

Board of Education Regular Meeting  
Tuesday, September 4, 2012 7:30 PM Eastern

Town Campus Hammonasset Room  
10 Campus Drive  
Madison, CT 06443

- I. Call to Order / Attendance
- II. School / Community Session
  - II.A. Public Participation
- III. Superintendent's Report
  - III.A. Opening of School Report
  - III.B. Update: 2012-2013 Student Enrollment
- IV. Board Members' Comments
- V. Reports from Board Committees / Liaisons (Board of Education Chairman is Ex-Officio Member of all Committees.)
  - V.A. Planning Committee Members: Jean Fitzgerald, Chair; Bill Clorite; Pam Meier
  - V.B. Personnel Committee Members: John Dean, Chair; Cindy Wood, Vice Chair; Robert Ruggiero
  - V.C. Policy Committee Members: Seth Klaskin, Chair; Ryan Suerth; Cindy Wood
  - V.D. Finance Committee Members: Bill Clorite, Chair; Jean Fitzgerald; Cindy Wood
  - V.E. Ad-Hoc Community Relations Committee Members: Ryan Suerth, Chair; Pam Meier; Cindy Wood
  - V.F. LEARN Liaison Liaison: Robert Ruggiero
- VI. Audience Response to Information Presented
- VII. Consent Agenda (Reference Bylaw #9540.2 and #9540.8)
  - VII.A. Bills Payable
  - VII.B. Budget Expenditure Report
  - VII.C. Line Transfers: Salary Reconciliation Line Transfers: \$314,029.84
  - VII.D. Donation: \$4,995 from the Ryerson Elementary School PTO to purchase a SmartBoard to be installed in Room 12 at Ryerson Elementary School
- VIII. Minutes of the August 11, 2012 Board of Education Retreat
- IX. Minutes of the August 14, 2012 Board of Education Meeting
- X. Deed of Gift of Nineteen Photographs of Academy Elementary School Students-Faculty to the Charlotte L. Evarts Memorial Archives, Inc.
- XI. Old Business
- XII. New Business
- XIII. Future Agenda Items
- XIV. Meetings / Dates of Importance: 9/5/2012 Finance Committee Meeting  
9/12/2012 Planning Committee Meeting 9/18/2012 Policy Committee Meeting  
9/18/2012 Board of Education Meeting 9/25/2012 Special Board of Education Meeting  
9/26/2012 No School - Yom Kippur Holiday 11/16 & 17/2012 CABE / CAPSS Con
- XV. Adjournment



Office of the Superintendent  
 Madison Public Schools  
 Madison, CT 06443

### Donation (Cash / Property) to the Madison Public Schools

RECEIVED  
 AUG 14 2012  
 SUPERINTENDENT

Completion of this form is required prior to the district's consideration of a proposed donation to the Madison Public Schools. This form is to be completed in its entirety and submitted to the building principal / assistant principal, Athletic Director, or Superintendent prior to receipt of any donated goods, services, or funds. Donations valued in excess of \$1,000 must be approved by the Board of Education. (Reference Policy #3281)

Date Form Completed: 8/14/2012

Organization / Individual Making Donation Ryerson School PTO

Address: 982 Durham Road, Madison, CT  
 (Street) (City, State, Zip)

Daytime Phone # \_\_\_\_\_

Description of Donation / Gift: Check Approximate Value: 4995.00

Recipient(s) of Donation (school, athletics program, etc.): Ryerson School

How will this gift be used? To purchase a Smartboard to be installed in room 12

Acknowledgments: (optional)

In honor of: \_\_\_\_\_

In memory of: \_\_\_\_\_

Acknowledgement Contact: Ryerson PTO

Acknowledgement Address: 982 Durham Road, Madison, CT 06443

**This request cannot be acted upon before the building Principal / Assistant Principal, Athletic Director, or Superintendent has been consulted concerning this gift. Please provide the name of the person with whom you consulted.**

Signature of Person Consulted: *Kelly K. Spooner*

Are there conditions of use attached to the gift: Yes  No

If yes, please explain conditions: \_\_\_\_\_  
 \_\_\_\_\_

Are there installation costs, site preparation costs, labor costs, or equipment need for installation, etc? Yes

If yes, who will be responsible for the costs? Included in price quote/donation

What is the annual maintenance cost of the donation if any? (be specific) approx \$300 per year for consumable supplies

Are there additional costs to the school district not indicated above? (be specific) NO

(Signature of Donor) \_\_\_\_\_

For Central Office Use Only  
 Signature: *[Signature]*  
 Date: \_\_\_\_\_

Date: 8/27/12

Accepted by Superintendent: \_\_\_\_\_

Accepted by Board of Education on: \_\_\_\_\_

# RnB Enterprises, Inc.

15 Commerce Road  
Newtown, CT 06470

Telephone: (800) 998-8865 or (203) 426-3679

Fax: (203) 426-1691

www.RnBEnterprises.com

State of Connecticut A/V Contract Holder - #10PSX0104  
New York State PC #21273-E Group 38806  
Eastern Suffolk BOCES AV Bid #2010-011-0715  
Southern Westchester BOCES #2010-011-C02

State of Connecticut Certified Small Business Enterprise

July 31, 2012

Mr. Arthur Sickle  
Madison Public School District  
P O Box 71  
10 Campus Dr  
Madison, CT 06443  
**(203)245-6314**

RE: Price **Quote#073112AS-01REV\*Please refer to this quote # when preparing PO!**

Dear Arthur, below, please find the quote you requested for **Ryerson School.**

<b><u>Qty.</u></b>	<b><u>Item Description</u></b>	<b><u>Your Price</u></b>
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**Ryerson School:**

**Room 12:**

1	Optoma LCD Projector, XGA Resolution, 2800 lumens, up to 4000 hour lamp life on whisper mode, close captioned Model EDX452-BKT	\$ 799.00
1	SMART Technologies 77" Smartboard with new hard surface and gesture recognition <b>SB-X880</b>	\$1,995.00
1	Projector mount package including bracket, threaded pipe, strut adapter and ceiling flange kit Model #PJC-XXX	\$269.00ea
1	USB to CAT 5 extender	\$148.00ea
1	25' plenum cable package with VGA amplifier splitter and custom wall plate for VGA, PC Audio as well as CAT 5 for smartboard basic 12' wiremold with external box	\$319.00ea
1	Smart Buildout bracket From Peerless	\$160.00ea
1	Wiremold	\$110.00ea
1	Installation of projector & SMARTBoard* including all cables necessary for proper usage	<u>\$1,195.00ea</u>

**Ryerson Total:** **\$ 4,995.00**

I would like to thank you for giving RnB Enterprises, Inc. the opportunity to quote you on the above listed items. Our goal is to provide you with the products and information that help you to succeed. Should you have any questions regarding this quote or any other A/V pricing needs, please feel free to contact me at (800) 998-8865 or e-mail me at Sales@RnBEnterprises.com.

Sincerely,  
*Debbie Ingala*  
Inside Sales  
di

**Please Note:** RnB has a licensed E1 Electrician on staff, CT License # 190400, should you require any electrical installation to accompany your Audio-Visual needs.

**Madison Public Schools  
Board of Education Retreat  
August 11, 2012  
Town Campus Hammonasset Room**

**Retreat Minutes**

**1. Call to Order / Attendance**

The Board of Education Retreat was called to order by Chairman Debra Frey at 9:00 a.m. Chairman Frey led the Pledge of Allegiance.

Present: Bill Clorite; Jean Fitzgerald; Debra Frey; Pam Meier; Robert Ruggiero; Ryan Suerth; Cindy Wood.

Also present: Thomas Scarice, Superintendent of Schools; Anita Rutlin, Assistant Superintendent for Curriculum, Instruction, and Assessment, and Nick Caruso, Connecticut Boards of Education Staff Associate.

**2. Presentation: Board of Education Roles and Responsibilities**

Presenter: Nick Caruso, Connecticut Association of Boards of Education  
Staff Associate

9:10 a.m. – Atty. Seth Klaskin enters.

**3. Discussion: Establishment of a District Vision**

Facilitator: Thomas Scarice, Superintendent of Schools

**4. Adjournment**

The meeting was adjourned at 3:05 p.m.

Respectfully submitted,

Debra Frey  
Board Chair

Submitted for approval at 9/4/2012 meeting.

**Madison Public Schools  
Board of Education Meeting  
August 14, 2012  
7:30 p.m.  
Town Campus Hammonasset Room**

**Meeting Minutes**

**1. Call to Order / Attendance**

The public meeting of the Board of Education was called to order by Chairman Frey order at 7:35 p.m. Chairman Frey led the Pledge of Allegiance.

Present: William Clorite; Jean Fitzgerald; Debra Frey; Seth Klaskin; Pamela Meier; Robert Ruggiero; Ryan Suerth; Cindy Wood.

Also present: Thomas Scarice, Superintendent of Schools; Anita Rutlin, Assistant Superintendent for Curriculum, Instruction, and Assessment; Cynthia Twiss, Director of Special Education and Student Services; district administrators; community members.

**2. School / Community Session**

**2.1. Public Participation**

No public participation occurred at this meeting.

**3. Superintendent's Report**

**3.1. Update: 2012-2013 Student Enrollment**

Mr. Thomas Scarice, Superintendent of Schools, reported that as of today 145 students are officially registered for Kindergarten with another two children pending enrollment completion. The total number of students budgeted for the 2012-13 year is 3,210. Currently, 111 more students are slated to enter the Madison Public Schools than projected and there are additional 12 pending enrollments. Although some withdrawals may occur, this number would probably not be more than 20. Student enrollment will continue to be closely monitored.

Grade Four class sizes at Island Avenue Elementary School are being monitored. Currently there are 22 students enrolled in each Grade 4 class at Island Avenue Elementary School. An additional four students are pending enrollment completion which will bring the class size total to 23 students per class. In Kindergarten, the original number of students projected was 108. Currently 147 students are enrolled in Kindergarten. With the addition of a morning kindergarten session, for a total of four morning sessions, the class size is 17 students. The four afternoon sessions have class sizes of 19 students. These numbers are within the policy guidelines.

A comment was made by Chairman Frey that the projections for student enrollment might not be as reliable going forward three to four years and that the Board will continue to monitor this. The Board will have a discussion in the fall regarding meeting with several enrollment projection consultants. Mr. Clorite noted that although Applied Data Services, has projected an enrollment of 578 students in Grades K through Four for the 2015-16 school year, this figure may be closer to 800 if the current trend continues.

Discussion ensued, during which Atty. Klaskin stated that certain variables may be the cause for the increased enrollment that include: parents who can no longer afford private full-day kindergarten and have now chosen to send their children to Madison's half-day program; a higher number of renters with children; and a possible increase in homebuyers among parents with children due to lower home prices and interest rates. Atty. Klaskin also stated that Sara Caraszi's, Administrative Assistant for the Madison Public Schools, perception during the enrollment process was that a higher percentage of home renters is evident. No definite answers were reached at this time.

**3.2. Southern Transition Real-World Independent and Vocational Education Program (S.T.R.I.V.E.)**

Ms. Cynthia Twiss, Director of Special Education and Student Services, spoke about a proposal to implement a community based program among the towns of Guilford, Clinton and Madison for students 18-21 years of age who require one to three additional years of schooling beyond Grade 12. Ms. Twiss distributed copies of the program overview to the Board (on file).

**3.3. 2012 Connecticut Mastery Test (CMT) and Connecticut Academic Performance Test (CAPT) Results**

Ms. Anita Rutlin, Assistant Superintendent for Curriculum, Instruction, and Assessment, presented the results of the Connecticut Mastery Test for Grades 3-8 and the Connecticut Academic Performance Test results for Grade 10. Ms. Rutlin distributed copies of the *PowerPoint* presentation to the Board (on file).

**4. Board Members' Comments**

Chairman Frey gave special thanks to the Superintendent and Board of Education members for attending the August 11, 2012 retreat and stated that the meeting was very productive.

**5. Reports from Board Committees / Liaisons**

**5.1. Planning Committee**

Ms. Fitzgerald reported that the Planning Committee is scheduled to meet on August 15, 2012.

**5.2. Personnel Committee**

Chairman Frey reported that a meeting is scheduled with the Teamsters Union this week and that negotiations are ongoing.

**5.3. Policy Committee**

No report at this time.

**5.4. Finance Committee**

No report at this time.

**5.5. Ad-Hoc Community Relations Committee**

No report at this time.

**5.6. LEARN Liaison**

No report at this time.

**6. Audience Response to Information Presented**

No comments were offered.

**7. Consent Agenda (7.1 –7.5) (Reference Bylaw #9540.2 and #9540.8)**

**7.1 Bills Payable: \$231,674.89 – 2011-2012 Budget and \$379,022.22 – 2012-2013 Budget**

**7.2. Budget Expenditure Report as of August 8, 2012**

**7.3. Line Transfers: \$11,876.09**

**7.4 Donation:** A donation of fashion design materials / equipment including: fabric, sewing accessories, mannequins, sewing machine, sewing table, steam iron and clothes racks to the Daniel Hand High School Theater Arts Department was received from Marcia Ishizuka in memory of her brother, Terence Teng. Value: Approximately \$4,800  
(Reference Policy #3281)

**7.5 Donation:** A donation of \$1,338.31 was received from the Dr. Robert H. Brown Middle School PTO to purchase a display case for trophies and school awards to be located in the main lobby of the Dr. Robert H. Brown Middle School. Value: \$1,338.31  
(Reference Policy #3281)

MOTION: by Meier seconded by Klaskin, to approve the Consent Agenda as presented.  
 AYES: Clorite, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Suerth, Wood  
 NAYS: None  
 MOTION CARRIED: 8-0

**8. Action Item: Minutes of the July 17, 2012 Board of Education Meeting**

MOTION: by Fitzgerald seconded by Ruggiero, to approve the minutes of the July 17, 2012 Board of Education Meeting as presented.  
 AYES: Fitzgerald, Frey, Klaskin, Ruggiero, Suerth, Wood  
 NAYS: None  
 ABSENTIONS: Meier, Clorite  
 MOTION CARRIED: 6-0

**9. Action Item: Minutes of the July 19, 2012 Board of Education Retreat**

MOTION: by Fitzgerald seconded by Clorite, to approve the minutes of the July 19, 2012 Board of Education Retreat as presented  
 AYES: Clorite, Fitzgerald, Frey, Klaskin, Ruggiero, Suerth, Wood  
 NAYS: None  
 ABSENTIONS: Meier  
 MOTION CARRIED: 7-0

**10. Action Item: Minutes of the July 20, 2012 Special Board of Education Meeting**

MOTION: by Fitzgerald seconded by Ruggiero, to approve the minutes of the July 20, 2012 Special Board of Education Meeting as presented.  
 AYES: Clorite, Fitzgerald, Frey, Ruggiero, Suerth, Wood  
 NAYS: None  
 ABSENTIONS: Klaskin, Meier  
 MOTION CARRIED: 6-0

**11. Old Business**

No old business was discussed.

**12. New Business**

No old business was discussed.

**13. Future Agenda Items**

**14. Meetings / Dates of Importance:**

DATE	EVENTS	TIME	LOCATION
August 15, 2012	Planning Committee Meeting	7:30 a.m.	Town Campus Hammonasset Room
August 22, 2012	2012 Convocation	8:00 a.m.	DHHS Dining and Assembly Hall
September 4, 2012	Board of Education Meeting	7:30 p.m.	Town Campus Hammonasset Room
September 25, 2012	Board of Education Meeting	7:30 p.m.	Town Campus Hammonasset Room



## **15. Adjournment**

MOTION: by Meier seconded by Fitzgerald, to adjourn the meeting at 9:15 p.m.

AYES: Clorite, Fitzgerald, Frey, Klaskin, Meier, Ruggiero, Suerth, Wood

NAYS: None

MOTION CARRIED: 8-0

Submitted for approval at 9/4/2012 BOE meeting.  
Amy Bradley

Charlotte L. Everts Memorial Archives, Inc.  
8 Meeting House Lane  
Madison, Connecticut 06443

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## Deed of Gift

*The Charlotte L. Everts Memorial Archives, Inc. gratefully acknowledges the gift of the archival materials described below, and wishes to thank*

Madison Public Schools  
10 Campus Drive  
Madison, CT 06443

*for this valued addition to the historical collections of the Archives.*

*Description:*

Nineteen group student-faculty photographs located on Academy Elementary School's main hallway wall.

*Conditions of Gift:* None

*It is understood and agreed that the materials donated shall become the exclusive and absolute property of the Charlotte L. Everts Memorial Archives, Inc. This material will be administered according to the procedures adopted by the Charlotte L. Everts Memorial Archives, Inc.*

\_\_\_\_\_  
(Date)

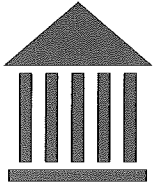
\_\_\_\_\_  
(Signature of Donor)

Thomas R. Scarice / Debra Frey  
Superintendent Board of Education Chairperson

*Accepted on behalf of the Charlotte L. Everts Memorial Archives, Inc.:*

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of Archivist)



*The*  
*Charlotte B. Everts*  
*Memorial Archives, Inc.*

RECEIVED

August 7, 2012

AUG - 8 2012

Board of Education  
Madison Public Schools  
8 Campus Drive  
Madison, CT 06443

SUPERINTENDENT

Dear Members of the Board of Education:

This is a request to help preserve Madison's history. In particular, we are writing in reference to nineteen group student-faculty photographs located on Academy Elementary School's main hallway wall. Since the school is closed and not climate-controlled, the photographs are being subjected to temperature as well as humidity levels and fluctuations that are harmful to their preservation. Also stains on the ceiling above the photographs indicate there might be possible water infiltration in this hallway, which is a cause of further concern.

Given these photographs are a wonderful visual record of Madison's Public School history and the location where they are kept is not conducive to their well-being, we request that the Board of Education gift these items to the Charlotte L. Everts Memorial Archives, Inc. (CLEMA).

To provide you with some details about our organization, please know CLEMA was established in 1995 to honor the memory of Madison's first Town Historian Charlotte L. Everts. CLEMA is a not-for-profit organization dedicated to collecting and preserving Madison-related archival material. Our offices are located in Memorial Hall east of the Green in Madison. Our facility includes a research room, reading room, and a secure, fire-proof, climate-controlled vault with more than 500 linear feet of storage space. Currently, our collection numbers more than 100,000 items. Materials include: photographs, documents, maps, town reports, postcards, diaries and school yearbooks. These items are indexed in computer databases to facilitate research and are the basis of educational presentations, programs and exhibits. In addition to our own collection, we are entrusted with the care of archival items belonging to such organizations as the Madison Historical Society and the Deacon John Grave Foundation.

Enclosed please find both a Deed of Gift and, if you prefer, a Custodial Agreement. We would appreciate your reviewing them and look forward to hearing from you.

Thank you for considering our request. If you have further question, we can be reached at the mailing address and telephone number below as well as our e-mail address: [evartsarchives@aol.com](mailto:evartsarchives@aol.com).

Sincerely,

Nancy Bastian, Archivist  
& CLEMA's Board of Directors