

Milford Board of Education

Business Meeting Minutes

June 12, 2017

Board members present:

Claire Casey
Michael DeGrego
Suzanne DiBiase
Jennifer Federico
Susan Glennon, Chair
Dr. Jess Gregory
Walter Hagedorn
Tom Jagodzinski
Susan Krushinsky
Earl Whiskeyman

Administration present:

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

I. CALL TO ORDER

Ms. Glennon called the business meeting to order at 7:01 p.m. in the Board of Education Room. She asked that everyone join in the reciting of the Pledge of Allegiance.

Ms. Glennon asked for a motion to add Student Recognition to the agenda.

Ms. DiBiase made a motion to add Student Recognition to the agenda. Mrs. Federico seconded. The motion passed unanimously.

Ms. Glennon turned the meeting over to Dr. Feser.

II. STUDENT RECOGNITION

Dr. Feser informed the Board of the Foran baseball team being named as Connecticut State Champions. She then introduced Athletic Director Anthony Vitelli, Coach Garrett Walker and Assistant Coach Bob Riordan. They shared the story of how the team started the season off with a 1-11 record, and finished the season under 500 with a 12-13 record. The team qualified in the state tournament as the last seed, and ended being the state champions.

Dr. Feser and the Board congratulated those players in attendance.

III. PUBLIC COMMENT

None.

IV. CHAIR'S REPORT

Ms. Glennon thanked the Board for their attendance at the many end of the year events. It is a great time to celebrate the achievements of the students. She then thanked the staff for their work.

Ms. Glennon called for liaison reports.

Dr. Gregory distributed the newsletter for the Milford Education Foundation.

Ms. Glennon attended the PTA Council meeting which was the last of the school year.

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

V. SUPERINTENDENT'S REPORT

Milford Public Schools' HS Art Recognition

Dr. Feser explained it is with support of Board of Education funding that has allowed the district to purchase four high school pieces of artwork displayed during the high school art exhibit. Each year, the district holds an art exhibit beginning with artwork by elementary student moving onto middle school and high school. Dr. Feser shared how residents comment on the quality of the artwork. It shows off the talent of our students. The pieces purchased become part of the permanent art collection at the Parsons Complex.

Students Kelly Kuryla, Calvin Foreman, Simone Fletcher and Jessica Cuevas shared their pieces and what inspired them to create the piece. Three students were enrolled in AP Art and one took Art for Seniors.

The Board and Administration congratulated the students.

Policies for Second/Third Reading

Dr. Feser presented the Policy 5141.14 On-Campus Recruitment for approval. After final review by the attorney, it was recommended that the district have two distinct policies; On-Campus Recruitment and Directory Information. Therefore, the Directory Information section was eliminated from the policy. Language was rewritten in the second paragraph.

Being no further discussion, Ms. Glennon asked for a motion to approve the policy.

Ms. DiBiase made a motion that the Milford Board of Education approves Policy 5145.14 On-Campus Recruitment with the changes made by Administration. Mrs. Federico seconded. The motion passed unanimously.

Dr. Feser then presented the new policy, Directory Information P5145.15, as a first reading.

Dr. Feser then presented Policy 5145.4 Students and Section 504 of the Rehabilitation Act of 1973 and Title II of the ADA of 1990 to the Board for approval. The policy refers to nondiscrimination tied to Section 504 and is compliant with current laws.

Being no further discussion, Ms. Glennon called a motion to approve the policy.

Ms. DiBiase made a motion that the Milford Board of Education approves Policy 5145.4 Students and Section 504 of the Rehabilitation Act of 1973 and Title II of the ADA of 1990, and its Administrative Regulation as presented by Administration. Mrs. Federico seconded. The motion passed unanimously.

Dr. Feser presented Policy P-5141.45 Nondiscrimination to the Board for approval. This policy speaks to nondiscrimination of anyone based on gender, color, race, sexual orientation etc.

Being no further discussion, Ms. Glennon called for a motion to approve the policy.

Ms. DiBiase made a motion that the Milford Board of Education approves Policy 5145.45 Nondiscrimination, and it's Administrative Regulation as recommended by Administration. Mrs. Federico seconded. The motion passed unanimously.

Policy P-5141.21 Administering Medications was then presented for a first reading. The policy has been rewritten to be in compliance with changes in legislation and/or laws.

A discussion ensued around who employees the “licensed athletic trainer.” Should it be the Board of Education or the Superintendent? All agreed the term “Board of Education” should be listed as the employer in the policy.

The Board then reviewed Policy P-5141.3 Health Assessments and Immunizations for a first reading. Minor housekeeping changes were requested.

Ms. Glennon asked the Administration to follow up on grade levels that require health assessment to be completed by students.

Policy P-5145.5 Sex Discrimination and Sexual Harassment was presented for a first reading. The policy presented is a replacement.

A discussion ensued around under Definitions, specifically “sexual harassment.” Item #2 in the definition refers to “unwelcome.” Sexual harassment, in this policy, occurs if it is unwelcome by a student.

Following the discussion, the Board asked Dr. Feser to pursue legal advice relative to the term “unwelcome.”

Policy 6142.101 Student Wellness is a new policy presented to the Board. There are new mandates/laws which will go into effect on July 1, 2017.

Board members agreed the policy is too specific. Some language in the policy could be included in the regulation. Currently, the Board participates in the CT Healthy Foods Act, however, if the Board chooses not to participate, the policy would need to be modified. The Board asked Administration to make the policy general enough so it won't require changes. Emphasis should be placed on physical activity, not just nutrition, and the definition should be defined.

Administration will make the recommended changes and bring it back to the Board for a second reading.

Human Resources Report

Mrs. Kopazna delivered the human resources report for the month of May. She reported there have been 16 retirements to date, which includes three administrators. The average of retirements is 18.

End of Year Transfers

Mr. Richetelli presented the end year transfers to the Board. Administration recommends transfers which amount to \$779,000. He reviewed the overages and surpluses and the reasoning (list is on file).

Administration's recommendation is that the district will utilize \$330,000 and return \$449,000 to the City due to the State's financial crisis, and its rescission of funds to towns in January, 2017. Included in the rescissions to Milford was \$382,000 earmarked for the Education Cost Share (ECS) fund. Dr. Feser emphasized the school district shares some of the burden of the costs associated with ECS. She considered this a good faith effort.

A Board discussion ensued.

Mr. Richetelli reminded the Board that any funds that are not utilized at the end of the fiscal budget year will be returned to the city.

Dr. Gregory made a suggestion that the Board utilize \$64,951 of the funds that were cut from the 2017-18 budget to purchase equipment, furniture, computers etc.

Ms. Glennon asked if any Board members had further comments.

Being none, Ms. Glennon called a motion.

Ms. DiBiase made a motion to make budget transfers as proposed by Administration with the following changes: transfer from the 6000 instructional supplies freeze account new number to be \$40,518 for a total of transferring from of \$714,049. Transfer to: reduce the amount of funds being returned to the city to \$384,049, with a total being transferred to with a new number of \$714,049 with the understanding the difference being reduced from the 6000 freeze account to be used to purchase equipment, furniture & fixtures and computers that was reduced from the 2017-18 budget of \$64,951.

Disbursement Report

Mr. Richetelli shared the Disbursement Report for May, 2017. The report contains only expenditures over \$1,500.

Mrs. Krushinsky raised a question about the long jump at Foran and why it continues to appear on budget reports. Mr. Richetelli explained the funds will fall under the CIP for major renovations and the BOE budget for minor costs involved with temporary repairs. The repairs made recently have been for safety reasons.

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

VI. CONSENT AGENDA ITEMS

Ms. DiBiase made a motion that the Milford Board of Education approves Consent Agenda Items:

Consideration of Minutes

- a. May 8, 2017 Special Meeting
- b. May 8, 2017 Business Meeting
- c. May 22, 2017 Committee of the Whole Meeting

Mrs. Federico seconded. The motion passed unanimously.

VII. UNFINISHED BUSINESS

None.

VIII. BOARD COMMENT

Mr. DeGrego commented on his visit to Ms. Mannion's crime and violence class. He attended the senior awards at Law. He was impressed to hear that the valedictorian is majoring in forensics.

Ms. Glennon told the Board she continues to be impressed by the program at The Academy. Students are graduating and attending top colleges. Great work by staff.

IX. EXECUTIVE SESSION

Ms. DiBiase made a motion to adjourn to executive session to discuss salaries for the Assistant Superintendent and Chief Operations Officer, and to discuss a personnel issue. Dr. Feser is invited into the session. Mrs. Federico seconded. The motion passed unanimously. (9:15 p.m.)

X. RECONVENE

The Board reconvened to public session at 10:18 p.m.

Ms. Glennon called for a motion.

Ms. DiBiase made a motion that the Board of Education increase the salaries of Mr. James Richetelli by 2.3% and Mr. Jeffrey Burt by 2.5%, effective July 1, 2017.

Ms. Federico offered a comment that after considering several factors including level of experience, timing of hire and that original salaries are based on experience, a higher percentage is warranted for Dr. Burt's increase at this time.

The motion passed 7 yes, 3 no (Glennon, DiBiase, DeGrego).

X. ADJOURNMENT

Ms. DiBiase made a motion to adjourn. Mrs. Federico seconded. The motion passed unanimously.

The meeting adjourned at 10:20 p.m.

Recording Secretary: _____
Mrs. Pam Griffin

Corresponding Secretary: _____
Ms. Suzanne DiBiase