

Milford Board of Education

Business Meeting Minutes

March 11, 2019

Board members present:

Ray Arnold
Claire Casey
Adam De Young
Jennifer Federico
Scott Firmender
Rita Hennessey
Susan Glennon, Chair
Warren Pawlowski
Una Petroske

Administration present:

Dr. Anna Cutaia
Dr. Amy Fedigan
Carole Swift
Wendy Kopazna
Jim Richetelli

I. CALL TO ORDER

Ms. Glennon called the business meeting to order at 7:01 p.m. in the Board of Education Room.

II. STUDENT/STAFF RECOGNITION

Dr. Cutaia stated that the student to be recognized was in Hartford giving a testimony on a bill, therefore, was unable to attend the meeting.

In honor of Board Member Month, Dr. Cutaia offered her gratitude to the Board for their unwavering support to the children in the Milford Public Schools.

Ms. Glennon called for student reports.

III. STUDENT REPORTS

Maggie Cummings and Ryan Demarco presented the student report for Foran. Bella Carroll and Cameron Asmussen presented the report for Jonathan Law. Nicholas Lanese presented the report for The Academy.

IV. PUBLIC COMMENT

Cathy Berni – 99 Centennial Drive – Mrs. Berni commended the Board for including a student liaison from The Academy.

V. CHAIR'S REPORT

Ms. Glennon reminded the Board members of the many concerts in district in the month of March, in honor of Music in Our Schools month. She attended a webinar on the Governor's proposed budget. The Board of Finance technical discussion was held March 7th. The vote will be March 18.

She received a letter regarding the e-cigarette epidemic. She provided the resident with the board's actions via policy and budget. She then forwarded it to Dr. Cutaia, who provided the constituent some information on how the district handles e-cigarette usage in the district.

The topic for the March Committee of the Whole meeting is the Next Generation Report.

Ms. Glennon called for liaison reports.

Mr. DeYoung reported the Milford Prevention Council's upcoming events. Hidden in Plain Sight will be held on April 3rd at the Milford Library and a Senior University will be held at each high school in May.

Mr. Firmender shared the West Shore renovation project is almost complete. A ramp for the Band room was rejected and may go before the Board for approval.

Ms. Glennon and Ms. Hennessey attended the PTA Council meeting. Ms. Glennon offered some upcoming events that were discussed at the recent Milford Education Foundation meeting. Milford Invention Convention will be held on March 23 and Minds in Motion will be held on April 27. Judges are needed for the Invention Convention.

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

VI. SUPERINTENDENT'S REPORT

Instructional Highlight: Communications Audit

Dr. Cutaia narrated a PowerPoint (on file) which provided the Board with the work that was involved with the Communications Audit. The audit was conducted by Cooperative Education Services (C.E.S.) and the work included an online survey, focus group discussions and a review of data and research. The administration was provided strengths and weaknesses, as well as recommendations. Some of the recommendations included formulating a "one-stop shopping" platform, appropriate communication tools and social media tools to promote the district's positive happenings. A web based backpack where documents and announcements would reside was recommended to replace the paper copy newsletters, as well as the possibility of creating an MPS app and a YouTube channel. The establishment of practical communication expectations for teachers and online visibility of our principals is essential to enhance better communication with the parent community.

Dr. Cutaia said some recommendations could be implemented quick, such as, the digital backpack, developing a district application and purchasing software for an e-mail newsletter. However, with new communication tools, comes the training of users. She will update the Board once the administration finalizes its next steps.

A Board discussion ensued. Questions were raised and discussed.

Policies for First Reading

Dr. Cutaia reported the Administration is continuing its policy review. Seven policies were presented for a first reading; six of which are in the Business series and one in Instruction. Most all of the policies had not been reviewed in more than 20+ years. Minor revisions were made to policies to make them current.

The Board reviewed the policies and offered edits to some.

It was recommended that the Sales, Licensing and Rental of Property Policy 3270 first sentence be reworded. The last sentence of the Gifts, Grants and Bequests Policy 3280 should be revised to better reflect the life of the gift and not the school. The Adult Education Policy 6200 needs some work. Most importantly, the third paragraph needs to be rewritten for clarity.

Ms. Glennon said the policies will be presented for approval at the next business meeting.

Food Services Financials Report

Mrs. Faustich gave the annual Food Services Financial Report. The food services program is a self-supported program in that the funding is separate from the Board of Education's budget. The report is on file.

Food Services Healthy Food Certification

Ms. Faustich made a recommendation that the district participate in the Healthy Food Certification program for the eighth year. By participating in the program, the Milford Public Schools will receive 10¢ for each meal sold, but will be required to adhere to the Connecticut Nutrition Standards, which are published annually by the Connecticut Department of Education, but that the Board can exempt certain events, however, action by the Board is required.

Mr. DeYoung asked Mrs. Faustich if she was aware of "share tables." She told the Board she was familiar with them and she is in the process of reviewing this concept with the Health department.

There was confusion with the timing of the sale of Krispy Kreme donuts as reported under the student reports. Mrs. Faustich will check in to it.

Ms. Glennon called for a motion.

Mrs. Federico made a motion that the Milford Board of Education approves the healthy food option to participate in the Healthy Food Certification and certify that all food items offered for sale to students in the school(s) under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will meet said standards during the period July 1, 2019 through June 30, 2020. Such certification shall include all food offered for sale to student separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises whether or not school sponsored. Mr. Firmender seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves the food exemptions to exclude from certification food items that do not meet the Connecticut Nutrition Standards, provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end

of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held. Mr. Firmender seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves the exemptions for beverages to allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held, and must be the same place as the beverage sales. Mr. Firmender seconded. The motion passed unanimously.

Human Resources Report

Mrs. Kopazna shared the human resources activity for February.

Ms. Glennon inquired about the Childcare Worker for PLTI and was told the position is funded through the Kids Count grant.

Disbursement Report

Mr. Richetelli shared the Disbursement Report for February 2019. The report contains expenditures over \$1,500.

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:

February 11, 2019 Business Meeting

February 25, 2019 Committee of the Whole

Mr. Firmender seconded. The motion passed unanimously.

VIII. NEW BUSINESS

None.

IX. BOARD COMMENT

Mr. DeYoung told the Board he visited Orchard Hills to read to Mrs. Hart’s fourth grade class during Read Across Milford week.

Approved

Mr. Arnold thanked Dr. Cutaia for the gift.

Ms. Glennon told the Board she saw Annie and encouraged the Board members to see a play.

X. ADJOURNMENT

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

The meeting adjourned at 9:19 p.m.

Recording Secretary: _____
Mrs. Pam Griffin

Corresponding Secretary: _____
Mrs. Jennifer Federico