

Milford Board of Education

Board of Education Meeting

October 12, 2010

Board members present:

Tracy Casey
Suzanne DiBiase
Diane Kruger-Carroll
Jack O'Connell
Gregory Oliver
Mark Stapleton
Jay Tranquilli
Robert White

Board members absent:

David Amendola
Josip Jukic

Administration present:

Michael Cummings
Philip Russell
Susan Kelleher

I. CALL TO ORDER

The Milford Board of Education held a Regular Business Meeting on Tuesday, October 12, 2010, in the Board of Education Room at the Parsons Complex. Chairman Stapleton called the meeting to order at 7:07 p.m. with the reciting of the Pledge of Allegiance immediately following.

II. STAFF RECOGNITION

Susan Craig, Kindergarten teacher at John F. Kennedy

Mr. Cummings recognized Ms. Craig for her work in technology for the Milford Public Schools. Two years ago, she became the first teacher at JFK to have a Smart Board installed in her classroom. Mrs. Craig created and shared classroom lessons to maximize student learning.

Mrs. Craig not only shared her lessons with Milford teachers, she posted her lessons on an exchange for other teachers to benefit. After receiving over 14,000 downloads, the website master created a link to Mrs. Craig's lessons.

Student Recognition from East Shore

Mr. Cummings then recognized Julia Battalino from East Shore Middle School. Julia, a seventh grader, entered into a writing contest sponsored by the Trumbull Arts Festival last May. Poetry, creative writing, fiction and non-fiction were some of the categories students could write about. Julia made the "Winners List" for her poetry. A ceremony, recognizing individuals, was held in September.

Positive Behavior Support Program

A group of teachers, paraprofessionals, a school psychologist and an assistant principal formed a support system for struggling ninth graders. They worked to improve behavioral and academic performance. Both areas targeted have shown improvement. Recognized were:

Ralph Barbiero	Teacher
Nancy Brown	Paraprofessional
Louise Goldbeck	Teacher
Heidi McColgan	Teacher
Suzanne Meyer-Farrell	Social Worker
Kathy O'Connell-Blanck	Paraprofessional
Melanie Paolini	Teacher

UNAPPROVED

Bob Swan

Assistant Principal

Summer Work

Mr. Cummings then recognized Mr. Bradbury and Ms. Zikaras for their excellent work with the move.

Mr. Bradbury managed the maintenance and custodian departments over the entire move, while Ms. Zikaras managed the technology department during the move. They will both give a report later in the meeting.

III. CONSIDERATION OF MINUTES:

Mr. White made a motion to approve the minutes of the September 13, 2010 Board of Education meeting. Mrs. Casey seconded. The motion passed unanimously.

Mr. White made a motion to approve the minutes of the September 27, 2010 Board of Education meeting. Mrs. Casey seconded. The motion passed unanimously.

IV. PUBLIC COMMENT:

Mrs. Bonetti, President PTA Council, updated the board on the mission of the PTA Council for the 2010-11 school year.

V. CHAIR'S REPORT:

Chairman Stapleton updated the public on the superintendent search process. He reported the focus groups were held this past week. He received positive feedback from many who attended. NESDEC will meet with the board in a couple of weeks to go over the criteria developed from the focus group discussions.

Chairman then told the board the Committee of Whole meeting scheduled for October 25th will be replaced with a Board Retreat. More details will be forthcoming.

The chairman asked if there were any board liaison reports.

Mrs. Casey attended the Permanent School Building Facilities meeting. She reported the Jonathan Law Phase III project is almost complete.

VI. INFORMATIONAL ITEMS

1. Student Reports

Courtney Murray reported on the latest activity and upcoming events occurring at Jonathan Law High School. Kate Sylvester and Dan Evanich presented the report for Joseph A. Foran High School. Both reports are on file.

2. Instructional Report

Enrollment Report

Mr. Cummings presented the October 1, 2010 enrollment report to the board. The total enrollment is: 6,806 students. The district uses the October enrollment report when calculating the budget for the following year.

Mr. Cummings concluded his report by stating that he does not foresee the need to hire added teaching staff for the current school year.

Mrs. Casey asked if the closing of St. Ann's School had an impact on the district's enrollment. Mr. Cummings told her it did not.

Teacher Evaluation Plan

Mrs. Krois presented a PowerPoint (see attached) to the board. She explained the process involved with evaluating teacher performance, both tenured and non-tenured. The procedure starts very early on. The principals have a meeting in December

UNAPPROVED

to discuss non-tenured staff. The veteran teachers, along with administrators work together to offer suggestions for continued progress in the classroom. If this process does not work, the teacher is placed on an intensive assistance plan. If the intensive assistance plan does not prove to be a success, the relationship between the teacher and the Milford Public Schools is terminated.

Mr. Cummings noted that approximately six to seven teacher contracts are not renewed annually, due to performance.

Mrs. Kruger-Carroll asked if such a plan was in affect for administrators. Some districts will rotate the principals to see if the failure follows.

Mr. Cummings told her that Milford does not follow that theory. Instead, he continually works with the administrators to assistance them. Every principal has a set of goals and objectives for the school year. They are based on the needs of the school. He meets with the principals four times a year to assess how they doing. He also conducts regular walk-throughs to visibly see the work being done in the classrooms.

3. Operations Report

Personnel Report

Mr. Russell asked the board if had any questions regarding the report.

Mrs. Kruger-Carroll asked Mr. Russell if East Shore had a ski club and a separate snowboarding club.

Mr. Russell told her that he would research it.

Summer Projects

Mr. Bradbury navigated a slide show which showed before and after photographs of the summer work done at the schools. In addition to summer projects, over 10,000 boxes were packed and moved to their new locations.

Technology

Ms. Zikaras shared the work her department did over the summer, with the board. She began by saying that cost effectiveness and efficiency were the priority. Some schools were equipped with MAC computers, while some had PCs. With the new configuration, Ms. Zikaras was able to send the MAC computers to the K-2 schools and the PCs to the 3-5 schools. This enhanced uniformity at the elementary schools. This also assisted with the rotation cycle of the computers. A total of 4,000 computers were reconfigured, cleaned, repaired and moved over the summer.

Quarterly Budget Summary

Mr. Russell presented the Quarterly Budget Report to the board. He noted that 91% of the budget has been encumbered.

VII. CONSENT AGENDA ITEMS

Mr. White asked for a motion to approve consent agenda items a-c. Mrs. Casey seconded.

The consent agenda included two items this month. These were:

- a. Voucher List (Disbursements): Administration recommends approval of the Disbursement report. (EL-6, EL-7)
- b. Overnight Field Trip: Administration recommends approval of the Joseph A. Foran HS choir field trip to Hershey, PA and Westminster, MD from May 20-22, 2010 to participate in a performance tour.
- c. Overnight Field Trip: Administration recommends approval of the Jonathan Law HS Natural Helpers field trip to Camp Hazen in Chester, CT from October 28-29, 2010.
- d. Overnight Field Trip: Administration recommends approval of the Joseph A. Foran Band field trip to Cleveland, OH from March 23-26, 2011.
- e. Overnight Field Trip: Administration recommends approval of the Jonathan Law HS Cheerleaders field trip to Hofstra University from December 3-4, 2010.

The motion passed.

VIII. ACTION ITEMS

UNAPPROVED

- a. Unfinished Business
None
- b. New Business
Mr. O'Connell asked the chairman to direct administration to add microphones to the board meetings.

Mrs. Kruger-Carroll called for a point of order. Any such business should be shared under Board Comment.

Being no New Business, Chairman Stapleton asked if anyone wished to share Board Comment.

IV. BOARD COMMENT:

Mrs. Kruger-Carroll asked why papers distributed from the schools are not on school letterhead. She further said that some schools use letterhead and others do not. Parents can become confused which school the information is sent from.

Mr. Cummings told her he would bring that up when he meets with the principals.

Mrs. Kruger-Carroll then recommended that the district participate in recycling efforts. The schools have green clubs, but the district throws paper in the garbage.

Mr. Russell said that the district would like to participate. However, when he researched it, it was very costly.

Mr. O'Connell added that he would like the give the president of the PTA Council more time under Public Comment.

IX. ADJOURNMENT:

Mr. White made a motion to adjourn. Mrs. Casey seconded.

Meeting adjourned at 9:10 p.m.

Robert White
Corresponding Secretary

Pam Griffin
Recording Secretary