

**Milford Board of Education**

Business Meeting Minutes  
October 10, 2016

**Board members present:**

Claire Casey  
Michael DeGrego (arrived 8:03)  
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  
Carole Swift  
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.

**II. STAFF AND STUDENT RECOGNITION**

Dr. Feser recognized Foran English teacher, Rick Raucci and some students from his Advanced Creative Writing course for publishing a book of 17 short stories titled "*Foreign Visions*." Mr. Raucci secured funds through a grant with the goal to have students become authors and editors and to get a piece of their writing published. The book is a collaborative effort of the writers in Mr. Raucci's class and artists from teacher Meghan Hudson's Advance Drawing/Painting and AP Studio Art classes. Each Board member was provided a book.

Ms. Glennon called for the student reports.

**III. STUDENT REPORTS**

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

Ms. Glennon read the Public Comment statement.

**IV. PUBLIC COMMENT**

None.

**V. CHAIR'S REPORT**

Ms. Glennon thanked the Board for their policy work. The Board will wrap up reviewing the 1000 series and move onto the 5000 series.

Ms. Glennon called for the Liaison Reports.

Dr. Jess Gregory reported on the Milford Education Foundation.

Ms. Glennon reported on the first PTA Council meeting of the school year.

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

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

### **Computer Science Pathway in Middle School**

Mr. Burt, assisted by Justine LaSala updated the Board on the computer science pathway that was implemented at the middle school level this year as a feeder to the high school pathway. The pathway encompasses the study of computers and algorithmic processes, including their principles, their hardware and software designs, their applications, and their impact on society.

Technology teacher, Mr. Sheldon provided an overview of the exploratory courses offered to 7<sup>th</sup> and 8<sup>th</sup> grade students for one trimester of the Tech Ed class. Two examples given were: *Robots*, a software derived to set coding commands or instructions that tell a mechanical device and electronic system, known a robot, what tasks to perform; and *Scratch*, a coding program that teaches important strategies for solving problems, designing projects, and communicating ideas. Harborside student Billy Weber provided the Board with a demonstration using West Point Bridge Designer software. This program provides a hands-on civil engineering design experience that demonstrates how practicing engineers design real structures. Given a realistic set of design specifications, the user models a bridge, tests it for structural adequacy, and optimizes it to minimize cost bridge development program.

### **Transportation Report**

Mr. Richetelli provided the Board with an update on regular education transportation using a PowerPoint presentation (on file). When comparing 2015-16 to 2016-17, he made the Board aware of changes that need to be considered. Those changes include the 2015-16 reconfiguration, the elementary redistricting, reduction in walking distances at the middle and high levels, the closure of St. Gabriel School, various grandfathering arrangements, etc. The price increase for busses is 3% which is in alignment with the current bus contract. Gas prices have decreased significantly from the 2013-14 school year due to the installation of a diesel gas tank at the Durham bus yard, and the continuation of refueling gas fueled busses at the Public Works fuel yard to receive the city's negotiated bid price.

The Board requested Administration to explain why 12 more bus stops have been added at the elementary level when there are 86 less elementary students. Mr. Richetelli will provide the Board with the information.

Following the report, Mr. Richetelli spoke about the Durham Bus contract expiring at the end of the school year. He shared bus costs from 50 towns in Connecticut, as well as what administration views as the

benefits of continuing to work with Durham. While Durham may not be the least expensive, it provides excellent service. Durham is part of the school district's crisis team and school safety team.

A board discussion ensued.

Following the discussion, Ms. Glennon asked the Board if there was a consensus to authorize Administration to enter into contract negotiations with Durham. Dr. Gregory opposed.

Being that there was a consensus, Ms. Glennon asked for a motion.

Ms. DiBiase made a motion that the Board of Education authorizes Administration to enter into contract negotiations with Durham Bus Services. Mrs. Federico seconded. By a roll call vote 9-1 (N-Gregory), the motion passed.

### **Proposed 2017-18 Budget Priorities and Assumptions**

Dr. Feser presented the Priorities and Assumptions that will be used in development of the 2017-18 budget at the September Board meeting as a first reading. They are now being presented for approval with the additional language *"for all employees"* added to the third bullet of the Assumptions document.

Ms. DiBiase made a motion that the Milford Board of Education approves the 2017-18 Budget Priorities and Assumptions as amended. Mrs. Federico seconded. The motion passed unanimously.

### **October 1 Enrollment Report**

Mr. Burt presented the Enrollment Report for October 1<sup>st</sup>. The October Enrollment Report is the official report filed with the state. Dr. Feser will provide the Board with the projections compiled by Milone and MacBroom as part of the long range planning process.

### **Community Relations Policies-Series 1000**

#### **Policy 1112.6 Videotaping of Staff/Students**

At the previous Board meeting, Dr. Gregory raised a concern in language in Policy 1112.6 Videotaping of Staff/Students where the authorization of videotaping is solely given to the teacher. Her concerns centered on the laws; i.e. if it is dictated by a student's I.E.P. Dr. Feser consulted with an attorney for a second time and revised the language as recommended by an attorney. The following will be added to the policy. *"unless mandated by law or, in the case of a special education student, as required by the student's planning and placement team if required to implement an individual student program."* Board members were in agreement.

Ms. Glennon called for a motion.

Ms. DiBiase made a motion that the Board of Education approves Policy 1112.6 Videotaping of Staff/Students as amended. Mrs. Federico seconded. The motion passed unanimously.

#### **Policy 1313 Gifts to School Personnel by Outside Contractors**

The following changes were requested to the third paragraph of the policy. They are noted in italics. The policy can be presented for potential approval at the October Committee of the Whole meeting.

No Board member or employee shall “*accept money in any amount. Nor may any Board member or employee*” directly or indirectly solicit any gift; or accept or receive any gift having a value of twenty-five dollars (\$25) or more, whether in the form of money, “*gift cards*”, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, under circumstances in which it could be reasonably inferred that the gift was intended to influence the Board member or employee in the performance of his/her official duties or was intended as a reward for any official action on his/her part.

#### Policy 1323 Donations and Gifts

There was discussion around the recommended limit on the amount a student or parent should give to a teacher, and how the Board would monitor the “discourage the giving of gifts?” The Board tasked Administration to look at language in other district policies and to seek feedback from the building administrators. Has it been an issue in the past? The last paragraph in the policy relates to ticket sales. Does the language reside in another policy?

Policies 1411:Relations to Law Enforcement Agencies, 1416:Fiscal Authority and 1500:Relations Between Area, State, Regional & National Associations and the Schools were presented as a first reading. The Board requested one change be made to 1500, the deletion of the reference to Connecticut Association of Boards of Education. The policies are ready for a second reading and potential approval at the next meeting.

#### Human Resources Report

Mrs. Kopazna reported on the human resources activity for September. In total 38 teachers have been hired to date in 21 distinct areas.

#### Quarterly Budget Report

Mr. Richetelli provided a report on the Quarterly Budget Report (July 1 through September 30, 2016) with no areas of concern. There is a deficit in the 5601 Special Education tuition account; however, the district will receive reimbursement from the state excess cost grant to offset the deficit.

#### Disbursement Report

Mr. Richetelli shared the Disbursement Report for September, 2016. The report contains 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 the Consent Agenda

1. Consideration of Minutes
  - a. September 12, 2016 Business Meeting
  - b. September 26, 2016 Committee of the Whole Meeting

Mrs. Federico seconded. The motion passed unanimously.

### VIII. NEW BUSINESS

Ms. DiBiase made a motion that the Milford Board of Education approves the Working Agreement between Milford Board of Education and the Milford Education Association (MEA)–September 1, 2017 through August 31, 2020 Mrs. Federico seconded. The motion passed unanimously.

## **IX. BOARD COMMENT**

Mr. DeGrego informed the Board of the upcoming informational session “Chasing the Dragon – The Life of an Opiate” hosted by the Milford Prevention Council. It will be held on October 27<sup>th</sup> at 6:00 p.m. in the auditorium at the Veterans Memorial Parsons Complex.

## **X. ADJOURN**

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

The meeting adjourned at 10:03 p.m.

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

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