

Milford Board of Education

Business Meeting Minutes
August 22, 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
Mrs. Carole Swift
Mrs. 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 then asked if any board member objected to moving item #6 “Acceptance of Expansion and Alterations Project at East Shore as 100% complete (State Project #084-0185 EA/EC) under the Superintendents Report to the first item under the report. There were no objections from Board members.

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

Dr. Feser introduced Mr. Brian Scott as the new Supervisor of Social Studies and World Languages. Mr. Scott will replace Dr. Ralph Barbiero, who will retire at the end of August. Mr. Scott brings with him 20 years of experience, 15 years as a classroom teacher and five years as Curriculum and Instructional Leader for Social Studies in the Weston Public Schools.

Ms. Glennon read the Public Comment statement.

II. PUBLIC COMMENT

Michael Cummings – 35 Maple Street – Mr. Cummings told the Board they should be proud of the AP program in Milford Public Schools. He then applauded Mr. Barbiero for his insight and efforts in building the foundation for Advanced Placement course offerings to Milford Public Schools students. He expressed his hope the district will continue along the path Dr. Barbiero has supported.

III. CHAIR’S REPORT

Ms. Glennon reviewed the process for the policy discussion and approval. She reminded the Board the policy review is a fresh start and when completed will result in a brand new Policy Manual for the district. In addition, she said the SAT results will be presented at the Committee of the Whole meeting in September.

Ms. Glennon called for the Liaison Reports.

Mrs. Krushinsky reported on the Permanent Schools Building Facilities Committee. The roofs are complete. The gutter work is underway. Some additional work was necessary on the auditorium floor at Jonathan Law which will not be quite finished for the first day of school.

Dr. Gregory told the Board the Milford Education Foundation will have its annual Chair-ity auction Thursday, August 25th at Costa Azzurra. There was no meeting in August.

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

IV. SUPERINTENDENT'S REPORT

Approval of Plans, Specifications and Estimates for the Expansion and Alterations Project at WS
Mr. Jorgensen and Ms. Tara reported on the expansion and alterations project at West Shore Middle School. To comply with state regulations for reimbursement, the Board will need to approve the education specifications. They gave an overview of the proposed school improvements. School staff and administration were involved with the redesign planning. The project is anticipated to break ground in early 2017.

Ms. Glennon called for a motion.

Ms. DiBiase made a motion that the Milford Board of Education approves of the Plans, Specifications and Estimates for the Expansion and Alterations Project at West Shore. Mrs. Federico seconded. The motion passed unanimously.

Dr. Feser asked to defer the Post-Graduation report to the September Committee of the Whole meeting.

Mr. Burt told the Board the state has changed the availability of the information, thus, administration would need more time to analyze the information.

Advanced Placement Performance Report

Mr. Burt provided the Board with the annual performance report on the Advanced Placement course offerings in the school system. He reported the number of students taking AP courses has risen over the years, as well as the number of exams.

Mr. Barbiero talked about some improvements that have occurred over the years. For example, an AP rubric has been developed for middle school that is adjusted by grade level. In addition, the rigor of the curriculum has increased horizontally. An AP course is offered beginning in 10th grade. He emphasized research shows that a student who takes one AP class is more likely to succeed in college.

Mr. Burt reviewed the scores and the percent of students scoring at the different levels. Milford falls within the top 10% of the districts in the state who have AP scholars.

Mr. Burt said looking ahead the district will continue to train teachers, offer support to students and continue to review curriculum practices in grades 7-12.

Following the presentation, Mr. Thompson read a poem which depicted people making a difference. Dr. Ralph Barbiero has been recognized as one of those people. Everyone wished him well in his retirement.

Enrollment Projections for 2016-17

Mr. Burt presented the enrollment report dated August 15, 2016. He reminded the Board the report is fluid as enrollments continue. The October 1st report will provide more accurate numbers. He explained that the projected high school enrollment in May was higher than the current enrollment because the information on where rising freshmen will attend school is not updated until August. He reported there is a net of approximately 13 more students attending Foran out of district from Law.

Foodservices End of Year Financial Report

Mrs. Faustich reported the year end financials for the Foodservice program. The Foodservice program ended the year with a profit of \$27,500. She reminded the Board the Food Services program is self-supporting and any profit is used to purchase new equipment or spruce up some areas in the cafeteria.

Community Relations Policies-Series 1000

Ms. Glennon began the discussion by going through the list of policies in the 1000 series that are being presented by Dr. Feser for review. While going through the list she asked if any Board member sought further discussion on that policy. The policies needing no further discussion would be presented for a 2nd Reading and potential approval at the September business meeting. Those policies are:

P 1101.1	Parent Access to Student Information	P 1112	News Media Relations
P 1150	Communications with the Public	P 1170	Recognition of Citizens, Staff Members, Members of the BOE
P 1210	School-Community Associations	P 1220	Citizens' Advisory Committees
P 1250	Visits to the Schools	P 1251	Loitering or Causing Disturbance
P 1316	Relations between Public and School Personnel	P 1321	Public Performances by Students
P 1322	Contests for Students	P 1324	Solicitation of Funds from and by Students
P 1330	Use of School Facilities	P 1331	Smoke Free Environment
P 1410	Health Department	P 1412	Fire Department
P 1700	Possession of Firearms, Deadly Weapons, and Dangerous Instruments on School Property		

The Board then discussed Policy P-1000 Concept, Goals and Roles in Community Relations and agreed to the following revisions:

That a 6th goal be added, reading: "To increase public understanding of the need for adequate financial support of the school system."

The word "cooperate" used in the last sentence of the first paragraph will be changed to: "are taken into consideration."

The line before numbers 1-5, now 1-6 will be deleted. “The Board establishes the following:” will be added to the end of the third paragraph.

With no further discussion Ms. Glennon indicated this policy is now ready to go to the Board as a second reading with potential action.

Policy P-1110 Communications with Parents was discussed. The Board agreed to the following changes:

Change “report annually” in the last paragraph and to: “..will report at least annually...”

The last sentence in the 3rd paragraph, prior to the bullets, could be changed from “These steps should include the following:” to “The professional staff should promote the following:” Administration will reword the bullets.

Following the discussion on Policy P-1112.5 Media Access to Students, the Board requested that Administration review the parent sign off form to ensure parents have a better understanding of the photographing of students. Dr. Feser shared events when the media can photograph without previous notice to the parents, for example, graduations and sporting events. There was a suggestion to add a disclaimer to the website for clarification. Administration will seek advice from legal counsel on the website parent sign off and report back to the Board. There were no changes to the proposed language of the policy itself.

Policy P-1112.6 Videotaping of Staff/Students was discussed. Some Board members felt the first sentence under the first subsection Videotaping of Staff/Students by Non-District Employees was impractical. The Board agreed to add “Except at public events” and some examples to the first sentence. After discussion of the third paragraph of the first subsection and the second subsection of this policy it was agreed to send it to legal counsel for further review and re-work some of the phrasing.

Human Resources Report

Mrs. Kopazna reported on the human resources activity for July. To date, administration has received 20 retirements. There are still nine openings. Many will be filled shortly.

Disbursement Report

Mr. Richetelli shared the Disbursement Report for July, 2016. The report contains expenditures over \$1,500.

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 the Consent Agenda

1. Consideration of Minutes
 - a. July 11, 2016 Business Meeting
2. Acceptance of Expansion and Alterations Project at East Shore Project as 100% Complete (State Project #084-0185 EA/EC)

Mrs. Federico seconded. The motion passed unanimously.

VI. NEW BUSINESS

None.

VII. BOARD COMMENT

Mrs. Casey said that a lot of time was spent talking about the Advanced Placement courses. Administration needs to ensure that Level 2 students are being challenged as well.

VIII. ADJOURN

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

The meeting adjourned at 9:54 p.m.

Recording Secretary: _____
Mrs. Pam Griffin

Corresponding Secretary: _____
Ms. Suzanne DiBiase