

Milford Board of Education

Special Meeting Minutes

June 3, 2019

Board members present:

Ray Arnold
Claire Casey
Adam De Young
Jennifer Federico
Susan Glennon, Chair
Warren Pawlowski
Una Petroske

Administration present:

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

Board members absent:

Scott Firmender
Rita Hennessey

I. CALL TO ORDER

Ms. Glennon called the special meeting to order at 7:01 p.m. in the Board of Education Room.

II. PUBLIC COMMENT

None.

III. CHAIR'S REPORT

Ms. Glennon told the Board the next business meeting of the Board will be on July 8th, as there is not a committee of the whole meeting in June, July or August. The Superintendent's evaluation will be held on June 17th. She called for liaison reports.

Mrs. Federico updated the Board on the recent Permanent Facilities School Building Committee meeting. The West Shore renovation will be complete by June 30, 2019. The committee also discussed the school roof replacements project.

IV. NEW BUSINESS

Ms. Glennon announced the democratic party has named Ms. Corinne Fucci to fill the vacant Board of Education seat in the fourth district. She then asked for a motion.

Mrs. Federico made a motion that the Milford Board of Education approves the Appointment of 4th District Board Member Corinne Fucci. Mrs. Casey seconded. The motion passed unanimously.

Ms. Fucci will be seated at the table at the July business meeting.

V. SUPERINTENDENT'S REPORT

High School Art Recognition

Each year, the district holds an art exhibit beginning with artwork by elementary students moving onto middle school and, finally, high school. Dr. Cutaia said this is a wonderful way to showcase the talent of our students with the guidance of their teachers. Two pieces, one from each high school, are purchased to become part of the permanent art collection at the Parsons Complex. She then asked the two students to speak about their piece.

The Board and Administration congratulated the students.

Request to Close Schools on April 28, 2020 for Presidential Primary

Dr. Cutaia advised the board that the Registrars of Voters have asked the board to consider closing schools on April 28, 2020 during the presidential primary. She presented the Board with a revised calendar with schools not in session on that date. She agrees it is for safety of the children that school be closed on that day.

Ms. Glennon called for a motion.

Mrs. Federico made a motion that the Milford Board of Education approves the Request to Close Schools on April 28, 2020 for the Presidential Primary and extend the school calendar to tentative last day is June 10, 2020. Mr. Pawlowski seconded.

There was discussion around building this into the calendar in the future to avoid having to revise the calendar once it has been published. Ms. Rowland and Ms. Fellenbaum explained the date might vary and it was impossible to know from election to election when a Presidential Primary would be held. It was suggested the closing of schools for the day could be allowed for in the calendar without stipulating the exact date until known. This would eliminate the need for the Board to take additional action once the calendar had been adopted.

The motion passed unanimously.

Policies for Second Reading

Dr. Cutaia presented 10 policies that were reviewed at the May committee of the whole meeting, for approval.

Ms. Glennon called for a motion.

Mrs. Federico made a motion that the Milford Board of Education approves Board policy P3160 Transfer of Funds Between Categories as presented. Mr. Pawlowski seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves Board policy P3326.1 Payroll Procedures and Authorized Signatures as presented. Mr. Arnold seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves Board policy P3450 Monies in School Buildings as presented. Mrs. Casey seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves Board policy P3453 School Activity Funds as presented. Ms. Petroske seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves Board policy P3500 Non-Instructional Operations as presented. Mr. DeYoung seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves Board policy P3510 Operation and Management of Plant as presented. Mr. Pawlowski seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves Board policy P3514 Authorized Use of School-Owned Materials as presented. Mr. Arnold seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves Board policy P3516 Safety: Buildings & Grounds Inspection & Reporting as presented. Mrs. Casey seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves Board policy P3516.5 Safety: Sexual Offenders on School Property as presented. Ms. Petroske seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves Board policy P3516.13 Risk Management Policy Statement as amended. Mr. DeYoung seconded. The motion passed unanimously.

Human Resources Report

Mrs. Kopazna shared the human resources activity for May. Mrs. Kopazna reported she has received 20 MEA retirements. Seven new teachers have been hired.

2018-19 Proposed Budget Transfers Request

Mr. Richetelli presented the initial end year transfers to the Board. Administration recommended transfers in the amount of \$788,275.00. He reviewed the accounts which were affected, the rationale for the request and answered questions (the list is on file).

The administration will continue to monitor the teachers substitutes account.

Ms. Glennon called for a motion.

Mrs. Federico made a motion that the Milford Board of Education approves administration's recommended 2018-2019 Budget Transfers in the amount of \$788,275.00. Mr. Arnold seconded. The motion passed unanimously.

Approval of Education Specifications, Plans and Estimates

Ms. Glennon called for a motion.

Mrs. Federico made a motion that the Milford Board of Education approves the Educational Specifications for the Security Upgrade Project – Hardened Entranceway The Academy. Mr. DeYoung seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves the Plans, Specifications and Estimates for the Security Upgrade Project – Hardened Entranceway at The Academy. Ms. Petroske seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves the Educational Specifications for the Security Upgrade Project – Hardened Entranceway at Orchard Hills Elementary School. Mr. DeYoung seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves the Plans, Specifications and Estimates for the Security Upgrade Project – Hardened Entranceway at Orchard Hills Elementary School. Mrs. Casey seconded. The motion passed unanimously.

Disbursement Report

Mr. Richetelli shared the Disbursement Report for May 2019. The report contains expenditures over \$1,500.

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:

May 13, 2019 Business Meeting

May 28, 2019 Committee of the Whole Meeting

Mr. Pawlowski seconded. The motion passed unanimously.

VII. BOARD COMMENT

None.

VIII. ADJOURN TO EXECUTIVE SESSION

Mrs. Federico made a motion to adjourn to executive session for purposes of discussing the salary of Chief Operations Officer and Assistant Superintendent, inviting in Dr. Cutaia. Mr. Arnold seconded. The motion passed unanimously.

The meeting adjourned to executive session at 7:42 p.m.

IX. RECONVENE

Mrs. Federico made a motion to go into public session. Ms. Petroske seconded. The motion passed unanimously. (8:18 p.m.)

X. POTENTIAL ACTION

Mrs. Federico made a motion that the Milford Board of Education approves salary increases for the assistant superintendent and the chief operations officer as discussed in the executive session. Mr. DeYoung seconded. The motion passed unanimously.

XI. ADJOURNMENT

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

The meeting adjourned at 8:19 p.m.

Recording Secretary: _____
Mrs. Pam Griffin

Corresponding Secretary: _____
Mrs. Jennifer Federico