

**Milford Board of Education**

**Business Meeting Minutes**

October 8, 2018

**Board members present:**

Ray Arnold  
Claire Casey  
Adam De Young  
Jennifer Federico  
Rita Hennessey  
Susan Glennon, Chair  
Warren Pawlowski  
Craig Zentkovich

**Administration present:**

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

**Board member absent:**

Scott Firmender

**I. CALL TO ORDER**

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

**II. STUDENT RECOGNITION**

Dr. Cutaia recognized a sixth grader from West Shore for publishing her first book. Lila Hoxie not only authored a children's book, but she was also the illustrator of that book, titled "*Out With the Old, In With the New*". The story is about friendship and the challenges that can come with that. Lila wrote the book as part of a program at the Giggling Pig Art and Party Studio in Shelton.

Dr. Cutaia and the Board congratulated Lila.

**III. STUDENT REPORTS**

Bella Carroll and Cameron Asmussen presented the report for Jonathan Law. Maggie Cummings and Ryan Demarco presented the student report for Foran.

**IV. PUBLIC COMMENT**

None.

**V. CHAIR'S REPORT**

Ms. Glennon reminded the Board about the upcoming CABA conference in November. She then, shared with the Board new identification cards have been assigned to each member to better identify them when they are in schools.

Ms. Glennon called for liaison reports.

Health Department - Mr. Pawlowski encouraged everyone to get the flu shot.

Milford Education Foundation – Ms. Glennon informed the Board of The Evening Under the Stars fundraiser which will be held at Foran on November 9<sup>th</sup>.

PTA Council - Ms. Hennesey and Ms. Glennon reported out on the last meeting.

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

## **VI. SUPERINTENDENT'S REPORT**

Dr. Cutaia introduced Supervisor of District Improvement, Mr. Sean Smyth to give an update on professional learning.

### **Instructional Highlight: Professional Learning**

Mr. Smyth gave an overview of the professional learning work done during early dismissal, professional development (7 hour) days and Wednesday meeting days. The belief is that all professional learning is focused on improving student learning. The professional learning system is defined by four key components. They are district level professional development, department level professional development, school level professional development and teacher level professional development. Mr. Smyth shared some examples of the learning, both internal and external.

### **Proposed 2019-20 Budget Priorities and Assumptions**

Dr. Cutaia told the Board the budget priorities and assumptions were reviewed by the Board at the September business meeting. The recommended changes were made and are ready for approval.

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

Mrs. Federico made a motion that the Milford Board of Education approves the 2019-20 Budget Priorities and Assumptions as presented. Mr. DeYoung seconded. The motion passed unanimously. Mr. Zentkovich was out of the room at the time of the vote.

### **October 1 Enrollment Report**

Dr. Fedigan presented the October 1 Enrollment Report. The report is filed with the state as required by state statute. Enrollment numbers have leveled off and class sizes are within the Board guidelines. The October 1 Enrollment Report shows a district total of 5,597.

### **Student Transportation Report**

Mr. Richetelli provided the Board with an annual report on student transportation. The report included bus runs, bus stops, costs for buses, etc. Currently, the district transports 3,964 regular education students. Student transportation falls well within the recommended state guidelines and adheres to the Board Transportation policy. Ridership audits are conducted three times during the school year. The next audit will take place in February.

There was discussion about the bus contract which is in the second year of a five year contract.

### **Quarterly Budget Report**

Mr. Richetelli provided a quarterly update on the budget and answered questions from the Board.

### **Human Resources Report**

Mrs. Kopazna shared the human resources activity for September, as well as the fall stipends.

### **Disbursement Report**

Mr. Richetelli shared the Disbursement Report for September 2018. The report contains expenditures over \$1,500. He answered questions from the Board.

Ms. Glennon called for a motion on the consent agenda items.

## **VII. CONSENT AGENDA ITEMS**

Mrs. Federico made a motion that the Milford Board of Education approves Consent Agenda Items:

Consideration of Minutes:

September 11, 2018 Business Meeting

September 24, 2018 Committee of the Whole Meeting

In addition, Mrs. Federico made a motion that the Milford Board of Education approves the following items:

Motion that the Milford Board of Education Approves Educational Specifications for the Security Upgrade Project – Hardened Entranceway at Meadowside Elementary School

Motion that the Milford Board of Education Approves the Plans, Specifications and Estimates for the Security Upgrade Project – Hardened Entranceway at Meadowside Elementary School

Motion that the Milford Board of Education Approves Educational Specifications for the Security Upgrade Project – Hardened Entranceway at Harborside Middle School

Motion that the Milford Board of Education Approves the Plans, Specifications and Estimates for the Security Upgrade Project – Hardened Entranceway at Harborside Middle School

Motion that the Milford Board of Education Approves Educational Specifications for the Security Upgrade Project – Hardened Entranceway at Jonathan Law High School

Motion that the Milford Board of Education Approves the Plans, Specifications and Estimates for the Security Upgrade Project – Hardened Entranceway at Jonathan Law High School

Mr. Arnold seconded. The motion passed unanimously.

Ms. Glennon called for a recess at 8:34 p.m.

Ms. Glennon called the meeting back to order at 8:57 p.m.

## **VIII. NEW BUSINESS**

Mrs. Federico made a motion that the Milford Board of Education Approves the Working Agreement between Milford Board of Education and the Milford Association of School Administrators (MASA) – July 1, 2019 – June 30, 2022. Mr. Pawlowski seconded.

Ms. Glennon thanked Mr. Firmender and Ms. Federico for their work during the negotiations.

The motion passed unanimously.

#### **IX. BOARD COMMENT**

Ms. Hennessey gave her support of a math program titled “Brain Pop.”

#### **X. ADJOURNMENT**

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

The meeting adjourned at 9:00 p.m.

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

Corresponding Secretary: \_\_\_\_\_  
Mrs. Jennifer Federico