

# Board of Education Regular Meeting

Tuesday, June 5, 2007 7:30 PM

Dr. Robert H. Brown School, 10 Campus Drive , Madison, CT 06443

I. **Executive Session - Coordinators Conference  
Room (5:00 p.m.)**

II. **2007 Retiree Reception - Dr. Robert H. Brown  
School Cafeteria (5:30 p.m.)**

III. **Recognition of Retirees**

IV. **Executive Session - Coordinators Conference  
Room - 7:00 p.m.**

V. **School Community Session - Multipurpose Room -  
7:30 p.m.**

V.A. Recognition: Dr. Robert H. Brown School Math-a-  
thon (Kathryn Hart, Assistant Principal; Mary  
Rao, Math Teacher; Carissa Connell, Math Teacher;  
Richard Sangster, Student and Caroline Neighbors,  
Student)

V.B. Recognition: UCONN ECE Mathematics Teacher of  
the Year (Maureen Brown, Daniel Hand High School  
Mathematics Teacher)

V.C. Recognition: Board of Education Student  
Representatives (Jaff Cavallo and Emma Norris)

V.D. Public Participation

VI. **Superintendent's Report**

**Speaker(s):** Dr. H.  
Kaye Griffin

VI.A. Update: Drug and Alcohol Steering  
Committee Action Plans

**Speaker(s):** Drug  
Survey Steering  
Committee

VI.B. Update: Preliminary Budget Closeout 2006  
- 2007

**Speaker(s):** Dr. H.  
Kaye Griffin

VI.C. Update: Kindergarten Enrollment 2007 -  
2008

**Speaker(s):** Dr. H.  
Kaye Griffin

VII. **Board Member Comments**

VIII. **Distribution of Executive Summaries from  
Board Committees / Liaisons**

IX. **Audience Response to Information Presented**

X. **Consent Agenda (Items 10.1 - 10.6)**

X.A. Bills Payable: \$788,212.74

X.B. Line Transfers: \$61,560.84

X.C. Budget Expenditure Report as of 6.1.07

X.D. Donation: \$3,040 for J. Milton Jeffrey School  
Concert from Jeffrey School PTO (Reference Policy  
#3281)

X.E. Donation: \$2,000 for Dr. Robert H. Brown School  
Library Collection from Brown School PTO  
(Reference Policy #3281)

X.F. Textbook Adoption (University Physics, DHHS  
Calculus-based Advanced Placement Physics; Ni  
Hao, DHHS Mandarin Chinese I; Mathematics Beyond  
the Numbers, DHHS Discrete Math)

XI. **Action Item: Joint Task Force for the  
Prevention of Youth Substance Abuse**

XII. **Action Item: Madison Association of Educational  
Supportive Services (MAESS) Contract  
Ratification (Reference Bylaw#9540.2)**

XIII. **Action Item: Minutes 5.22.07 Meeting**

XIV. **Action Item: Minutes 5.29.07**

XV. **Old Business**

XVI. **New Business**

XVI.A. Future Meeting / Discussion: Elementary  
School Facilities

XVI.B. Textbook Adoption Preview

XVII. **Future Agenda Items**

XVIII. **Adjournment**

**2007 Retiree Reception  
Dr. Robert H. Brown School Cafeteria  
June 5, 2007  
5:30 p.m.**

**Honored Guests:**

<i>Janet Balsamo</i>	<i>Kathleen H. Ryerson School Language Arts Teacher</i>	<i>13 Years of Service</i>
<i>Melissa Barker</i>	<i>Island Avenue School Art Teacher</i>	<i>24 Years of Service</i>
<i>Brian Beard</i>	<i>Daniel Hand High School Technology Education Teacher</i>	<i>25 Years of Service</i>
<i>William Brucker</i>	<i>Dr. Robert H. Brown Middle School Science Teacher</i>	<i>37 Years of Service</i>
<i>Linda Burke</i>	<i>Kathleen H. Ryerson School Classroom Teacher</i>	<i>18 Years of Service</i>
<i>Charlene DeFrancesco</i>	<i>Kathleen H. Ryerson School Special Education Teacher</i>	<i>19 Years of Service</i>
<i>Julie Elting</i>	<i>J. Milton Jeffrey School Classroom Teacher</i>	<i>17 Years of Service</i>
<i>Ray Ezell</i>	<i>Daniel Hand High School Social Studies Teacher</i>	<i>19 Years of Service</i>
<i>Barbara Francese</i>	<i>Dr. Robert H. Brown School Social Studies Teacher</i>	<i>27 Years of Service</i>
<i>Carol Gill</i>	<i>Daniel Hand High School World Language Teacher</i>	<i>30 Years of Service</i>
<i>H. Kaye Griffin</i>	<i>Superintendent of Schools</i>	<i>19 Years of Service</i>
<i>Barbara Hanley</i>	<i>Walter C. Polson School Mathematics Teacher</i>	<i>22 Years of Service</i>
<i>Margaret Healy</i>	<i>J. Milton Jeffrey School Classroom Teacher</i>	<i>10 Years of Service</i>
<i>Glenda Hlousek</i>	<i>Walter C. Polson School Mathematics Teacher</i>	<i>34 Years of Service</i>
<i>Shirley Kiely</i>	<i>J. Milton Jeffrey School Classroom Teacher</i>	<i>24 Years of Service</i>
<i>Ann McEntire</i>	<i>Dr. Robert H. Brown and Walter C. Polson School Art Teacher</i>	<i>15 Years of Service</i>
<i>Shelia Ostrander</i>	<i>Walter C. Polson School Psychologist</i>	<i>30 Years of Service</i>
<i>Connie Piccione</i>	<i>Island Avenue School Classroom Teacher</i>	<i>18 Years of Service</i>
<i>Dianne Picone</i>	<i>Island Avenue School and Kathleen H. Ryerson School Reading Specialist</i>	<i>11 Years of Service</i>
<i>Jeanne Stein</i>	<i>Dr. Robert H. Brown School Principal</i>	<i>27 Years of Service</i>
<i>Susan Wylie</i>	<i>Daniel Hand High School Family &amp; Consumer</i>	<i>27 Years of Service</i>

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.

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Consent Agenda:

The following agenda items are designated as routine and appropriate for approval as a single action by the Board of Education, if so desired. A Board member may request removal of any item from the consent agenda for review and discussion.

Board of Education Meeting  
May 22, 2007  
Town Campus

Meeting Minutes

1. Call to Order / Attendance

The regular meeting of the Board of Education was called to order by Chairman Robert Hale at 6:35 p.m.

Present: Becky Coffey, John Dean, Debra Frey, Harriet Gowanlock (arrived at 6:40 p.m.), Robert Hale, David Youngerman.

Also present: Dr. H. Kaye Griffin, Superintendent.

MOTION: by Frey, seconded by Dean to enter Executive Session at 6:35 p.m. to discuss personnel issues.

AYES: Coffey, Dean, Frey, Hale, Youngerman.

NAYS: None

MOTION CARRIED: 5-0

2. Executive Session

Personnel issues discussed  
Contractual issues discussed.

MOTION: by Youngerman, seconded by Coffey to adjourn Executive Session at 7:20 ~~8~~ p.m.

AYES: Coffey, Dean, Frey, Gowanlock, Hale, Youngerman.

NAYS: None

MOTION CARRIED: 6-0

The public session of the Board of Education meeting was called to order by Chairman Robert Hale at 7:30 p.m. Chairman Hale led the Pledge of Allegiance.

Present: Becky Coffey, John Dean, Debra Frey, Harriet Gowanlock, Robert Hale, David Youngerman.

Also present: Dr. H. Kaye Griffin, Superintendent; Anita Rutlin, Assistant Superintendent for Curriculum, Instruction, and Assessment; district administrators; faculty; staff; students; community members.

3. School Community Session

3.1 Recognition: National School Nurses Day (May 9, 2007)

Dr. Griffin announced that May 9, 2007 was National School Nurses Day. She read a proclamation for School Nurses Day from Governor Jodi Rell. A certificate of recognition was presented to Joann Boulden, Program Coordinator of the School Health Program.

3.2 Public Participation

There were no public comments.

#### 4. Board of Education Student Representatives' Report

Emma Norris reported that the high school Chorus and Band concerts were held within the last two weeks. The Orchestra concert is scheduled for May 31<sup>st</sup>. Night of Songs 2007 is tomorrow and includes 22 acts. Donations from tickets will be given to a club helping Dafur in Africa. The spring athletic teams are competing in SCC Championships this week. AP testing was completed last week and the junior prom was held May 12<sup>th</sup>. The senior prom is scheduled for June 2<sup>nd</sup>.

#### 5. Superintendent's Report

##### 5.1 Progress Report: Curriculum Lab Project

Dr. Griffin commented that earlier in the year the Board approved a pilot curriculum laboratory for World Languages. The curriculum laboratory is a concentrated effort to revisit all programs by subject area and assess where the program is, develop a revised curriculum, develop a curriculum guide and recommend professional development.

Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment and Nancy Girald, Program Coordinator for World Languages gave a PowerPoint presentation to the Board on an update of the Curriculum Laboratory Project (on file).

The World Language Report of Findings (on file) was also presented to the Board.

##### 5.2 Overview: Summer Reading List – *Get a Clue @ Your Library*

The Board received a handout of the summer reading list called *Get a Clue @ Your Library*. Ms. Rutlin added that a supplementary reading list will be developed for special education students.

##### 5.3 Update: Kindergarten Enrollment 2007 - 2008

Dr. Griffin reported that Kindergarten enrollment for next year is currently at 175 students with a projected enrollment of 210 students.

#### 6. Board Members' Comments

Mr. Hale reported that a dedicated of the new softball fields will be held on Saturday, May 26<sup>th</sup> at 10:30 a.m.

Mr. Hale handed out a letter regarding an economic development strategy meeting and requested the attendance of a board member at the meeting.

##### 6.1 General Discussion: Special Topics Roundtable: Board of Education Liaisons to School

Mr. Hale commented that a number of years ago each school building was assigned a liaison from the Board of Education. This liaison was helpful with the communication process between the schools and the Board. He inquired whether the Board would be interested in re-instating the liaison program.

Mr. Dean questioned the role of the liaison. Mr. Hale responded that the liaison would be invited to some faculty meetings and PTO meetings and serve as a resource to the school on behalf of the Board.

It was the consensus of the Board to re-instate the school liaison program. Mr. Hale requested that interested Board members contact the Superintendent with the school they would like to serve as liaison.

#### 7. Board Committees / Liaison Updates

##### 7.1 Planning Committee

Ms. Frey reported that the Planning Committee has not met since the last Board meeting. She added that at the next meeting on June 5<sup>th</sup>, the Planning Committee will meet with a third security consultant.

7.2 Personnel Committee

There was no report from the Personnel Committee

7.3 Policy Committee

There was no report from the Policy Committee.

7.4 Finance Committee

Ms. Coffey reported that vote on the budget is taking place today.

7.5 LEARN Liaison

There was no report from the LEARN liaison.

8. Audience Response to Information Presented

There were no public comments.

9. Consent Agenda (Items 9.1 – 9.5)

9.1 Bills Payable: \$376,815.26

9.2 Line Transfers: \$21,778.85

9.3 State of Connecticut Department of Public Health SCOPE Grant Application July 1, 2007 – June 30, 2010

9.4 Acknowledgement: Out-of-State Travel for Daniel Hand High School Introduction to Fashion Retail Class

9.5 Connecticut State Department of Education Secondary Basic Grant Application for: Carl D. Perkins Vocational and Technical Education Act of 1998 – P.L. 105-332

MOTION: by Dean, seconded by Coffey to approve the consent agenda.

AYES: Coffey, Dean, Frey, Gowanlock, Hale, Youngerman.

NAYS: None

MOTION CARRIED: 6-0

10. Action Item: Superintendent Search Consultant Contract

MOTION: by Youngerman, seconded by Coffey to approve a contract between the Madison Board of Education and Goens/Esparo, LLC to conduct the Superintendent Search.

AYES: Coffey, Dean, Frey, Gowanlock, Hale, Youngerman

NAYS: None

MOTION CARRIED: 6-0

11. Action Item: Minutes 5.8.07 Meeting

MOTION: by Frey, seconded by Coffey to approve the minutes of the 5.8.07 meeting.

AYES: Coffey, Dean, Frey, Gowanlock, Youngerman.

NAYS: None

ABSTAIN: Hale

MOTION CARRIED: 5-0

12. Action Item: Minutes 5.14.07 Meeting

MOTION: by Youngerman, seconded by Dean to approve the minutes of the 5.14.07 meeting.

AYES: Coffey, Dean, Frey, Gowanlock, Hale, Youngerman.

NAYS: None

MOTION CARRIED: 6-0

13. Old Business

No old business was discussed.

14. New Business

No new business was discussed.

14.1 Textbook Adoption Preview

Ms. Rutlin presented the following textbooks for preview: University Physics (Daniel Hand High School Calculus-based Advanced Placement Physics); Nĩ Hào (Daniel Hand High School Mandarin Chinese I); and Mathematics Beyond the Numbers (Daniel Hand High School Discrete Math).

The textbooks will be available for review for the next two weeks.

15. Future Agenda Items

No future agenda items were discussed.

16. Adjournment

MOTION: by Dean, seconded by Gowanlock to adjourn the meeting at 8:40 p.m.

AYES: Coffey, Dean, Frey, Gowanlock, Hale, Youngerman.

NAYS: None

MOTION CARRIED: 6-0

Board of Education Special Meeting  
May 29, 2007  
Town Campus

Meeting Minutes

1. Call to Order / Attendance

The special meeting of the Board of Education was called to order by Chairman Robert Hale at 5:32 p.m.

Present: Becky Coffey, Debra Frey, Harriet Gowanlock, Robert Hale, Kathleen Rossini, Holly Sellers, David Youngerman.

MOTION: by Frey, seconded by Sellers to enter Executive Session at 5:32 p.m. to discuss personnel issues.

AYES: Coffey, Frey, Gowanlock, Hale, Rossini, Sellers, Youngerman.

NAYS: None

MOTION CARRIED: 7-0

2. Executive Session

Superintendent search process discussed.

MOTION: by Youngerman, seconded by Coffey to adjourn Executive Session at 7:40 ~~8~~-p.m.

AYES: Coffey, Frey, Gowanlock, Hale, Rossini, Sellers, Youngerman.

NAYS: None

MOTION CARRIED: 7-0

3. Adjournment

MOTION: by Youngerman, seconded by Coffey to adjourn the meeting at 7:40 p.m.

AYES: Coffey, Frey, Gowanlock, Hale, Rossini, Sellers, Youngerman.

NAYS: None

MOTION CARRIED: 7-0

Submitted for approval at the 6.5.07 BOE meeting.  
hgd

**Textbook Adoption Preview  
Board of Education  
June 5, 2007**

Science Explorer: From Bacteria to Plants

Prentice Hall Publisher

Grade 6 Science

Science Explorer: Electricity to Magnetism

Prentice Hall Publisher

Grade 8 Science

Science Explorer: Human Biology and Health

Prentice Hall Publisher

Grade 7 Science

Science Explorer: Inside Earth

Prentice Hall Publisher

Grade 7 Science

Science Explorer: Environmental Science

Prentice Hall Publisher

Grade 5 Science

Science and Technology for Children: Comparing and Measuring

National Science Resources Center Publisher

Grade 1

Leyendas Mexicanas

Glenco McGraw Hill Publisher

Daniel Hand High School Spanish 3