

Approved

Milford Board of Education

Meeting Minutes
June 10, 2013

Board members present:

Tracy Casey
Michael DeGrego
Suzanne DiBiase
Laura Fetter
Susan Glennon
Dora Kubek
Beverley Pierson
Christopher Saley
Earl Whiskeyman

Administration present:

Dr. Elizabeth Feser
Michael Cummings
James Richetelli
Susan Kelleher

Board members absent:

George Gensure

I. CALL TO ORDER

The Milford Board of Education held a meeting on Monday, June 10, 2013 in the Board Room in the Parsons Complex. Mrs. Casey called the meeting to order at 7:02 p.m. with the reciting of the Pledge of Allegiance. Mrs. Casey asked for a moment of silence to recognize the passing of Jessie Ebstein, an eighth grade West Shore student who unexpectedly passed away the previous week.

II. STUDENT AND STAFF RECOGNITION

Recognitions were given to the following.

Regina Hu, Jonathan Law senior and Karissa Mansfield, Foran senior were honored for individual art pieces. This was the second year the Board selected a piece of art from each high school to become to become part of a permanent collection at Parsons. Regina's piece, a pencil drawing titled "Dog" and Karissa's digital photo titled "Extraordinary Beauty" were selected and will be displayed in the office of the Board of Education. Both students will receive an honorarium for their artwork.

Mrs. Casey distributed the CABA Student Leadership Awards to 10 deserving students. The CABA awards are given to middle and high school students for their:

- Ability to work with others
- Diplomacy
- Ability to understand issues clearly
- Ability to honor a commitment

The students recognized were:

James Alfano, Kayla Coppola
Colleen Rice, Tanner Georgelos
Maeve Rourke, Manjot Kailey
Drew DeRubeis, Laura Campbell
Michael Dana, Callie Cullen

East Shore Middle School
Harborside Middle School
West Shore Middle School
Jonathan Law High School
Joseph A. Foran High School

The final recognition of the evening went to the Board's Student Liaisons from each high school. Congratulations and warm wishes were given to outgoing liaisons:
Ratan Manohar and Haley Soulier (Jonathan Law)
Alexandra Corsi and Hamsa Ganapathi (Joseph Foran)
The 2013-14 incoming Student Liaisons were welcomed.
Gabe Salles and Michelle Novak (Jonathan Law)
Erin Dunn and Andrew Jones (Joseph Foran)

Dr. Feser and Mrs. Casey congratulated the recipients.

III. STUDENT REPORTS

Gabe Salles and Michelle Novak reported on the latest activities and upcoming events occurring at Jonathan Law High School. Hamsa Ganapathi and Alexandra Corsi presented the report for Joseph A. Foran High School. Both reports are on file.

IV. PUBLIC COMMENT

Cathy Berni – 96 Centennial Drive – Mrs. Berni thanked Dr. Feser and Mrs. Kelleher for their attendance at the Unified Sports event recently. She also told the Board that people are asking about the Special Education audit.

V. CHAIR'S REPORT

Mrs. Casey reported that Mr. Gensure was not able to be at the meeting due to illness. She then announced Ms. Mary Ellen Minichello was awarded Teacher of the Year," Ms. Maureen Girardi has been named "Paraprofessional of the Year," and Circe Deitelbaum was named "Parent of the Year" for the district. She congratulated all of them.

Mrs. Casey reported that the first meeting of the Long Range Planning Committee will be held on June 11th in the Board Room. Ms. Glennon and Ms. DiBiase are members of the committee.

She reported the MEA negotiations are to begin in July. Both Mr. Saley and she will sit on the MEA Negotiations Committee for the Board.

Mrs. Casey concluded her report by announcing that she will be putting together an Ad Hoc Policy Committee of the Board to help streamline the policy review process. Interested members should notify her by Thursday, June 13th.

VI. SUPERINTENDENT'S REPORT

Mrs. Casey turned the meeting over to Dr. Feser.

1. Policy Revisions

a. Policy 5118 Resident and Non-Resident Students

Dr. Feser explained the policy was being presented as a second read, and that the recommendations from the May Business meeting have been incorporated. Dr. Feser called on John Scalice, Supervisor of Student Development, who updated the Board on the changes made to the policy. Mr. Scalice pointed out to the Board added language to clarify the definition of “permanent residency.”

Mrs. Casey asked administration to add the phrase “or its designee” where reference is made to the Board of Education taking action on seeking additional proof of residency. She also expressed the need for specific language indicating that the Board could seek financial restitution for education for non-residents attending Milford schools for the sole purpose of living in the city for educational purposes.

Mrs. Casey also asked that the language be cleaned up in the regulation to be more consistent.

Mr. Scalice reported that verification of residency will only occur upon initial registration.

Dr. Feser further explained that students who reside with a relative or non-relatives as stated in the General Statute will be required annually to submit proper documentation for residency.

Mrs. Casey asked for a motion to approve Policy 5118.

Ms. Glennon made a motion to approve Policy 5118 (Residency) with the recommended changes. Ms. DiBiase seconded the motion. The motion passed unanimously.

b. Policy 6172 Online Learning

Mr. Cummings explained that a new policy was needed to align with student needs. The policy begins to put structures in place for online learning and is being presented as a first read. He then introduced Mr. St. Germain, Supervisor of Media Services and Instructional Technology.

Mr. St. Germain explained the policy meets the needs of students who are homebound, need to recover credits, have programming conflicts, or wish to accelerate their learning and take courses not usually available in our high schools. The policy sets the parameters by which students may receive credits toward high school graduation, and provides guidelines for the selection of online courses and course providers.

A discussion ensued.

Ms. Glennon noted the number of credits allowed is mentioned in the regulation but not in the policy.

Mrs. Casey asked if the Board should be involved in the determination of the amount of credits earned. If so, then the language should be added to the policy. Mrs. Casey also felt that there should be more detailed language in the policy on fees.

The costs for the first year have not been determined. Mr. Cummings estimates approximately 12-20 students will participate with a cost of \$800 per student.

Dr. Feser reminded the Board that this policy is a first read, and, therefore, it will be on the July agenda.

2. 2012-13 Budget Transfers

Mr. Richetelli presented the year-end transfers for the 2012-13 budget. They were:

Transfer from:

Certified Administrator Salaries (1110)	\$35,000
Certified Teacher Salaries (1111)	\$105,000

Transfer to:

Security Services (3305)	\$23,000
Contracted Services (3306)	\$11,000
Building Projects (4304)	\$76,000
Grounds Projects (4305)	\$30,000

Shortfalls occurred in Security Services due to additional measures put in place following the Sandy Hook tragedy and in Contracted Services due to costs related to the Winter blizzard. The monies being transferred into Building Projects will be used to supplement funding of various Summer projects including the Greeter stations at the elementary schools, Art and Tech Ed classroom enhancements at Law and Foran, and roof repairs at Pumpkin Delight and West Shore. Funds for the Grounds projects will be used to replace the tennis courts at Law.

Mr. Richetelli then explained how the \$150,000 for the SROs from the Board's budget will be transferred to the city. On June 30, 2013 the Board's budget will be closed out with the \$150,000 remaining unspent. These funds will lapse back into the city General Fund, and on July 1, 2013, the city Finance Director will transfer that money to the Police Department's salary account to fund the SROs.

Ms. Glennon made a motion to approve the 2012-13 Budget Transfers. Ms. DiBiase seconded. Mrs. Casey would like administration to seek Board approval if the list of items should change. The motion passed.

Mr. Richetelli then reported that the \$450,000, put in the non-lapsing account during the 2011-12 budget year to be used for artificial turf replacement, remains in the account untouched. A question was asked whether interest is being earned on the account. Mr. Richetelli said that the account is not earning interest; that is part of the city's accounts, and any interest earned would go to the city.

3. Human Resources Report

Mrs. Kopazna gave the Human Resources Report for the month of May. Staffing has been the priority. Seventeen retirements have been submitted to date.

The minutes of the May 13, 2013 Business meeting and the Disbursement Report were removed from the Consent Agenda Items.

VII. CONSENT AGENDA ITEMS

The Disbursement Report, 1a., was moved to New Business.

Ms. Glennon made a motion to approve Consent Agenda item 2b, Consideration of Minutes, May 28, 2013 Committee of the Whole Meeting.

Ms. DiBiase seconded. The motion passed unanimously.

The May 13th Business Meeting Minutes will be brought back to the Board for a vote, with corrections, at the July 8th meeting.

VIII. NEW BUSINESS

Disbursement Report

Mr. Richetelli distributed a corrected Cash Disbursements Report for May, 2013. He explained that two line items (highlighted in yellow) were corrected on the new report for the following reasons:

1. (No. 161927) Oriental Trading Company - \$3482.00 Graduation Frames – JAF - This is, properly, a Class of 2013 Student Activities expense. Because of its description, it was incorrectly coded to the Graduation Expense Account 6150 on the original report. The correction was made to indicate that General Funds would be reimbursed from the Student Activities Class account.
2. (No. 161924) New England Ballet Company - \$3300 Custodial Fees for Ballet Performance - This is the fee that we pay for the annual ballet productions of Peter and the Wolf and the Nutcracker for all 4th Grade and 2nd Grade students. The description of “custodial fees” was incorrect. The custodial fees are included in the cost of the production and are paid to the City directly by New England Ballet. The report was corrected to reflect the proper description: “Ballet Performances – 2nd and 4th Grade.”

Ms. Glennon made a motion to approve the Disbursement Report. Ms. DiBiase seconded. The motion passed.

IX. UNFINISHED BUSINESS

None.

X. BOARD COMMENT

Mrs. Casey thanked the Board members who attended the End of the Year Ceremony. She then reminded the Board members to provide Mrs. Griffin their graduation attendance plans.

XI. ADJOURNMENT

Ms. Glennon made a motion to adjourn. Ms. DiBiase seconded the motion. The motion passed.

Meeting adjourned at 8:30 p.m.

Pam Griffin
Recording Secretary

Approved

Ms. Susan Glennon
Corresponding Secretary