

Madison Public Schools Board of
Education Meeting
Tuesday, October 17, 2006 7:30 PM Eastern

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

- I. Call to Order / Attendance
- II. Executive Session 7:00 P.M.
- III. School Community Session 7:30 P.M.
 - III.A. Recognition of Staff: Connecticut Educational Media Association (CEMA) Administrator's Award (Anita Rutlin)
 - III.B. Public Participation
- IV. Board of Education Student Representative' Report
- V. Superintendent's Report
 - V.A. Discussion: Enrollment Projections (Applied Data Services Report)
 - V.B. Update: School Safety / Emergency Response Procedures
 - V.C. Update: Board of Education Strategic Plan
- VI. Planning Committee Report
- VII. Personnel Committee Report
- VIII. Policy Committee Report
- IX. Finance Committee Report
- X. LEARN Liaison Report
- XI. Board Members' Comments
- XII. Action Item: Amend Consent Agenda
- XIII. Action Item: Consent Agenda (Items 12.1 - 12.5)
 - XIII.A. Donation: Brown Middle School Student Planners (720)
 - XIII.B. Bills payable: \$526,586.96
 - XIII.C. Line Item Transfers: \$43,391.23
 - XIII.D. Beginning Educator Support and Training (BEST) Program Support
Teacher and Assessor Applications: Lauren Howard, Polson Middle School
World Language Teacher and Ricki Briggs, Brown Middle School
Computer Technology Teacher
 - XIII.E. Carl D. Perkins Innovation Grant Application for the period 7.1.06 -
6.30.07
- XIV. Action Item: Minutes: 10.3.06 Meeting
- XV. Action Item: 10.12.06 Retreat Minutes
- XVI. Action Item: Add Agenda Item - Interim Director of Special Education /
Student Services Appointment
- XVII. Action Item: Appointment of the Interim Director of Special Education /
Student Services
- XVIII. Old Business
- XIX. New Business
- XX. Future Agenda Items
- XXI. Adjournment

Donations(s) Over \$1,000
(Reference Policy #3281)

School: Dr. Robert H. Brown Middle School

Item: 720 Brown Middle School Student Planners

Value (If Known): \$3,000.00

Date Donated: 10/6/06

Donor Name: Brown School PTO

Donor's Address: 980 Durham Road, Madison, CT 06443

RECEIVED
OCT - 6 2006
SUPERINTENDENT

Accepted by Board of Education: Yes _____ No _____ Date: _____

Madison Public Schools
Board of Education Meeting
Town Campus
October 03, 2006

Meeting Minutes

The regular meeting of the Board of Education was called to order by Chairman Robert Hale at 6:30 p.m.

Present: Becky Coffey; John Dean; Harriet Gowanlock; Robert Hale, Diana Lynch; Kathleen Rossini; Atty. Holly Sellers; David Youngerman.

Also present: Dr. H. Kaye Griffin, Superintendent; Ms. Anita Rutlin, Assistant Superintendent for Curriculum, Instruction, and Assessment; Mr. Arthur Sickle, Manager of Administrative Services; Mr. Nick Caruso, Connecticut Association of Boards of Education Senior Staff Associate; Marilyn Bovee, Board Clerk.

Mr. Caruso provide a training session on **CABE-Meeting**, an online service designed to assist the Board and Superintendent in preparing and running Board of Education Meetings. Future agendas will be accessed via an Internet log-in for Board of Education members and via a link from the Madison Public Schools' website for the general public.

1. Executive Session

MOTION: by Lynch, seconded by Dean to enter Executive Session at 7:25 p.m. to discuss personnel issues.

AYES: Coffey, Dean, Gowanlock Hale, Lynch, Rossini, Sellers, Youngerman.

NAYS: None

MOTION CARRIED: 8-0

Personnel issues were discussed.

MOTION: by Rossini, seconded by Coffey to adjourn Executive Session at 7:45 p.m.

AYES: Coffey, Dean, Gowanlock Hale, Lynch, Rossini, Sellers, Youngerman.

NAYS: None

MOTION CARRIED: 8-0

The public session of the Board of Education meeting was called to order by Chairman Robert Hale at 7:48 p.m. Chairman Hale led the Pledge of Allegiance.

Present: Becky Coffey; John Dean; Harriet Gowanlock; Robert Hale Diana Lynch; Kathleen Rossini; Atty. Holly Sellers; 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.

2. School Community Session

2.A. Public Participation

No comments were offered.

3. Student Representatives Report

Mr. Cavallo introduced Ms. Emma Norris as the new student representative to the Board.

Mr. Cavallo and Ms. Norris reported that the Senior Picnic, hosted by the Senior Class Council, was held on September 22nd during periods 6, 7 & 8 followed by a pep rally; Ms. Britton distributed and reviewed CAPT scores with the Junior Class; School counselors have been meeting with Seniors to aid in the college application process; the Student Leadership Team had its organizational meeting last week; "Back-to-School" night was held on September 28; a second "Back-to-School" night is planned for the winter for parents to meet second trimester teachers.

4. Preview of Agenda for October 17, 2006 Information Share Session

4.A. Distribution: Enrollment Projections (Applied Data Services Report)

Dr. Griffin discussed that the official Oct. 1 enrollment has been forwarded to Applied Data Services for the enrollment projection report that will be distributed at the October 17th meeting.

4.B. Discussion: Board of Education Strategic Plan

5. Superintendent's Response to Board of Education's Requests for Information

5.A. Distribution: 2006-2007 Handbook for Student-Athletes, Parents, and Coaches

Ms. Patricia McCahill and Mr. Brian Gouin, Daniel Hand High School teachers and coaches, distributed copies of the 2006-2007 Handbook for Student-Athletes, Parents, and Coaches.

5.B. Report: Chinese Bridge for American Schools

Ms. Girald, World Language Program Coordinator, via a PowerPoint presentation, (on file) showed photos of schools in China that she had visited and discussed methodologies used in teaching English. The team visited with the Ministry of Education and discussed school reform in China.

Ms. Rutlin, via a PowerPoint presentation (on file), reviewed the similarities and differences in educational practices.

5.C. Overview: GASB 43/45 Actuarial Consulting Services Proposal

Dr. Griffin reported that the proposal is related to regulations of GASB 43/45 - the responsibility of municipalities to report the obligation of the liability of the health insurance plan for retirees. Ms. Bavin reported that the funding of this liability will be discussed in the future and that the intent of the assessment is to measure liability before employee is retired.

Chairman Hale discussed and the Board agreed to add the proposal to the agenda and take action to contract with Milliman Consulting Firm at a cost not to exceed \$9,500.

5.D. Update: Distribution of Working Copy of Framework for Strategic Plan

Dr. Griffin distributed and reviewed a packet of materials related to the Strategic Plan for the Board to review in preparation for its upcoming retreat on October 12.

6. Board Members' Comments

Ms. Coffey reported that concerns have been expressed to her from several parents about the change in the scheduling of high school parent-teacher conferences.

Dr. Griffin discussed that each parent received a letter from Ms. Britton explaining the new model for parent-teacher conferences that provides for communication between parents and teachers at any time, rather than once or twice

during the school year. She explained that parents are encouraged to initiate conferences and that teachers have time available each day to communicate with parents. Dr. Griffin advised parents who may have concerns to contact Ms. Britton.

Ms. Gowanlock stated that this is a positive change and will allow for more meaningful conversations with parents and teachers.

Dr. Griffin will provide more information to the Board at a future meeting.

7. Distribution of Executive Summaries from Board Committees and LEARN Liaison

Ms. Rossini distributed a schedule of substitute teacher pay rates that she received from LEARN.

8. Audience Responses to Topics Addressed in the Agenda

No comments were offered.

9. Business Session

9.A. Consent Agenda

9.A.1. Donation(s):

Donation: \$1,290 for Island Avenue School Library Collection
Donor: Island Avenue School PTO
Recipients: Island Avenue School Students

9.A.2. Bills Payable: \$66,510.41

9.A.3. Line Item Transfers: \$6,306.99

9.A.4. Budget Expenditure Report

9.A.5. Connecticut State Department of Education District Consolidated Application for ESEA Federal Grants 2006-2007

MOTION: by Coffey, seconded by Rossini to approve the Consent Agenda.

AYES: Coffey, Dean, Gowanlock Hale, Lynch, Rossini, Sellers, Youngerman.

NAYS: None

MOTION CARRIED: 8-0

9.B. Policy Action Items

9.B.1. Minutes: 9.19.06 Meeting

MOTION: by Rossini, seconded by Coffey to approve the minutes of the 9.19.06 meeting.

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

NAYS: None

ABSTENTIONS: Lynch

MOTION CARRIED: 7-0

9.B.2. Connecticut State Department of Education Addendum to Agreement for Child Nutrition Programs (ED-099) Healthy Food Certification Statement

MOTION: by Rossini, seconded by Sellers that the Board of Education elect not to participate in the voluntary healthy food certification and reimbursement components of Public Act 06-63 for the 2006-2007 school year and that the Board certifies that the Madison Public Schools will not meet said nutritional standards for that time period.

Mr. Arthur Sickle, Manager of Administrative Services explained that, per previous discussions, Madison Public Schools would not certify this component of Public Act 06-63 for the 2006-2007 school year to allow for implementation of the new point of sale system which will collect and analyze data relative to a la carte school lunch sales.

Discussion ensued and the Board agreed that it is prudent to choose not to participate at this time until data is collected through the point of sale system.

AYES: Coffey, Dean, Gowanlock Hale, Rossini, Sellers, Youngerman.
NAYS: None
MOTION CARRIED: 8-0

9.B.3. GASB 43/45 Actuarial Consulting Services presented by Milliman, Inc.

MOTION: by Coffey, seconded by Dean to approve the proposal presented by Milliman, Inc. with fees for services not to exceed \$9,500.

AYES: Coffey, Dean, Gowanlock Hale, Lynch, Rossini, Sellers, Youngerman.
NAYS: None
MOTION CARRIED: 8-0

9.B.4. Certified Administrator Resignation:

MOTION: by Sellers, seconded by Dean to accept the resignation of JoAnne Panicek, Director of Special Education / Student Services, effective no later than November 1, 2006.

AYES: Coffey, Dean, Gowanlock Hale, Lynch, Rossini, Sellers, Youngerman.
NAYS: None
MOTION CARRIED: 8-0

9.C. Old Business

Mr. Youngerman referenced the discussion about the substance abuse survey at a previous meeting. He distributed copies of an article from the NY Times about a survey that was completed that indicated that what parents believe is happening is not necessarily what is actually happening.

Dr. Griffin explained that the donation of twenty (20) drums and vests to Daniel Hand High School Band that was approved at the September 19 meeting with an approximate value of \$8,000 has an actual value of \$12,900 and asked that the Board approve the donation at the higher value.

It was the consensus of the Board to add this item to the agenda for action.

MOTION: by Coffey, seconded by Lynch to approve the donation of twenty (20) drums and vests valued at \$12,900 to the Daniel Hand High School Band by donors who wish to remain anonymous.

AYES: Coffey, Dean, Gowanlock Hale, Lynch, Rossini, Sellers, Youngerman.

NAYS: None

MOTION CARRIED: 8-0

Atty. Gowanlock expressed appreciation for the donation to the Daniel Hand High School Band and to the Island Avenue School Library Collection.

Atty. Sellers noted that policies slated for action were inadvertently omitted from the agenda but were included for review in the Board packet. She expressed appreciation to members of the Board who assisted with editing.

MOTION: by Sellers on behalf of the Policy Committee to adopt the following policies as presented:

#4030.5 Family and Medical Leave

#4118.4 Disabilities

#4031.1 Professional Development

#6153 Field Trips

AYES: Coffey, Dean, Gowanlock Hale, Lynch, Rossini, Sellers, Youngerman.

NAYS: None

MOTION CARRIED: 8-0

9.D. New Business

Dr. Griffin distributed and reviewed a listing of professional development activities that occurred today.

9.E. Future Agenda Items

Atty. Gowanlock discussed the recent tragedies at schools across the country. She requested an update of the school security plan.

Chairman Hale stated that specifics of the plan might need to be shared in an executive session to avoid breaching security issues.

MOTION: by Dean, seconded by Sellers to adjourn the meeting at 9:15 p.m.

AYES: Coffey, Dean, Gowanlock Hale, Lynch, Rossini, Sellers, Youngerman.

NAYS: None

MOTION CARRIED: 8-0

Submitted for approval at 10.17.06 BOE meeting.

msb

**Madison Public Schools
Board of Education Retreat
Town Campus
Hammonasset Room
October 12, 2006**

Meeting Minutes

1. Call to Order

Chairman Hale called the meeting to order at 4:00 p.m.

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

Also present: Dr. H. Kaye Griffin, Superintendent, Anita Rutlin, Assistant Superintendent, Kathi Traugh, Board of Selectmen

The Board of Education discussed and worked on developing its strategic plan.

The meeting was adjourned at 8:15 p.m.