

Approved

**Milford Board of Education**

Meeting Minutes  
September 8, 2014

**Board members present:**

John DeRosa  
Suzanne DiBiase  
Laura Fucci  
Jennifer Federico  
Susan Glennon, Chair  
Dr. Heidi Gold-Dworkin (7:07)  
Anthony Piselli  
C. Robert Satti, Jr.  
Earl Whiskeyman

**Administration present:**

Dr. Elizabeth Feser  
Michael Cummings  
Susan Kelleher  
Wendy Kopazna  
Jim Richetelli

**Board members absent:**

Michael DeGrego

**I. CALL TO ORDER**

Ms. Glennon called the business meeting to order at 7:00 p.m. in the Board of Education room at the Parsons complex. She then led those present in the reciting of the Pledge of Allegiance.

Ms. Glennon notified the Board that Mr. DeGrego had an accident and would not be in attendance. She asked the Board to keep him in their thoughts for a speedy recovery.

Mrs. Fucci made a motion to move the August 28, 2014 Special Meeting minutes from the Consent Agenda to New Business. Mr. DeRosa seconded. The motion passed unanimously.

**II. STUDENT REPORTS**

Kelsey Kopazna and Sofya Calvin presented the report for Jonathan Law High School. Tyler Procello and Shaina Arsenault presented for Joseph A. Foran. The reports are on file.

**III. PUBLIC COMMENT**

None.

**IV. CHAIRS REPORT**

Ms. Glennon reminded the Board of the next long range planning workshop being held on September 15<sup>th</sup>. Public information sessions will be held on September 23<sup>rd</sup> and September 29<sup>th</sup>. On September 30<sup>th</sup> the Board will have a workshop to discuss the comments made. The Board is expected to adopt a formal plan at its October 13<sup>th</sup> business meeting.

Ms. Glennon called for the liaison reports. There were none.

## **V. SUPERINTENDENTS REPORT**

### **Back to School Report**

Dr. Feser updated the Board on the first week of school. She thanked staff from various areas of the school system, from custodians and secretarial staff, building principals, teachers, central office staff and bus drivers, for their efforts in getting school off to a great start. She reported school opened very smoothly with 6,245 students enrolled.

Dr. Feser reported on the air conditioner issue at Foran. When the air conditioner broke, the school windows could not be opened because of the way the school was designed. The school was deemed unsafe due to the build-up of condensation on the floors. Therefore, school dismissed early on Tuesday, September 2, 2014 and remained closed on Wednesday. Students and staff will need to make up the missed day (Wednesday, September 3, 2014) at the end of the school year.

Dr. Feser noted the transportation coordinator has received many calls and emails regarding transportation issues. All calls and emails are being returned and issues are being reviewed. Ms. Glennon commented that she witnessed many late nights when the transportation coordinator was still in the office working on issues.

Dr. Feser then announced the Latin program at Foran would not run this year because even after an extensive search, a qualified teacher could not be found.

### **Food Services Year End Report**

Ms. Faustich reported out the year end financials for Food Services, which are for the 2013-14 school year. The Food Service Program is a self-funded program and is not part of the Milford Board of Education's operations budget. The year ended with a balance of approximately \$30,000. There was no price increase for this school year. She updated the Board on how the new regulations affect the breakfast program and the changes to the lunch program to encourage more staff participation in the program.

Mr. Whiskeyman asked how a deficit to the program would work. Ms. Faustich told the Board that the program is self-funded and would need to make up deficits. However, there are none anticipated.

### **Instructional Division Update**

Mr. Cummings delivered a PowerPoint that gave an overview of the curriculum work that had been conducted over the summer.

He provided the history of the instructional framework's conception, implementation and how it will be strengthened. He explained while the district was working on the framework, the State Department of Education released the teacher evaluation plan and Milford used the instructional framework as the basis for our development of our teacher evaluation plan. Both documents have a strong focus on closing the achievement gap. He reminded the Board the plans require constant review and edits to keep pace with the changing expectations and rigorous instructional demands. Staff and administrators performed summer work in all subject areas to adjust and improve the curriculum. Additional summer work focused on developing rigorous common Performance Assessments and literacy planning to improve instruction and purchase and /or strategically place technology. Over 80 teachers were trained in Professional Learning Communities (PLCs) and many teachers and administrators were trained in the use of Google.docs.

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Mrs. Federico asked if the curriculum work was considered refinement or in response to Common Core.

Mr. Cummings explained the work was an extension of the work already occurring in district before Common Core. Administration continues to address the cultural changes of greater academic expectations.

Mr. Cummings updated the Board on the work that had been done during the summer in response to the Special Education audit. Thirty teachers worked extensively on the SRBI intervention process to be more responsive to the struggling learners. This work will strengthen the Student Assistance Team outcomes. Student Assistance Teams include principals, teachers, reading teachers, school psychologists etc.

Mr. Cummings concluded his presentation with a review of this year's summer school programs which include an Elementary Acceleration Program, a Middle/High school Credit Recovery Program and an AP Summer Academy. The Enrichment Program was expanded this year. Enrollment has increased, however, there is still a concern with the start and end times of the various classes presently offered. Administration is in discussion with the Recreation Department about linking the summer school program to recreational activities to extend the day and expand the program offerings.

Summer School Director Sean Brennan then narrated a presentation which depicted the seven programs currently offered. The plan is to have 15 courses in place by next summer and 25 by 2016.

### **Human Resources Report**

Mrs. Kopazna reported on the human resources activity over the last month. The remaining openings are a Spanish teacher, a .6 English teacher and a Social Worker. Administration is currently interviewing for an interim assistant principal for Harborside as well as a Teacher Leader for Meadowside.

## **VII. CONSENT AGENDA ITEMS**

Mrs. Fucci made a motion to approve Consent Agenda items 1-2.

1. Disbursement Report
2. Consideration of Minutes
  - a. August 25, 2014 Business Meeting

Mr. DeRosa seconded. The motion passed unanimously.

## **VIII. NEW BUSINESS**

Ms. Glennon noted that the August 28<sup>th</sup> Board minutes need to be corrected to show that Mr. Satti was present.

Mrs. Fucci made a motion to amend the minutes from August 28, 2014 to reflect that Mr. Satti was present. Mr. DeRosa seconded. The motion passed unanimously.

Mrs. Fucci made a motion to approve the minutes from August 28, 2014 as amended. Mr. DeRosa seconded. The motion passed unanimously.

## **IX. BOARD COMMENT**

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None.

**X. ADJOURNMENT**

Mrs. Fucci made a motion to adjourn. Mr. DeRosa seconded. The motion passed.

The meeting adjourned at 8:55 p.m.

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Mrs. Pam Griffin  
Recording Secretary

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Mrs. Laura Fucci  
Corresponding Secretary