

# Board of Education Regular Meeting

Tuesday, December 7, 2010 7:30 PM

Town Campus Hammonasset Room, 10 Campus Drive , Madison, CT 06443

## I. Call to Order / Attendance

## II. Executive Session - 7:00 p.m.

II.A. Personnel Items

II.B. Legal Items

## III. School / Community Session - 7:30 p.m.

III.A. Public Participation

## IV. Board of Education Student Representatives' Report

**Speaker (s):** Andrew Chapman and Jessica Buller

## V. Superintendent's Report

**Speaker (s):** David J. Klein

V.A. Daniel Hand High School 2011-2012 Proposed Program of Studies \*DHHS PAW Groups to be Included in Presentation

## VI. Board Members' Comments

## VII. Board Committees / Liaison Updates

VII.A. Planning Committee

**Speaker (s):** Members: Debra Frey, Chair; Bill Clorite; Jean Fitzgerald

VII.B. Personnel Committee

**Speaker (s):** Members: John Dean, Chair; Pam Meier; Robert Ruggiero

VII.C. Policy Committee

**Speaker (s):** Members: Seth Klaskin, Chair; Jean Fitzgerald; Pam Meier

VII.C.1. Second Reading: Policy #6152, Grouping for Instruction

VII.D. Finance Committee

**Speaker (s):** Members: Bill Clorite, Chair; Jean Fitzgerald; Cindy Wood

VII.E. LEARN Liaison

**Speaker (s):** Liaison: Robert Ruggiero

## VIII. Audience Reponse to Information Presented

## IX. Consent Agenda (9.1 - 9.3) Ref. Bylaw #9540.2 and #9540.8)

IX.A. Bills Payable: \$38,543.16 (09-10); \$1,429,022.20 (10-11)

IX.B. Line Transfers: \$15,996.79

IX.C. Budget Expenditure Report as of November  
29, 2010

X. **Action Item: Minutes of the November 16, 2010  
Board of Education Meeting**

XI. **Old Business**

XII. **New Business**

XII.A. Textbook Adoption Preview (Dec. 7-21,  
2010) (Ref. Policy #6100.10)

XII.A.1. World Regions Series; The Americas,  
Europe and Russia, Southwest and Central Asia;  
Walter C. Polson Middle School; Holt McDougal,  
2012

XIII. **Future Agenda Items**

XIII.A. Update: RtI / SRBI (Tentative Date-  
January 2011)

XIII.B. Update: Elementary "Literacy How"  
Initiative (Tentative Date-February 2011)

XIII.C. NAVIANCE Presentation: Grades 5-8  
(February 2011)

XIV. **Meetings of Importance**

**Speaker(s) :**

Chairperson Coffey

XIV.A. December 15, 2010: Planning Committee  
Meeting; 7:30 a.m., Central Office Room B

XIV.B. December 21, 2010: Policy Committee  
Meeting; 6:00 p.m., Central Office Room B

XIV.C. December 21, 2010: Board of Education  
Meeting; 7:30 p.m., Town Campus Hammonasset Room

XV. **Adjournment**

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**Madison Public Schools  
Board of Education Meeting  
Central Office Room B  
December 7, 2010  
7:00 p.m. – 7:30 p.m.**

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**Executive Session Agenda**

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**1. Executive Session (7:00 p.m.)**

**1.A. Personnel Issues**

- **Status of Open Positions**

**1.B. Legal Issues**

**Adjournment (7:30 p.m.)**

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Board of Education Meeting  
November 16, 2010  
Meeting Minutes

1. The regular meeting of the Board of Education was called to order by Chairperson Coffey at 7:00 p.m.

Present: Becky Coffey; John Dean; Jean Fitzgerald; Debra Frey; Seth Klaskin; Pamela Meier; Robert Ruggiero; Cindy Wood

Also present: David Klein, Superintendent; Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment

2. Executive Session

MOTION: by Coffey, seconded by Meier to enter Executive Session at 7:00 p.m. to discuss personnel and legal issues.

AYES: Coffey, Dean, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Wood

NAYS: None

MOTION CARRIED: 8-0

Mr. Clorite entered the meeting at 7:05 p.m.

Personnel matters involving confidential issues were discussed.

Legal matters were discussed.

MOTION: by Ruggiero, seconded by Dean to adjourn Executive Session at 7:16 p.m.

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

NAYS: None

MOTION CARRIED: 9-0

The Public Session of the Board of Education meeting was called to order by Chairperson Coffey at 7:31 p.m. Ms. Coffey led the Pledge of Allegiance.

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

Also present: David Klein, Superintendent of Schools, Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment; District Administrators; staff; community members.

3. School / Community Session

3.1. Recognitions: American Education Week, November 14-20, 2010

- **Connecticut Association of Public School Superintendents (CAPSS) Superintendent / Student Leadership Award**

*Caroline Eisele*

*Connor Toohey*

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Superintendent Klein recognized two Daniel Hand High School students that have distinguished themselves as leaders in the school community. Caroline Eisele and Connor Toohey are the recipients of the Connecticut Association of Public School Superintendents (CAPSS) Superintendent / Student Leadership Award. Mr. Klein commented that these students have earned this distinction by virtue of their scholarship, leadership, service and citizenship in the Daniel Hand High School community.

Mr. Klein shared the following comments about Ms. Eisele and Mr. Toohey, and they were each presented with a Certificate of Recognition signed by Mr. Klein and Ms. Coffey.

### **Caroline Eisele**

*Caroline Eisele embraces the challenge of academic rigor by selecting Honors and Advanced Placement courses. As a result she has earned a spot as one of the top ten students in her class and membership in the National Honor Society. In her junior year she received the Smith Book Award, which recognizes a student who demonstrates academic achievement, leadership qualities, and concern for others.*

*Caroline has an impressive resume. She is very involved in Circle of Care, a local nonprofit dedicated to helping families with children who have cancer. She volunteers at the Yale New Haven Pediatric Oncology/Hematology Clinic. She has also taken on the cause of fund raising for Call to Care Uganda, by being instrumental in organizing two major events, Songs for Uganda and Kick for a Cause. Caroline has been a member of the team "Captain Grace and her Buccaneers" for the American Liver Walk fundraiser for ten years.*

*In school Caroline is a Peer Advocate who is involved in Perspectives, a program that teaches middle school students about anti-bullying and self-esteem. During her junior year, she mentored a sixth grade student, being a supportive role model. As a class leader, she has been a member of the Leadership Council for the past three years. She was selected by the Madison Rotary to attend United Nations day and the New Generations Conference. She is also a member of the Diversity Club and the Southern Connecticut Conference Diversity Dream Team.*

*If this were not enough Caroline is an exceptional athlete. She is a seasoned equestrian, being a founding member of the Regional Junior Board of the United States Pony Club. As well, she is a member of the Varsity Hockey Team, helping to run a camp for elementary students, and is a member of the Softball team.*

*To quote her teachers, Caroling is a superb student, conscientious, kind, talented and respectful, a wonderful student and person.*

### **Connor Toohey**

*Connor is described by his teachers as "a fantastic kid", focused, hardworking, enthusiastic, respectful, one who aims to please, and a student who likes and accepts a challenge.*

*Academically Connor has taken on the challenge by enrolling in our most rigorous Advanced Placement and UCONN early college experience courses in math, science, and English. He has proven himself to be up to the challenge being an honor roll student. Connor, as well, has been the recipient of the numerous prestigious academic awards: National Honor Society, Outstanding Achievement in Science, and Excellence in History awards. Most recently he received the St. Michael's College Award for overall academic achievement, character, and leadership.*

*Highlights of Connor's commitment to extracurricular activities include participation on the DHHS Baseball and Indoor Track teams. In community service Connor attended a Peer Tutorial Training Workshop and now tutors middle school students and peers. Connor founded and implemented the Madison Little League Home Plate Program by leading a food drive concurrent with the Madison Little League events resulting in over four hundred pounds of food donations for the Food Pantry.*

*One of Connor's most prestigious accomplishments was his recognition as the winner of the Madison Chamber of Commerce Entrepreneurial Challenge. Connor along with two friends has established a business, "Tiger Pause." This is a refreshment stand that is open daily to provide healthy snacks to DHHS athletes prior to and after*

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*practices and competitions. The steps that were required in establishing their business were followed through with poise, determination, and careful planning. In negotiating their contact in gaining school and community officials' approval they elected to have a portion of their profits go to the school's Student Assistance Fund.*

*According to one of Connor's teachers he is, "one of the top few students that I have encountered in my career relative to his outstanding work ethic, academic excellence, and concern for the well being of others."*

- **Education Support Professionals Day, November 17, 2010**

*Executive Board, Madison Association of Educational Supportive Services:*

*Allison Banks, Co-President*

*Roseanne Stysly, Co-President*

*Donna McLean, Vice President*

*Wendy Ruiz, Treasurer*

*Heidi Dennison, Business Manager*

Mr. Klein next stated that Education Support Professionals Day is Wednesday, November 17<sup>th</sup>. The Executive Board of the Madison Association of Educational Supportive Services was recognized on behalf of all support staff for their important contributions to the students of the Madison Public Schools. They were presented with a Certificate of Appreciation signed by Mr. Klein and Chairman Coffey.

### 3.2. Public Participation

None at this time.

### 4. Board of Education Student Representatives' Report (Andrew Chapman and Jessica Buller)

Ms. Buller was not present at the meeting. Mr. Chapman reported on the following:

- The National Honor Society Inductions took place last Wednesday, with 21 seniors being inducted.
- The Guidance Department held an open house on Financial Aid last Thursday.
- Fall sports are coming to a close:
  - Tonight the Girls Swim Team is at the State Finals;
  - Boys and Girls Soccer both lost in the State Tournament last week;
  - Girls Cross Country went to New England's last weekend
    - Sarah Cotton (junior) was named All New England after finishing 6<sup>th</sup>.
  - Field Hockey has made it to the semi-finals, though the game scheduled for tonight was postponed;
  - Still awaiting the start of the football State Tournament, as well as the Thanksgiving Day game.
- Trimester Final Exams begin this Friday, November 19<sup>th</sup>.

Ms. Coffey reported that she had attended the National Honor Society Induction and it was a wonderful evening. She commented that it is an extraordinary showcase for students and an opportunity for staff to highlight the special gifts of the student who choose them to speak on their behalf. She encouraged all Board members to attend one of these ceremonies if they are able.

### 5. Superintendent's Report

#### 5.1. Update: Student Enrollment

Mr. Klein reported that enrollment currently stands at 3,611, which is 35 students more than the ADS projection of 3,576. He reminded the Board that they had received copies of the ADS report at last weeks meeting.

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## 5.2. Overview: 2010 Madison Public Schools Veteran's Day Programs

Mr. Klein reported on the Veteran's Day Programs that took place in each of the school buildings last week. He stated that while there has been some discussion and debate about school being in session on Veteran's Day, he believes the events that took place in Madison over the course of the week were truly something to behold. He further commented that to see the celebrations first hand is to see that there is meaningful learning going on. Mr. Klein explained that there was a four day 'extravaganza', and the local veterans are very appreciative of the warm reception and recognitions they receive at each of our schools. Mr. Klein stated that he sees the Veteran's Day celebrations as something that will continue to get better. He thanked the Board of Education for their support of these efforts, and most importantly, the Veterans for their cooperation and participation.

Mr. Klein then read the following email, which was written by Mr. Larry Brundrett of VFW Post #2096 and sent to fellow VFW Post member, Mr. Ron Rusko:

*Hi Ron,*

*Even though we didn't make the "Big City" newspaper in New Haven, VFW Post #2096-MADISON will be completing 4 days of continuous visits etc. to each and every public school in Madison six (6) in all for its annual Veterans Day Ceremonial Events. We not only show ourselves and our colors, but also hold in class discussions with students from grade 2-12 in all of these schools. The program is an ongoing "cooperative" between us and the Madison Public Schools.*

*Also, due to (the district's) efforts in cooperation with Ray Hanley, Post Cmdr. and myself, we will be forwarding 3 Voice of Democracy Finalists, 3 Patriot's Pen Finalists, and one Teacher of the Year Nominee to the VFW District #2 Award Judging next week at Yalesville Post. This year was a "record year" for VOD essays with a total of 58 submitted for judging by our volunteer citizen judges all of last week.*

*I want to express my sincere appreciation to everyone who participates in all of these worthwhile VFW Sponsored programs and youth activities. THANKS!*

*Larry Brundrett  
Past Post Commander  
VOD-Patriot's Pen Post Chairman  
VFW Post #2096-MADISON*

## 6. Board Member Comments

Atty. Klaskin again congratulated the CAPSS Student Leadership Award winners, Ms. Eisele and Mr. Toohey, and commended them for their accomplishments, both in and out of school. He remarked that they are two of many exceptional students in the district.

Ms. Meier stated that she had attended the National Honor Society Induction and echoed that there are a great many remarkable students in Madison with many different gifts, and they are involved in many areas of choice.

Ms. Coffey reported that she is serving on a Town organized Ad Hoc Pension Study Committee. They are in the study phase at this point and looking into ways to better manage employee benefits, and they will review various retirement benefit models. Ms. Coffey reiterated that the Committee is only conducting a study at this point and there is no 'end game' at this time.

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## 7. Reports from Board Committees / Liaisons

### 7.1. Planning Committee

Ms. Frey noted that there are two recommendations on tonight's agenda that are voted on annually as part of the budget process. Once the projects are approved by the Board of Education, the recommendations will go to the Joint Facilities Review Committee before being forwarded on to other Town Boards for final approval.

Ms. Frey read the following from the recommendation pertaining to the projects to be funded through Planned and Cycled Maintenance:

The Planning Committee performs ongoing assessment of school facility needs in cooperation with the Superintendent, Director of Facilities and the Town Engineer. Projects are prioritized based upon need with emphasis placed on those items related to the health and safety of students and staff. Those projects that meet the criteria for the Planned & Cycled Maintenance Fund are placed on a projected, five-year schedule with annual approval required for those projects proposed for the upcoming fiscal year. One-year approval provides the flexibility that allows for uncomplicated adjustment of the long-term schedule should unanticipated needs arise.

Ms. Frey noted that the Planned & Cycled Maintenance schedule was included with the Board packet. She had no further comments on the schedule and stated that it outlines all the things that need to be done to keep our schools in good condition.

With regard to the recommendation pertaining to the Madison Capital Maintenance Fund (formerly LOCAP), Ms. Frey reported that the Town has not finalized the schedule but the three projects the Board of Education will vote to approve are the Phase 3 & 4 Replacement of the RH Brown School siding; Phase 3 of the RH Brown School DDC/HVAC Upgrade, and Pavement Maintenance and the Replacement of Boilers (3) at Walter Polson Middle School. Ms. Frey stated that she is not distributing a LOCAP schedule as it has not yet been finalized by the Town.

Ms. Frey stated that if there were any questions regarding these two recommendations, they would be discussed at the time the motions are read.

Ms. Coffey thanked Ms. Frey for her comprehensive report and the helpful documentation she provided.

### 7.2 Personnel Committee

No report.

### 7.2. Policy Committee

Atty. Klaskin reported that the Committee met tonight.

He pointed out that draft Policy #6152, Grouping for Instruction is on tonight's agenda for first reading. He asked all Board members to review the draft policy and direct any questions or comments to him, Mr. Klein or Ms. Rutlin. He stated that there was a typo in line 11 – the word 'excel' should be 'exceed'; this will be corrected before the next reading at the December 7<sup>th</sup> Board of Education meeting.

The Committee is in the early stages of reviewing a draft policy on Head Injuries compiled by Craig Semple, Director of Athletics; Donna Konarski, RN, MPS Health Services Coordinator; Cindy Twiss, Director of Student Services and Special Education; Mr. Klein and Ms. Rutlin. They will review the draft policy with the District's Medical Advisors relative to our current protocol and will take a look at regulations as well.

Atty. Klaskin next reported that they continue to gather data on sensible language for potential policies on staff and student use of social media.

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Finally, Atty. Klaskin stated that per a request from Ms. Meier, the Committee is in the homework stage of looking into the possibility of a policy on live animals in the classroom. He stated that a good deal of research is being done and the Committee will keep the full Board apprised.

7.4. Finance Committee

No report.

7.5. LEARN Liaison

Mr. Ruggiero reported that at a meeting last week there was a presentation on a magnet school that is a result of a partnership between LEARN and Goodwin College. The school is serving Grade 9 students this year who are mostly from urban areas and the intention is for the school to grow in the future. A large focus of the school is on the Connecticut River. Mr. Ruggiero commented that it was an interesting presentation and a good example of public (LEARN) and private (Goodwin College) sectors collaborating on a worthwhile project.

8. Audience Response to Information Presented

None at this time.

9. Consent Agenda

9.1. Bills Payable: \$19,259.50 (09-10) \$176,525.68 (10-11)

9.2. Line Transfers: \$147,308.36

9.3. Line Transfer: \$1,656.40 (Tabled on 11/09/10)

9.4. Donation: \$1,500 to J. Milton Jeffrey Elementary School for Smartboards from the Jeffrey PTO

9.5. Donation: \$5,355 to J. Milton Jeffrey Elementary School for field trips from the Jeffrey PTO.

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

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

NAYS: None

MOTION CARRIED: 9-0

Atty. Klaskin commented on the two very generous donations to J. Milton Jeffrey School Elementary School and expressed his appreciation to the Jeffrey PTO.

10. Action Item: Minutes of the November 9, 2010 Board of Education Meeting.

MOTION: by Klaskin, seconded by Fitzgerald to approve the minutes of the November 9, 2010 Board of Education Meeting.

AYES: Clorite, Coffey, Fitzgerald, Frey, Klaskin, Wood

NAYS: None

ABSTENTIONS: Dean, Meier, Ruggiero

MOTION CARRIED: 6-0

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11. Action Item: Approval of the K-12 Science Curriculum

MOTION: by Frey, seconded by Wood to approve the K-12 Science Curriculum as presented at the November 9, 2010 meeting.

Ms. Coffey stated again that she thought the presentation of the science curriculum was very interesting and she enjoyed it very much. She thanked the staff who worked on it, and in particular Mrs. Kathy Brooks, Mr. Paul Mezick and Mrs. Peggy Bell who presented on November 9<sup>th</sup> along with Ms. Rutlin.

Ms. Frey echoed Ms. Coffey's comments and stated that she was very impressed with the presentation.

Ms. Fitzgerald commented that she finds the continuity of the curriculum phenomenal.

Atty. Klaskin stated that he was impressed that teachers from all grades, K-12, had input on the new curriculum.

AYES: Clorite, Coffey, Fitzgerald, Frey, Klaskin, Wood  
NAYS: None  
ABSTENTIONS: Dean, Meier, Ruggiero  
MOTION CARRIED: 6-0

12. Action Item: Approval of the 2011-2012 schedule to be funded by the Madison Capital Maintenance Fund (formerly LOCAP)

MOTION: By the Planning Committee to approve the following school related projects for consideration in the 2011-2012 schedule to be funded by the Madison Capital Maintenance Fund (formerly LOCAP): Phase 3 & 4 Replacement of the RH Brown School Siding, Phase 3 of the RH Brown School DDC/HVAC Upgrade, Pavement Maintenance and the Replacement of the Boilers (3) at Walter Polson Middle School.

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

13. Action Item: Approval of the schedule of Madison Public School projects to be funded within the 2011-2012 Planned & Cycled Maintenance Fund.

MOTION: To approve the schedule of Madison Public School projects to be funded within the 2011-2012 Planned and Cycled Maintenance Fund.

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

14. Old Business

No old business was discussed.

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15. New Business

No new business was discussed.

16. Future Agenda Items

16.1. Presentation: Daniel Hand High School Program of Studies – December 7, 2010

16.2. Update: Daniel Hand High School PAW Groups – December 7, 2010

16.3. Update: RtI / SRBI (Tentative Date – January 2011)

16.4. Update: Elementary “Literacy How” Initiative (Tentative Date – February 2011)

16.5. NAVIANCE Presentation: Grades 5-8 (Tentative Date – February 2011)

17. Meetings of Importance

Ms. Coffey pointed out the meetings of importance on the agenda and in particular, the upcoming CABA / CAPSS Convention. She reminded the Board that they will receive the Level II Board of Distinction Award at 4:45 p.m. on Friday, November 20<sup>th</sup>. Mr. Klein stated that this is the second year the award has existed, and the second year Madison has received it, and congratulated the Board on earning this distinction.

18. Adjournment

MOTION: by Dean, seconded by Clorite to adjourn the meeting at 8:18 p.m.

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

NAYS: None

MOTION CARRIED: 9-0

Submitted for approval at the 12/07/10 Board of Education Meeting  
dmd

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