

Board of Education Regular Meeting
Tuesday, December 15, 2009 7:30 PM Eastern

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. Recognitions: Connecticut Association of Schools Celebration of Connecticut Elementary Schools' Success
 - III.A.1. Island Avenue Elementary School, Paws and Read Program; Principal: Kathy Nutley; Cindy Armor; Pat Durante; Doreen Shirley
 - III.A.2. Kathleen H. Ryerson Elementary School, Math Intervention and Enrichment Program; Principal: Kelly Spooner; Sue Brinn; Donna Doraz; Alicia Dunbar; Wendy Flanders; Ruth Rose; Erin Smith; Lynn Voitans
 - III.B. Public Participation
- IV. Board of Education Student Representatives' Report
- V. Superintendent's Report
 - V.A. Update: Student Enrollment
- VI. Board Members' Comments
- VII. Board Committees / Liaison Updates
 - VII.A. Planning Committee
 - VII.A.1. Discussion: Establishment of Daniel Hand High School Girls' Golf Team
 - VII.B. Personnel Committee
 - VII.C. Policy Committee
 - VII.D. Finance Committee
 - VII.E. Community Outreach Committee
 - VII.F. LEARN Liaison
- VIII. Audience Response to Information Presented
- IX. Consent Agenda (9.1-9.3) Ref. Bylaw #9540.2 and 9540.8
 - IX.A. Bills Payable: \$2,520.09 (08-09); \$1,229,876.00 (09-10)
 - IX.B. Line Transfers: \$8,754.97
 - IX.C. Request for removal of used books / equipment (Ref. Policy #3260)
- X. Action Item: Minutes of the December 1, 2009 Board of Education Meeting
- XI. Action Item: Daniel Hand High School Program of Studies (Ref. Bylaw #9540.8)
- XII. Action Item: Establishment of a Daniel Hand High School Girls' Golf Team as a one year Pilot Program for the Spring 2010 season. (Ref. Policy #5100.9.6)
- XIII. Old Business
 - XIII.A. Discussion: Dates for Strategic Renewal and Board of Education Retreats
- XIV. New Business
- XV. Future Agenda Items

XVI. Meetings of Importance

XVI.A. January 5, 2010: Finance Committee Meeting, 6:00 p.m., Central Office Room B

XVI.B. January 5, 2010: Board of Education Meeting; 7:30 p.m., Town Campus Hammonasset Room

XVI.C. January 12, 2010: BOE / Administrative Strategic Plan Renewal Meeting, 5:00 p.m., Town Campus Hammonasset Room

XVII. 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
December 1, 2009
Town Campus

Meeting Minutes

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

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

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

2. Executive Session

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

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

NAYS: None

MOTION CARRIED: 8-0

Personnel matters involving confidential issues were discussed.

Legal issues were discussed.

MOTION: by Frey, seconded by Wood to adjourn Executive Session at 7:23 p.m.

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

NAYS: None

MOTION CARRIED: 8-0

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

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

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

3. School / Community Session

3.1. Public Participation

None at this time.

4. Board of Education Student Representatives Report
(Anna Balakrishnan and Andrew Chapman)

Ms. Balakrishnan reported on the following:

- The Show Choir Cabaret took place on November 15th. This was a sold out fundraiser for the Music Boosters.

- Homecoming is coming up on December 19th after being postponed due to the swine flu.
- The fall play, “Get Smart” starts this Thursday, December 3rd and continues through Saturday.

Mr. Chapman reported on the following:

- The second trimester has begun and is underway. All students have met with their PAW groups to discuss how the first trimester went.
- Winter Sports Night is coming up on Thursday, December 8th to officially begin the winter sports season. Some winter sports have begun this week.

5. Superintendent’s Report

5.1. Daniel Hand High School 2010-2011 Proposed Program of Studies

Mr. Klein welcomed Mrs. Barbara Britton, Principal of Daniel Hand High School and the Program Coordinators, who were present to provide the Board with an overview of the Program of Studies for 2010-2011. Mrs. Britton introduced the following Program Coordinators / Department Heads who were present at the meeting:

Jean Baker	Director of Guidance Services
Patricia Drew	Career and Technical Education
Nancy Girald	World Languages
Patrick Irlbeck	English
Doreen Mantilia	Mathematics
Paul Mezick	Science
Pam Rottier	Special Education

Mrs. Britton also introduced Assistant Principals Cynthia Schneider and Dan Zittoun. Mrs. Britton stated that there were very few significant changes to the Program of Studies, so their presentation would focus on happenings at Daniel Hand as well as new initiatives. Mrs. Britton, Mrs. Schneider and Mr. Zittoun introduced a Power Point presentation (on file) highlighting some of these points.

Mrs. Britton discussed two new course offerings for 2010-2011 – Robotics Engineering and Mandarin IV. She explained that there was a great deal of interest in the Robotics Engineering course and that Ms. Pat Drew, Program Coordinator for Career and Technical Education would speak more about that later in the presentation.

Mrs. Britton talked about the Mandarin IV course, stating as an example of the demand that currently 10 students are taking Mandarin III while there are 53 students enrolled in Mandarin 1.

The following courses are being removed from the Program of Studies due to declining interest and student enrollment:

Foundations of Latin
 Physics of Electronics
 Transportation Systems
 Entrepreneurship

Mrs. Britton reported on the status of curricula that has recently been approved (Physical Education and World Language); is pending (Mathematics and Science); and is currently in process (Social Studies, English and Art).

She then stated that the self-study process for NEASC re-accreditation has officially begun; the various committees have been formed and the team from NEASC (the New England Association of Schools and Colleges) will visit Daniel Hand in October 2011. She commented that members of the Board may be asked to serve on some of the sub-committees.

Mrs. Britton next outlined some of the recent initiatives taking place at Daniel Hand:

Building Relationships

- PAWs (Partnership for Advisement and for What's Happening)

Teachers teaching teachers

- 21st Century Skills
- Common and Formative Assessment

Mrs. Britton shared a very interesting presentation developed by Weymouth High School in Massachusetts that did an excellent job of illustrating the concept of 21st Century Skills.

Other

- Entrepreneur Challenge – Madison Chamber of Commerce
- Internships

To provide an example of an internship program offered, Mrs. Britton introduced Mr. Chris Pagliuco, Social Studies teacher at Daniel Hand.

Mr. Pagliuco recently led an Archeological Internship and had a series of slides (on file) that he shared with the Board showing students engaged in an archeological dig. The group worked in cooperation with Dr. Don Rankin, a local historian, and searched for Native American artifacts in an area where some have previously been found. This course was not part of the students' regular course load, and Mr. Pagliuco commented that he was impressed with the level of commitment of those who participated, as it was an intense experience. Students were assessed based on their attendance, reflection journals, presentation content and presentation style. Mr. Pagliuco expressed his gratitude to Dr. Rankin for sharing his knowledge and time with the group, and stated that it was an excellent experience for him as well.

Mrs. Britton then introduced Ms. Drew who spoke about the new Robotics Engineering course being offered for 2010-2011. Ms. Drew introduced a Power Point presentation (on file) and explained that Robotics is one of the fastest growing industries in the world. There is a large number of students interested and the time was right to offer this as a course and not just as a club. Ms. Drew illustrated the pathways for the Tech Ed curriculum, gave examples of some of the work currently being done by students at Daniel Hand and information about the Robotics Engineering course. This course will be offered to students in Grades 11 and 12.

Ms. Coffey and members of the Board thanked Mrs. Britton and her team for an interesting and informative presentation.

6. Board Member Comments

Ms. Coffey commented on the recent CABA / CAPSS Convention and stated that she thoroughly enjoyed the speakers on Friday and Saturday. She announced that the Board has received the newly created CABA Board of Distinction Award and distributed pins from CABA to each Board member. She also stated that the Board had once again received the CABA Leadership award, and Mr. Klein remarked that the plaques for both awards are proudly displayed in the Reception area at Central Office.

Ms. Coffey distributed a wallet sized brochure to each Board member titled "Highlights of the Connecticut Freedom of Information Act" and asked that they be reviewed and kept for reference.

Finally, Ms. Coffey stated that as members of the Board had attended different workshops at the CABA / CAPSS Convention, anyone who had collected materials that would be worth sharing with the Board should forward those materials to the Board Clerk to be copied and distributed.

Atty. Klaskin commented that he found the workshops at the convention to be very sensitive to the current economic climate. He suggested for anyone who attended a workshop directly related to the economy, materials gathered from those workshops might be especially worth sharing.

7. Reports from Board Committees / Liaisons

7.1. Planning Committee

Ms. Frey reported that the committee has not met and their next meeting is scheduled for December 9th. She stated that also on December 9th at 7:00 p.m. is the next Public Workshop of the Joint Facilities Review Committee and urged all interested community members to attend. She stated that the architectural firm, DRA, will be present to recap what has been learned since the study began, particularly with regard to Academy School, the Town Campus and the Scranton Library.

7.1. Personnel Committee

No report.

7.3. Policy Committee

No report. Atty. Klaskin stated that the committee will meet on the night of the second monthly Board of Education meeting beginning on January 19, 2010.

7.4. Finance Committee

Mr. Clorite reported that the new Finance Committee had held their first meeting earlier in the evening. They discussed the status of the 2009-2010 budget, as well as the budget under development for 2010-2011. With regard to the 2009-2010 budget, discussion ensued regarding a shortfall due to Special Education outplacements and also a possible reduction to the Excess Cost Grant reimbursement from the State. Superintendent Klein stated that he has already met with the Administrative team and they have been looking at all accounts, issuing embargoes and instituting other cost control measures in order to avoid having to ask for additional funds. He stated that it is far too early to know what, if any, the reduction to the state reimbursed funds will be but all accounts and expenditures are being watched very carefully. Mr. Clorite complimented Mr. Klein and the Administrative staff for doing an excellent job monitoring the budget and staying ahead of the curve.

7.5. LEARN Liaison

No report.

8. Audience Response to Information Presented

None at this time.

9. Consent Agenda

9.1. Bills Payable: \$370.95 (08-09); \$683,347.12 (09-10)

9.2. Line Transfers: \$8,852.39

9.3. Budget Expenditure Report as of November 25, 2009

9.4. Donation: \$1,125.00 to the Daniel Hand High School Guidance Department for the 2010 College Fair, by the DHHS APTS Group

MOTION: by Dean, seconded by Wood to approve the Consent Agenda.

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

NAYS: None

MOTION CARRIED: 8-0

Atty. Klaskin commented on the generous donation from the APTS Group to the Guidance Department at Daniel Hand.

10. Action Item: Minutes of November 17, 2009 Board of Education Meeting

MOTION: by Meier, seconded by Frey to approve the minutes of the November 17, 2009 Board of Education meeting.

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

NAYS: None

MOTION CARRIED: 8-0

11. Old Business

No old business was discussed.

12. New Business

Ms. Coffey distributed a combined schedule of all Board of Education and Sub-Committee meetings for the remainder of the year, and the schedule will also be emailed to all Board members. She also asked the Board members to watch for an email with potential dates for the Strategic Renewal and Board of Education Retreat meetings.

13. Future Agenda Items

No future agenda items at this time.

14. Meetings of importance.

Ms. Coffey referred to the list of upcoming meetings on the agenda.

15. Adjournment

MOTION: by Dean, seconded by Fitzgerald to adjourn the meeting at 8:32 p.m.

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

NAYS: None

MOTION CARRIED: 8-0

Submitted for approval at the 12/15/09 Board of Education Meeting
dmd