

Board of Education Regular Meeting  
Tuesday, June 16, 2009 5:30 PM Eastern

Town Campus Hammonasset Room  
10 Campus Drive  
Madison, CT 06443

- I. Call to Order / Attendance
- II. Board of Education / Administration Workshop Session
  - II.A. Discussion / Final Review of the Code of Conduct
- III. Executive Session - 7:00 p.m.
  - III.A. Personnel Items
  - III.B. Legal Items
- IV. School Community Session- 7:30 p.m.
  - IV.A. Recognition: Staff of ACES / Town Campus Learning Center
  - IV.B. Public Participation
- V. Action Item: Appointment of Director of Special Education and Student Services
- VI. Superintendent's Report
  - VI.A. Governor's Prevention Partnership and Mentoring Program
- VII. Board Members' Comments
- VIII. Board Committees / Liaison Updates
  - VIII.A. Planning Committee
  - VIII.B. Personnel Committee
  - VIII.C. Policy Committee
    - VIII.C.1. Policy #4116, Alcohol, Drugs and Tobacco - Third Revision Reading
    - VIII.C.2. Policy #5090.7, Drugs, Alcohol, Tobacco, Inhalants, and Performance Enhancing Substances - Third Revision Reading
  - VIII.D. Finance Committee
  - VIII.E. Community Outreach Committee
  - VIII.F. LEARN Liaison
- IX. Audience Response to Information Presented
- X. Consent Agenda
  - X.A. Bills Payable: \$1,141,630.64
  - X.B. Line Transfers: \$147,653.69
  - X.C. Line Transfers - SPED External Placements: \$214,865.39
  - X.D. Request for removal of used books/equipment (Ref. Policy #3260)
- XI. Action Item: Minutes of June 2, 2009 Meeting
- XII. Action Item: Revised Policy #4116, Alcohol, Drugs and Tobacco (Ref. Bylaw #9630)
- XIII. Action Item: Revised Policy #5090.7, Drugs, Alcohol, Tobacco, Inhalants and Performance Enhancing Substances (Ref. Bylaw #9630)
- XIV. Action Item: Madison Public Schools Code of Conduct
- XV. Action Item: 2008-2009 Budget Close-Out
- XVI. Action Item: Contract Negotiation for Superintendent of Schools
- XVII. Old Business
- XVIII. New Business

XIX. Future Agenda Items

XX. Meetings of Importance

XX.A. June 30, 2009; Finance Committee Meeting, 8:30 a.m., Central Office  
Room B

XX.B. July 15, 2009; Planning Committee Meeting, 7:30 a.m., Central Office  
Room B

XX.C. July 21, 2009; Board of Education Meeting, 7:30 p.m., Town Campus  
Hammonasset Room

XXI. Adjournment

### 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.

Board of Education Meeting  
June 2, 2009  
Town Campus

Meeting Minutes

1. The regular meeting of the Board of Education was called to order by Chairman Hale at 7:02 p.m.

Present: Bill Clorite; Becky Coffey; Debra Frey; Harriet Gowanlock; Robert Hale; Seth Klaskin; Robert Ruggiero; Holly Sellers

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

2. Executive Session

MOTION: by Coffey, seconded by Frey to enter Executive Session at 7:03 p.m. to discuss personnel and legal issues.

AYES: Clorite, Coffey, Frey, Gowanlock, Hale, Klaskin, Ruggiero, Sellers

NAYS: None

MOTION CARRIED: 8-0

Personnel matters involving confidential issues were discussed.

Legal issues were discussed.

MOTION: by Klaskin seconded by Gowanlock to adjourn Executive Session at 7:15 p.m.

AYES: Clorite, Coffey, Frey, Gowanlock, Hale, Klaskin, Ruggiero, Sellers

NAYS: None

MOTION CARRIED: 8-0

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

Present: Bill Clorite; Becky Coffey; Debra Frey; Harriet Gowanlock; Robert Hale; Seth Klaskin; Robert Ruggiero; Holly Sellers

Also present: David J. Klein, Superintendent; Anita Rutlin, Assistant Superintendent for Curriculum, Instruction and Assessment district administrators; faculty; staff; students; community members.

3. Recognition of Retiree:

*Dr. Paul J. Sinicrope*

*Principal, Kathleen H. Ryerson Elementary School – 23 Years of Service*

Chairman Hale stated that it was a special evening, as Dr. Paul J. Sinicrope was being recognized as his retirement draws near. He remarked that Dr. Sinicrope is a very special employee of the Madison Public Schools and would be greatly missed by students and staff. Chairman Hale then turned the floor over to Superintendent Klein.

Mr. Klein welcomed Dr. Sinicrope as well as his children, Katie and Daniel, and stated that it was very special evening indeed. He commented that it seemed fitting that Dr. Sinicrope was the only employee retiring this year, in that he did not have to share the spotlight with anyone else. Mr. Klein stated that Dr. Sinicrope would be tremendously missed by all in the Madison Public Schools, not specifically for his work at Ryerson Elementary

School but for the fine person that he is. Mr. Klein read the comments in the program which were provided by Jeffrey School Principal Mona Goodman, Jeffrey Assistant Principal Rachel Weiss and Linnea Morettini, Executive Secretary at Kathleen H. Ryerson Elementary School.

Dr. Paul Sinicrope has been a fixture in the Madison Public Schools, and specifically Ryerson Elementary School for the past twenty-three years. He has fostered a positive atmosphere for faculty, students and parents. Paul has brought a compassion and earnestness to his role as principal that has been unparalleled.

Paul has become known for a quiet and collaborative style that exudes kindness and humility. He has created a safe environment for students which nurtures their learning and growth, while meeting each student's developmental and emotional needs. Those fortunate enough to have worked with Paul recognize that he holds a compassion and respect for the professionalism of others, and a desire to have others seen at their best. Ryerson School has been gifted by Paul's leadership that has been marked by the integration of integrity, dedication, magnanimity, openness, and creativity. These qualities have allowed Paul to create a sense of family and "we" that extends to the entire school community. Faculty, administration, parents and students lives have been touched by Paul's generous heart and consider themselves to be truly fortunate to have known him.

Paul takes an active role in all school related activities. Each year he hosts the annual back to school picnic in the fall, meeting parents and students and welcoming them to a new school year. The annual reading of The Polar Express with Dr. Sinicrope as the train conductor is a holiday favorite. He delights the students in March when the school celebrates Dr. Seuss' birthday and dines on 'green eggs and ham'. He has been instrumental in organizing the annual Ryerson Fun Fair, and even volunteers in the dunk tank – a student favorite!

Paul will be sorely missed by the Madison administrative team that he has been part of for so many years. He has distinguished himself as a leader among his colleagues working tirelessly on union contract negotiations, serving as advisor, friend, and guide. His generosity of time, spirit, and self over the years have been so very appreciated and valued.

Ryerson School and the Town of Madison are losing a talented and thoughtful educator. Paul leaves the Madison school system with a legacy of compassion, respect, trust, and educational vision. He has touched so many lives with a passion and purpose that has benefited the entire community. We wish Paul well as he enters the next phase of his life as he finds a renewed passion and purpose that leads him toward his next accomplishments.

Dr. Sinicrope was presented with a gift of appreciation from the Board.

Dr. Sinicrope thanked the Board and the Superintendent for their recognition and reflected on his 23 years of service to the Madison Public Schools. He stated that after two years of employment he and his family settled in Madison and they have never regretted that decision. Dr. Sinicrope remarked that his children are graduates of the Madison Public Schools and both went on to attend Syracuse University, for which their education in Madison had prepared them well.

Dr. Sinicrope stated that he was once given the advice to "hire competent people and let them do their job", which he always tried to follow. He complimented the staff at Ryerson for their competency and hard work, and stated that he was grateful for the work of Ms. Morettini, who always helped him juggle the many daily demands of an elementary school. He remarked on the rest of the administrative team, and stated that it was a pleasure to work aside them for so long.

He complimented the parents of the Ryerson community for their involvement in the school and their countless volunteer hours. Finally, Dr. Sinicrope remarked on the wonderful students who come through the doors each day with their enthusiasm, innocence and eagerness to learn, and stated that not a day goes by where the kids don't put a smile on his face.

### 3.1. Retiree Reception

The meeting was adjourned at 7:45 p.m. for a brief reception in Dr. Sinicrope's honor.

The meeting reconvened at 7:58 p.m.

## 4. School / Community Recognition

### 4.1. Recognition: Board of Education Student Representatives

- *Thomas Presti*
- *Anna Balakrishnan*

Mr. Presti was not present at the meeting but Mr. Klein expressed his appreciation to him and Ms. Balakrishnan for attending the Board of Education meetings to keep the Board apprised of what was happening at Daniel Hand High School. The Board had token gifts of appreciation for both students.

Finally, Mr. Klein commented that this would be the last meeting videotaped by Matt Smith, who will be graduating from Daniel Hand High School later this month. He thanked Mr. Smith for his service and wished him well as he heads to Temple University in the fall.

### 4.2. Public Participation

None at this time.

## 5. Board of Education Student Representatives' Report (Thomas Presti and Anna Balakrishnan)

Ms. Balakrishnan reported that the Senior prom is this coming Saturday, June 6<sup>th</sup>. There will be a mock crash for all seniors this Thursday and Friday to remind them of pre and post-prom transportation safety.

She next reported that the Orchestra concert was held last Thursday and the Choral concert is this coming Thursday at 7:30 p.m.

Finally, Ms. Balakrishnan reported that the following musical groups from Daniel Hand High School participated in a competition at Six Flags on Saturday, May 30<sup>th</sup>: Orchestra, Show Choir, Waes Haeil, and Encore, and all the groups won first place prizes in their respective categories.

## 6. Superintendent's Report

### 6.1. Update: 2009-2010 Enrollment Projection

Mr. Klein reported that enrollment for 2009-2010 currently stands at 3,569, with an ADS projection of 3,630, a differential of 61 students. Mr. Klein stated that he believes the balance resides in kindergarten, where enrollment is currently at 149 with an ADS projection of 174.

### 6.2. Food Services: Update on Food Services Contract and Optional Healthy Snacks Program

Mr. Klein next introduced Mr. Arthur Sickle, Director of Administrative Services, and Mr. Jason Wallace, Director of Food Services for Chartwells, Inc., the District's current food service provider.

Mr. Sickle thanked the Board for their time, and explained that the first item he wished to share with the Board was regarding an RFP for a food services provider, as the current contract with Chartwells, Inc. will expire soon. Three proposals were received, including one from Chartwells, and considered by a small committee. Mr. Sickle distributed a handout which provided an analysis of the data provided by each of the three companies, and stated that the committee recommended unanimously that Chartwells should be awarded the contract.

Discussion ensued and there was a question and answer session regarding the data provided, such as administrative fees and profit margins. Mr. Sickle stated that Chartwells had the lowest overall expenses and guaranteed a break even result regardless of food sales. Mr. Sickle spoke to the quality of Chartwells guarantee, as well as the quality of their management and overall corporate structure, and stated that he hoped the Board would vote to approve the Motion on the agenda to enter into a one year agreement with Chartwells with four optional one year renewals, which he explained is standard in the industry.

Mr. Sickle next reminded the Board that the District is required annually to consider participation in the State of Connecticut's Healthy Foods Program as it pertains to snacks served in school cafeterias. Mr. Sickle explained that the district would receive 10 cents per meal for agreeing not to offer certain food items. He stated that the District already abides by nutritional guidelines set forth by the State. Discussion ensued and Mr. Sickle addressed questions raised by Board members, and stated that after careful analysis he was recommending that the District once again opt out of the program and hoped the Board would support his recommendation when they voted on the Motion presented on the agenda.

Mr. Sickle thanked the Board for their time and attention.

#### 7. Board Member Comments

None at this time.

#### 8. Reports from Board Committees / Liaisons

##### 8.1. Planning Committee

The Committee has not met but has a meeting scheduled for the next morning. Ms. Frey stated that she will have a report at the next Board meeting.

##### 8.2. Personnel Committee

Mr. Dean was not present, but Chairman Hale reported in his absence that negotiations with the Teamsters are ongoing and it looks as if they will attain their goal and settle the contract by June 30<sup>th</sup>.

##### 8.3. Policy Committee

Ms. Gowanlock reported that the Committee had not met. It has been proposed that the entire Board and Administrative team be invited to the Policy meeting scheduled for June 16<sup>th</sup> in order to review the non-substantive, but important revisions to the Code of Conduct. She also referenced the two policies on tonight's agenda for second reading and stated that the intention was for the Board to act on these two policies, as well as the Code of Conduct, at their June 16<sup>th</sup> meeting.

###### 8.3.1 Policy #4116, Alcohol, Drugs and Tobacco – Second Revision Reading

###### 8.3.2 Policy #5090.7, Drugs, Alcohol, Tobacco, Inhalants and Performance Enhancing Substances – Second Revision Reading

##### 8.4. Finance Committee

Ms. Coffey reported that it appears that the District would end the year in the black. She stated that Ms. Dotty Bavin, Director of Finance, Mr. Klein and the entire administrative team are watching all accounts closely. She also reported that the District recently received a second payment from the State for Special Education excess cost reimbursements. This brings the total reimbursements for the year to over \$1 million for high cost services for Special Education Services.

Ms. Coffey also stated that she will make a request of the Board at their June 16<sup>th</sup> meeting to empower the Finance Committee to close out the budget for June 30<sup>th</sup>.

8.5. Community Outreach Committee

No report.

8.6. LEARN Liaison

No report.

9. Audience Response to Information Presented

None at this time.

10. Consent Agenda

10.1 Bills Payable: \$81,976.64

10.2 Line Transfers: \$80,326.35

10.3 Budget Expenditure Report as of May 28, 2009

MOTION: by Ruggiero, seconded by Klaskin to approve the Consent Agenda.

AYES: Clorite, Coffey, Frey, Gowanlock, Hale, Klaskin, Ruggiero, Sellers

NAYS: None

MOTION CARRIED: 8-0

11. Action Item: Minutes of May 19, 2009 Board of Education Meeting

MOTION: by Sellers, seconded by Gowanlock to approve the minutes of the May 19, 2009 Board of Education meeting.

AYES: Clorite, Frey, Gowanlock, Hale, Sellers

NAYS: None

ABSTENTIONS: Coffey, Klaskin

MOTION CARRIED: 6-0

12. Action Item: Minutes of May 26, 2009 Board of Education Special Meeting

MOTION: by Coffey, seconded by Frey to approve the minutes of the May 26, 2009 Board of Education Special meeting.

AYES: Clorite, Coffey, Frey, Gowanlock, Hale, Klaskin, Ruggiero, Sellers

NAYS: None

MOTION CARRIED: 8-0

13. Action Item: Food Services Agreement with Chartwells. Inc.

MOTION: by Frey, seconded by Clorite to allow the Superintendent (or his designee) to enter into a one year agreement with four optional one year renewals with Chartwells, Inc. for the purpose of managing the District's Food Service Program.

AYES: Clorite, Coffey, Frey, Gowanlock, Hale, Klaskin,  
Ruggiero, Sellers  
NAYS: None  
MOTION CARRIED: 8-0

14. Action Item: State of Connecticut Healthy Snacks Certification Program

MOTION: by Sellers, seconded by Klaskin to decline to participate in the State of Connecticut's Healthy Snacks Certification Program for the 2009-2010 School Year.

AYES: Clorite, Coffey, Frey, Gowanlock, Hale, Klaskin,  
Ruggiero, Sellers  
NAYS: None  
MOTION CARRIED: 8-0

15. Old Business

No old business was discussed.

16. New Business

No new business was discussed.

17. Future Agenda Items

18. Meetings of importance.

Chairman Hale referred to the list of upcoming meetings on the agenda.

At this time, there was a

MOTION: by Coffey, seconded by Gowanlock to enter Executive Session at 8:31 p.m. to discuss labor issues.

AYES: Clorite, Coffey, Frey, Gowanlock, Hale, Klaskin,  
Ruggiero, Sellers  
NAYS: None  
MOTION CARRIED: 8-0

Mr. Klein and Ms. Rutlin departed the meeting.

MOTION: by Ruggiero, seconded by Frey to adjourn Executive Session at 8:43 p.m.

AYES: Clorite, Coffey, Frey, Gowanlock, Hale, Klaskin,  
Ruggiero, Sellers  
NAYS: None  
MOTION CARRIED: 8-0

19. Adjournment

MOTION: by Coffey, seconded by Clorite to adjourn the meeting at 8:44 p.m.

AYES: Clorite, Coffey, Frey, Gowanlock, Hale, Klaskin,  
Ruggiero, Sellers  
NAYS: None  
MOTION CARRIED: 8-0

Submitted for approval at the 06/16/09 Board of Education Meeting  
dmd