

**Milford Board of Education**

Business Meeting Minutes  
April 17, 2017

**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  
Wendy Kopazna

**I. CALL TO ORDER**

Ms. Glennon called the business meeting to order at 7:02 p.m. with the reciting of the Pledge of Allegiance.

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

**II. STUDENT/STAFF RECOGNITION**

Dr. Feser recognized Jonathan Law's Key Club for continuing to enrich the community. Their outstanding efforts won the team awards at the New England District Key Club Conference. President Dominick Buccitti, Secretary Christina Mohammed, Joe Federico and Josh DeVera were in attendance and accepted the certificates for the team.

Foran students from the Distributive Education Clubs of America (DECA) club were next to be recognized. Five students who participated in the state competition placed in the top four of the event that he/she participated in. One earned honorable honors. Students recognized were: Bailey Garfield, David Payne, Jack Ardrey, Marissa Stoto and Kim Simko.

Dr. Feser and the Board congratulated all the recipients.

**III. STUDENT REPORTS**

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

**IV. PUBLIC COMMENT**

None.

## V. CHAIR'S REPORT

There was no report. Ms. Glennon called for the Liaison Reports.

Mr. Whiskeyman updated the Board on the status of the ACES budget. For now, things are status quo.

Ms. Glennon updated the Board on her recent attendance at PTA Council. The budget was discussed. Mary Edo won the lifetime achievement award.

## VI. SUPERINTENDENT'S REPORT

### **Kindergarten Attendance Grant Update**

Mrs. Spaziano provided the Board with some background information on the Attendance Model Kindergarten program. The program is based on an initiative by the state to increase student attendance. Milford received grant funds which afforded the district the opportunity to implement this program.

Staff members shared strategies used to increase attendance. The overall student attendance has risen since the implementation of the program.

### **High School Graduation Date, 2017**

Dr. Feser announced the last day for the 2016-17 academic school year will be June 14. Jonathan Law High School will graduate on June 13<sup>th</sup> and Joseph A. Foran on June 14<sup>th</sup>. In the event of a school closure, the dates will remain the same.

Ms. Glennon called for a motion.

Ms. DiBiase made a motion that the Milford Board of Education approves a graduation date of Tuesday, June 13, and Wednesday, June 14 for the senior classes of Law and Foran high schools. Mrs. Federico seconded. The motion passed unanimously.

Dr. Feser announced the moving up ceremonies for The Academy and the middle schools.

The Academy, June 8<sup>th</sup>  
East Shore and West Shore, June 9<sup>th</sup> and,  
Harborside, June 12<sup>th</sup>

### **Bell Times for the 2017-18 School Year**

Mr. Richetelli presented the proposed new start times for the Milford Public Schools for the 2017-18 school year. The change would enable the elementary schools to begin at the same time. Middle schools would begin ten minutes later. There would not be a change to the high school bell time. He noted some benefits including clarity, as all elementary schools will begin and end at the same time; staff scheduling, especially those staff who travel from school to school; conferences and more. He further said the declining enrollment is primarily the reason the district is in a position to make the change to the elementary schools start/end time as our current fleet of busses can handle the resulting bus runs.

Dr. Gregory made reference to the recent Sleep Health Journal study. The study has proven evidence that shows high school students stay up later, which requires them to receive more sleep time to get the

recommended eight hours. The study suggests having an early start time for elementary, and a later start for high school.

Dr. Feser told the Board she is aware of the article. However, to implement such a change, a study would need to be conducted. The study would take approximately one year. The wish is to implement the new start times in the 2017-18 school year.

Ms. Glennon asked if the parent/staff community had been informed of the proposed change. Dr. Feser told the Board the first step is to seek approval from the Board. However, the staff are in support of the change.

Ms. Glennon suggested the Board treat this proposal as a first reading to allow notification to be made to the community and to allow time for feedback. The Board members agreed.

### **5000s Policies**

Dr. Feser presented policy Reporting of Child Abuse, Neglect and Sexual Assault P5141.4 for approval. However, the Board raised some concern about the interpretation of language usage relative to the word Board. The policy will be brought back for a third reading at the May business meeting.

Dr. Feser presented the Suicide Prevention and Intervention P5141.5 for approval. The policy is in compliance with state law. There were no changes to the policy after the first reading.

Ms. Glennon called for a motion.

Ms. DiBiase made a motion that the Milford Board of Education approves the Suicide and Prevention Policy 5141.5 and its Administrative Regulation as presented by Administration. Mrs. Federico seconded. The motion passed unanimously.

The Concussions Policy 5141.7 was presented for approval. No changes were made after the first reading.

Ms. Glennon called for a motion.

Ms. DiBiase made a motion that the Milford Board of Education approves Policy 5141.7 Concussions as presented by Administration. Mrs. Federico seconded. The motion passed unanimously.

The title for Use of Physical Force Policy P5144.1 has been changed back to its original title, Seclusion and Restraint. Dr. Feser reviewed the changes made at the request of the Board at its first reading.

Being no further questions, Ms. Glennon asked for a motion.

Ms. DiBiase made a motion that the Milford Board of Education approves the Seclusion and Restraint Policy P5144.1 and its Administration Regulation as presented by Administration. Mrs. Federico seconded. The motion passed unanimously.

That completed the policies requested for approval.

Dr. Feser then presented seven new policies for a first reading.

P5126 Awards for Achievement – No changes

P5126.1 Eligibility For Senior Awards

The last sentence of the policy needs to be rewritten to ensure clarity of the “first day of the senior year.”

P5141.231 Psychotropic Drug Use

The policy has been rewritten to be in compliance with state law.

P5145.4 Nondiscrimination

“Americans with Disabilities Act” needs to be added to Subject line.

P5145.5 Nondiscrimination is a new policy. Administration should review the second paragraph of the policy with reference to *personnel*.

P5145.13 Conducting Research in the Schools

There was discussion about whether an 18 year old student could waive the parent/guardian consent. Administration to inquire.

P5145.14 On-Campus Recruitment

Paragraphs need to be moved around. Sub-headers need to be added to delineate between types of recruitment. An attorney should review.

Dr. Feser thanked the Board for their input.

Ms. Glennon told the Board the policies will be brought for approval at the next business meeting.

### **Quarterly Budget Report**

Mr. Richetelli presented the report for January 1, 2017 through March 31, 2017. He reported the budget is on target. He noted the areas where there are projected surpluses and overages.

### **Human Resources Report**

Mrs. Kopazna delivered the human resources report for the month of March. She noted there have been 11 retirements to date. The district continues to only fill essential open positions.

### **Disbursement Report**

Mr. Richetelli shared the Disbursement Report for March, 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:

- a. March 13, 2017 Business Meeting
- b. March 27, 2017 Committee of the Whole Meeting

Mrs. Federico seconded. The motion passed unanimously.

Ms. DiBiase made a motion that the Milford Board of Education approves the Roof Replacement Project 084-0192 RR at Pumpkin Delight Elementary School as Complete. Mrs. Federico seconded. The motion passed unanimously.

Ms. DiBiase made a motion that the Milford Board of Education approves the Roof Replacement Project 084-0191 RR at Harborside Middle School as Complete. Mrs. Federico seconded. The motion passed unanimously.

### **VIII. UNFINISHED BUSINESS**

None.

### **IX. BOARD COMMENT**

Mr. Jagodzinski said that at the recent NEASC presentation at Jonathan Law, teacher absenteeism rate was 5.6%. It seems excessive. Is this typical for the district or is Law the exception?

Being no further comments, Ms. Glennon called for a motion to adjourn.

### **X. ADJOURNMENT**

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

The meeting adjourned at 10:17 p.m.

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

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