

**Milford Board of Education**

**Special Meeting Minutes**

March 12, 2018

**Board members present:**

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

**Administration present:**

Dr. Elizabeth Feser  
Jeffrey Burt  
Wendy Kopazna  
Jim Richetelli  
Carole Swift

**Absent**

Scott Firmender  
Craig Zentkovich

**I. CALL TO ORDER**

Ms. Glennon called the Business meeting to order at 7:06 p.m. in the Board of Education Room.

**II. STUDENT/STAFF RECOGNITION**

Dr. Feser recognized Foran senior Kulnoor Saini for winning the Daughters of the American Revolution's "Good Citizen Award." She then congratulated Harborside Language Arts teacher Lauren Napier for being named "Middle School Teacher of the Year" by the Connecticut Veterans of Foreign Wars. Ms. Napier championed the Take a Veteran to Work Day at Harborside. She was nominated by Harborside principal Steve Gottlieb.

Dr. Feser and the Board offered congratulations to the two.

Ms. Glennon introduced CABA Region 7 Director George Kurtyka who presented Dr. Feser with the Bonnie Carney Communications Award for Excellence. A school district is recognized for a project, communication or presentation that offers a learning experience to other districts. Milford was awarded the award for its Realtors Breakfast. The breakfast, which included key community members, provided a background and direction of the Milford Public Schools.

**III. STUDENT REPORTS**

Shawna Winters presented the report for Jonathan Law. Khadija Ashfaq and Max Chang presented the student report for Foran.

**IV. PUBLIC COMMENT**

None

**V. CHAIR'S REPORT**

Ms. Glennon provided an update on the superintendent search.

Ms. Glennon called for liaison reports.

Mrs. Federico provided an update on the Permanent School Building Committee meeting. Work on West Shore renovations continue.

Mr. Pawlowski reported the Health Department in conjunction with Milford Prevention Council would be hosting an event on March 22 “Hidden In Plain Sight”.

Ms. Pinsince reported on the Milford Education Foundation Minds in Motion event held on March 3<sup>rd</sup>.

Ms. Glennon reported she and Ms. Hennessey attended the PTA Council meeting.

## **VI. SUPERINTENDENT’S REPORT**

### **Instructional Highlight: Next Generation Accountability Report 2016-17**

Mr. Burt provided an overview of the recently released 2016-17 Next Generation Accountability Report for the district. Each section was reviewed in detail, including many of the calculations used by the CSDE to determine the Index/Rate as well as the Points Earned for each category. Mr. Burt also provided brief review of the district's performance in comparison to the 2015-16 Next Generation Accountability Report as well as some data on the districts Milford has been using as a reference group for a number of years. Ms. Glennon pointed out that there was a difference in the “Preparation for College and Career Readiness - % passing exams” reported on the Next Generation Accountability Report (50.7%) and the District Profile and Performance Report (52.8%). Dr. Feser indicated that administration would determine the cause of the difference.

Additional questions from Board members included asking for the district's percentage of students with disabilities (SWD) and if the district has explored using different districts for a reference group to adjust for any changes in Milford's demographics or the comparison districts' demographics. Dr. Feser stated that administration would provide the percentage of SWD in an update and that the reference group would be reviewed.

### **Milford Prevention Council and MPS Collaboration on Substance Abuse Awareness**

Program Director Wendy Gibbons shared background information on the Milford Prevention Council (MPC). She explained the various community and educational programs that the MPC offers such as drug take back day, senior university, freshman forum and the billboard campaign. She explained that as part of the drug free America grant that she receives, students are surveyed in grades 7, 9, and 11 every other year. The focus of the survey is on behaviors around substance use and abuse. Key points from that data were presented.

Milford Public Schools Supervisor Annaliese Spaziano provided an explanation of how the survey provides MPS with up-to-date information regarding current substance use/abuse trends that can be directly addressed through curriculum and programming. This information has been valuable to the

district's social and emotional learning program enabling the district to be proactive with skill development around self advocacy, decision making and more.

Ms. Glennon thanked Ms. Gibbons and Ms. Spaziano for the update.

### **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.

Ms. Glennon called for a motion.

Mrs. Federico made a motion that the Milford Board of Education will 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, 2018 through June 30, 2019. Such certification shall include all food offered for sale to students 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. DeYoung seconded. The motion passed unanimously.

Ms. Glennon called for a second motion.

Mrs. Federico made a motion that the Milford Board of Education will exclude from certification food items that do not meet the Connecticut Nutrition Standards, provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store. Mrs. Pinsince seconded.

Mr. Pawlowski asked for clarification of the term events – if this referred only to events on school premises. He was told no. It would also apply to events off school premises, such as the Post Prom.

Being no further discussion, Ms. Glennon called for a vote. The motion passed unanimously.

### **Policies for Second Reading**

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

Mrs. Federico made a motion that the Milford Board of Education Approves Board Policy 4000 Concepts and Roles in Personnel as presented. Ms. Pinsince seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education Approves Board Policy 4111 Recruitment and Selection as presented. Mrs. Casey seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education Approves Board Policy 4111.1 Recruitment and Selection-Equal Employment Opportunity as presented. Mr. DeYoung seconded. The motion passed unanimously.

The Board agreed to remove the first word “the” in paragraph three of the 4152.6 policy. Being no further discussion, Ms. Glennon called for a motion.

Mrs. Federico made a motion that the Milford Board of Education Approves Board Policy 4152.6/4252.6 Personal Leaves-Family and Medical Leave Act as amended. Mr. DeYoung seconded. The motion passed unanimously.

### **Human Resources Report**

Mrs. Kopazna reported on the human resources activity for February 2018.

### **Disbursement Report**

Mr. Richetelli shared the Disbursement Report for February 2018. 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:

- a. February 12, 2018 Business Meeting
- b. February 26, 2018 Special Meeting

Ms. Pinsince seconded. The motion passed unanimously.

## **VIII. NEW BUSINESS**

None

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

## **IX. BOARD COMMENT**

Mr. Pawlowski spoke to the long wait list for the MPS all day preschool noting his son has been on the list for a number of years and will not get in. All day needed for working families.

Approved

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

**X. ADJOURNMENT**

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

The meeting adjourned at 9:46 p.m.

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