

Milford Board of Education

Business Meeting Minutes
September 12, 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
Carole Swift
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.

II. STUDENT REPORTS

Julia Astram presented the student report for Joseph A. Foran. Jillian Bendlak and Tyler Chavez presented the student report for Jonathan Law.

III. PUBLIC COMMENT

None.

IV. CHAIR'S REPORT

Ms. Glennon said the Board will continue its review of the policies in the 1000 series, limiting the discussion to 45 minutes to review. Item 3a. Policy 1150 "Communications with the Public" will move to Item 3g. on the agenda to allow for discussion.

Ms. Glennon called for the Liaison Reports.

Mr. DeGrego informed the Board of the Milford Prevention Council's *Meet and Greet* that will be held on Thursday, September 15th at Costa Azzurra. All are welcome to attend.

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

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. The staff was welcomed back with an Opening Convocation on August 26th. Approximately 6,000 children were greeted on the first day of school. Many of the facilities work was completed over the summer, which included roof replacement, security upgrades, abatement and more. Transportation has gone smoothly as well as the new schedule in the elementary schools.

Proposed 2017-18 Budget Priorities and Assumptions

Dr. Feser presented the Priorities and Assumptions that will be used in development of the 2017-18 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 impact the budget. New this year to the Assumptions is an item for the district to fund students who will be attending Bridgeport magnet schools. Administration was just notified of this within recent weeks. The transportation contract will expire at the end of the school year.

Mr. Richetelli reminded the Board of Durham's actions to secure the current contract, i.e., installation of the refueling station in Milford and moving the bus yard from Stratford to Milford, and the installation of cameras on the busses. It may be more beneficial to negotiate, rather than do an RFP, which is an option that has not yet been decided. Durham has the knowledge, experience and has provided superior service. If we do an RFP and simply take the low bid, we could be sacrificing service, quality, etc.

The Board is in agreement that Administration should have a preliminary discussion with the mayor relative to the additional funding of an additional school resource officer noting that last year, the city did not support the funding of an additional school resource officer.

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

Community Relations Policies-Series 1000

Ms. Glennon began the discussion with the policies needing no further discussion. She asked for a motion.

Ms. DiBiase made a motion that the Milford Board of Education approves the following Community Relations policies as presented:

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

Mrs. Federico seconded. The motion passed unanimously.

Dr. Feser explained the changes recommended at the previous meeting had been made to the following policies: 1000, 1110, 1112.5, 1112.6, 1250, 1150, and were now being presented for approval.

Ms. DiBiase made a motion that the Milford Board of Education approves Policy 1000 Concept, Goals and Roles in Community Relations. Mrs. Federico seconded. The motion passed unanimously.

Ms. DiBiase made a motion that the Milford Board of Education approves Policy 1110 Communications with Parents/Guardians as presented. Mrs. Federico seconded. The motion passed unanimously.

Ms. DiBiase made a motion that the Milford Board of Education approves Policy 1112.5 Media Access to Students as presented. Mrs. Federico seconded. The motion passed unanimously.

Policy 1112.6 Videotaping of Staff/Students

Dr. Feser suggested after seeking review by the attorney to break out the first paragraph into two separate paragraphs to delineate between videotaping of staff and videotaping of students by non-district parties. It was also recommended to replace the word “will” to “may” in the last paragraph on page two. In such cases not all students would be the subject of interest in a video recording and it can become burdensome according to the law to keep the word “will” in the sentence.

Mrs. Federico suggested the phrase “sports activities or other events” be added to the third paragraph, and break out the paragraph where it refers to students into a new paragraph.

Dr. Gregory has a concern limiting the approval level of videotaping classroom instruction to a teacher. In some cases, it could be ordered by law, i.e. an IEP could dictate it. After a brief discussion, it was recommended to add “unless mandated by law” to the end of the first sentence on page two of the policy.

“Videotaping of teacher classroom instruction can occur only with approval of the teacher unless mandated by law.”

The Board requested that 1112.6 Videotaping of Staff/Students be sent to the attorney for a second review.

Policy 1250 Visits to Schools

A discussion ensued around the sentence:

“In order to promote a safe and productive educational environment for all students and staff, the Board of Education requires all visitors to receive prior approval from the school Principal or his/her designee before being permitted to visit any school building.”

This could be interpreted that ALL visitors will need prior approval. There are times when this is not possible.

The Board understood a designee could be the school greeter or security guard. It was agreed to delete the word “prior” from the sentence. In addition, the word “Principal” will be replaced with school administration so the approval is not limited to one person.

Ms. DiBiase made a motion that the Milford Board of Education approves Policy 1250 Visits to the Schools as amended. Mrs. Federico seconded. The motion passed unanimously.

Policy 1150 Communications with the Public

Dr. Feser said she had received a concern from a constituent regarding the word “expected” in the first sentence of Policy 1150 Communications with the Public.

All school personnel are *expected* to place a positive and factual light on school system matters.

Some may consider this a violation of the First Amendment. She sought advice from the attorney and it was recommended to replace the word with “*requested*.” No Board member objected to the change.

Ms. DiBiase made a motion that the Milford Board of Education approves Policy 1150 Communications with the Public as amended. Mrs. Federico seconded. The motion passed unanimously.

Policy 1140 Distribution of Materials to and by Students

There was a discussion about the approval of materials being distributed to parents. The language in the policy may infer students only. This centered on flyers. Dr. Feser explained there is an approval process for all flyers before it reaches the building Principal.

Following the discussion, the following sentence should be separated out as a new paragraph:

The Superintendent shall designate a district-level staff member to review and approve or disapprove printed and electronic material proposed for distribution to students to take home if the material is intended for more than one (1) ~~site~~ school.

The word “site” in policy will be replaced with “school.” The policy will be presented for approval at the September Committee of the Whole meeting.

Policy 1212 School Volunteers

The word “may” will be replaced with “shall” in the last paragraph. Policy to be presented for approval at the September Committee of the Whole meeting.

Policy 1311 Political Activities in Schools

Mr. Jagodzinski offered alternative language to the third paragraph to be used in the 1311 policy to clarify a political candidate cannot advance candidacy or agenda of a political party. The policy speaks more to a staff member’s responsibility.

Mr. Burt shared his experience as a former political science teacher. Political candidates have visited classes to share their political platform as an educational experience. In all cases, all parties would be afforded the opportunity to visit the classes.

Dr. Feser confirmed that all parties are to be invited into classes. She referenced language in the policy.

After a brief discussion, the Board asked Dr. Feser to review/reword the third paragraph to ensure that candidates from all parties are treated impartially and objectively.

This policy will be brought forth for approval at the September Committee of the Whole meeting.

Policy 1312 Public Complaints

Mr. Jagodzinski proposed new language be used for Policy 1312. There was discussion around his suggestion of public complaints and their respective resolutions to be reported to the Board member who referred the complaint. Ms. Glennon believes there is existing language relative to complaints in Policy Governance, which addresses the relationship between the Board and the Superintendent. She will review it and update the Board.

The policy can be submitted for approval at the September Committee of the Whole meeting.

Ms. Glennon noted the time allotted to discuss policies had expired. Therefore, the Board will begin with Policy 1313 at its October Business meeting.

Human Resources Report

Mrs. Kopazna reported on the human resources activity for August. She noted the district is still in need of five teachers, of which employment offers are in process. All permanent classes have been staffed.

Disbursement Report

Mr. Richetelli shared the Disbursement Report for August, 2016. The report contains 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 the Consent Agenda

1. Consideration of Minutes
 - a. August 22, 2016 Business Meeting
 - b. August 31, 2016 Special Meeting
 - c. September 6, 2016 Special Meeting

Mrs. Federico seconded. The motion passed unanimously.

VII. NEW BUSINESS

None.

VIII. BOARD COMMENT

None.

IX. ADJOURN

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

Approved

The meeting adjourned at 9:33 p.m.

Recording Secretary: _____
Mrs. Pam Griffin

Corresponding Secretary: _____
Ms. Suzanne DiBiase