

**Milford Board of Education  
Business Meeting Minutes**

September 11, 2017

**Board members present:**  
Claire Casey  
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

**Board members absent**  
Michael DeGrego

**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. STUDENT REPORTS**

Michael McCarvill presented the report for Jonathan Law. There was no report for Foran.

**III. PUBLIC COMMENT**

None.

**IV. CHAIR'S REPORT**

Ms. Glennon told the Board members the workshop to be held on September 18<sup>th</sup> will begin at 7:00PM in the Board of Education room. A representative from the State Department of Education will be in attendance to share how he develops targets for the state. Board Priorities and Assumptions will be discussed for a first reading tonight. They help guide administration when developing the budget for the following school year.

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

**V. SUPERINTENDENT'S REPORT**

**Back to School Report**

Dr. Feser gave a brief report on how the first couple of weeks of the new school year went. Teachers were welcomed back with an Opening Convocation on August 24<sup>th</sup>. Approximately 5,800 students were received on August 28<sup>th</sup>, and West Shore on September 5<sup>th</sup>. She reported on the mammoth work that took place in

the school building in the short timeframe between June and the opening of schools on August 28<sup>th</sup>. In addition, transportation has gone smoothly as well as the new start times for elementary and middle schools.

### **Instructional Highlight**

Teacher Rachel Rowley gave a presentation on Milford's 9-11 curriculum, which was developed by Milford Public Schools in 2011. She underscored the importance of the curriculum and that Milford is the only district that currently has a 9-11 curriculum. She navigated a PowerPoint that provided the background for the curriculum and highlights of the Tribute Center in New York which MPS students are highlighted. Three Jonathan Law seniors reflected on their learning experiences.

### **Proposed 2018-19 Budget Priorities and Assumptions**

Dr. Feser presented the Priorities and Assumptions that will be used in development of the 2018-19 budget. She emphasized the Board Budget Priorities suggest areas of importance that will be used in decision making as the budget process begins. The Budget Assumptions provide financial forecasting and other factors that may influence the budget.

An item has been added to the Assumptions document that will affect funding once the state budget has been adopted.

- How the ongoing State budget crisis will affect funding of the Board budget continues to be a huge unknown. The Board may need to make very difficult decisions if funding is reduced significantly.

The remaining items are standard; however, the listed percentages are only estimates.

Mr. Jagodzinski asked for the status of the state not picking up the cost for out placed residential special education students. Dr. Feser told him that possibly the Department of Developmental Services might have withdrawn the proposal. However, she has not heard any more about it.

Ms. Glennon suggested that the “arts” be added to the bullet in the Budget Priorities document that references core instruction, as it is part of the core instruction. Board members agreed.

Mrs. Federico wishes that the Board be provided with historical enrollment reports.

Due to the timing of the solar panel installations and the uncertainty of the savings, the Board recommended the last sentence under the eighth bullet be removed from the Assumptions document. *“Some of the cost of electricity will be offset by anticipated solar installations but it is too early to predict potential savings.”*

The budget Priorities and Assumptions will be brought back to the Board for a second reading and approval at its October business meeting.

### **Policies for First Reading**

Dr. Feser presented Policy 5118 Resident and Non-Resident Students as a first reading. The policy was revised in 2013, has been reviewed and is compliant.

In the policy, the word “town” is used for Milford. The word should be changed to “city”.

Policy 5124 Reporting to Parents was then presented. Minor housekeeping changes were recommended.

A Board member inquired about the length of time teachers have to enter grades on assignments/tests. Administration will research this and provide the Board with the answer.

Dr. Feser presented Policy 5131.91 Hazing as a first reading. Revisions were made to better define and clarify the school system's stance against hazing acts.

The three policies will be presented for approval at the October business meeting.

### **Policies for Second Reading**

Policy 5125 Student Records; Confidentiality was presented for approval.

Ms. DiBiase made a motion that the Milford Board of Education approves Policy P5125 Student Records/Confidentiality as presented. Mrs. Federico seconded. The motion passed unanimously.

Policy 5131.7 Weapons and Dangerous Instruments was presented for approval.

Ms. DiBiase made a motion that the Milford Board of Education approves Policy 5131.7 Weapons and Dangerous Instruments as presented. Mrs. Federico seconded. The motion passed unanimously.

Dr. Feser then presented the Sexual Discrimination and Sexual Harassment in the Workplace for approval. Changes were made to explicate to whom the complaint should be reported to for the district.

Ms. DiBiase made a motion that the Milford Board of Education approves Policy P4115 Sexual Discrimination and Sexual Harassment with changes made by Administration. Mrs. Federico seconded. The motion passed unanimously.

### **Human Resources Report**

Mrs. Kopazna delivered the human resources report for the month. To date, one teaching position remains unfilled.

### **Disbursement Report**

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

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. August 28, 2017 Business Meeting

Mrs. Federico seconded. The motion passed unanimously.

Approved

## VII. UNFINISHED BUSINESS

None.

## VIII. BOARD COMMENT

Dr. Gregory offered comments on how nice it is to see the incoming kindergarten lawn signs in yards.

Ms. Glennon gave kudos to the Administration for she had received many positive comments on the opening of schools, programs etc.

## IX. ADJOURNMENT

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

The meeting adjourned at 8:58 p.m.

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

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