

Milford Board of Education

Business Meeting Minutes

November 11, 2019

Board members present:

Ray Arnold
Claire Casey
Adam De Young
Jennifer Federico
Scott Firmender
Corinne Fucci
Susan Glennon, Chair
Rita Hennessey
Warren Pawlowski
Una Petroske

Administration present:

Dr. Anna Cutaia
Dr. Amy Fedigan
Wendy Kopazna
Jim Richetelli
Carole Swift

I. CALL TO ORDER

Ms. Glennon called the business meeting to order at 7:01 p.m. in the Board of Education room, followed by the Pledge of Allegiance being recited by all. She asked everyone to keep the Coleman family in their prayers. Melanie Coleman, a 20 year old Law graduate, passed away after a gymnastics accident.

She then turned the meeting over the Dr. Cutaia for student recognition.

II. STUDENT RECOGNITION

Dr. Cutaia recognized the School Climate Team from Orange Avenue Elementary School for their efforts to improve the school. Taking care of yourself, each other and the school is the slogan for the school. Items to tackle this year include lunchroom and bus climate and school spirit. Present were: third grader Joey Amaro, fourth grader Norah Fedigan and fifth grader Owen Trice.

The Board congratulated the students.

Ms. Glennon called for the student reports.

III. STUDENT REPORTS

Rohan Manohar and Ameila Mower presented the report for Law. Lucas Burgard and Camilla Massey presented the report for Foran.

IV. PUBLIC COMMENT

None.

V. CHAIR'S REPORT

Ms. Glennon thanked those who attended the veteran's parade. She expressed her pleasure in working with the exiting Board members and wished them well.

She called for liaison reports.

Mrs. Federico reported the Board the Permanent School Building Facilities Committee met and discussed the West Shore punch list, new security infrastructure and the roof replacements.

Ms. Glennon turned the meeting over to Dr. Cutaia for the Superintendents report.

VI. SUPERINTENDENT'S REPORT

Board Member Recognition

Dr. Cutaia expressed her gratitude to the five exiting Board members. They were: Ray Arnold, Claire Casey, Jennifer Federico, Scott Firmender and Corinne Fucci.

Instructional Highlight: Enrollment Report (Past/Future)

Drs. Cutaia and Fedigan and Mr. Richetelli provided the Board with an enrollment report, both past and future. Student enrollment affects staffing, space needs, supply and equipment needs. Mr. Richetelli explained the short term and long term enrollment projections and how they play a role in planning, both in educational and housing needs of 21st century schools. Dr. Cutaia mentioned a need to add a dedicated science lab to every elementary school as well as video program rooms and enhanced occupational and physical therapy spaces. She shared photos of some current spaces. The enrollment decline is leveling off, but the space needs are increasing, thus, maximizing the utilization of space. The presentation is on file.

Policies for a Second Reading

Dr. Cutaia presented four policies for approval.

Mrs. Federico made a motion that the Milford Board of Education approves Board policy P3511 Compliance with 504 Regulations. Mr. Firmender seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves Board policy P6111 School Calendar. Mr. Firmender seconded.

Mr. Pawlowski asked why the firm graduation date language was deleted.

Dr. Cutaia explained the recent legislation gives Boards the option of declaring a graduation date prior to April 1. However, she has been informed that the commissioner will be releasing more information about the statute.

The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves Board policy P6120 Learning. Mr. Firmender seconded. The motion passed unanimously.

Mrs. Federico made a motion the Milford Board of Education approves Board policy P6145.2. Mr. Firmender seconded.

Mr. DeYoung asked the Superintendent to speak to the changes on page 2 and page 4.

Dr. Cutaia said that language belongs in the regulation.

There was discussion about the timing of when grades are posted and students participation in sport events.

The motion passed unanimously.

Athletic Program Annual Financial Report

Mr. Richetelli presented the athletic program financial report for the 2018-19 fiscal year. Milford currently runs 24 CIAC sanctioned sports. Mr. Richetelli provided a breakdown of the expenditures by sport. He noted funds are split between the general funds account, which covers the cost of coaches' salaries, transportation, trainers, insurance, equipment and supplies and uniforms, and, the athletic activities account, which covers game-day costs of officials, referees, and part-time staff. The district participates in the hockey coop program.

Following the report there was a discussion on head injuries. Athletic Director Sarullo explained that training, best practices and protocols help to keep the student athletes safe. In addition, the state mandates all helmets to be coded and monitored and, tracking injuries help to see trends. Nurses have the concussion reports and they are reported to the state.

Human Resources Report

Mrs. Kopazna shared the human resources activity for October, as well as some fall coaching and advisor stipends.

Annual Human Resources Report

Mrs. Kopazna provided the Board with the annual summary of human resources activity from October 2018 through October 2019. The report encompasses staffing, employee benefits, labor/employee relations, employee services, record keeping, research and reporting for the past year.

Disbursement Report

Mr. Richetelli shared the Disbursement Report for October and answered board questions. The report contains expenditures over \$1,500.

VII. CONSENT AGENDA ITEMS

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

Consideration of Minutes:

October 14, 2019 Board Business Meeting

October 28, 2019 Committee of the Whole Meeting
Mr. Firmender. The motion passed unanimously.

VIII. ADJOURN TO EXECUTIVE SESSION

Mrs. Federico made a motion that the Milford Board of Education adjourns to executive session to discuss salary adjustments for non-certified/non-union employees. Invited in are Dr. Cutaia, Dr. Fedigan, Mr. Richetelli and Ms. Kopazna. Mr. Firmender seconded. The motion passed unanimously.

The meeting recessed at 8:56 p.m.

Mrs. Federico made a motion to reconvene to public session at 9:18 p.m. Mr. Firmender seconded. The motion passed unanimously.

IX. NEW BUSINESS

Mrs. Federico made a motion that the Milford Board of Education approves the sum of \$89,416 to be used for salary increases for non-union employees at the discretion of the Superintendent for 2020-21. Mr. Firmender seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves the Plans, Specifications and Estimates for the Security Upgrade Project – Hardened Entranceway at The Academy. Mr. Firmender seconded.

Mr. De Young asked Administration to clarify “construction costs are based on 2020 construction costs, escalate 5% per year thereafter.”

Mr. Silver explained that is a placeholder. It is used for when decisions are held off for long periods of time.

Mr. De Young asked what the next steps were.

Mr. Richetelli said the plans and specifications will be presented at the local level and then to the state.

Being no further discussion, Ms. Glennon called for a vote.

The motion passed unanimously.

Mrs. Federico made a 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. Firmender seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves the Plans, Specifications and Estimates for the Security Upgrade Project – Hardened Entranceway at Orchard Hills School. Mr. Firmender seconded. The motion passed unanimously.

Mrs. Federico made a motion that the Milford Board of Education approves the Plans, Specifications and Estimates for the Roof Replacement Project at Jonathan Law High School. Mr. Firmender seconded. The motion passed unanimously.

X. BOARD COMMENT

Mr. De Young thanked Mrs. Casey and Mrs. Federico for their efforts making it a smooth transition for the new Board members.

Mrs. Casey thanked Administration for the experience.

Mr. Arnold told the Board and Administration he has become a fan of Mr. Richetelli's work. He also stated that he was proud to be a part of the team who hired Dr. Cutaia. He thanked Mrs. Casey for her coaching from the sideline and, Ms. Glennon. The foundation would not have happened without her. Milford is poised for greatness. Seize it and show everyone how it is done!

Mr. Firmender echoed Mr. Arnold's comments. He too, commended Mr. Richetelli. He said the Board brought in a new Superintendent and an Assistant Superintendent. He is looking forward to what is going to happen.

Ms. Glennon said that it has been a pleasure working with Mr. Firmender.

Mr. Pawlowski thanked the Board members for their work.

Mrs. Federico said that is has been an honor and privilege to serve on the Board. Everyone is at the table to do what is best for students. She thanked everyone for teaching her.

Ms. Glennon thanked Mrs. Federico.

XI. ADJOURNMENT

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

The meeting adjourned at 9:32 p.m.

Recording Secretary: _____
Mrs. Pam Griffin

Corresponding Secretary: _____
Mrs. Jennifer Federico