

**Milford Board of Education**

**Business Meeting Minutes**

November 12, 2018

**Board members present:**

Ray Arnold  
Claire Casey  
Adam De Young  
Jennifer Federico  
Scott Firmender  
Rita Hennessey  
Susan Glennon, Chair  
Warren Pawlowski

**Administration present:**

Dr. Anna Cutaia  
Dr. Amy Fedigan  
Carole Swift  
Wendy Kopazna  
Jim Richetelli

**Board member absent:**

Craig Zentkovich (excused)

**I. CALL TO ORDER**

Ms. Glennon called the business meeting to order at 7:00 p.m. in the Board of Education Room. She then announced Mr. Zentkovich was on travel.

**II. STUDENT REPORTS**

Maggie Cummings and Ryan Demarco presented the student report for Foran. Bella Carroll and Cameron Asmussen presented the report for Jonathan Law.

**III. PUBLIC COMMENT**

None.

**IV. CHAIR'S REPORT**

Ms. Glennon reminded the Board about the upcoming Thanksgiving football game where the two high schools play each other. The game will be held on Thanksgiving Day at 10:30 at Foran.

She acknowledged Veterans and expressed gratitude for the ceremonies in our schools.

The Summer Projects will be pulled off the agenda as Mr. Bradbury was called away unexpectedly.

Ms. Glennon called for liaison reports.

PTA Council - Ms. Glennon reported out on the last Council meeting. The Council has been notified of the 2019-2020 budget workshop schedule.

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

**V. SUPERINTENDENT'S REPORT**

### **Instructional Highlight: 1:1 Chromebook Plan**

Dr. Cutaia shared the 1:1 Chromebook plan with the Board. The three core reasons for the 1:1 Chromebook implementation are: 1. To enable students access to up to date learning opportunities, 2. Increases a more differentiated learning environment; students will experience learning at their individualized pace, and 3. Allows students to collaborate in real time with peers and teachers.

Database Systems Coordinator, Mr. Giancola reviewed the model of the device of choice, how it aligns with the programs used across the district and its safety features. Opportunities for professional learning will be made available for staff and families. The plan to roll out the 1:1 Chromebooks is late winter/early spring, to students in grade five through nine students. Other grades will follow. A decision has not yet been made on how to address lower elementary grades. They will most likely not use chromebooks nor a true 1:1 model. Mr. Giancola said costs would be covered by redeploying equipment the district already has and from the technology account in areas such as leases and desktop rotations, and thus, an increase in the budget would not be necessary.

Mr. Giancola has formed a committee that will do research and explore techniques to ensure a smooth transition.

The Board was assured there would be a balance between the use of technology and traditional teaching and that screen time would not increase, but rather, it would be repurposed.

The Board agreed it would like an update in the spring, and possibly, with students, in the fall.

### **Policies for a Second Reading**

Dr. Cutaia presented Policy 5145.53 Transgender for approval. She recently had a conversation with CABA Sr. Staff Associate Vincent Mustaro who cautioned her about compliance with the law with regards to language included in the “Restroom Accessibility.” He offered the following language that could alleviate any further concerns (in bold).

Students shall have access to the restroom that corresponds to their gender identity as consistently asserted at school **and shared with staff by administration**. Any student who has a need or desire for increased privacy, regardless of the underlying reason, should be provided access to a single user restroom. However, no student shall be required to use such a restroom because they are transgender or gender non-conforming.

The Board was satisfied with the additional language.

Being no further discussion, Ms. Glennon called for a motion.

Mrs. Federico made a motion that the Milford Board of Education approves Policy 5145.33 Transgender as amended. Mr. Firmender seconded. The motion passed unanimously.

Dr. Cutaia presented the Policy 6153 Field Trips for approval. She further said, the role of a chaperone is to keep their eyes on students on the field trip. Additionally, it is imperative to have clear lines of communication throughout the entire trip.

Being no further discussion, Ms. Glennon called for a motion.

Mrs. Federico made a motion that the Milford Board of Education approves Policy 6153 Field Trips as presented. Mr. Firmender seconded. The motion passed unanimously.

### **Athletic Program Annual Financial Report 2017-18**

Mr. Richetelli presented the athletic program financial report for the 2017-18 fiscal year. The district continues to run 24 sports, sanctioned by CIAC. Unified Sports, Powder Puff and Fencing Club are also offered, and were included in the athletic financials report. Mr. Richetelli provided a breakdown of the funds, by sport, noting the funds are split between two accounts. The “general” funds account covers the cost of coaches’ salaries, transportation, trainers, insurance, equipment and supplies and uniforms. The “athletic activities” account covers game-day costs of officials, referees, and part-time staff such as ticket takers, announcers, police officers and security. Hockey is offered through a coop program and continues to be the only sport that requires a student participation fee.

### **Human Resources Report**

Mrs. Kopazna shared the human resources activity for October, as well as some fall coaching and advisor stipends.

### **Annual Human Resources Report**

Mrs. Kopazna provided the Board with the annual summary of human resources activity from October 2017 through October 2018. The report included staffing, employee benefits, labor/employee relations, employee services, record keeping, research and reporting.

### **Disbursement Report**

Mr. Richetelli shared the Disbursement Report for October 2018. The report contains expenditures over \$1,500. He answered questions from the Board.

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

## **VI. CONSENT AGENDA ITEMS**

Mrs. Federico made a motion that the Milford Board of Education approves Consent Agenda Items:

Consideration of Minutes:

October 8, 2018 Business Meeting

October 22, 2018 Committee of the Whole Meeting

Mr. Firmender seconded. The motion passed unanimously.

## **VII. NEW BUSINESS**

None.

## VIII. OLD BUSINESS

1. Ms. Glennon asked the Board if there were any questions regarding the two governance process policies that are to be approved. There were none.

Ms. Glennon called for a motion.

Mrs. Federico made a motion that the Milford Board of Education approves Executive Limitation 17 Communication and Counsel to the Board as presented. Mr. Firmender seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves Governance Process Board Structure Committee as a Whole as presented. Mr. Firmender seconded. The motion passed unanimously.

## IX. BOARD COMMENT

Ms. Glennon welcomed Carole Swift back from her leave. She also noted what a nice event the Evening Under the Stars was.

## X. ADJOURNMENT

Mrs. Federico made a motion to adjourn. Mr. Firmender seconded. The motion passed unanimously.

The meeting adjourned at 8:52 p.m.

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

Corresponding Secretary: \_\_\_\_\_  
Mrs. Jennifer Federico