

**Milford Board of Education**

**Business Meeting Minutes**

August 28, 2017

**Board members present:**

Claire Casey  
Michael DeGrego  
Suzanne DiBiase  
Jennifer Federico (7:08)  
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 followed by a moment of silence to remember staff member Mike Nelson who passed away and the victims of Hurricane Harvey.

**II. STAFF RECOGNITION**

Dr. Feser introduced the new administrators noting that there are no new positions. The new administrators are replacing employees who have retired or have been reassigned/promoted. They are:

Shannan Carlson, Principal of East Shore Middle School  
Bonnie Etense, Principal of JFK Elementary School  
Sara Gallipoli, Supervisor, Pupil Personnel Services  
Michael Hoggatt, Assistant Principal of Jonathan Law High School  
Sean Smyth, Supervisor of District Improvement

Dr. Feser and the Board welcomed the new administrators.

**III. STUDENT REPORTS**

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

**IV. PUBLIC COMMENT**

None.

**V. CHAIR'S REPORT**

Ms. Glennon reminded the Board members of the workshop that will be held on September 18<sup>th</sup> where the Board and Administration will discuss targets for the district priorities and goals adopted last year. She reminded the Board that the normal meeting schedule resumes now that summer is ended.

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

## **VI. SUPERINTENDENT'S REPORT**

Dr. Feser took a moment to report that the first day for school went well for all. She and the mayor visited eight schools. Mr. Burt, Mr. Richetelli and Ms. Kopazna visited some as well. West Shore will open for students on Thursday, August 31. A more detailed report will be given at the September business meeting.

### **West Shore Middle School Project Update**

Mr. Richetelli joined by Permanent School Buildings Committee Chairman Mr. Woods, architect Mr. Silver, LaRosa Construction CEO Mr. LaRosa, West Shore Middle School Principal Mr. Cavanna and Assistant Principal Mr. Hayes provided the Board with an update on the renovation project. While the first day of school was delayed by three days to ensure the building was safe for staff and students, the project is anticipated to be completed earlier than projected. The project began in March. Major renovations began following the last day of school. Some obstacles occurred without notice; for instance, asbestos being found in the media center and the gym causing the project to halt until the asbestos could be removed by certified professionals. While this affected the timeline for the project, Mr. LaRosa informed the Board the project is actually ahead of schedule and is anticipated to be complete by summer 2018. While the construction continues at West Shore, a full day school resource officer will be dedicated to the school.

### **Capital Improvement Plan Revision – Foran High School Planetarium**

Mr. Richetelli presented a revision to the current Capital Improvement Plan which was submitted to the mayor in May 2017. The revision includes a \$480,000 update to the planetarium at Foran High School. The planetarium's projector system was installed in 1973 and is now out of date. The manufacturer is no longer in service making it very difficult to find repairs and/or replacement parts. In addition to the projector needing replacement, the theatre seats and the wiring system are in disrepair. Mr. Richetelli noted the planetarium is used not only by Milford Public Schools students, but also the community and promotes a strong science and technology system.

Ms. LaSala who is the supervisor of science has researched the cost of replacing the system. Three options were presented; 1) a like new optical projector, 2) new digital system or a 3) hybrid projector. None of the options will exceed the projected \$480,000 requested.

Following the discussion, Ms. Glennon asked for a motion.

Ms. DiBiase made a motion that the Board of Education approves the 2017-2022 Capital Improvement Plan by adding the Joseph A. Foran High School Planetarium upgrades project to the plan and forward it to the Mayor for consideration and funding. Mrs. Federico seconded. The motion passed unanimously.

### **Post-Graduation Plans for Class of 2017**

Mr. Burt presented the 2016-17 graduation data, including information on graduates accepted to two and four year colleges and graduates accepted to top tier colleges. The graduation rate for students accepted to four-year colleges has risen in the past five years. Mr. Thompson reported Law had 88% of its students applied to two or four year colleges; 100% of those students were accepted.

### **Advanced Placement Student Achievement Report**

Mr. Scott delivered a PowerPoint presentation (on file) which provided a background of Advanced Placement courses and its highlights. Advanced Placement courses are considered college level courses and are accredited by the College Board. MPS currently offers over 20 AP classes. The amount of students taking AP course has risen. While there was a slight drop in scores from the previous year, the results remain higher than in years prior to 2016. As a way to help prepare students for the rigorous course an AP class entails, the district offers an AP Summer Academy to students taking an AP class for the first time. The district will monitor the correlation between the class grades and the exam scores.

### **Enrollment Report**

Mr. Burt reviewed the current enrollment report with the Board. He reminded the Board the October enrollment report is considered the final enrollment report and is filed with the state. Mr. Burt will continue to monitor the enrollment.

### **Food Service Financial Report 2016-17**

Mrs. Faustich reported the food service department finished the school year with a balanced budget. The cost of meals will increase by 10¢ in the 2017-18 school year. This will allow the department to add a more extensive produce list and other foods of nutritional value. The hope is that students will make healthier choices.

### **Policies for First Reading**

Dr. Feser presented Policy 5125 Student Records/Confidentiality for a first reading. The policy presented will replace the policy in place, as it is out of compliance. The policy will be brought forth for approval at the next meeting.

A complete rewritten Weapons and Dangerous Instruments Policy 5131.7 was presented. The proposed policy complies with state law.

After a brief discussion, Administration will seek legal counsel for which word to use in the following paragraph.

The **Board/Superintendent** shall consider a student's conduct off school grounds that is seriously disruptive of the education process or is volatile of publicized policies of the Board as grounds for expulsion.

The policy will be brought forth for approval at the next meeting.

Dr. Feser then presented the Sexual Discrimination and Sexual Harassment in the Workplace Policy 4115 for a first reading noting it was being brought forward out of sequence since the board recently approved a similar policy for students.

The second paragraph is awkwardly written. It also needs to include the information for the Title IX Coordinator. Administration will make the recommended changes and bring the policy back for approval at the next meeting.

The Student Wellness Policy 6142.101 was presented as a second reading for approval.

Ms. DiBiase made a motion that the Board of Education approves the Student Wellness Policy 6142.101 as presented. Mrs. Federico seconded.

Mrs. Federico asked if the policy states what our current practice and was told “yes.”

The motion passed unanimously.

### **Human Resources Report**

Mrs. Kopazna delivered the human resources report for the month. The year begins with 31 new teachers certified in 17 areas. All laid off teachers and paraprofessional have been recalled.

### **Disbursement Report**

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

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

## **VII. CONSENT AGENDA ITEMS**

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

Consideration of Minutes

a. July 10, 2017 Business Meeting

b. July 24, 2017 Special Meeting

Mrs. Federico seconded. The motion passed unanimously.

## **VIII. UNFINISHED BUSINESS**

None.

## **IX. BOARD COMMENT**

Mrs. Krushinsky applauded the district for condensing three parent handbooks into one parent handbook.

Mr. Hagedorn stated that his granddaughters first day of kindergarten went well.

Mrs. Federico congratulated the Administration for all their efforts in making the first day a successful one.

## **X. ADJOURNMENT**

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

Approved

The meeting adjourned at 10:01 p.m.

Recording Secretary: \_\_\_\_\_  
Mrs. Pam Griffin

Corresponding Secretary: \_\_\_\_\_  
Ms. Suzanne DiBiase