

Approved

Milford Board of Education

Board Meeting Minutes
December 8, 2014

Board members present:

Michael DeGrego
John DeRosa
Suzanne DiBiase
Laura Fucci
Susan Glennon, Chair
Dr. Heidi Gold-Dworkin
Anthony Piselli
C. Robert Satti, Jr.
Earl Whiskeyman

Administration present:

Dr. Elizabeth Feser
Wendy Kopazna
Jim Richetelli

Board members absent:

Jennifer Federico

Others absent:

Michael Cummings
Susan Kelleher

I. CALL TO ORDER

Ms. Glennon called the business meeting to order at 7:00 p.m. in the auditorium at City Hall. She then asked that everyone join in the reciting of the Pledge of Allegiance.

II. MUSIC PRESENTATION: JOSEPH A. FORAN CHORAL GROUP

Ms. Theresa Voss led the Joseph A. Foran Choral Ensemble in some holiday songs for the Board.

Ms. Glennon thanked them for their performance.

Ms. Glennon turned the meeting over to Dr. Feser for Student Recognition.

III. STUDENT/STAFF RECOGNITION

Dr. Feser announced that there would not be student or staff recognition due to the recipients not being able to attend. They will be recognized at the January Business meeting.

Ms. Glennon surprised Dr. Feser by recognizing her for being named Connecticut Superintendent of the Year. Ms. Glennon then read a prepared statement which placed emphasis on Dr. Feser's ability to restore stability in the school district after some wavering times. She also applauded her for her work with the teacher evaluation, implementation of common core and her constant visibility in the schools with staff and parents. For those reasons, and more, the Ms. Glennon and the Board nominated her for the award. Dr. Feser was presented with a plaque.

Dr. Feser thanked the Board for the nomination. She told them she is honored to be in Milford and working with the Board. It is proven that good relationships with superintendents and boards of education improve student growth.

IV. STUDENT REPORTS

Sofya Calvin and Kelsey Kopazna presented the report for Jonathan Law. Tyler Porcello and Shaina Arsenault presented the report for Joseph A. Foran High School.

V. PUBLIC COMMENT

Cathy Berni – 96 Centennial Drive – Mrs. Berni wished the Board a happy holiday season. She then congratulated Dr. Feser on winning the Connecticut Superintendent of the Year Award.

VI. CHAIRS REPORT

Ms. Glennon reminded the Board of an executive session on Monday, December 15th at 8:00PM at Parsons.

She updated the Board on her attendance at the Connecticut Conference of Municipalities workshop on parliamentary procedure that was held in City Hall. She pointed out to the Board according to Roberts Rules of Order silence equals agreement when decisions are being made. Board member should speak up at the time decisions are being made. If one does not, then it would be considered in support of the decision. She also asked Board members to keep in mind that discussion during board meetings should be among Board members and that, while this Board does not always follow the formality of Robert's Rules during discussion, comments to presenters and administrators should be made through the Chair.

Ms. Glennon touched on the CABA Convention that some board members attended. She included in the Board packet two documents. One was CABA's Board Member Code of Ethics and the other relates to CABA Day on the Hill on March 25, 2015. Day on the Hill is an opportunity for the public and BOE members to speak with legislators on important issues related to education.

Ms. Glennon then called for the liaison reports.

Mrs. Fucci reported that Health Director Dr. McBride has retired. Deepa Joseph will serve as interim Health Director until a replacement is announced.

Mr. Whiskeyman reported on ACES, showing off the ACES student art contest with a sweatshirt printed with artwork.

Dr. Gold-Dworkin reported on the Milford Education Foundation grant opportunities for teachers. She noted the upcoming dates for Minds in Motion (March 7) and Invention Convention (March 28).

Mr. DeGrego asked to move the minutes of November 10, 2014 meeting from the Consent Agenda to New Business.

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

VII. SUPERINTENDENT'S REPORT

Instructional Division Highlight

Dr. Feser reported that a group of students and teachers from both elementary and middle school level will share what they have learned in technology uses and instruction since September. She then turned the meeting over to Mr. St. Germain.

Mr. St. Germain reported in July 2014 the district became a Google Apps for Education district, meaning all staff and students are now able to access Google's suite of applications which include Gmail, Google drive, spreadsheets, websites, Google calendar and forms. The Google suite has incredible collaboration capabilities. Google announced recently that the suite and its applications will be free beginning in 2015, which will save the district approximately \$30,000. Mr. St. Germain explained that students and staff can be in different locations working on the same presentation. For example, a student who is sick could work on the presentation from home. He also commented there is less paper for teachers to shuffle and the turnaround time for providing feedback to students was much faster, sometimes almost immediately. He then introduced Pumpkin Delight teacher Mrs. Etense to share a project that her students had completed.

Mrs. Etense, assisted by her students shared their technological experiences. Students used Google Plus by creating a video, editing documents, having online conversations and presenting the work in a different way.

Mr. St. Germain then introduced principal of Harborside Middle School Mr. Gottlieb. Mr. Gottlieb noted this is real world application at its finest. He introduced Spanish teachers Mrs. Mazzone and Mrs. Giordano, and media specialist Mrs. Schterman to share their experience with the applications. The teachers shared how they can check their students' progress on assignments using the application. Students shared projects they completed using Google docs and supported websites. They expressed how they could not get together to work on the project and by logging into the application they could collaborate together. Teachers could offer advice during their progress. The finished product shared were two Spanish videos created solely by students.

Mr. Satti asked about personal identity protection. For example, if someone hacks into the cloud. Mr. St. Germain told him he could not speak to hacking. However, the district has filters in place so the students cannot access files outside of the school system.

Mrs. Fucci asked if any training has been given to the younger students with respect to keyboard instruction. Mr. St. Germain told her the grades 3-5 schools are using Typing Pal at home and at school. The recommendation is for the students to go through one four to six week keyboard instruction for 15 minutes a day.

Ms. Glennon asked if this will have use for professional development among staff. Mr. St. Germain told her the staff are currently exploring the ability to provide professional development. There is a group of staff who are trained to be able to teach others.

Dr. Feser thanked the Board for its funding for technology. Part of the funds enabled administration to purchase the Google Chrome books.

Dr. Gold-Dworkin applauded the administration for their work.

Dr. Feser turned the meeting over to Mr. Richetelli.

Energy Conservation Update

Mr. Richetelli reminded the Board of the energy conservation program with Cenergistics which started in 2010. It is a four year contract, and is in its final year. He then turned the meeting over to Mr. Whitaker.

Mr. Whitaker narrated a PowerPoint presentation that provided the history of program as well as the savings from 2011 to June 2014. The district is currently using an overall 29% reduction of energy since inception of the program. He highlighted, the vast majority of the program reductions is done by behavioral changes. For example, turning off lights, shutting down computers, turning down the heat, reducing run time of fans, etc.

Mr. Whitaker reported the total savings to date is \$2,205,678. However, the cost of the program is \$1,098,303, which equals a net savings of \$1,107,375. Cenergistics projected it would take eight years for the district to achieve that savings. The district did it in just four years. He then shared the awards the district has received during the program.

Mr. Richetelli concluded the presentation by reviewing the agreement made with Cenergistics after the four year contract ends. They will continue the services if the district meets three commitments. The three commitments are:

- Continue to employee and provide strong support for the Cenergistics approved Energy Specialist.
- Continue to renew the EnergyCAP software each year and send monthly energy reports to the Cenergistics business office for review.
- The Energy Specialist must continue to conduct regular building audits, ensuring the Board's energy policy and guidelines are being followed.

Mr. Richetelli explained there will be approximately a savings of \$200,000 in costs associated with the contract after the expiration. However, administration would like to use a portion of the savings to purchase items that will allow for more energy conservation, i.e. lighting upgrades. The administration will continue to explore energy savings from rebates and incentives from UI and other utilities.

Mr. Satti noted that it appears expenditures went up. Mr. Richetelli explained the increase from 2012/13 to 2013/14 was due to the construction work, additional square footage and new air conditioning at East Shore Middle School. During the course of construction an exorbitant amount of energy was used.

Mr. DeRosa asked if the baseline would change. Mr. Whitaker told him the baseline will not change.

Mr. DeRosa asked where the biggest culprits of usage in the school district. He was told for the most part it has been behavioral. Mr. Richetelli added individual printers were removed from classroom and staff is no longer allowed to keep things like small refrigerators in their rooms.

Ms. Glennon asked if the baseline would change based on the changes in square footage at East Shore. She was told yes.

Mr. Whiskeyman asked what programs are in place to maintain the oxygen levels to meet the environmental requirements. Mr. Bradbury told him that it is a constant battle and he is closely monitoring them.

Proposed MPS District Priorities, Goals and Initiatives 2014-15

Dr. Feser reported the administration brought a new set of goals before the Board last month. She reminded the Board that recent changes to the assessments and the reconfiguration which will change the populations in the elementary schools led to the decision to present one year goals at this time. They are being presented for a second reading and adoption with the changes recommended at the November business meeting. Those changes were: to align the goals to the priorities, and add the baseline data for 2014 for which the goals are being measured.

Mrs. Fucci made a motion that the Board of Education approves the proposed Milford Public Schools District Priorities, Goals and Initiatives 2014-15. Mr. DeRosa seconded.

Mrs. Fucci asked Dr. Feser if she has seen any indication of improvements relative to the 2014 Special Education baseline.

Dr. Feser gave the example of the DRA sharing the Special Education 2011 (18.6%), 2012 (27.8%) and 2013 (31.1%) data. Thus, the target was set to be 3.8% increase.

Being no further discussion, the motion passed unanimously.

Board of Education Schedule of Meetings

Mrs. Fucci made a motion that the Board of Education accepts the 2015 Board of Education Meeting Schedule. Mr. DeRosa seconded.

Mr. Whiskeyman questioned the lateness of the August meeting. Ms. Glennon reminded him that it follows the Board Governance Policy.

Being no further discussion, the motion passed unanimously.

Human Resources Report – October & November

Mrs. Kopazna reported on Human Resources Report for October and November. The report was postponed from the November Business meeting due to the time.

Annual Human Resources Summary

Mrs. Kopazna provided the Board with the annual summary of human resources activity from October, 2013 through September, 2014. The report included staffing, employee benefits, labor/employee relations, employee services, record keeping, research and reporting.

Mrs. Fucci asked if there was a trend in the resignations. Mrs. Kopazna told her that surrounding districts such as Fairfield will pay a higher salary. Teachers will leave for salary, personal reasons or to be promoted. She has not seen a trend.

VIII. CONSENT AGENDA ITEMS

Mrs. Fucci made a motion to approve Consent Agenda items:

1. Disbursement Report
2. Acceptance of Hazardous Material Abatement Project at John F. Kennedy Elementary School (State Project #TMP-084-JVBP-CV)
3. Acceptance of Hazardous Material Abatement Project at Joseph Foran High School (State Project #TMP-084-CKDM-CV)
4. Acceptance of Hazardous Material Abatement Project at West Shore Middle School (State Project #TMP-084-VWWC-CV)
5. Consideration of Minutes
 2. November 24, 2014 Committee of the Whole Meeting

Mr. DeRosa seconded. The motion passed unanimously

IX. NEW BUSINESS

Ms. Glennon asked Mr. DeGrego for a motion.

Mr. DeGrego commented that the minutes do not reflect his comment. He asked that the sentence in the third paragraph on page 10 of the November 10, 2014 minutes read:

K-6 **and the closing of Harborside** was proposed but could not be supported.

Mrs. Fucci made a motion to approve the November 14, 2014 minutes with the correction. Mr. DeRosa seconded. The motion passed unanimously.

X. BOARD COMMENT

Mr. DeGrego told the Board he was invited to lecture at Jonathan Law on December 22nd.

Mr. Satti updated the Board on his attendance at the CABE convention. He attended a session on Freedom of Information. He cautioned the Board to be mindful of texting and emailing as they are subject to FOI. He also attended a workshop on the School Resource Officer program.

Mrs. Fucci reported her attendance at the CABE conference. She learned that the proper and continual training of school staff on updated policies and procedures will lead to more equal treatment and better outcomes for all students.

Mr. DeRosa thanked Dr. Feser and Ms. Glennon for coordinating school visits. He has visited Orange Avenue and plans to visit Harborside next. He hopes to visit every school over the next year. He encouraged the Board to visit the schools.

Dr. Gold-Dworkin reported on her attendance at the CABE conference. She noted that she was honored to be present when Dr. Feser was awarded the Superintendent of the Year award.

Dr. Gold-Dworkin reported the state will release the first read of the science next generation in January. She also spoke about the new social studies standards.

XI. EXECUTIVE SESSION

Mrs. Fucci made a motion to adjourn to executive session. Invited in were Mr. Richetelli, Dr. Feser and Mrs. Kopazna. Mr. DeRosa seconded. The motion passed unanimously.

XII. RETURN TO OPEN SESSION

The meeting reconvened to public session at 9:50 p.m.

XIII. ADJOURNMENT

Mrs. Fucci made a motion that the Board of Education approve the sum of \$46,523 to be used for salary increases for non-certified/non-union employees at the discretion of the Superintendent based on performance and an additional \$7,500 to complete correcting equity differences amongst the occupational therapists as appropriate. Mr. DeRosa seconded. The motion passed unanimously.

The meeting adjourned at 9:51p.m.

Mrs. Pam Griffin
Recording Secretary

Mrs. Laura Fucci
Corresponding Secretary