundations to facilitate learning skills that will last them a life time..."how to do school"

History of Kindergarten Locations

1980 - 1987 Island Avenue School

1987 – 2000 Island Avenue and KH Ryerson

2000 - 2004 Town Campus Learning Center

2004 - 2013 J Milton Jeffrey School

History of Facilities Studies

- | | |
|-----------|---|
| 1995-1996 | Classrooms for Increasing Elementary Enrollment |
| 1995-1997 | Joint Facilities Review by the Board of Education and the Town of Madison
Seeking optimal (80-85%) utilization of all facilities |
| 1995-2003 | Added 26 Portable Classrooms to Schools |
| 2003-2004 | Decisions:
Convert Jeffrey to grades K-4
Convert Island Avenue and KH Ryerson to grades 1-4
Convert TCLC to Pre-School
Take Academy offline |

History of Facilities Studies (cont.)

2007- 2008	Continue 4-Building Model (includes TCLC); cost effective & no construction
2007-2009	Review Feasibility of Implementing Full Day Kindergarten during 2007 – 2012
2009-2010	Joint Facilities Review by the Board of Education and the Town of Madison
2012-2013	Review Feasibility of Full Day Kindergarten

Steps taken so far

- Comprehensive Administrative Review of:
 - Programmatic Options (Instructional, sites, models)
 - Financial Impact
 - Current Practices State-wide and Regionally
- Full Day Kindergarten Study Committee:
 - Review of Research
 - Development of Compelling Instructional Vision
- Building Level Administrative Input
- Kindergarten Teacher Input
- Parent Input (Parent Open Forum – September 27, 2012)
- Area Preschool Directors Input

Administrative Recommendation

- Implement a Full Day Kindergarten Program within a neighborhood model for the 2013-2014 school year
- Include this recommendation as a budget assumption for the upcoming budget deliberation process

Core Beliefs About Kindergarten

- Young children learn best through:
 - discovery, exploration and,
 - active learning, including structured and unstructured play
- The kindergarten environment must support a natural approach to learning where children are encouraged to:
 - ask questions, think, choose, analyze, interact, problem solve and take risks

Core Beliefs About Kindergarten

- **Balanced Curriculum:**
 - “workshop” instruction
 - “direct” instruction
 - projects, learning centers, student-centered activity
 - Integration of: art, music, physical education, and library media
- **Development of the “Whole Child”:**
 - Comprehensive program that honors the social/emotional development
 - Outdoor activity and physical movement

Why look at full day schedule?

- Research supports academic and social benefits of full day Kindergarten
- No increase in academic curriculum
- Continuity with grades 1 through 4
 - Curriculum/instructional improvement efforts will be more closely aligned K-4
- More time under the guidance of one classroom teacher for all students
 - Minimizes the volume of transitions currently experienced

Why look at full day schedule?

- Enhances opportunities to:
 - experience curriculum through developmentally appropriate pacing
 - provide a better balance of active and quiet periods to support a developmentally appropriate environment for early childhood learning
 - Provide meaningful socialization experiences while building self-confidence related to school
 - More time for differentiation and opportunities to extend and deepen curriculum experiences

Sample K Schedules (Examples ONLY)

Half-Day Schedule (8:15 – 11:00 a.m.)			Full Day Schedule (8:50 – 3:20 p.m.)		
8:15	Morning Routines Morning Meeting (Phonics)	30 min	8:50	Morning Routines	10 min
8:45	Mathematics	30 min	9:00	Morning Meeting /Reader's Workshop	45 min
9:15	Snack	15 min	9:45	Snack /Developmental Play Centers	30 min
9:30	Literacy Centers	30 min	10:15	Literacy /Writer's Workshop	45 min
10:15	Special (Art, Music, PE)	30 min	11:00	Math	45 min
10:45	Pack up and Read Aloud	15 min	11:45	Lunch/Recess	60 min
11:00	Dismissal		12:45	Read-Aloud/Rest	30 min
			1:15	Science/Social Studies	30 min
			1:45	Special (Art, Music, Library, PE, World Language)	40 min
			2:25	Multi-disciplinary explorations or Sensory Activities	40 min
			3:05	Closing/Pack Up	15 min
			3:20	Dismissal	

Surrounding Towns

In 2011, 73 public school districts, 7 Charter Schools and 11 Magnet Schools provided full-day kindergarten. Approximately 63% of Connecticut kindergarteners are enrolled in full-day programs.

Full-Day Kindergarten

Branford

Clinton

Lyme / Old Lyme

Old Saybrook

Region 13 (Durham and Middlefield)

Region 14 (Essex, Chester, Deep River)

Region 17 (Haddam and Killingworth)

Westbrook

Half-Day Kindergarten

Guilford

Madison

K-4 Enrollment History

08-09	09-10	10-11	11-12	12-13
K - 203	K - 167	K - 135	K - 143	K - 147
	Gr.1 - 230	Gr.1 - 188	Gr.1 - 163	Gr.1 - 176
		Gr.2 - 245	Gr.2 - 192	Gr.2 - 167
			Gr.3 - 256	Gr.3 - 203
				Gr.4 - 259

Grade K Class Size Distribution

2012-13 Actual Enrollment Half-Day Program						# Students
KAM ½ day	4 classes	17	17	17	17	68
KPM ½ day	4 classes	19	20	20	20	79
Total Grade K	8 classes					147

Board of Education Class Size Policy Grade K = 15 – 20 Students

Grade K Class Size Distribution

2013-14 Projected Enrollment Full-Day Program				# Students	
Island	2 classes	18	18	36	
Jeffrey	3 classes	19	18	18	55
Ryerson	2 classes	18	18	36	
Total Grade K	7 classes			127	

2013-2014 Salary /Benefits Projections

Staffing / Salaries	# Required	Cost
Classroom Teachers	3	\$178,197
Related Arts:		
Art	within existing staffing	
Music	within existing staffing	
PE & Health	within existing staffing	
World Language	additional teaching minutes	\$1,050
Special Education Teachers	within existing staffing	\$0
Instructional Paraprofessionals	3	\$49,010
Special Assignment Paraprofessionals	1	\$15,233
Elementary Assistant Principal	NA	(\$125,937)
Elementary Special Education Coord.	1	\$84,996
Total Salaries		<u>\$202,550</u>
Total Benefits		\$96,708
Total Salaries and Benefits		<u>\$299,258</u>

2013-2014 Other Salary /Benefits Budget Factors

Other Salary / Benefits Budget Factors	Budget Impact
Reduction in Force:	
2.0 Middle School FTE	(\$93,735)
Unemployment	(\$85,000)
Total Other Salary / Benefits Budget Factors	<u>(\$178,735)</u>
Total Projected Budget Salary Impact for full-day K	\$23,815
Total Projected Budget Salary and Benefits Impact for full-day K	\$120,523

Note: Salaries and benefits are based upon current (2012-13) rates.

Transportation Cost Projection

Contractual Bus Rates		2013-14	2014-15
Daily Rate per Bus		\$277.79	\$284.73
Annual Rate per Bus		\$50,835.57	\$52,105.59
Annual Fuel Cost Estimate per Bus		\$7,500.00	\$7,500.00
Full Day Kindergarten Buses	# Required	2013-14	2014-15
Buses	2	\$101,671.14	\$104,211.18
Fuel Cost Estimate	2	\$15,000.00	\$15,000.00
School Bus Aides			
Total		\$116,671.14	\$119,211.81

Note: Mid-day runs are currently included in the contract at no additional cost so no savings will occur from the discontinuation of mid-day runs. Additional buses will require parking relief – not in zoning permit to park additional buses at bus yard – space is needed at one school.

Additional Costs

Program Requirements	Cost
Playground Enhancements (Island and Ryerson)	\$15,000
Core Allocations (Full Day K)	\$7,000
Furniture Enhancements	<u>\$6,000</u>
Total Additional Costs	\$28,000

Summary of Projected Costs

Staffing	\$120,523
Transportation	\$116,671
Additional Costs	<u>\$28,000</u>
Total Projected Cost	\$265,194

Administrative Recommendation

- Implement a Full Day Kindergarten Program within a neighborhood model for the 2013-2014 school year
- Include this recommendation as a budget assumption for the upcoming budget deliberation process



Questions



Office of the Superintendent
Madison Public Schools
Madison, CT 06443

Donation (Cash / Property) to the Madison Public Schools

Completion of this form is required prior to the district's consideration of a proposed donation to the Madison Public Schools. This form is to be completed in its entirety and submitted to the building principal / assistant principal, Athletic Director, or Superintendent prior to receipt of any donated goods, services, or funds. Donations valued in excess of \$1,000 must be approved by the Board of Education. (Reference Policy #3281)

Date Form Completed: 9/25/12

Organization / Individual Making Donation: R.H. Brown School PTO

Address: 980 Durham Road, Madison, CT 06443
(Street, City, State, Zip)

Daytime Phone # (203) 245-6400

Description of Donation / Gift: Monetary Approximate Value: \$3,000.00

Recipient(s) of Donation (school, athletics program, etc.): Ed Gerety Presentation 10/10/12

Acknowledgments: (optional)

In honor of: _____

In memory of: _____

Acknowledgement Contact: _____

Acknowledgement Address: _____

This request cannot be acted upon before the building Principal / Assistant Principal, Athletic Director, or Superintendent has been consulted concerning this gift. Please provide the name of the person with whom you consulted.

Signature of Person Consulted: *Fulcrum Dejeu*

Are there conditions of use attached to the gift: Yes No

If yes, please explain conditions: _____

Are there installation costs, site preparation costs, labor costs, or equipment need for installation, etc? NA

If yes, who will be responsible for the costs? _____

What is the annual maintenance cost of the donation if any? (be specific) NA

Are there additional costs to the school district not indicated above? (be specific) NA

Ann Lefler
(Signature of Donor)

For Central Office Use Only

Accepted by Superintendent: *[Signature]*

Signature

10/8/12
Date

Accepted by Board of Education on: _____

Date

RECEIVED
OCT 5 2012
SUPERINTENDENT



GERETY PRESENTATIONS ENGAGEMENT CONTRACT

This agreement is by and between Gerety Presentations and:

Organization: Brown Middle School
Address: 980 Durham Road
City, State & Zip: Madison, CT 06443
Telephone: (203) 245-6400
Authorized Contact: Rebecca Roy
Presentation Date: 10/10/2012
Program Start Time: TBD
Description of Services: One, 50-Minute Assembly with Grade 5
One, 50-Minute Assembly with Grade 6
Speaker's Fee: \$3,000.00 Flat Fee

Please make check payable to: *Gerety Presentations, 4 Captain's Way, Exeter, NH 03833*
Social Security #003-72-0054


TERMS: Speaker's fee is to be paid upon completion of the program.

TERMS: a ten percent (10%) charge will be added to this fee if payment is not made to Ed at the time of engagement. Allow this contract to serve as the invoice for Ed's fee. Thirty days (30) or less notification of cancellation means that one hundred percent (100%) of the total fee listed above is due and payable immediately. Thirty-one days (31) or more notification of cancellation means that fifty percent (50%) of the total fee listed above is due and payable immediately. Cancellation due to weather conditions or similar acts of God will be immediately rescheduled under the same terms for delivery. **AUDIO OR VIDEO TAPING OF THE PROGRAM IS PROHIBITED.**

Special Arrangements:

For Keynote/Assembly: please provide a cordless OR hand-held microphone with 50 feet of cord.

This agreement is binding when signed by all parties hereto. The Representative, in signing this agreement, assumes liability for all fees and expenses.

BY: 
Gerety Presentations

BY: _____
Authorized Contact: Rebecca Roy

**** NOTE: This contract must be returned to Ed's office within 14 days
of the postmark to guarantee and hold the date specified**

Fax to: (603) 772-5416 or Mail to: 4 Captain's Way, Exeter, NH 03833

Gerety Presentations
4 Captains Way
Exeter, NH 03833

tel: 1.800.207.2580
fax: 603.772.5416
www.EdGerety.com

**Madison Public Schools
Board of Education Meeting
October 2, 2012
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 Frey at 7:30 p.m. Chairman Frey led the Pledge of Allegiance.

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

Also Present: Thomas R. Scarice, Superintendent, Anita L. Rutlin, Assistant Superintendent for Curriculum, Instruction, and Assessment, Heather Dobson, Director of Human Resources, and community members.

MOTION: by Wood, seconded by Clorite, to enter Executive Session at 7:30 for the purpose of discussing personnel matters.

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

NAYS: None

MOTION CARRIED: 8-0

2. Executive Session

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

Also Present: Thomas R. Scarice, Superintendent, Anita L. Rutlin, Assistant Superintendent for Curriculum, Instruction, and Assessment, and Heather Dobson, Director of Human Resources.

Discussion: Personnel Matters

MOTION: by Wood, seconded by Clorite, to adjourn Executive Session at 7:55 p.m.

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

NAYS: None

MOTION CARRIED: 8-0

3. School / Community Session

3.1. Public Participation

No comments were offered.

Student Representative's Report

Daniel Hand High School Student Representatives: Jane Butler
John Ovian

The order of the agenda was changed as the Student Representatives had not arrived.

4. Superintendent's Report

4.1. Report: October 1, 2012 Official Student Enrollment

Superintendent Scarice reported that as of October 1, 2012, the total in-district student enrollment in Grades K-12 is 3,332. He stated that the core allocations in the 2012-12 budget were calculated based on a projected enrollment of 3,210 and discussed the impact on the 2012-13 budget of the additional 122 students in regard to instructional supplies, textbooks, and the addition of a 0.5 FTE Kindergarten teacher. He noted that the biggest difference between the projected enrollment and the actual enrollment is at the Kindergarten level where 108 students were projected and 147 students actually enrolled. Superintendent Scarice spoke about the increase in the number of leases presented as proof of residency. He stated that significant conclusions regarding the increase in student enrollment from the projection cannot be determined at this time and that the district will continue projecting enrollment with the current methodology. Superintendent Scarice stated that there is a decrease in enrollment of 87 students from the 2011-12 school year; however, that number was expected to be 182.

5. Student Representative's Report

Daniel Hand High School Student Representatives: Jane Butler
John Ovian (not present)

Chairman Frey, on behalf of the Board, welcomed Jane Butler to the Board table as the Daniel Hand High School Student Representative.

Ms. Butler, a Daniel Hand High School Junior, reported:

Students are preparing to present the play, *Sherlock Holmes*. There are 68 cast members and 78 crew members involved in the production. Athletic teams have been very successful with winning records currently in football and boys and girls soccer. Ms. Butler reported that clubs are beginning to meet this week. She spoke about the Young Republican's Club and Young Democrat's Club in light of the upcoming presidential election. Ms. Butler reported that the Guidance Office has scheduled visits from many college and university representatives. She also described skits related to bullying that were performed by the Perspectives Club for students and parents at Polson Middle School.

Superintendent Scarice commented that he was present at one of the performances of the Perspectives Club and found it very inspiring. He thanked all of those involved.

5.1. Report: Out of State Field Trip Request

Superintendent Scarice reported that the Walter C. Polson Middle School Grade 8 chorus and musical theatre classes will have the opportunity to experience and study the elements of the Broadway musical "Phantom of the Opera" on October 24, 2012 when they travel to the Majestic Theatre in New York City.

5.2. Update: Superintendent's Brown Bag Lunch

Superintendent Scarice discussed that, in his effort to reach out to the community, he has met with the Rotarians and Lions and has scheduled "Brown Bag" lunches at Scranton Memorial Library on the last Friday of the month through December. He reported that approximately 20 people attended the September 28th "Brown Bag" lunch and that a wide range of topics were discussed including curriculum, budgets, and state mandates. Superintendent Scarice thanked the Scranton Memorial Library staff for hosting and helping to publicize the event.

5.3. Overview: State Guidelines for Teacher / Principal Evaluation

Superintendent Scarice stated that the new State of Connecticut guidelines for teacher and principal evaluation are the focus of discussion among educational leaders, teachers, and the community. He expressed concern that the full implications of the guidelines are not truly actualized or understood and discussed that the release of documentation by the State has heightened awareness of the significance of the new legislation. He noted that he recently met with six area superintendents who shared similar concerns and frustrations. Superintendent Scarice explained that this new legislation was targeted for districts that do not have a teacher evaluation plan and do not evaluate teachers. He discussed the following major areas of legislation of which the Board should be aware:

- Use of student assessment performance data for teacher evaluation

Superintendent Scarice reported that one half of the evidence of a teacher's evaluation is based on standardized assessment. He explained that the district may be required to purchase standardized assessments for subjects not included on the State test; i.e., related arts, which will impact school budgets. Superintendent Scarice stated that there is no value added for students.

- Administrator training and assessment in evaluating

Superintendent Scarice explained that the new legislation requires administrators to pass a State assessment in order to evaluate teachers. He noted that currently, in order to hold an administrator certification, an educator must complete requirements to evaluate teachers. Superintendent Scarice explained that, under the new legislation, if an administrator does not pass the State assessment, the administrator will not be able to evaluate teachers for a period of time, which could require a district to hire an outside evaluator in cases where schools have only one administrator. He questioned the legality of this requirement, the meaningfulness of outside evaluations, and discussed the budgetary impact. In addition, he explained that 40% of a teacher's evaluation is based on observation and discussed the burden on administrators of additional hours of teacher observation.

- Use of parent / peer survey instrument in evaluating staff

Superintendent Scarice reported that 10% of a teacher's evaluation will be based on parent and peer surveys. He explained that superintendents across the state are questioning the validity of such surveys. He noted that the purchase and / or development of surveys have budgetary implications.

- Teacher dismissal data

Superintendent Scarice explained that an additional category required for teacher dismissal is "ineffectiveness" which is determined by a pattern of summative ratings of which almost half are tied to standardized test scores.

Superintendent Scarice explained that he is in close contact with a district that is piloting the State's plan. He expressed concern that the components of the plan are ultimately harmful to students and discussed the "narrowing of curriculum" that has occurred in the State over the past ten years.

Discussion ensued with Board members expressing frustration regarding additional State mandates with no funding. Mr. Dean asked about the possibility of a waiver. Superintendent Scarice explained that districts will be permitted to submit a plan that will be reviewed by the State and accepted or rejected. He noted that the plan must be submitted by March 2013. Ms. Meier asked if the work of the Teacher Evaluation Committee has been halted due to the new guidelines. Superintendent Scarice explained that the committee continues its work and that an advisory council has been established to study the new guidelines and to make recommendations to the Teacher Evaluation Committee. Superintendent Scarice shared that he attended a meeting of superintendents facilitated by Thomas Mooney, a renowned education law attorney, who provided excellent information. Superintendent Scarice stated that a report will be provided to the Board on December 4, 2012.

5.4. Update: Madison Teacher Evaluation Committee

Superintendent Scarice explained that the Madison Teacher Evaluation Committee was formed to update the Madison Teacher Evaluation Plan months before there was any idea that the State would be developing guidelines for teacher evaluation. He reiterated that the State's plan is targeted at districts that do not evaluate teachers. The Madison Public Schools has evaluated teachers annually through a specific plan that has been periodically updated. The Teacher Evaluation Committee has been revising the plan and will continue its work. The final plan will be brought before the Board. Superintendent Scarice explained that under the new State guidelines, districts will be permitted to submit teacher evaluation plans independent of the specific plan developed by the State. He stated that Madison's plan will be "thoughtful, measured and lawful."

5.5. Overview: Superintendent's Advisory Council

Superintendent Scarice explained that the Superintendent's Advisory Council was recently formed to address the legislation that mandates the use of high stakes testing in teacher evaluation. To date, approximately 45 certified staff members from across the disciplines and across the grades have volunteered to participate on the council. The first meeting of the council is scheduled on October 4th. The council will research aspects of the State's teacher evaluation guidelines. Findings of the council will be presented to each faculty, the Teacher Evaluation Committee and the Board.

5.6. Discussion: 2013-2014 Budget Calendar

Superintendent Scarice reviewed 2013-2014 Budget Calendar (on file) which was reviewed by the Planning Committee and Finance Committee and is on agenda for action.

6. Board Members' Comments

No comments were offered.

7. Reports from Board Committees / Liaison

7.1. Planning Committee

Members: Jean Fitzgerald, Chair (not present)
Bill Clorite
Pam Meier

Ms. Fitzgerald, Planning Committee Chair, was absent so no report was given.

7.2. Personnel Committee

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

Mr. Dean, Personnel Committee Chair, reported that contract negotiations are ongoing with the Madison Education Association (MEA) and Teamsters. He noted that the negotiations team is scheduled to meet on October 3.

7.3. Policy Committee

Members: Seth Klaskin, Chair
Ryan Suerth
Cindy Wood

Mr. Seth Klaskin, Policy Committee Chair, reported that the committee, earlier this evening, reviewed the policy on class size in preparation for developing class size guidelines for Preschool. He explained that the Preschool Program had been administered by the Area Cooperative Education Services (ACES) in the past. The program is currently administered by the district, requiring the establishment of guidelines for class size. The committee also reviewed the definitions of excused and unexcused absences that were revised by the State in July and discussed potential revisions to current policies on attendance and truancy and in definitions included in student handbooks. Mr. Klaskin reported that a major project of the committee this year is to review the current bylaws of the Board and that each member of the Policy Committee has a portion of the bylaws to review. He asked the committee chairpersons for assistance in reviewing the bylaws and forwarding suggested revisions to the Policy Committee.

Chairperson Frey commented that there are some conflicts between bylaw and practice and asked committee chairs to discuss and review the bylaws related to subcommittees with their respective committees.

7.4. Finance Committee

Members: Bill Clorite, Chair
Jean Fitzgerald
Cindy Wood

Mr. Bill Clorite, Finance Committee Chair, reported that the \$45,000 Special Appropriation for the Special Education Reserve account was approved by the Board of Selectmen last week and will go before the Board of Finance at its next meeting. He also reported that the committee is discussing the impact of increased enrollment on the 2012-13 budget and may embargo some funds and / or delay some planned projects. He reported that included in the discussion regarding the 2013-14 budget is research on full day Kindergarten, the use of the Town Campus Learning Center (TCLC), and union contract negotiations.

7.5. Ad-Hoc Community Relations Committee

Members: Ryan Suerth, Chair
Pam Meier
Cindy Wood

Mr. Ryan Suerth, Ad-Hoc Community Relations Committee Chair complimented Superintendent Scarice on his efforts to meet with community members as was reported earlier in the meeting. He also complimented Ms. Meier

on the publication of the Board's newsletter, "The Board Bridge," and reported that the next issue will highlight school events and the work of the Board of Education.

Chairperson Frey noted that the newsletter will require information from committee chairs.

Superintendent Scarice discussed that a community forum / education summit is being planned to present the vision of the district and encourage community dialogue. He stated that it is important that the community have an understanding of the direction of the district, especially in regard to budget development.

7.6. LEARN Liaison

Liaison: Robert Ruggiero

No report

8. Audience Response to Information Presented

No comments were offered.

9. Consent Agenda

9.1. Bills Payable: 2011-12 Budget - \$86,366.58 and 2012-13 Budget - \$359,376.37

9.2. Line Transfers: \$189,314.35

9.3. Budget Expenditure Report as of September 27, 2012

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

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

NAYS: None

MOTION CARRIED: 8-0

10. Action Item: Minutes of the September 18, 2012 Board of Education Meeting

MOTION: by Dean, seconded by Klaskin, to approve the minutes of the September 18, 2012 minutes as presented.

AYES: Dean, Frey, Klaskin, Suerth, Wood

ABSTENTIONS: Clorite, Meier, Ruggiero

NAYS: None

MOTION CARRIED: 5-0

11. Action Item: Minutes of the September 25, 2012 Special Board of Education Meeting

MOTION: by Ruggiero seconded by Meier, to approve the minutes of the September 25, 2012 Special Meeting as presented.

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

ABSTENTIONS: Klaskin

NAYS: None

MOTION CARRIED: 7-0

12. Action Item: 2013-2014 Budget Calendar

MOTION: by the Finance Committee to approve the 2013-2014 Budget Calendar as presented.

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

NAYS: None

MOTION CARRIED: 8-0

Ms. Wood thanked the committee for developing the calendar which, she stated, helps to define the budget process.

13. Old Business

No old business was discussed.

14. New Business

No new business was discussed.

15. Future Agenda Items

The following items will be included in future agendas:

- Full Day Kindergarten Program
- Teacher / Administrator Evaluation Plan
- Town Campus Learning Center

16. Meetings / Dates of Importance:

Meetings / Dates of Importance	Date	Time	Location
Planning Committee Meeting	October 3, 2012	7:30 AM	Conference Room B
Finance Committee Meeting	October 4, 2012 Cancelled	7:30 AM	Conference Room B
Planning Committee Meeting	October 10, 2012	7:30 AM	Conference Room B
Policy Committee Meeting	October 16, 2012	6:30 PM	Conference Room B
Board of Education Meeting	October 16, 2012	7:30 PM	Hammonasset Room
CABE / CAPSS Convention	November 16, and 17, 2012	8:00 AM	Mystic Marriott

17. Adjournment

MOTION: by Dean, seconded by Wood, to adjourn the meeting at 9:32 p.m.

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

NAYS: None

MOTION CARRIED: 8-0

Submitted for approval at the October 16, 2012 BOE meeting.
msb