

**Milford Board of Education**

**Business Meeting Minutes**

February 12, 2018

**Board members present:**

Ray Arnold  
Claire Casey  
Adam De Young  
Jennifer Federico  
Scott Firmender  
Rita Hennessey  
Susan Glennon, Chair  
Warren Pawlowski  
Erin Pinsince  
Craig Zentkovich

**Administration present:**

Dr. Elizabeth Feser  
Jeffrey Burt (left at 8:00)  
Wendy Kopazna  
Jim Richetelli  
Carole Swift

**I. CALL TO ORDER**

Ms. Glennon called the business meeting to order at 7:03 p.m. in the Board of Education Room.

**II. STUDENT RECOGNITION**

Dr. Feser told the Board October is Fire Prevention month. Students in grades four and five make fire prevention posters that are entered into a contest for the annual Fire Department Calendar. The district's winning posters are judged at the county level and ultimately, the state level. MPS' winners are fourth graders, Sarah Donegan, 3<sup>rd</sup> place, Nadia Nunno, 2<sup>nd</sup> place and Jessica Joe, 1<sup>st</sup> place. Fifth grade winners are Gabriella Dobkowski, 3<sup>rd</sup> place, Rebecca Scicchitano, 2<sup>nd</sup> place and Amy Lahav, 1<sup>st</sup> place. In addition, Jennifer Joe is a county winner and will now advance to the state level.

The next recognition was given to West Shore eighth grader Moira Staples who earned 1<sup>st</sup> place in the annual Daughters of the American Revolution Essay Contest. Moria wrote an essay on how the world is viewed safer due to the sacrifices and contributions made by our soldiers and families.

Dr. Feser and the Board congratulated the students.

Ms. Glennon called for the Student Reports.

**III. STUDENT REPORTS**

Khadija Ashfaq presented the student report for Foran. Michael McCarvill and Shawna Winters presented the report for Jonathan Law.

**IV. PUBLIC COMMENT**

Cathy Berni- 96 Centennial Drive – Mrs. Berni offered good wishes to Dr. Feser on her retirement. She then made a few suggestions to the policies.

Kristen Liebelt – 94 Monroe Street – She expressed her concerns about the structure of the districts kindergarten program and emphasized the benefits of a new standard of teaching through purposeful play.

Barbara Berkovich – 86 Hawley Avenue – Ms. Berkovich is the director of Milford Cooperative Preschool. She too believes that early learners will benefit from the purposeful play model. She hopes Milford will take a progressive approach in restructuring the kindergarten program.

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

Ms. Glennon offered congratulations to Dr. Feser on her announcement to retire at the end of July. She indicated the Board would formally begin the process of finding a successor later in the meeting when the Board votes on the appointment of the superintendent search committee.

Ms. Glennon called for liaison reports.

Mrs. Casey reported the Board of Aldermen approved an ordinance on various school improvements, which included the improvements to the Foran Planetarium and the school security updates.

Mr. Pawlowski updated the Board on the recent meeting of the Health Department. Students from Southern and Sacred Heart will be working with school nurses learning the role of a school nurse. A new public middle school nurse has been hired.

Mrs. Federico updated the Board on the recent Permanent School Building Committee meeting. West Shore renovations continue. Project completion is anticipated to be August 2018. Jonathan Law summer work the Harborside gym windows are nearing completion.

Mr. Zentkovich reported that ACES is working on policy and regulation updates.

Ms. Glennon turned the meeting over to Dr. Feser for the Superintendent's Report.

## **VI. SUPERINTENDENT'S REPORT**

### **Instructional Highlight: Milford Education Foundation**

Mr. Faruolo, President of Milford Education Foundation, spoke briefly about the foundation and its mission: to promote excellence, innovation and creativity in education for children and the community. The foundation has distributed upwards of \$50,000 in mini grants to Milford teachers.

Foundation vice president Mr. Harrigan shared some information on fundraisers, and high school teachers Rick Raucci and Pat Healy offered their gratitude and how the grant monies were used.

### **School Safety and Security Report**

Mr. Nielsen assisted by Sergeant Garon Delmonte narrated a PowerPoint that highlighted school security, which included the framework of the District Safety and Security Group, security and safety upgrades that have been done and the significant role of a school resource officer. The District Safety and Security Group continues to meet regularly to review school safety assessments, crisis management plans, training and ensures that district is in compliance with State safety and security mandates.

### **Policies for Second Reading**

Dr. Feser reviewed the changes made to the four policies being presented for approval.

#### **Policy 5131.81 Use of Cell Phones or Other Personal Communication Devices**

The changes discussed at the first reading were made, including the title and the replacement of the term *electronic* device to *personal* device. In addition, the Board suggested some housekeeping be done. With those changes, Ms. Glennon called for a motion.

Mrs. Federico made a motion that the Milford Board of Education Approves Board Policy 5131.81 Use of Cell Phones or Other Personal Communication Devices as Presented. Mr. Firmender seconded. The motion passed unanimously.

#### **Policy 5131.911 Bullying Prevention and Intervention**

The changes that were recommended at the first reading have been made. The Board had questioned some language but was reassured by administration that after conferring with the attorney, it is statutory. Ms. Glennon called for a motion.

Mrs. Federico made a motion that the Milford Board of Education Approves Board Policy 5131.911 Bullying Prevention and Intervention as presented. Mr. Firmender seconded. The motion passed unanimously.

#### **Policy 5141 Health**

The changes made to this policy will make the policy compliant with state law. There were no further changes made during the first reading. Ms. Glennon called for a motion.

Mrs. Federico made a motion that the Milford Board of Education Approves Board Policy 5141 Health as presented. Mr. Firmender seconded. The motion passed unanimously.

#### **Policy 5141.22 Communicable/Infectious Diseases**

This policy has been reviewed and changes have been made to reflect current laws. No changes were made during the first reading. Ms. Glennon called for a motion.

Mrs. Federico made a motion that the Milford Board of Education Approves Board Policy 5141.22 Communicable/Infectious Diseases as presented. Mr. Firmender seconded. The motion passed unanimously.

### **Policies for a First Reading**

Dr. Feser presented four policies from the 4000s Personnel-Certified/Non Certified series that have been reviewed: P4000 Concepts and Roles in Personnel, P4111 Recruitment and Selection, P4111.1 Recruitment and Selection-Equal Employment Opportunity, P4152 Personal Leaves-Family and

Medical Leave Act. Policy 4000 Concepts and Roles in Personal was presented with no changes. The other three policies were revised/replaced to ensure they are up to date and compliant with state laws. The Board and Administration discussed the changes made to the policies and the Board recommended further edits. Those changes will be made to the policies and they will be presented for a second reading and potential approval at the next business meeting.

#### **Human Resources Report**

Mrs. Kopazna reported on the human resources activity for January. During the report, a Board member requested the date in which the kindergarten grant ended and when the two caseworkers were terminated.

#### **Disbursement Report**

Mr. Richetelli shared the Disbursement Report for January 2018. The report contains expenditures over \$1,500.

The Board requested further clarification on two items: the cafeteria tables in the amount of \$16,551.08, and the duplicate charge for Xerox for \$26,660.00. The information will be provided to the Board.

Ms. Glennon called for a motion on the consent agenda items.

### **VII. CONSENT AGENDA ITEMS**

Mrs. Federico made a motion that the Milford Board of Education approves Consent Agenda Items:

Consideration of Minutes:

January 8, 2018 Business Meeting

January 10, 2018 Special Meeting

January 11, 2018 Special Meeting

January 17, 2018 Special Meeting

January 29, 2018 Special Meeting

Mr. Firmender seconded. The motion passed unanimously.

### **VIII. NEW BUSINESS**

Ms. Glennon reiterated that the 10 members of the Board are charged with the selection of the superintendent by state statute, by district policy and by the Board's Governance Process. She then called for a motion.

Mrs. Federico made a motion that the 10 members of the Milford Board of Education be Appointed as the Search Committee for the Position of Superintendent of Milford Public Schools. Mr. Firmender seconded. The motion passed unanimously.

Ms. Glennon asked if there was anyone who wished to make a Board Comment.

### **IX. BOARD COMMENT**

Approved

Mr. De Young stated his position on the kindergarten program offering support of the comments made during public comment. He would like to see the Board discuss this in the future.

Mr. Pawlowski echoed Mr. De Young's comments.

Being no further comments, Ms. Glennon called for a motion to adjourn.

## **X. ADJOURNMENT**

Mrs. Federico made a motion to adjourn. Mr. Firmender seconded. The motion passed unanimously.

The meeting adjourned at 10:01 p.m.

Recording Secretary: \_\_\_\_\_  
Mrs. Pam Griffin

Corresponding Secretary: \_\_\_\_\_  
Mrs. Jennifer Federico