

Milford Board of Education

Business Meeting Minutes June 13, 2016

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

I. CALL TO ORDER

Ms. Glennon called the business meeting to order at 7:00 p.m. with the reciting of the Pledge of Allegiance. She asked all present to remain standing for a moment of silence for those who lost their lives in the Orlando shooting.

She then turned the meeting over to Dr. Feser.

II. STUDENT/STAFF RECOGNITION

Dr. Feser began with the introduction of the new Orange Avenue Principal, Mr. Joseph Apicella. After six years of teaching and six more as an administrator in the Ansonia Public Schools, Mr. Apicella is joining Milford. He will replace Mrs. Carole Swift, who has been named the Pupil Personnel Director following Mrs. Kelleher's retirement. Mr. Apicella will formally begin on July 1st.

Dr. Feser took a moment to thank Mr. Jay Rowe for his continued to support the MPS music program by generously donating proceeds from his annual Smooth Jazz Concert. Mr. Rowe has donated over \$60,000 to benefit the Milford Public Schools music program. Mr. Rowe offered a few comments.

Dr. Feser recognized the 12th grade students whose artwork had been selected to be a part of the permanent collection of the Milford Board of Education. Each student offered remarks about their art piece. The students recognized were:

Serena Lambiase, Foran senior for her mono-print water color titled "Hope"
Julia Pereira, Foran senior for her charcoal and pencil on paper titled "Vulnerable Acceptance"
Thomas Kinross, Law senior for his photo of the woods titled "Looking Beyond the Trees"
Casey McDonald, Law senior for her photo titled "Silver Age"

Dr. Feser and the Board congratulated all of the recipients.

III. PUBLIC COMMENT

None.

IV. CHAIR'S REPORT

Ms. Glennon thanked the Board members who were able to attend the ceremonies at the schools. She reminded them that there will not be a COW meeting in June, July or August. The following meetings have been currently scheduled: June 20th Board Grievance at 7:00 p.m., June 27th Superintendent's Evaluation at 6:30 p.m. and August 22nd Board Business Meeting at 7:00 p.m. A workshop may be scheduled over the summer. Mrs. Edo, the teacher who oversees the W.A.V.E program at West Shore, sent a note of gratitude to the Board for inviting her to a Board meeting to give an overview of the program.

Ms. Glennon called for the liaison reports.

Mrs. Gregory updated the Board on the recent meeting of the Milford Education Foundation (on file).

Mrs. Krushinsky reported on the Permanent Schools Building Committee. The East Shore project is still not complete. However, the school system will receive credit from the contractor to complete the work. The roof projects, as well as the Jonathan Law abatement have begun. West Shore project work is underway.

Mr. DeGrego reported on the Milford Prevention Council noting that 700 pounds of prescription drugs were recently collected at the recent "Take Back Drugs" event.

V. SUPERINTENDENT'S REPORT

Career Pathways Update

Dr. Feser provided some history of the establishment of two career pathways. In conjunction with the long range plan adopted by the Board in October 2014, the Board directed administration to develop two career pathways to begin in middle school and continue through to high school. The district established a Computer Science Career Pathway for 2016-17 which encompasses the study of computers and algorithmic processes, including their principles, their hardware and software designs, their applications, and their impact on society. This Career Pathway will begin in both the middle schools and high schools in September 2016. A second career pathway has yet to be determined. She then asked Mr. Burt to update the Board on the second career pathway.

Mr. Burt shared a timeline which will be used in the development of the pathway. The timeline is below.

March, 2014	Long-range Planning Survey
September – December, 2015	Creation of Computer Science Pathway
May 12, 2016	Original date of Community Conversation, rescheduled
June, 2016	Invitations delivered for rescheduled Community Conversation
June, 2016	Teacher survey
June-August, 2016	Computer Science Pathway training & curriculum development
July 2016	Board of Education workshop
August 27, 2016	Community Career Pathway Conversation
August, 2016	Computer Science Pathway implementation
September, 2016	Board of Education workshop; review of community input

October/November, 2016	Finalization of second pathway
December, 2016	Budget planning for second pathway
January–August, 2017	Pathway development
August, 2017	Second pathway implementation

The Community Conversation has been rescheduled for August 27, 2016. Approximately 200 invitations will be sent. A participation rate of 25% is considered good. The date is a Saturday morning in August and will begin with a breakfast to draw higher attendance. A save the date card will be sent to invited guests very shortly. A letter will follow.

UConn Early College Experience

Dr. Feser told the Board questions emerged when the Board took up the discussion around the Attendance Areas policy. She then turned the meeting over to Mr. Burt for an update.

Mr. Burt reported, in an effort to create equity between the two high schools, administration has been in contact with the director of the ECE program. There is an application process to be a teacher in the program. Each department has its own requirements. For example, the history department may have different requirements than the chemistry department at UCONN. We can offer support for the staff and the teachers to apply, but the decision is up to UCONN. The UCONN deadline for applications to teach courses is in December. The district will work to implement the program at JLHS for the 2017-18 school year.

Mr. Thompson said there are twenty-five 2016 graduates from JLHS who will be going to UCONN. The administration sought input from other schools, including Luralton and some contacts around the state that are part of the ECE consortium. He indicated his opinion that we should not do anything to impede our current AP courses, demand for which continues to grow. The goal is to compliment AP with ECE courses. Administration explained there is some overlap between AP and ECE, and some, such as Chemistry have a different set of standards. UCONN's ECE Chemistry syllabus is not aligned with the Next Generation Science Standards, where AP Chemistry is moving in that direction. This will need to be addressed.

Mr. Thompson reminded the Board that ECE credits are generally accepted if a student attends a state school. UCONN provides the student a transcript from UCONN. Schools outside the area have different policies. If a student receives a 4 or 5 on an AP exam the likelihood of getting accepted is pretty good.

2015-16, A Year in Review

Dr. Feser navigated a slide show which highlighted the district's work over the 2015-16 school year. The slide show included information ranging from work conducted at the facilities last summer to programs and school safety. Community and partnerships were significantly increased by the addition of *UpComing Events*, a communication sent to all MPS families, staff and Board, as well as community directors. She also emphasized the work of the Board, reflecting on the completion of the redistricting, the smallest budget increase in years, goals, policy work and combining the before and after school programs to be more equitable across the city.

End of the Year Transfers

Mr. Richetelli reviewed the budget transfers with the Board by giving an explanation for each shortfall and/or savings. A transfer of funds in the amount of \$415,000 is requested. The accounts in which administration is proposing to transfer from are:

Teacher Salaries (1111) in the amount of \$120,000. The projected surplus is primarily due to staff turnover savings as the result of teacher retirements and hiring new teachers at lower salaries than those who retired. Teacher Substitutes (1117) in the amount of \$215,000. The projected surplus is due to a concerted effort to reduce the number of days teachers are pulled out of classrooms for professional development, curriculum work, etc.

Gasoline/Diesel Fuel – Buses (5107) in the amount of \$58,000. The projected surplus is the result of the 2015-2016 budget figures being calculated before the City went out to bid for fuel. As reported to the Board the new bid prices are lower than anticipated.

Telephone (5401) in the amount of \$22,000 due to savings generated as the result of our completing the conversion of the phone system to VoIP.

The accounts in which administration is proposing to transfer to are:

Heat Energy – Natural Gas (4101) in the amount of \$40,000 due to a calculation error when developing the 2015-2016 budget. The actual shortfall is less than originally projected because of the mild winter weather. Building Projects (4304) in the amount of \$195,000 due to miscellaneous building projects not supported in the approved operating budget.

Grounds Projects (4305) in the amount of \$180,000 due to miscellaneous grounds projects not supported in the approved operating budget.

Mr. Richetelli further explained the transfers will not impact the 2016-17 budget, but rather close the gap in the 2015-16 budget. Administration will continue to keep an eye on the teacher salaries and substitutes accounts. It was hard to gauge this year due to the reconfiguration.

Ms. Glennon asked for a motion.

Ms. DiBiase made a motion that the Board of Education approves administration's recommended 2015 – 2016 Budget Transfers as presented. Mrs. Federico seconded the motion. The motion carried unanimously.

Human Resources Report

Mrs. Kopazna reported on the human resources activity for May, including the annual paraprofessional stipends. 17 retirements have been submitted to date and six new teachers have been hired.

Following a brief discussion, the administration was asked to provide the Board with the teacher turnover rate. Mrs. Kopazna is to provide it at a later date.

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 the Consent Agenda Items 1 & 2

2. Disbursement Report

3. Consideration of Minutes

Business Meeting of May 9, 2016

Committee of the Whole Meeting of May 23, 2016

Board Grievance Orientation Minutes of May 23, 2016

Board Grievance Minutes of May 31, 2016

Mrs. Federico seconded. The motion passed unanimously.

VII. BOARD COMMENT

Mrs. Federico suggested looking at the process for signing off on the student handbook via the parent portal. Parents must sign off before they can view teacher assignments. She thinks parents sign off without really looking at the handbook because they are in a hurry to see teacher assignments. She suggested that the parent portal be activated earlier than has been done in the past for the handbook sign off.

Mr. DeGrego attended West Shore's Annual Veterans dinner as well as the Weststock concert. He was quite impressed with the work of Mr. Kalafus in the general music program at West Shore. Mrs. Krushinsky also attended concert and indicated they were all very good and would like to see them promoted more.

Dr. Gregory indicated she would like consideration given to Enrichment Professional Development in the future, as a use for excess funds.

Mr. Jagodzinski would like a more pro-active approach to the transportation Opt-In program.

VIII. ADJOURNMENT TO EXECUTIVE SESSION

Ms. Glennon asked for a motion to adjourn to executive session.

Ms. DiBiase made a motion to adjourn to executive session to discuss salaries for the Assistant Superintendent & Chief Operations Officer. Dr. Feser was invited into the session. Mrs. Federico seconded. The motion passed unanimously. (8:50 p.m.)

The Board reconvened at 9:32 p.m.

IX. ACTION

Ms. DiBiase made a motion that the Milford Board of Education approves a salary increase of 2.3% for Mr. Richetelli and Mr. Burt effective July 1, 2016. Mrs. Federico seconded. The motion passed unanimously.

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

The meeting adjourned at 9:34 p.m.

Recording Secretary: _____
Mrs. Pam Griffin

Corresponding Secretary: _____
Ms. Suzanne DiBiase