

# **Milford Board of Education**

## **Minutes for the Regular Business Meeting:**

### **February 9, 2009**

#### **Board members present:**

Tracy Casey  
David Hourigan, Chair  
Cindy Kopazna  
James Quish  
Joanne Rohrig  
Pam Staneski  
Greta Stanford  
David Steinlauf

#### **Board members absent:**

David Amendola  
James Santa Barbara

#### **Administration present:**

Harvey B. Polansky, Superintendent  
Michael Cummings, Asst. Superintendent  
Philip Russell, Deputy Superintendent  
Susan Kelleher, Dr. of Pupil Personnel Services  
Wendy Kopazna, Dr. of Human Resources

### **I. CALL TO ORDER**

The Milford Board of Education held its regular business meeting on Monday, February 9, 2009 in the Board of Education Meeting Room in the Parsons Complex. Board chair David Hourigan called the meeting to order at 7:01 p.m. with the reciting of the Pledge of Allegiance immediately following.

### **II. STUDENT AND STAFF RECOGNITION**

Mr. Hourigan turned the meeting over to Dr. Polansky for student and staff recognition.

Dr. Polansky began his recognition by introducing Jonathan Law's Key Club representatives for the involvement in the community and school. The key club is involved in a variety of school events, such as Parents Night, Eighth Grade Orientation, canned food drives making food baskets for the holidays, to name a few. The club also contributes countless hours to community efforts. Dr. Polansky told the board that the group has been awarded first place for the Annual Achievement Award, the Project Awake Award and the Monthly Report Award by the New England District Convention. Ted Boynton, who has been with the club for 12 years, is the Key Club Advisor.

Recognized were:

Taylor Rajaniemi (Student representative)  
Sam Slusky (Student representative)  
William Bradford (Student representative)  
Phil Jones (Student representative)  
Ted Boynton (Advisor)

Dr. Polansky then recognized Jonathan Law's Girls Volleyball team for winning the Hammonasset Division title. The team placed 2<sup>nd</sup> in the Class M State Championship. The student captains and coach present and recognized were:

Chelsea Rohrig (Captain)  
Michelle Nantel (Captain)  
Kathleen Sweeney (Captain)

Megan Sweeney (Captain)  
Stacy Loch (Coach)

The final recognition of the night went to John Galin, a Foran senior who recently was awarded a gold medal from the Scholastic Art Awards for his artwork. He also received a Hartford Art School scholarship. In John's absence, Meghan Hudson, his art teacher, accepted his award.

### **III. CONSIDERATION OF MINUTES**

Chairman Hourigan asked for a motion to approve the minutes.

Mrs. Stanford made a motion to approve the minutes of the January 12, 2009 Business Board Meeting. Mrs. Rohrig seconded. Motion passed unanimously.

Mrs. Stanford made a motion to approve the minutes of the January 13, 2009 Budget Workshop. Mrs. Rohrig seconded. Motion passed unanimously.

Mrs. Stanford made a motion to approve the minutes of the January 15, 2009 Budget Workshop. Mrs. Rohrig seconded. Motion passed unanimously.

Mrs. Stanford made a motion to approve the minutes of the January 20, 2009 Budget Workshop. Mrs. Rohrig seconded. Motion passed unanimously.

Mrs. Stanford made a motion to approve the minutes of the January 31, 2009 Board Retreat. Mrs. Rohrig seconded. Motion passed unanimously.

### **VI. PUBLIC COMMENT**

Chairman Hourigan asked for Public Comment.

C. Berni – 96 Centennial Drive – Mrs. Berni expressed her discontent with the last board workshop, which only lasted 15 minutes. She feels that a lot of money/programs were thrown out and it was obvious the parties met in advance and agreed to the cuts. However, the public should been a part of that process.

T. Ward - 44 Rockwood Court – She told the board media aides are an integral part of learning in the school system. The responsibilities go beyond helping with computer software. She asked the board to reconsider the five positions being eliminated.

R. Borer – 204 Anderson Avenue - She too is a media aide. She would like the board to reconsider the decision to eliminate the media aides.

K. Haley – 15 New Haven Avenue – She was recently hired as a media aide. The positions have a wide scope of responsibilities and they are essential to the school system.

M. Walter – Maria is a media aide at Jonathan Law. She encouraged the board to invite students to a meeting to listen to their views of media aides.

## **V. CHAIR'S REPORT**

Chair Hourigan asked if any board member had a report.

He then noted that the board had received both Mr. Santa Barbara and Mrs. Staneski's reports in advance of the meeting.

## **VI. INFORMATIONAL ITEMS**

### **1. Student Reports:**

Student representatives from both high schools were in attendance and presented their activity reports. Copies of these reports are on file with the Board Secretary.

### **2. Superintendent's Report:** None.

### **3. Instructional Division:**

Mr. Cummings presented the board with the Technology Plan. The plan is a directive of the state. Once the report receives board approval, it is then submitted to ACES for their review. ACES then forwards the report to the state for final approval. He also said the report is based on a five year plan that needs to be updated annually.

Dr. Polansky told the board that in the past there were technology grants for the amount of \$260,000 million dollars. There is nothing currently in the plan from the state.

### **4. Operational Division Report**

#### **a. Personnel Report:**

Mrs. Kopazna reported that the district will participate in the Fairfield County Educator Recruitment Fair on Saturday, March 28<sup>th</sup>. The fair has proved to be positive for the district. Dr. Polansky said there will always be open positions, particularly in the "hard to find" areas and the district will benefit from attending this fair.

Mrs. Kopazna then reported the retirement meetings have been scheduled for the various employee groups.

Mr. Steinlauf asked what the current number of retirements was. He was told that the district has not met the desired goal at this time.

Mrs. Staneski asked the board chair if the information that was requested previously was included in the personnel report. Chairman Hourigan told her the request had not been discussed with administration yet.

Dr. Polansky also added that at this time it does not look like the district will reach the goal number set for retirements.

Mr. Quish asked for the reason for permanent substitute teachers and was told it is for maternity and surgery leaves and there are currently one at each middle school.

**b. Budget Report:**

Mr. Russell reported 95% of the budget has been encumbered. The overtime account is running very high. The district is attempting to eliminate overtime to save some costs. He told the board that \$55,000 has been moved from maintenance to overtime to cover the overage. He concluded his report by stating that the district should expect approximately \$998,000 from state reimbursements.

Mrs. Staneski also asked if there has been any thought given to regionalization? Has administration researched if there are any opportunities for this Milford? Dr. Polansky told her that it really comes down to who “owns the work” and in this case the union owns the work.

**c. Food Services Report:**

Mrs. Faustich reported the 2008-2009 food services financial report to the board. Her department served over 331,144 meals through December 2008. Lunch participation was down 6% and breakfast was down 1%. However, the revenue was up due to increased federal reimbursement rates for all meals and the increased lunch price at all grade levels.

She noted that expenses have increased, as expected, for all foods and paper supplies. However, she has seen a cost savings by utilizing Government commodities through the use of our new cooler and freezer. In addition, the district will use government commodity dollars to purchase fresh fruits and vegetables through the Department of Defense. These programs significantly reduced food expenses for the first part of the year.

In summary, future required capital expenditures (i.e. trucks, kitchen equipment, and refrigeration) will continue to strain the expenditure side of the business.

Mrs. Faustich concluded by telling the board and the public that the department has experienced increases in our families who qualify for free or reduced price meals. She reiterated that the program is available to all students, especially during these economic times we are promoting the free and reduced price meal option for those families who qualify. This information will be sent in the school flyers.

**VII. CONSENT AGENDA ITEMS:**

The consent agenda included eight items this month. These were:

- a. Voucher List (Disbursements): Administration recommends approval of the Disbursement report.

- b. Overnight Field Trip: Administration recommends approval of the following overnight field trip: Joseph A. Foran band/choir trip to Hartford, CT from April 2-4, 2009 to attend the CMEA All State Music Ensemble at the Hartford Convention Center (4 students only).
- c. Overnight Field Trip: Administration recommends approval of the following overnight field trip: Approval for a group of Academy students to go to Gettysburg, PA June 8-11, 2009.
- d. Overnight Field Trip: Administration recommends approval of the following overnight field trip: Joseph A. Foran Natural Helpers trip to Camp Hazen in Chester, CT from May 13-14, 2009.
- e. Overnight Field Trip: Administration recommends approval of the following overnight field trip: Jonathan Law Ski Club trip to Smuggler's Notch in Vermont from March 6-8, 2009.
- f. Overnight Field Trip: Administration recommends approval of the Jonathan Law Key Club trip to Springfield, MA from April 3-5, 2009.
- g. Overnight Field Trip: Administration recommends approval of the Jonathan Law Wrestling team to go to the Championships in Willimantic, CT from February 20-21, 2009.
- h. Technology Plan: Administration recommends approval of the Milford Public Schools Technology Plan.

Chairman Hourigan asked for a motion to approve the Consent Agenda items.

Mrs. Stanford made the motion to approve the Consent Agenda Items, as published. Mrs. Rohrig seconded. Motion passed unanimously.

### **VIII. ACTION ITEMS:**

- a. Unfinished Business  
None
- b. New Business - Academic Calendar

Mrs. Stanford made the motion to approve the Academic Calendar, as published. Mrs. Rohrig seconded.

The board discussed the pros and cons of beginning school before or after Labor Day. Mrs. Staneski and Mrs. Rohrig would like school begin after Labor Day, while Mrs. Kopazna would like school begin August 31<sup>st</sup> and Mrs. Casey would like school to start around the middle August.

Dr. Polansky pointed out that school construction in the past has been the reason for beginning after Labor Day. However, Labor Day falls late in 2009 and with snow days, the school year could last until June 30<sup>th</sup>, which may become a contractual issue.

In conclusion, the decision was made to start school on September 2, 2009.

Motion passed unanimously.

With a 2/3 vote, Chairman Hourigan added the following field trip under New Business.

Administration recommends approval of the trip to Rhode Island for one student to perform with the All-Eastern Orchestra from March 12-15, 2009.

Mrs. Stanford made the motion to approve the field trip to Rhode Island to perform in the All-Eastern Orchestra from March 12-15, 2009. Mrs. Rohrig seconded.

Motion passed unanimously.

#### **IV. BOARD COMMENT:**

Chair Hourigan asked the board members for any comments they may have relating to Board business.

Mrs. Kopazna asked if the board feedback form that was filled out for the Board Retreat was complete. Chairman Hourigan told her that it would be finished soon.

Mrs. Staneski reported that she and Mr. Santa Barbara visited a third grade music class at Orange Avenue. The students were learning about measures. She felt it was truly amazing.

Chairman Hourigan welcomed Mrs. Rohrig to the Permanent Schools Building Committee. He also read a congratulatory letter from CIRMA recognizing Milford as 2009 Risk Management Achievement Award recipient.

Mr. Russell told the board CIRMA is a risk management agency that oversees about 95% of towns in Connecticut and we received the award for how we conduct our safety committee meetings.

#### **X. ADJOURNMENT**

Chair Hourigan asked for a motion to adjourn.

Mrs. Stanford made a motion to adjourn. Mrs. Rohrig seconded. Motion passed unanimously. Meeting adjourned at 8:05 p.m.

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Greta Stanford  
Corresponding Secretary

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Pam Griffin

Recording Secretary