

Milford Board of Education

Business Meeting Minutes

July 10, 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 7:00 p.m. in the Board of Education Room. She asked everyone to join in the reciting of the Pledge of Allegiance.

II. PUBLIC COMMENT

None.

III. CHAIR'S REPORT

Ms. Glennon informed the Board the state budget deliberations are scheduled to begin on July 18th. She reminded the Board about the email she sent regarding the potential legislation that would give the Finance Board and Board of Aldermen the authority to make line item adjustments to the education budget. There will not be a Committee of the Whole meeting in July. Ms. Glennon reminded the Board that July 24th the Board will hold an executive session to conduct the year end evaluation of the Superintendent. The next business Board meeting will be held on August 28th.

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

IV. SUPERINTENDENT'S REPORT

Year In Review Presentation

Dr. Feser narrated a PowerPoint presentation that provided the Board with highlights of the 2016-17 school year. The presentation included facilities work, samplings of learning, the arts, district achievements, partnerships and much more. The presentation is on file and on the website.

Summer Curriculum

Mr. Burt provided the Board with an outline of the curriculum work that will take place over the summer. The projects were developed by instructional supervisors, who will also facilitate the workshops and training. Work includes unit planning, assessment development, and professional development. It is important to note that vertical and horizontal alignment is a primary focus to ensure coordination across grade levels. Summer curriculum work also allows the staff to engage in learning without loss of class time during school.

5000 Policies for Second Reading

Dr. Feser presented Policy 5141.21 Administering Medications for approval. A change that was requested, “change Milford Public Schools to Milford Board of Education” was done. A paragraph was added on page five of the regulation to better clarify when a paraprofessional is permitted to administer medication to a student. The policy and regulation have been reviewed by the attorney and is now ready for approval. Members from the Health Department, Medical Adviser Dr. Carlson, Director Ms. Joseph and Nursing Director Ms. Campbell were present and supported the changes.

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 5141.21 Administering Medication, and its Administrative Regulation as presented by Administration. Mrs. Federico seconded. The motion passed unanimously.

Dr. Feser then presented Policy 5141.3 Health Assessments and Immunizations to the Board for approval. The Health Department, after reviewing it made a few changes. The Board recommended a language change from “Milford Public Schools policy” to “Milford Board of Education policy.”

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 5141.3 Health Assessments and Immunizations as amended. Mrs. Federico seconded. The motion passed unanimously.

The Directory Information Policy 5145.15 was then presented for approval. The policy is new and covers student information that is not deemed an invasion of privacy. The “information” has been outlined to be more clear.

The Board asked Administration to make sure the same language is used in the Student Confidentiality Policy 5125 as revisions are made to the policy.

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 5145.15 Directory Information as presented by Administration. Mrs. Federico seconded. The motion passed unanimously.

The Sex Discrimination and Sexual Harassment Policy 5145.5 was then presented for further discussion. At the June meeting the Board asked Dr. Feser to seek legal assistance for the definition

of the term “unwelcome.” Attorney Dugas advised the language is part of the legal definition of sexual harassment and cannot be removed. To clarify, if a student was to welcome sexual conduct by a teacher it would not be harassment, however, it would not be permissible as defined in the Teacher’s Code of Conduct which is part of the certification that is enacted by the State.

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 5145.5 Sex Discrimination and Sexual Harassment as presented. Mrs. Federico seconded. The motion passed unanimously.

Human Resources Report

Mrs. Kopazna delivered the human resources report for the month of June. To date, eight new teachers have been hired. One teacher who had been laid off was immediately recalled so 2.4 laid off teachers remain without assignments. She reported there have been 18 retirements.

End of Year Financial Report/End of Year Transfers

Mr. Richetelli presented the final year end quarterly budget report of the 2016-17 fiscal budget year. He reported the final transfers will zero out the books.

He then reviewed the deficits and surpluses and the rationale (on file). Following the explanation of the year end budget, Mr. Richetelli asked the Board to approve the final transfers.

A Board discussion ensued.

Following a discussion around the Excess Cost Grant, the Board asked Administration to provide them with the amount received from the city for Special Education Out of District costs. Administration will research this and update the Board.

The Administration will keep the Board apprised of the grounds projects completed over the summer.

Ms. Glennon called for a motion.

Ms. DiBiase made a motion that the Milford Board of Education approves Administration’s recommended 2016-17 final budget transfers in the amount of \$305,520.02 as presented by Administration. Mrs. Federico seconded. The motion passed unanimously.

Disbursement Report

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

The Board requested the total dollars spent on attorney fees with regard to residency issues. In addition, the Board requested an explanation of the Apple Computer, Inc. invoice in the amount of \$1,518.00.

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

V. CONSENT AGENDA ITEMS

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

Consideration of Minutes

a. June 12, 2017 Business Meeting

Mrs. Federico seconded. The motion passed unanimously.

Ms. Glennon called for a recess at 8:25 p.m.

Ms. DiBiase made a motion to recess, and Mrs. Federico seconded. The motion passed unanimously (8:25 p.m.).

Ms. Glennon called the meeting back to order at 9:12 p.m.

Ms. Glennon asked for a motion to approve the Paraeducators agreement.

Ms. DiBiase made a motion that the Milford Board of Education Approves the Settlement Agreement between the Milford Board of Education and the Milford Federation of Paraeducators, Local 4420-AFT CT, AFL-CIO for the period commencing September 1, 2017 and ending through to and including August 31, 2020. Mrs. Federico seconded. The motion passed unanimously.

VI. UNFINISHED BUSINESS

None.

VII. BOARD COMMENT

Dr. Gregory visited Mrs. Williams on her last day. She wished her a happy retirement.

Mr. DeGrego commented on his attendance at the elementary end of the year celebrations. He also thanked Mrs. Williams for her dedication throughout the construction of East Shore Middle School. Her attentiveness to student's safety was always the priority.

VIII. ADJOURNMENT

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

The meeting adjourned at 9:15 p.m.

Recording Secretary: _____
Mrs. Pam Griffin

Corresponding Secretary: _____
Ms. Suzanne DiBiase