

MILFORD BOARD OF EDUCATION BUSINESS MEETING

Parsons Board Room
70 West River Street
Milford, CT 06460

December 12, 2022

7:00 - 9:00 p.m.

Live Streamed on YouTube
[MGAT Edu Link on YouTube](#)

Available on Optimum and Frontier Government Access Channels

The Public Comment portion of our agenda gives members of the public the opportunity to comment on matters that pertain to the Board of Education. Please keep in mind that the structure of our meeting does not allow for two-way dialogue during public comment or to answer questions and we ask that you keep your comments limited to 3 minutes.

Citizens who only want to watch the meeting have the option to access the YouTube live stream: [MGAT Edu Link on YouTube](#) or one of the cable Government Access Channels.

Agenda

- I. Call to Order
- II. Roll Call
- III. Student Reports
- IV. Public Comment

Public Comment

Speakers may offer objective comments about school operations and programs. The Board encourages speakers not to express personal complaints or defamatory comments about the Milford Board of Education personnel or any person associated with the Milford Public School System. Security issues and matters relating to negotiations/grievances will not be permitted. Consistent with the principles of the Federal Education Right to Privacy Act, discussion of students is prohibited absent parental waiver. Public comment does not allow for two-way conversation between speakers and the Board. We welcome and appreciate your comments and opinions and all will be taken into consideration. Please note our meetings are televised and live-streamed on YouTube. We ask that you state your name and address for the record and limit your comments to three minutes.

- V. Approval of the Working Agreement between the Milford Board of Education and The United Public Service Employees Union (UPSEU) - Milford Cafeteria Workers – July 1, 2022 through June 30, 2026 (Action Requested)
- VI. Approval of the Working Agreement between Milford Board of Education and Milford School Custodian and Maintainers Union, Local 2018, Council #4 - AFSCME, AFL-CIO – July 1, 2022 through June 30, 2026 (Action Requested)
- VII. Chair's Report
- VIII. Superintendent's Report
 - A. Board of Education Schedule of Meetings in 2023 - Dr. Anna Cutaia (Action Requested)
 - B. 2023-24 Academic Calendar for a First Reading - Dr. Cutaia

- C. Policies for a Second Reading - Dr. Cutaia (Action Requested)
 - 1. 6140 Curriculum
 - 2. 6141.51 Student Success Plans, Challenging Curriculum, and Enrollment in Advanced Courses or Programs of Study
 - 3. 6141.51 Advanced Courses or Programs (Rescind)
 - 4. 6172.1 Gifted and Talented Identification and Programming
- D. Human Resources Annual Report - Ms. Wendy Kopazna
- E. Human Resources Report - Ms. Kopazna
- F. Disbursement Report - Mr. James Richetelli

IX. Consent Agenda Items - Minutes for Consideration

- A. Consideration of Minutes
 - 1. November 14, 2022 Business Meeting
 - 2. November 28, 2022 Committee of the Whole Meeting

X. Adjourn to Executive Session: Superintendent's Mid-Year Update

XI. Recovene

XII. Board Comment

XIII. Adjournment

MILFORD BOARD OF EDUCATION AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 12, 2022

Prepared By: Mr. Richetelli

Presented By: Atty. Dugas, Ms. Kopazna and
Mr. Richetelli

Attachments: None

Subject: Approval of the Working Agreement between the Milford Board of Education and The United Public Service Employees Union (UPSEU) - Milford Cafeteria Workers – July 1, 2022 through June 30, 2026.

Connection to District Commitments: Commitment #8: We are committed to attracting, recruiting, retaining and fostering a diverse community of talented professionals.

Background: The Cafeteria Worker's contract expired June 30, 2022. Negotiations for a successor agreement with the Union began on June 15, 2022.

Status: Following five negotiation sessions, a settlement agreement was reached between the parties on October 20, 2022. The Administration will brief the Board on the terms of the new agreement at a non-meeting prior to voting.

RECOMMENDATION: That the Board of Education approve the settlement agreement between the Milford Board of Education and The United Public Service Employees Union (UPSEU) - Milford Cafeteria Workers for the period retroactive to July 1, 2022 through and including June 30, 2026.

Recommended by the Superintendent: _____

Agenda Item # _____

MILFORD BOARD OF EDUCATION AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 12, 2022

Prepared By: Mr. Richetelli

Presented By: Atty. Dugas, Ms. Kopazna and
Mr. Richetelli

Attachments: None

Subject: Approval of the Working Agreement between Milford Board of Education and Milford School Custodian and Maintainers Union, Local 2018, Council #4 - AFSCME, AFL-CIO – July 1, 2022 through June 30, 2026.

Connection to District Commitments: Commitment #8: We are committed to attracting, recruiting, retaining and fostering a diverse community of talented professionals.

Background: The Custodian's and Maintainer's contract expired June 30, 2022. Negotiations for a successor agreement with the Union began on July 7, 2022.

Status: Following seven negotiation sessions, a settlement agreement was reached between the parties on October 17, 2022. Administration will brief the Board on the terms of the new agreement at a non-meeting prior to voting.

RECOMMENDATION: That the Board of Education approve the settlement agreement between the Milford Board of Education and the Milford School Custodian and Maintainers Union, Local 2018, Council #4 - AFSCME, AFL-CIO for the period retroactive to July 1, 2022 through and including June 30, 2026.

Recommended by the Superintendent: _____

Agenda Item # _____

MILFORD BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 12, 2022

Prepared By: Dr. Cutaia

Presented By: Dr. Cutaia

Attachments: Proposed 2023 Board of Education Meetings

Subject: Board of Education Schedule of Meetings 2023

Connection to Milford Public Schools Commitments: Commitment #3: We are committed to creating and maintaining a safe and secure climate that promotes a supportive academic, social, emotional and physical learning environment.

Background: The Connecticut General Assembly, Section 1-225, requires boards to submit their annual meeting schedule to the City Clerk by January 31st. The Milford Board of Education meeting structure requires meetings be held on the second and fourth Monday of the month. In the months June, July, August and December, only a Business meeting will be held. The August Business meeting is to be held on the fourth Monday rather than the second Monday of the month.

Status: A proposed 2023 Board of Education Meeting Schedule has been created and is being presented to the Board.

RECOMMENDATION: That the Board of Education approve the 2023 Board of Education Meeting Schedule.

Recommended by the Superintendent: _____

Agenda Item # _____

Milford Board of Education

2023 Meeting Schedule

Day	Date	Time
Monday	January 9	7:00 – 9:00
Monday	January 23	7:00 – 9:00
Monday	February 13	7:00 – 9:00
Monday	February 27	7:00 – 9:00
Monday	March 13	7:00 – 9:00
Monday	March 27	7:00 – 9:00
Monday	April 17	7:00 – 9:00
Monday	April 24	7:00 – 9:00
Monday	May 8	7:00 – 9:00
Monday	May 22	7:00 – 9:00
Monday	June 12	7:00 – 9:00
Monday	July 10	7:00 – 9:00
Monday	August 28	7:00 – 9:00
Monday	September 11	7:00 – 9:00
Tuesday	September 26	7:00 – 9:00
Monday	October 9	7:00 – 9:00
Monday	October 23	7:00 – 9:00
Monday	November 13	7:00 – 9:00
Monday	November 27	7:00 – 9:00
Monday	December 11	7:00 – 9:00

Note: Due to the observance of Yom Kippur, the September Committee of the Whole meeting will be held on Tuesday, September 26.

MILFORD BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 12, 2022

Prepared By: Dr. Cutaia

Presented By: Dr. Cutaia

Attachments: Proposed 2022-2023 Academic Calendar

Subject: 2022-2023 Academic Calendar

Connection to Milford Public Schools Commitments: Commitment #3: We are committed to creating and maintaining a safe and secure climate that promotes a supportive academic, social, emotional and physical learning environment.

Background: Each year the administration brings forth to the Board of Education a proposed Academic Calendar for the next school year. The Board reviews the calendar as a first reading and then adopts the calendar.

Status: The Superintendent will share the 2022-2023 Academic Calendar as a first reading with the Board. The proposed first day of school for students will be August 30, 2022.

RECOMMENDATION: That the Board of Education accepts the 2022-2023 Academic Calendar as a first reading.

Recommended by the Superintendent:_____

Agenda Item # _____

MILFORD PUBLIC SCHOOLS CALENDAR 2023-24



JUL 2023							AUG 2023 (2)							SEP 2023 (19)						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
						1													1	2
2	3	4	5	6	7	8			1	2	3	4	5	3	4	5	6	7	8	9
9	10	11	12	13	14	15			6	7	8	9	10	11	12	13	14	15	16	17
16	17	18	19	20	21	22			13	14	15	16	17	18	19	20	21	22	23	24
23	24	25	26	27	28	29			20	21	22	23	24	25	26	27	28	29	30	31
30	31								27	PL	PL	30	31							
OCT 2023 (22)							NOV 2023 (19)							DEC 2023 (16)						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
1	2	3	4	5	6	7				1	2	3	4						1	2
8	9	10	11	12	13	14			5	6	PL	8	9	10	11	3	4	5	ED	7
15	16	17	18	19	20	21			12	13	14	ED	16	17	18	10	11	12	13	14
22	23	24	ED	26	27	28			19	20	21	(22)	23	24	25	17	18	19	20	21
29	30	31							26	27	28	29	30			24	25	26	27	28
																31				
JAN 2024 (21)							FEB 2024 (19)							MAR 2024 (19)						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
	1	2	3	4	5	6					1	2	3						1	2
7	8	9	10	11	12	13			4	5	6	7	8	9	3	4	5	PL	7	8
14	15	16	17	18	19	20			11	12	13	14	15	16	10	11	12	ED	14	15
21	22	23	ED	25	26	27			18	19	20	ED	22	23	17	18	19	20	21	22
28	29	30	31						25	26	27	28	29		24	25	26	27	28	29
															31					
APR 2024 (17)							MAY 2024 (22)							JUN 2024 (5)						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
	1	2	3	4	5	6				1	2	3	4							1
7	8	9	10	11	12	13			5	6	7	8	9	10	2	3	4	ED	ED	7
14	15	16	17	18	19	20			12	13	14	ED	16	17	9	10	11	12	13	14
21	22	23	ED	25	26	27			19	20	21	22	23	24	16	17	18	19	20	21
28	29	30							26	27	28	29	30	31	23	24	25	26	27	28
															30					

Key:



First & Last Day for Students



Early Dismissal for Staff & Students



Holidays/Vacation (Schools Closed)



Early Dismissal for Students
Professional Learning for Staff



PL Prof. Learning for Staff
No School for Students

ED Early Dismissal for Students

August 28 & 29	Professional Learning for Staff
August 30	First Day for Students
September 4	Labor Day
September 20	ED Students
September 25	Yom Kippur
October 25	ED Students
November 7	PL Staff - No School
November 15	ED Students
November 22	ED Staff & Students
November 23 & 24	Thanksgiving Holiday
December 6	ED Students
December 25-29	Holiday Recess
January 1	Holiday Recess
January 10	ED Students

January 15	Martin Luther King Day
January 24	ED Students
February 7	ED Students
Feb 16 & 19	Winter Recess
February 21	ED Students
March 6	PL Staff - No School
March 13	ED Students
March 29	Good Friday
April 1-5	Spring Recess
April 24	ED Students
May 15	ED Students
May 27	Memorial Day
June 5 & 6 (tent.)	ED Students
June 7 (tentative)	ED Staff & Students

Note: The last day of school is tentatively June 7. If additional days are required for emergency/snow closures, they will be added to June, but not go beyond June 21. Should more days be needed, they will be deducted from the April 2024 vacation beginning with April 5th and backing up to April 1st.

Milford Public Schools delayed start times will be **2 hours** after the regular start time for your school.

DRAFT – This calendar has not been approved.

**MILFORD BOARD OF EDUCATION
AGENDA ITEM**

For Consideration by the Board of Education at the Meeting of: December 12, 2022

Prepared By: Dr. Cutaia **Presented By:** Dr. Cutaia

Subject: Board Policies for a 2nd Reading

Attachment: Three Policies to Review
6140 Curriculum
6141.51 Student Success Plans, Challenging Curriculum, and
Enrollment in Advanced Courses or Programs of Study
6141.51 Advanced Courses or Programs (Rescind)
6172.1 Gifted and Talented Identification and Programming

Connection to Milford Public Schools Commitments:

Commitment #9- We are committed to operational excellence that ensures Milford Public Schools invests in the newest and most advanced practices to ensure relevant and progressive educational opportunities for all students.

Background:

Administration continues its review of Board policies. Policies will be brought forward based on current legislation changes.

Status:

Three policies have been reviewed, revised or added to ensure Milford is compliant with new legislation.

RECOMMENDATION:

That the Milford Board of Education approves the three policies as presented. Additionally, Policy 6141.51 that was approved in June 2022 will need to be rescinded.

Recommended by the Superintendent: _____

Agenda Item #: _____

009

Section: Instruction

Subject: Curriculum

P-6140

**Board Policy
Milford Public Schools
Milford, CT**

The Milford Board of Education (Board) believes that the Milford Public Schools (District) curriculum will provide all learners in our community with learning experiences that include a common body of skills, understandings, attitudes, and knowledge needed for active participation in a democratic society.

In accordance with state statutes, the prescribed course of study shall include at least the following subject matter:

1. The arts (any form of visual or performing arts that may include dance, music, art and theater);
2. Career education;
3. Consumer education;
4. Health and safety, including, but not limited to, human growth and development; nutrition; first aid including CPR training; disease prevention and cancer awareness, including age and developmentally-appropriate instruction in performing self-examinations for screening breast and testicular cancer; community and consumer health, physical mental and emotional health, including youth suicide prevention, substance abuse prevention including opioid use and related disorders; safety, including the use of social media, and may include the dangers of gang membership; and accident prevention;
5. Language arts, including reading, writing, speaking, grammar and spelling;
6. Mathematics;
7. Physical education;
8. Science; which shall include climate change (effective 2023-2024 school year);
9. Social studies;
10. African-American and Black Studies;
11. Puerto Rican and Latino Studies;
12. Native American Studies (effective 2023-2024 school year);
13. Asian American and Pacific Islander Studies (effective 2025-2026 school year);
14. Computer programming instruction; and
15. At least on the secondary level, one or more world languages and vocational education.

The curriculum development/revision process will be conducted by a District Curriculum Committee that has the responsibility to recommend, develop, review, and approve all curricula for the District. Curriculum updates may be provided for the Board's review. Teachers shall teach within the approved curricula. The District Curriculum Committee will give due consideration to the possible adoption and use of the model curricula for grades K-8 developed by the Connecticut State Department of Education.

(cf. 6121 - Nondiscrimination: Instructional Program)

Legal Reference: Connecticut General Statutes

- 10-6b Prescribed courses of study, as amended by PA 08-153, PA 21-2 JSS, Sections 374, 375, 376.
- 10-16c et seq. re Family life education.
- 10-16ss African American and black studies and Puerto Rican and Latino studies instruction
- 10-16uu Black and Latino studies to be offered in grades nine to twelve
- 10-16vv Native American instruction
- 10-17 English language to be medium of instruction.
- 10-17a et seq. re Bilingual instruction.
- 10-18 Courses in United States history, government and duties and responsibilities of citizenship.
- 10-18a Contents of textbooks and other general instructional materials.
- 10 -18c et seq. re Firearms safety programs.
- 10-19 Effect of alcohol, nicotine or tobacco and drugs to be taught. Training of personnel. Evaluation of programs by alcohol and drug abuse commission and department of education.
- 10-19a et seq. re Substance abuse prevention team.
- 10-21 et seq. re Vocational education and cooperation with business.
- 10-24 Course in motor vehicle operation and highway safety.
- 10-25 Model curriculum for grades kindergarten to eight.
- 10-220 Duties of boards of education as amended by PA 08-153.
- 10-221a High School graduation requirements.
- PA 22-80 An Act Concerning Childhood Mental and Physical Health Services in School.

Board of Education approved: ~~November 28, 2022~~ December 12, 2022

This policy has not been approved.

Section: Instruction

Subject: Student Success Plans, Challenging Curriculum, and Enrollment In Advanced Courses or Programs of Study

P-6141.51

**Board Policy
Milford Public Schools
Milford, CT**

The Milford Board of Education (Board) believes in the basic principle that academic rigor and the opportunity to accelerate learning are powerful motivators for students to meet intellectual challenges and excel in the academic environment. The Board supports advanced courses and programs that promote academic acceleration. All students at the high school level will be provided an opportunity to participate in a rigorous and academically challenging curriculum. The Board encourages students to pursue rigorous, challenging academic coursework.

Definitions

“Advanced course or program” means an honors class, advanced placement class, International Baccalaureate program, Cambridge International program, dual enrollment, dual credit, early college or any other advanced or accelerated course or program offered by a local or regional board of education in grades nine to twelve, inclusive.

“Dual enrollment” means taking college courses simultaneously for high school graduation and college degree credit.

“Prior academic performance” means the course or courses that a student has taken, the grades received for such course or courses, and a student's grade point average.

“Remote/Online Learning” ~~as-is defined in state law, remote/online learning is~~ as instruction by means of one or more internet software platforms as part of a remote learning model. To uphold the definition of remote/online learning as defined in this legislation, all remote/online learning programming must:

- Articulate clear educational goals;
- Clearly organize course offerings in a way that stakeholders can easily navigate;
- Integrate quality instructional materials to enable and enrich student learning;
- Regularly evaluate technology that supports the learning goals and enhances the learning experience;
- Contain content that aligns with appropriate learning standards and includes provisions for both intervention and accelerated learning opportunities;
- Provide opportunities for student-to-student and student-to-teacher interaction that support active learning;

- Comply with the Connecticut State Department of Education (CSDE) Standards for Remote/Online Learning.

Student Success and Academic Plans

The ~~Board of Education~~ recognizes the unique paths that each student takes toward graduation and encourages students to enroll in courses that are both appropriate and academically challenging for them. To facilitate appropriate path planning, beginning in grade 6 and continuing through grade 12, school counselors will work in collaboration with students and parents/guardians to develop a personalized student success plan which will encourage a focus on post-secondary goals and the best preparation for each student to meet those goals, whether they be college or career-focused.

The student success plan shall 1) include a student's career and academic choices, 2) provide evidence of career exploration in each grade including, but not limited to, careers in manufacturing, and 3) be developed with consideration given to career and academic choices in computer science, science, technology, engineering, and mathematics.

As a part of the student success plan, the District will create an academic plan for each student who is identified as being eligible to take or enroll in an advanced course or program in accordance with this policy and the law. Such academic plan shall be designed to enroll such student in ~~one or more~~ advanced courses or programs and allow such student to earn college credit or result in career readiness. Each academic plan shall be aligned with the following: 1) the courses or programs offered by the district, 2) the remainder of the student's student success plan, 3) the high school graduation requirements under Board policy and the law, and 4) the provisions of this policy relating to the eligibility for student enrollment in advanced courses or programs. A student, or the parent or guardian of a student, may decline to implement the provisions of an academic plan created for said student.

Challenging Curriculum and Advanced Courses

The Board seeks to offer a rigorous and accessible curriculum to prepare students for their future paths. When determining the best preparation to meet the student's post-secondary goals, special consideration will be given to ensuring that work-based learning opportunities, advanced courses or programs including honors classes, advanced placement classes, dual enrollment opportunities, early college, or any other advanced or accelerated courses or programs offered by the District are available to all students. The District shall ensure that its course offerings are well publicized and accessible so that families can have the opportunity to choose courses that will benefit their child's learning and advancement in its schools and after graduation.

Advanced courses or programs, including those offered through remote/online learning experiences, must comply with applicable Board policies and state standards. This policy must be in accordance with the Connecticut State Department of Education (CSDE) promulgated guidance.

Identification and Placement in Advanced Courses

The District will counsel students on opportunities to enroll in advanced courses that are available and offered in its high schools. Consistent with state law that requires boards of education to provide criteria for the identification of students in grades eight and nine who may be eligible to take or enroll in an advanced course or program, the District has developed factors to guide this identification process and placement efforts for such students (along with students in other high school grades).

An emphasis on equity must include a focus on increasing every student's access to rigorous learning opportunities to assist all students to be prepared for success after high school. The District believes in an equitable course enrollment policy that limits prerequisites and entrance requirements to those that are directly related to a student's potential for success. Therefore, multiple measures must be used to identify students for advanced coursework so that no single measure excludes their participation. Placement in advanced courses will not be exclusively based on a student's prior academic performance. Placement in advanced courses will be based on a combination of many factors, including but not limited to the following: 1) recommendations from teachers, administrators, school counselors, or other professional or certified school personnel; 2) prior academic performance related directly to the advanced course of interest; 3) prerequisite learning; 4) assessment tests and data; 5) giftedness and creativity; 6) referral from parents, and 7) student interest. Any use of a student's prior academic performance shall rely on evidence-based indicators of how a student will perform in the advanced course or program at issue.

Should a student wish to take an advanced course for which a recommendation was not made, a parent or guardian may contact the student's school counselor to enroll the student in the course. Access to advanced courses will not be denied.

Evaluation

The Superintendent will review annually data on student participation in advanced courses or programs. The data shall be disaggregated by gender, ethnicity, and free/reduced lunch participation. Such data will be used during the planning process for course and program offerings in the upcoming school year.

The Superintendent or his or her designee shall establish a regulation to accompany this policy that addresses:

- program stipulations,
- equitable eligibility criteria that is not based solely on academic performance, but considers multiple measures,
- student attendance
- discipline standards/expectations and criteria for continuation in advanced courses or programs,
- program evaluation for advanced courses offered
- the development and/or identification of procedures for students encountering difficulty and/or wishing to drop advanced courses.

cf. 6141.321 - Computers: Acceptable Use of the Internet

cf. 6172 Remote/Online Learning

cf. 6146 Graduation Policy

Legal Reference: Connecticut General Statutes
10-221w Policy re eligibility criteria for enrollment in advanced course or program
10-221x Challenging curriculum policy
10-221a High School Graduation Requirements as amended by Public Act 21-199

Board of Education Approved: ~~November 28, 2022~~ December 12, 2022
This policy has not been approved.

Section: Instruction

**Subject: Advanced Courses or Programs, Eligibility Criteria
for Enrollment**

P-6141.51

**Board Policy
Milford Public Schools
Milford, CT**

Advanced Courses or Programs, Eligibility Criteria for Enrollment

The Milford Board of Education (Board) believes in the basic principle that academic rigor and the opportunity to accelerate learning are powerful motivators for students to meet intellectual challenges and excel in the academic environment. The Board supports advanced courses and programs that promote academic acceleration. All students at the high school level will be provided an opportunity to participate in a rigorous and academically challenging curriculum.

The Board encourages students to pursue rigorous, challenging academic coursework.

The Milford Public Schools (District), to encourage student participation in advanced courses or programs, will communicate information about advanced courses or programs to students and parents. Counseling will be provided to students about the benefits of advanced level courses and programs. The district will engage parents/guardians and students in the development of an individual academic plan/student success plan designed to enroll the student in one or more advanced courses or programs, allowing the student to earn college credit or result in career readiness before graduation from high school.

Advanced courses or programs, including those offered through remote/online learning experiences, must comply with applicable Board policies and state standards. This policy must be in accordance with Connecticut State Department of Education (CSDE) promulgated guidance.

An emphasis on equity must include a focus on increasing every student's access to rigorous learning opportunities to assist all students to be prepared for success after high school. The District believes in an equitable course enrollment policy that limits prerequisites and entrance requirements to those that are directly related to a student's potential for success. Therefore, multiple measures must be used to identify students for advanced coursework so that no single measure excludes their participation.

Nothing in this policy prohibits the delivery of, or student participation in, advanced courses or programs through a remote/online learning model subject to compliance with applicable Board

Policy 6172 Remote/Online Learning and Policy 6146 Graduation Requirements, and applicable state law and guidance.

Definitions

An “**advanced course or program**” is defined as an honors class, advanced placement class, dual enrollment, dual credit, early college or university or any other advanced or accelerated course or program offered by the Board in grades 9-12, inclusive.

“**Prior academic performance**” means the course or courses that a student has taken, the grades received for each course, and a student’s grade point average.

“**Remote/Online Learning**” as defined in state law, remote/online learning is instruction by means of one or more internet software platforms as part of a remote learning model. To uphold the definition of remote/online learning as defined in this legislation, all remote/online learning programming must:

- Articulate clear educational goals;
- Clearly organize course offerings in a way that stakeholders can easily navigate;
- Integrate quality instructional materials to enable and enrich student learning;
- Regularly evaluate technology that supports the learning goals and enhances the learning experience;
- Contain content that aligns with appropriate learning standards and includes provisions for both intervention and accelerated learning opportunities;
- Provide opportunities for student-to-student and student-to-teacher interaction that support active learning;
- Comply with the Connecticut State Department of Education (CSDE) Standards for Remote/Online Learning.

Evaluation

The Superintendent will review annually data on student participation in advanced courses or programs. The data shall be disaggregated by gender, ethnicity, and free/reduced lunch participation. Such data will be used during the planning process for course and program offerings in the upcoming school year.

The Superintendent or his or her designee shall establish a regulation to accompany this policy that addresses:

- program stipulations,
- equitable eligibility criteria that is not based solely on academic performance, but considers multiple measures,
- student attendance
- discipline standards/expectations and criteria for continuation in advanced courses or programs,
- program evaluation for advanced courses offered

- the development and/or identification of procedures for students encountering difficulty and/or wishing to drop advanced courses.

(cf. 6141.321 - Computers: Acceptable Use of the Internet)

(cf. 6172 Remote/Online Learning)

(cf. 6146 Graduation Policy)

Legal Reference: Connecticut General Statutes

P.A. 21-199 Section 3

P.A. 21-2ss, Sec. 391

P.A. 10-221a High school graduation requirements. (As amended by P.A. 00-124, An Act Concerning High School Diplomas and Veterans of World War II,

P.A. 00-156, An Act Requiring A Civics Course for High School Graduation, P.A. 08-138, An Act Concerning High School Credit for Private World Language Courses and Other Subject Areas,

P.A. 10-111, An Act Concerning Education Reform in Connecticut,

P.A. 11-135, An Act Concerning Implementation Dates for Secondary School Reform,

P.A. 13-57, An Act Concerning Honorary Diplomas for Vietnam Veterans,

P.A. 13-122, An Act Concerning Minor Revisions to the Education Statutes

P.A. 13-247, Budget Implementer Bill and

P.A. 15-237, An Act Concerning High School Graduation,

P.A. 17-42, An Act Concerning Revisions to the High School Graduation Requirements and PA 17-29, An Act Concerning Connecticut's Seal of Biliteracy.)

10-221r Advanced placement course program. Guidelines.

District Guidance for Developing an Advanced Course Participation

Board Policy Approved: June 13, 2022

Section: Instruction**Subject: Gifted and Talented Identification and Programming P-6172.1**

**Board Policy
Milford Public Schools
Milford, CT**

By statute, a “gifted” student is a student with both “extraordinary learning ability,” which pertains to “academic achievement and intellectual creativity,” and “needing differentiated instruction or services beyond those being provided in the general education program in order to realize the child’s intellectual, creative, or specific academic potential.” By statute, a “talented” student is a student with both outstanding talent in the “creative arts,” which pertains to “music, the visual arts, or the performing arts,” and “needing differentiated instruction or services beyond those being provided in the general education program in order to realize the child’s intellectual, creative, or specific academic potential.”

The Superintendent or his/her designee is directed to develop, implement, and publish District procedures consistent with State guidelines for the identification of students as gifted and talented, as well for programming for such students within budgetary and curricular constraints.

The procedures established for the identification of students as gifted and talented shall be equitable and require the use of multiple methods of identification consistent with Connecticut State Department of Education (CSDE) guidance.

Upon the identification of a student as gifted and/or talented, the District shall provide electronic notice of such identification to the student’s parent(s)/guardian(s). Such notice shall include, but need not be limited to: (1) an explanation of how such student was identified as gifted and/or talented; (2) the contact information for the District employee in charge of the provision of services for gifted and talented students; (3) the contact information for the employee of the Connecticut State Department of Education (CSDE) who has been designated as responsible for providing information and assistance to parents/guardians related to gifted and talented students; and (4) any Connecticut associations that provide support to gifted and talented students.

Legal References: Connecticut General Statutes

10-76a Definitions

10-76d Duties and powers of Boards of Education to provide special education programs and services.

10-76xx Notification of students identified as gifted and talented. Adoption of policy re equitable identification of gifted and talented students.

Section: Instruction

Subject: Gifted and Talented Identification and Programming P-6172.1

Connecticut Public Act 19-184, An Act Concerning the Provision of Special Education.

Connecticut Public Act 21-199, An Act Concerning Various Revisions and Additions to the Statutes Relating to Education and Workforce Development, Section 2 Regulations of Connecticut State Agencies Sections 10-76a-1-10-76l-1.

Gifted and Talented Education: Guidance Regarding Identification & Service. SDE Guidance, March 2019.

Board of Education Proposed:
Policy Revision Approved:

~~November 28, 2022~~ December 12, 2022
This policy has not been approved.

**MILFORD BOARD OF EDUCATION
AGENDA ITEM**

For Consideration by the Board of Education at the Meeting of: December 12, 2022

Prepared By: Ms. Kopazna

Presented By: Ms. Kopazna

Attachments: Annual Summary of Human Resources Activity 2021-2022

Subject: Human Resources Annual Report

Connection to Milford Public Schools Commitments:

Commitment #8: We are committed to attracting, recruiting, retaining, and fostering a diverse community of talented professionals.

Background:

Annually, the Human Resources Department provides the Board of Education an update summary of staffing vacancies, hiring, leaves of absence, employee benefits, labor negotiations, training, record keeping, reporting and special highlights.

Status:

RECOMMENDATION: This report is for informational purposes.

Recommended by the Superintendent: _____

Agenda Item # _____



MILFORD PUBLIC SCHOOLS

70 West River Street ♦ Milford, CT 06460

Wendy Kopazna

Director of Human Resources

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Annual Summary of Human Resources Activity

(For the time period of 11/1/2021—10/31/2022)

Staffing

- 295 positions were posted this year (294 and 261 last two years, same time period). We continue to use online advertising (www.milforded.org, www.cca.org, www.ctreap.net, K12JobSpot.com to name a few) as the main source of recruitment, but have added Indeed.com to the mix for certain positions. We have completed a full year using the Frontline Recruitment and Hiring platform. Administrators are well-versed in using this system. It has improved our efforts to locate past applicant information and application history. The system is able to give us statistics such as the following: Our average number of applicants and average number of days to fill vacancies.
- The HR department processed approximately 2,779 applications (4,254 and 3,126 for the past two years) for the 295 jobs posted (294 and 261 posted the prior two years). Some of these applications were duplicate submissions, as some applicants applied for multiple positions throughout the year.
- 314 employees were processed as new hires this year (254 and 170 for the past two years, same time period). Background screenings through fingerprinting, TB testing and mandated DCF and Educational Employer Verification checks were conducted for each new hire. The onboarding process for new hires is 100% paperless, which is challenging to some new hires.
- We have purchased and installed an Idemia LiveScan Fingerprinting system. There was a rigorous application and approval process for this through the CT State police. All HR staff were trained in how to use this system and we have been actively fingerprinting all new hires since the summer. Background check results used to be returned to us in 2-4 months and are now returned in hours!
- More than 3,800 Payroll Action Notices (PANs) were processed this year. A PAN signifies a request for a 'personnel action' (such as a transfer, pay increase, stipend addition, new hire, resignation, etc.). We process PANs every day using a 100% paperless process.
- We had only 13 interns assisting the district this year, as compared to 22 last year. Intern candidates from the universities have decreased significantly over the past 2-3 years. We also have placed 10 student teachers working with our cooperating teachers as a part of their teacher certification process this past year. We partner with the following universities: Quinnipiac, University of Bridgeport and Sacred Heart for interns and Quinnipiac, University of Bridgeport, Sacred Heart, Southern Connecticut State University and Fairfield University for student teachers.
- We continue to face a shortage of per diem substitutes, making it difficult to cover many daily absences. Pre-COVID, we would typically carry approximately 145 substitute teachers in the system. Currently, we

have approximately 105 in the system but continue our efforts to expand our pool of substitute staff members. Last September, the daily substitute per diem rate was increased to \$125 (from \$95) and this year we have had to raise that rate to \$140/day in order to attract and retain substitutes. The addition of building subs again this year has helped our schools with sub coverage. We currently employ 18 building subs, compared to the 29 we had last year. We will continue to add both per diem and building subs throughout the year to address daily coverage of our absent teachers.

- We held two successful job fairs here at Parsons (August and October) in an effort to attract and fill substitute and other hourly positions in the district.

Employee Benefits/Leaves of Absence

- We administered benefits relative to vacations, leaves of absence, holidays and work schedules.
- We switched our Workers Comp carrier this year from Cirma to United Heartland and are impressed so far.
- We processed approximately 115 Leaves of Absence for employees over the past year, many of which required us to recruit and hire a long-term substitute for the classroom.
- We designed and communicated insurance program information details for employees. The district has approximately 1,707 employees (1,002 active and 705 retired) covered by our medical and life insurance plans.
- We provided counsel and advice to employees about benefits, leaves of absence and maternity leaves.
- All COVID related quarantines and absences were again tracked in 2021/2022. We had over 500 instances(compared to the 450 in 2020/2021) that included having to monitor dates, substitutes, pay (sick and personal) in each case to ensure compliance, equity and coverage of substitutes. We are hoping Screen and Stay protocol will reduce the amount of time staff needs to stay out of work.
- We tracked COVID vaccinations, exemptions and weekly testing per the Governor's Executive Order No. 13G which was implemented in September and **ended** in February 2022.

Labor/Employee Relations

- We completed contract negotiations this past year with the following union groups: Teachers (MEA), Custodian and Maintainers, and Food Services. We are currently in negotiations with the Security Guards, however this negotiation process started late and we expect it to be settled quickly. As a reminder, the teachers' contract is to begin on 9/1/2023, while the others will be effective for a 7/1/2022 start.
- In addition, we negotiated mid-cycle with our Secretaries union with the goal of adding our elementary and middle school greeters to the union, as well as a couple of other clerical positions.
- We handled and/or participated in various employee discipline meetings, grievance investigations, and hearings with various bargaining units. We had a few time-consuming hearing processes with multiple steps this past year.

Employee Services/Training

- We counseled and advised employees, investigated complaints and referred employees to the EAP.
- The expanded Title IX regulations have increased the number of cases that have needed to be documented, researched, investigated and completed. This includes a team of staff members from the HR Department, including, Instructional Supervisors, Principals and legal counsel which has also proven to be an intensive process.

- New to Milford teachers were brought in before the start of the school year for “Milford Teacher Academy” (MTA) so that they may be oriented to the MPS vision, mission and goals.
- New teachers were supported through the Teacher Education and Mentoring Program (TEAM), a state mandated program designed to promote excellence, equity and high achievement for Connecticut students by engaging teachers in purposeful exploration of professional practice through guided support and personal reflection. We have 25 teachers currently enrolled in the TEAM program. New teachers participating in TEAM were oriented in October, where they completed their first of five modules.
- We recruited and approved 16 of our MPS teachers to be trained as TEAM mentors and all 16 were trained in June. This training allows them to be TEAM mentors to our new teachers and also allows them to take student teachers into their classrooms.

Record Keeping

- The HR department maintains data and confidential records on all current and former employees, both paper and electronic through the employee database (Alio) and PowerSchool. Efforts have begun in establishing electronic personnel files for all employees. All new hires have 100% paperless files.
- The HR Department is responsible for issuance of employee identification/payroll badges for all district employees. This ensures that employees are issued an email, provides access to our copiers, assignment of door codes at their work location and tracks hours worked, if applicable.
- The HR department recorded and monitored absences for ALL employees (was only for certified and classified employees in the past) through the Frontline absence management system. We continue to use the “COVID-like illness” absence type, which sets into motion the procedure for potential testing and quarantining of the employee.
- We responded to third party requests for information on current and former employees (to other districts, insurance companies, attorneys, banks and mortgage companies, unions, etc.).
- We updated and monitored certificates for certificated employees (teachers, administrators, long-term substitutes and athletic coaches). We assisted with certification issues that arose with our staff. Milford is 100% compliant with the state for teacher certifications.

Research/Reporting

- The HR department compiled data to respond to requests from the government and other school districts and agencies.
- We prepared annual federal and state reports. One of these state reports attests to the district’s compliance with our teacher and administrator certification. We are again in compliance in this area.
- We prepared district responses to unemployment claims and appeals. This summer, the Department of Labor upgraded their unemployment system for the first time in decades. Right after this happened, we (and many other towns/cities around CT) experienced a huge influx of fraudulent claims, which took lots of time to sort out and respond to. We informed the employees of this and instructed them on how to report such fraud.
- We responded to many Freedom of Information requests from the public.

Other items worth noting

- The HR department hired a new secretary in June for a vacancy after being without this role for a number of months.

- We have started the major project of converting all of our paper personnel files to electronic files. We have contracted with an outside vendor to scan the thousands of paper files and have completed one of four anticipated stages of this process. Since personnel files need to be kept for 30 years beyond an employee's retirement or resignation, this is a daunting project! All new hires since the summer of 2021 have electronic personnel files, as mentioned above.
- We again led the district process to select the Teacher, Para and Parent of the year, which is a great recognition program highlighting our wonderful employees.
- We are participating this year in the Connecticut Teacher in Residency Program (TRP), which is a non-traditional path to teacher certification and is a means for districts to increase the diversity of elementary school educators. We have paired up two of our teachers (mentor teachers) with two Resident Teachers this year and hope to continue this in future years.
- We have been working with a consultant, Esther Bobowick, since early 2022 on a transformative approach to the work of our department, in an effort to reconstruct the structure/work to better support the district's strategic goals.

****SPOTLIGHT—New Hires from 11/1/21 through 10/31/22**

We had a very busy summer hiring season, which has extended well into the fall and is now nearly complete.

Teachers—We hired 55 (new teachers this year (74 and 47 in the past two years). These 55 teachers represent 18 distinct certification areas. They come from 18 different towns/cities in CT. Nineteen are Milford residents. I have attached a list of all new teachers and highlighted their educational background.

Administrators—We hired two new Administrators in this time period: **James Genova**, who is the new Assistant Principal at East Shore Middle School and most recently, **Terese Maguire**, our new Supervisor of Early Childhood Programs.

Resignations/Retirements—There were 16 teacher retirements this past year (26, 19 in the past two years), which is a bit lower than average. There were also 33 teacher resignations this year (33, 30 in the past two years).

MILFORD BOARD OF EDUCATION AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 12, 2022

Prepared By: Ms. Kopazna

Presented By: Ms. Kopazna

Attachments: Human Resources Monthly Report for December 2022

Subject: Human Resources Report

Connection to Milford Public Schools Commitments: Commitment #8: We are committed to attracting, recruiting, retaining, and fostering a diverse community of talented professionals.

Background: Each month the current listing of job postings, as well as all personnel changes for the month, are shared with the Board of Education. Included in the report are: Job Postings, Personnel Recommendations, Retirements/Resignations/Terminations and Stipend Appointments.

Status: Ms. Kopazna will discuss items in this report at the Board meeting.

RECOMMENDATION: This report is for informational purposes.

Recommended by the Superintendent:_____

Agenda Item #_____

Job Postings:

<u>TITLE</u>	<u>LOCATION</u>	<u>CLOSING DATE</u>
Assistant Boys' Lacrosse Coach	Joseph A. Foran High School	Until Filled
Assistant Indoor Track Coach	Jonathan Law High School	Until Filled
Assistant Softball Coach	Joseph A. Foran High School	Until Filled
Athletic Trainer - High School	Milford Public Schools	Until Filled
Head Coach - Girls' Tennis	Joseph A. Foran High School	Until Filled
Head Coach Boys' Tennis	Jonathan Law High School	Until Filled
Head Coach Cheerleading	Jonathan Law High School	Until Filled
Head Coach Girls Lacrosse	Jonathan Law High School	Until Filled
Elementary Humanities Instructional Coach	Meadowside Elementary	Until Filled
Special Education Teacher	Milford Public Schools	Until Filled
.4 Spanish Teacher	The Academy	Until Filled
1.0 Math Teacher	Joseph A. Foran High School	Until Filled
Science Teacher	The Academy	Until Filled
Temporary Custodian	Milford Public Schools	until filled
.5 Special Education Resource Teacher	East Shore Middle School	Until Filled
1.0 Spanish Teacher	East Shore Middle School	Until Filled
Purchasing Agent	Parsons Complex	Until Filled
0.6 Hearing Impaired Teacher	Milford Public Schools	Until Filled
School Nurse/Public Health Nurse	Milford Public Schools	Until Filled
Substitute School Nurse	Milford Public Schools	Until Filled

Building Substitute - Elementary	Milford Public Schools	Until Filled
Building Substitute - High School	Joseph A. Foran High School	Until Filled
Long Term Substitute Library Media Specialist	Joseph A. Foran High School	Until Filled
Long Term Substitute Paraprofessional	Joseph A. Foran High School	Until Filled
Long Term Substitute Science Teacher	Joseph A. Foran High School	Until Filled
Long Term Substitute Spanish Teacher	Mathewson Elementary	Until Filled
Long Term Substitute Special Education Teacher	Mathewson Elementary	Until Filled
Paraprofessional Substitutes	Milford Public Schools	Until Filled
Substitute School Counselor	Orange Avenue Elementary	Until Filled
Substitute Teachers	Milford Public Schools	Until Filled
.5 Special Education Paraprofessional	Milford Public Schools	Until Filled
Bus Paraprofessional	Milford Public Schools	Until Filled
Food Service General Worker Foran 3.25 hours per day	Joseph A. Foran High School	Until Filled
Food Service General Worker Meadowside 3.50 hours per day	Meadowside Elementary	Until Filled
Foran HS Childcare Learning Center Substitute	Joseph A. Foran High School	Until Filled
Lunch Aides	Milford Public Schools	Until Filled
On-Call Substitute Food Service Staff	Milford Public Schools	Until Filled
Ready to Learn Assistant Teachers	Milford Public Schools	Until Filled
Special Education Paraprofessional	East Shore Middle School	Until Filled
Special Education Paraprofessional	Meadowside Elementary	Until Filled

Special Education Paraprofessional	Pumpkin Delight Elementary	Until Filled
Special Education Paraprofessional - Autism Program	Harborside Middle School	Until Filled
Special Education Paraprofessionals	Milford Public Schools	Until Filled
Teacher Leader of Student Development and Wellness	Milford Public Schools	Until Filled
Substitute Teacher-District Professional Learning Sub (Elementary Level)	Milford Public Schools	Until Filled

MBOE - Personnel Recommendations

Job	Department	Building	Last	First	Effective Date
Substitute Teacher	Regular Programs	District	Williams	Kevin	11/11/2022
Substitute Teacher	Regular Programs	District	Neider	Aurora Jennifer	11/11/2022
Building Substitute	Regular Programs	Meadowside	Andreozzi	Cara	11/14/2022
Community Connections Center Coordinator	Student Development and Wellness	Calf Pen	Dascenzo	Cara	11/21/2022
Substitute Teacher	Regular Programs	District	Barnes	Jaime	11/14/2022
Lunch Aide	Cafeteria Supervision	Pumpkin Delight	Braccio	Andrea	11/15/2022
Paraprofessional	PPS	Mathewson	Spears	Alison	10/27/2022
Substitute Teacher	Regular Programs	District	DeRose	Daniel	11/16/2022
ISS Monitor	Paraprofessionals	Foran	Wheaton	Austin	11/21/2022
Substitute Paraprofessional	PPS	District	DeBias	Patricia	11/28/2022
Long Term Substitute Teacher	Regular Programs	Mathewson	Gargiulo	Alyssa	12/2/2022
Building Substitute	Regular Programs	Foran	Ashfaq	Khadija	11/7/2022

MBOE - Retirements/Resignations/Terminations

Last	First	Job	Department	Building	Effective Date	Reason
Seabrook	Elaijah	General Worker	Food Service	Jonathan Law	11/15/2022	Termination
Harrison	Tatiana	Building Substitute	Regular Programs	East Shore	10/30/2022	Resignation
Beugeard	Frederic	Teacher	World Language	East Shore	12/31/2022	Resignation
Almonte	Karin	Teacher	World Language	Jonathan Law	6/30/2023	Retirement
Suarez	Maria	Paraprofessional	PPS	Pumpkin Delight	12/7/2022	Resignation
Guzman	Joany	Teacher	World Language	East Shore	12/22/2022	Resignation
Fleming	Brigid	Lunch Aide	Cafeteria Supervision	Live Oaks	12/9/2022	Resignation
Jambor	Peter	Teacher	Physical Education	Harborside / The Academy	6/30/2023	Retirement
Digangi	Diane	Girls' Head Lacrosse Coach	Athletics	Jonathan Law	12/6/2022	Resignation
Zocco	Marissa	Teacher	Science	The Academy	1/19/2023	Resignation

MBOE - Stipend Appointments

Job	Building	Last	First	Effective Date
Adult Education PEP Facilitator	Parsons	Farrell	Lisa	12/1/2022
Adult Education PEP Facilitator	Parsons	O'Keefe	Lauren	12/1/2022
Adult Education PEP Facilitator	Parsons	Acampora	Janet	12/1/2022
Adult Education PEP Coordinator	Parsons	Toth	Meredith	12/1/2022
High School Strings	Jonathan Law	Pelaggi	David	8/31/2022
High School Strings	Foran	Karlan	Kirsten	8/31/2022
MS/ES Strings	Meadowside, PDS, Mathewson, JFK, WSMS	Burns	John	8/31/2022
MS/ES Strings	East Shore, Harborside	Juhasz	Steven	8/31/2022
MS/ES Strings	Calf Pen, OAS, LOS, OHS, Foran	Karlan	Kirsten	8/31/2022
MS/ES Band	Harborside	Lazdauskas	Benedict	8/31/2022
MS/ES Band	West Shore	Nunno	Robert	8/31/2022
MS/ES Band	East Shore	DiMauro	Anthony	8/31/2022
MS/ES Chorus	Harborside	Scepanski	April	8/31/2022
MS.ES Chorus	East Shore	Merriam	Rachel	8/31/2022
MS/ES Chorus	West Shore	Nunno	Robert	8/31/2022

MILFORD BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 12, 2022

Prepared By: James L. Richetelli, Jr.

Presented By: James L. Richetelli, Jr.

Attachments: Cash Disbursements over \$1,500 for the Month of November 2022 (4 pages)

Subject: Disbursement Report

Connection to Milford Public Schools Commitments: Commitment #8: We are committed to operational excellence that ensures Milford Public Schools invests in the newest and most advanced practices to ensure relevant and progressive educational opportunities for all students.

Background: The administration provides a listing of all expenditures over \$1,500.00 per vendor to the Board of Education for the previous month for their review. This list also provides expenditures from both State and Federal Funds.

Status: Cash Disbursement Report has been compiled for the month of November 2022 and is attached for the Board's review. Per the Board's request, items that are related to COVID are highlighted in yellow.

RECOMMENDATION: None – for informational purposes only.

Recommended by the Superintendent: _____

Agenda Item # _____

G/F CASH DISBURSEMENTS FOR NOVEMBER 2022 OVER \$1,500

FY	NO.	VENDOR	AMOUNT	DESCRIPTION	ACCT
23	227045	HARTFORD LIFE INSURANCE CO	67,689.30	GROUP LIFE INSURANCE PREM-NOV 2022	2002
23	227227	UNUM LIFE INSURANCE COMPANY	3,174.29	LONG TERM DISABILITY INS PREM-DEC 2022	2002
23	226881	H.D. SEGUR, INC	62,569.20	WORKERS' COMPENSATION-5 PYMNT-2022-2023	2003
23	226735	BOARD OF ED RETIREE	2,254.50	MEDICARE REIMBURSEMENT	2006
23	226984	BOARD OF ED RETIREE	2,012.90	MEDICARE REIMBURSEMENT	2006
23	227184	ANTHEM BLUE CROSS/BLUE SHIELD	160,563.26	HEALTH INSURANCE PREM OVER-65-DEC 2022	2006
23	227018	CT AUDUBON COASTAL CENTER MILFORD	8,925.00	FIELD TRIP-DISTRICT 3RD GRADES	3213
23	226887	KIDSENSE THERAPY GROUP LLC	1,620.00	SP ED SPEECH SERVICES-2 STDNTS-SEP 2022	3235
23	226917	THERAPYTRAVELERS LLC	5,602.80	SP ED THERAPY SERVICE-OCT 2022	3235
23	226992	AAA NURSING CARE LLC	7,171.00	SP ED NURSING SERVICE-1 STDNT-OCT 2022	3235
23	227046	HEARING 4 ALL, LLC	3,000.00	SP ED AUDIOLOGICAL SERVICES-OCT 2022	3235
23	227054	KIDSENSE THERAPY GROUP LLC	1,620.00	SP ED SPEECH SERVICES-2 STDNTS-OCT 2022	3235
23	227222	THERAPYTRAVELERS LLC	5,231.52	SP ED THERAPY SERVICE-NOV 2022	3235
23	226865	D'SOUZA, ELIZABETH	1,575.00	SP ED CONSULT/SPEECH SVC-1 STDNT-SEP-OCT 2022	3235,3238
23	226783	MILFORD HEALTH DEPARTMENT	5,000.00	DOCTOR SERVICES 2022-2023-PAYMENT #2	3306
23	226789	OMNI DATA LLC	20,640.00	AGREEMENT SUBSCRIPTION RENEWAL-2022-2023	3306
23	226862	CONNECTICUT BUSINESS SYSTEMS LLC	3,563.00	PRINTER PROG DESK TOP PRINTERS-NOV 2022	3306
23	226892	LEXINGTON GROUP, INC (THE)	3,180.00	EMPLOYEE ASSISTANCE PROGRAM-2022-2023	3306
23	227072	REHABILITATION ASSOCIATES INC	5,078.13	CERTIFIED ATHLETIC TRAINER-JF-OCT 2022	3306
23	227102	XEROX CORP FINANCIAL SVS	25,160.00	COPIER LEASE DISTRICT-NOV 2022	3306
23	226808	UNITED ILLUMINATING CO	27,121.60	ELECTRICITY-DIST SCHOOLS-SEPT 2022	4100
23	226809	UNITED ILLUMINATING CO	5,467.77	ELECTRICITY-JF-SEPT 2022	4100
23	227071	REGIONAL WATER AUTHORITY	9,274.81	WATER-DIST SCHOOLS-OCT 2022	4102
23	226744	APW ENTERPRISES LLC	12,000.00	MAINTENANCE & CLEANING TURF LAWN-JL,JF	4200
23	226786	OMNI DATA LLC	11,946.60	HPE FE NBD EXCHG,SUPPORT,UPDATES SVC-IT 2022-2023	4200
23	226787	OMNI DATA LLC	3,401.10	STRGECRFT SHADOWPROTECT MAINT RENWL-2022-2023	4200
23	226788	OMNI DATA LLC	20,963.04	FORTIGATE 1000D CONTRACT RENEWAL-2022-2023	4200
23	226864	CROWN LINEN SERVICE INC	3,604.36	MOP SERVICE-DISTRICT SCHOOLS 2022-2023	4200
23	226882	INSIGHT PUBLIC SECTOR, INC	20,490.24	GOOGLE WRKSPC EDU PLUS- STAFF,STUDENTS-2022-2023	4200
23	227007	BLAKE THERMAL SALES & SERVICE INC	8,257.00	BOILER SERVICE-JF	4200
23	227034	FUSS & O'NEILL, INC.	8,841.25	ASBESTOS SERVICE,TRAINING-DISTRICT	4200
23	227056	KONE BROOKLYN	3,702.57	ELEVATOR SERVICE-PD,ACAD,HS	4200
23	227057	KRONOS SAASHR, INC.	21,241.60	DEPOT EXCHANGE - EQUIP SUPPORT SERVICES-2023	4200
23	227179	A QUICK PICK CRANE SERVICE INC	3,546.06	CRANE RENTAL-CP, MEAD, LO	4301
23	226861	CHROMEBOOKSPARTS.COM	2,718.80	CHROMEBOOKS-DIST SCHOOLS	4302
19	226678	F & M ELEC SUPPLY & LIGHTING SHOWROOM	3,487.58	FOOTBALL FIELD LIGHTS-JL	4304
23	227224	TREASURER, CITY OF MILFORD	14,089.59	GAS-VEHICLES, BUSES-MAINT, DISTRICT-OCT 2022	4306,5107
23	226799	SHELTON WINAIR COMPANY	2,634.00	MAINTENANCE SUPPLIES-2022-2023	4307
23	227038	GRAINGER DIVISION OF W.W.GRAINGER, INC.	7,347.90	MAINTENANCE SUPPLIES-2022-2023	4307
23	226879	GRAINGER DIVISION OF W.W.GRAINGER, INC.	1,728.49	MAINTENANCE & CUSTODIAL SUPPLIES-2022-2023	4307,4308
23	226738	ALLSTON SUPPLY CO INC	5,977.12	CUSTODIAL SUPPLIES-2022-2023	4308
23	226770	HILLYARD-NEW ENGLAND	5,225.70	CUSTODIAL SUPPLIES-2022-2023	4308
23	226871	IMPERIAL DADE	1,668.96	CUSTODIAL SUPPLIES-2022-2023	4308
23	226995	ALLSTON SUPPLY CO INC	1,975.05	CUSTODIAL SUPPLIES-2022-2023	4308
23	227025	DUMOUCHEL PAPER COMPANY	4,257.50	CUSTODIAL SUPPLIES-2022-2023	4308

23	227039	GRAINGER DIVISION OF W.W.GRAINGER, INC.	1,704.50	CUSTODIAL SUPPLIES-2022-2023	4308
23	226759	DURHAM SCHOOL SERVICES, LP	3,162.98	BOYS & GIRLS CLUB-OCT 2022	5100
23	226760	DURHAM SCHOOL SERVICES, LP	7,248.89	LATE BUSES-WS,HS,ES-OCT 2022	5100
23	226758	DURHAM SCHOOL SERVICES, LP	264,310.76	TRANSPORT-AQUA,VOAG,PUBLIC,PRIV-OCT 2022	5100,5105,5108
23	226869	DURHAM SCHOOL SERVICES, LP	113,805.10	SP ED TRANSPORTATION-OCT 2022	5101
23	226907	PEOPLE TO PLACES, INC	17,644.00	SP ED TRANSPORTATION-OCT 2022	5101,5102
23	226884	JD TRANSPORTATION	24,459.00	SP ED TRANSPORTATION-OCT 2022	5101,5103
23	226858	CAROL'S DESTINATION TRANSP/CAROL JONES	39,950.00	SP ED TRANSPORTATION-OCT 2022	5102
23	226994	ACES AREA COOPERATIVE EDUC. SERVICE	4,356.00	SP ED TRANSPORTATION-NOV 2022	5102
23	227058	LASSE'S LIVERY	16,722.00	SP ED TRANSPORTATION-OCT 2022	5102
23	226910	RELIA TRANSPORTATION LLC	5,775.00	SP ED TRANSPORTATION-SEP 2022	5103
23	227022	COORDINATED TRANSPORTATION SOLUTIONS, IN	4,032.00	SP ED TRANSPORTATION-SEP 2022	5103
23	226868	DURHAM SCHOOL SERVICES, LP	12,046.83	SPORTS TRANSPORTATION-JF OCT 2022	5104
23	227027	DURHAM SCHOOL SERVICES, LP	17,104.62	SPORTS TRANSPORTATION-JL OCT 2022	5104
23	227196	DURHAM SCHOOL SERVICES, LP	2,002.66	TRANSPORT-FIELD TRIPS-DISTRICT SCHOOLS	5106
22	226680	DURHAM SCHOOL SERVICES, LP	5,038.58	BUS FUEL-JUL 2022	5107
23	226761	DURHAM SCHOOL SERVICES, LP	8,624.20	BUS FUEL-JUL 2022	5107
22	226682	GERRY'S MUSIC SHOP INC	5,344.50	REPLACEMENT INSTRUMENTS-HS*	5202
22	226946	GERRY'S MUSIC SHOP INC	5,582.00	REPLACEMENT INSTRUMENTS-HS*	5202
22	226947	RED THREAD SPACES LLC	46,088.00	REPLACEMENT FURNITURE-HS*	5202
23	226875	FRONTIER COMMUNICATIONS	4,572.33	TELEPHONE SERVICE-783-3500-NOV 2022	5401
23	226900	NEXTIVA INC.	15,403.65	CLOUD BASE PHONE SYSTEM-NOV 2022	5401
23	227187	CABLEVISION LIGHTPATH LLC	5,432.27	ETHERNET SERVICE-NOV 2022	5401
23	227217	TREASURER-ST OF CONNECTICUT	7,360.20	INTERNET SVC-JUL-SEP 2022	5401
23	226784	NEW HAVEN PUBLIC SCHOOLS BUSINESS OFFICE	6,823.00	SP ED TUITION-1 STDNT-2022-2023	5600
23	226844	ACES AREA COOPERATIVE EDUC. SERVICE	3,177.08	SP ED TUITION-1 STDNT-OCT 2022	5600
23	226993	ACES AREA COOPERATIVE EDUC. SERVICE	85,751.30	SP ED TUITION-13 STDNTS-NOV 2022	5600
23	227180	ACES AREA COOPERATIVE EDUC. SERVICE	13,882.93	SP ED TUITION-5 STDNTS-OCT 2022	5600
23	227002	ASPIRE LIVING & LEARNING, INC.	70,800.00	SP ED TUITION-6 STDNTS-OCT 2022	5601
23	227006	BENHAVEN INC	3,750.00	SP ED TUITION-1 STDNT-OCT 2022	5601
23	227013	CHILDREN'S CENTER OF HAMDEN INC	8,513.60	SP ED TUITION-1 STDNT-OCT 2022	5601
23	227053	JUSTICE RESOURCE INSTITUTE, INC.	11,859.58	SP ED TUITION-1 STDNT-OCT 2022	5601
23	227055	KLINGBERG COMPREHENSIVE PROGRAM SERVICES	27,510.60	SP ED TUITION-3 STDNTS-OCT-2022	5601
23	227081	0106 SPECIALIZED EDUCATION OF CT, INC	26,941.00	SP ED TUITION-3 STDNTS-OCT-2022	5601
23	227097	WESTPORT DAY SCHOOL CT LLC	8,300.00	SP ED TUITION-1 STDNT-NOV 2022	5601
23	227103	YALE UNIVERSITY TREASURY SERVICES	99,812.00	SP ED TUITION-ESY-4 STDNTS-AUG,11 STDNTS-SEPT 2022	5601
23	227186	BOY'S & GIRL'S VILLAGE, INC	97,352.50	SP ED TUITION-9 STDNTS-OCT 2022	5601
23	227200	HARTFORD HOSPITAL	2,880.00	SP ED TUITION-1 STDNT-OCT 2022	5601
23	227214	SOUTHPORT SCHOOLS, INC THE	25,000.00	SP ED TUITION-1 STDNT-INSTALLMENT #2 2022-2023	5601
23	227231	YALE UNIVERSITY TREASURY SERVICES	2,000.00	SP ED TUITION-1 STDNT-OCT 2022	5601
23	226782	MILFORD FOOD SERVICE	5,675.00	BREAKFAST & LUNCH-HQI	6100
23	227228	W B MASON COMPANY	1,552.73	NON/INSTRUC SUP-JF,ES,JL,OA,LO,INSTR DIV,HS	6100,6100
23	226812	W B MASON COMPANY	1,535.03	NON/INSTR SUP-JF,JK,LO,MATH,MEAD,OA,OH,WS	6100,6110
23	226849	AMAZON.COM LLC/SYNCB	1,686.19	NON/INSTR SUP-OA,CP,ES,WS,MA,OH,JF,HS,ACD,INST DIV	6100,6110
23	226997	AMAZON.COM LLC/SYNCB	2,771.53	NON/INSTRUC SUP-ES,MEA,WS,JF,OH,JL,JK,LO,ACD,HS	6100,6110
23	227216	STAPLES CONTRACT & COMMERCIAL LLC	3,331.83	NON/INSTRUC SUP-C/O,MEAD,OA,PD	6100,6110
23	226740	AMAZON.COM LLC/SYNCB	3,727.30	NON/INSTR SUP-C/O,JK,ES,JL,MEA,PPS,JF,OA,HS,LO	6110

23	226777	LAKESHORE LEARNING MATERIALS	3,035.40	INSTRUC SUPPLIES-KINDERGARTEN CLASSROOMS	6110
23	226798	SCHOOL SPECIALTY LLC	2,233.18	INSTRUC SUPPLIES-ES,LO,MEA,WS	6110
23	227023	DICK BLICK	1,579.32	INSTRUC SUP-MATH,WS,JF	6110
23	227078	SCHOOL SPECIALTY LLC	1,899.47	INSTRUC SUP-JF,JL,MEA,LO,OH,WS	6110
23	227098	WH LUMBER LLC	2,476.09	INSTRUC SUP-ES	6110
23	226911	SCHOOL SPECIALTY LLC	2,601.82	INSTRUC SUP-CP,HS,JF,JL,WS	6110,6901
23	226848	AMAZON.CAPITAL SERVICES	1,929.54	INSTRUC SUP,FURNITURE-CP,JL,SPEC ED	6110,7340
23	227033	FOLLETT CONTENT SOLUTIONS, LLC	2,137.48	BOOKS-ES, JL	6420
23	227198	FOLLETT CONTENT SOLUTIONS, LLC	2,178.33	BOOKS-CP, LO	6420
23	227221	TEXTHELP INC	2,937.00	SP ED SUBSCRIPT WRITER,SNAP & READ-2022-2023	6902
23	227229	WEVIDEO, INC	4,429.38	WEVIDEO SUBCRPT-DISTRICT-2022-2023	6902
22	226683	KNIGHT'S INC	15,545.60	MAINTENANCE SUPPLIES-2022-2023	7310
23	226776	KNIGHT'S INC	11,156.94	MAINTENANCE SUPPLIES-2022-2023	7310
23	226852	B & H PHOTO-VIDEO	11,625.16	PHOTOGRAPH EQUIP-JF	7310
23	226792	QUILL CORPORATION	3,438.53	BOOKCASES-HS	7340
23	226794	RED THREAD SPACES LLC	8,208.55	FILE CABINETS-BUSINESS OFFICE	7340
23	227083	TAMCO CAPITAL CORP	2,012.00	VIDEO SURVEILLANCE SERVER LEASE-DEC 2022	7350
23	226748	BLANCHETTE SPORTING GOODS, INC	3,248.00	SPORTS SUPPLIES & EQUIPMENT-JF	8205,8206
23	226762	ELITE SPORTSWEAR LP	2,460.24	SPORTS UNIFORMS-JF	8207
23	226896	METRO SWIM SHOP	3,468.60	SWIM UNIFORMS-JL	8207
23	226885	JONATHAN LAW HIGH SCHOOL	15,000.00	GAME DAY OPERATIONS	8209

*FLOOD DAMAGE REIMBURSED BY INSURANCE

GRANTS CASH DISBURSEMENTS FOR NOVEMBER-2022 OVER \$1,500

FY	NO.	VENDOR	AMOUNT	DESCRIPTION	GRANT	ACCT
23	227107	MILFORD BOARD OF EDUCATION	4,833.21	BENEFITS ON COUNSELORS SALARY	22	2100
23	226672	IMPERIAL DADE	2,979.20	WIPES REFILL DRY AIRLAN 9201DW -DISTRICT SCHOOLS	23	4308
23	226931	DYLAN'S WINGS OF CHANGE	9,500.00	WINGMAN PROGRAM,REFRESHER TRAINING-2022-2023	23	3220
23	226933	HEINEMANN	2,604.00	BOOKS-CP	23	6110
23	226939	PARTNERS FOR EDUCATIONAL LEADERSHIP	14,000.00	ACCLERATION NETWRK IMPRVMNT COMMUNITY	23	3220
23	226671	BURNS, KAYLENE	3,125.00	SP ED BCBA SERVICES-DISTRICT SCHOOLS	26	3235
23	226814	BURNS, KAYLENE	2,200.00	SP ED BCBA SERVICES -MPS DISTRICT	26	3235
23	226818	PEOPLE TO PLACES, INC	2,180.00	SP ED TRANSPORTATION-OCT 2022	28	5100
23	226817	LUSTICK, MICHAEL MD	2,090.00	SP ED PSYCH EVAL-1 STDNT	55	3235
23	227105	KAPLAN, MICHAEL D MD	9,000.00	SP ED PSYCH EVAL-2 STDNTS	55	3235
23	227112	PERKINS SCHOOL FOR THE BLIND	1,511.00	SP ED EDUCATIONAL EVAL-1 STDNT	55	3235
23	226944	WILSON LANGUAGE TRAINING CORP	2,897.64	INSTRUC SUP-PPS	60	6110
23	227106	MILFORD BOARD OF EDUCATION	4,813.14	BENEFITS ON ADMIN,TCHR,SEC,PARA SALARY	60	2100
23	226935	MILFORD BOARD OF EDUCATION	10,474.28	BENEFITS-TCHER AIDES,CERT TCHERS,ADMIN,LIASION	73	2100
23	226936	MILFORD BOARD OF EDUCATION	1,833.29	BENEFITS ON ADMIN & AIDES SALARY	74	2100
23	226673	ISM	1,820.00	EVENTS- SYW --WORKSHOP FEE-LH	79	3220
23	227109	MILFORD BOARD OF EDUCATION	4,835.22	BENEFITS ON TCHR SALARY	80	2100
23	226815	DURHAM SCHOOL SERVICES, LP	2,661.98	SP ED TRANSPORTATION-OCT 2022	98	5100

Milford Board of Education

Business Meeting and Live Streamed on YouTube

Meeting Minutes

November 14, 2022

Board members present:

Katherine Alling
Adam De Young
Meghan Doyle
Andrew Fowler
Tracey Irby
Susan Glennon (Board Chair)
Emily McDonough Souza
Una Petroske
Gary Peluchette
Cindy Wolfe Boynton

Administration present:

Dr. Anna Cutaia
Dr. Amy Fedigan
Jim Richetelli
Wendy Kopazna
Chris Brown

I. CALL TO ORDER

Ms. Glennon called the board meeting to order at 7:00 p.m. in the Board of Education room at Parsons. By a roll call, nine Board members were present.

II. APPOINTMENT OF A NEW BOARD MEMBER TO FILL THE VACANCY IN 1ST DISTRICT

Mrs. Petroske made a motion that the Milford Board of Education appoints Mr. Gary Peluchette to the unexpired term of the vacant 1st District seat. Mr. Fowler seconded. The motion passed unanimously.

City Clerk Karen Fortunati administered the oath of office to Mr. Peluchette. Mr. Peluchette took his seat at the Board table.

III. STUDENT REPORTS

Aislinn Burns and Cole Pleimann updated the Board on the activities at Jonathan Law. Venice Montanaro and Connor Nieman updated the Board on the activities at Joseph A. Foran.

IV. PUBLIC COMMENT

None.

V. APPROVAL OF THE WORKING AGREEMENT BETWEEN THE MILFORD BOARD OF EDUCATION AND THE MILFORD EDUCATION ASSOCIATION (MEA)

Mrs. Petroske made a motion that the Milford Board of Education approves the settlement agreement between the Milford Board of Education and the Milford Education Association for the period commencing September 1, 2023, through and including August 31, 2026. Mr. Fowler seconded. The motion passed unanimously.

VI. CHAIR'S REPORT

Ms. Glennon reviewed the December and January meeting calendar including 2023-24 budget work that will be done in January.

VII. SUPERINTENDENT'S REPORT

Instructional Highlight: Early Literacy

Mrs. Beth Mauro, assisted by members of the district literacy team shared information that highlighted the progress the district has made to enhance K-3 literacy. A PK-8 Professional Learning and Literacy Program review was conducted. Mrs. Mauro shared the commendations and recommendations from the review and how the department will improve on the recommendations and align them to high-quality instruction. Staff members shared videos that guided the Board through the details of the elementary literacy curriculum which included phonological awareness, phonics, fluency, vocabulary, and comprehension.

During the presentation, the administration offered their concerns over the new CSDE legislation. "Section 10-14ii" requires the Center for Literacy Research and Reading Success at the CSDE, in consultation with the Reading Leadership Implementation Council, to review and approve at least five reading curriculum models or programs that must be implemented by all public-school districts effective the 2023–24 school year. District concerns range from financial implications that will exceed \$950,000; curriculum realignment; classroom libraries and, curriculum development and implantation. The state has proclaimed that public schools may apply for a waiver, however, the waiver has not been made available and it is due in December. Additionally, only five districts in the state are using the curriculum. Dr. Cutaia reiterated that programs are not synonymous. Many superintendents oppose with the legislation and will continue to act to prevent it from going into effect in June 2023.

A Board discussion ensued.

Policies for a Second Reading

Dr. Cutaia presented three policies to the Board for approval. The policies were submitted at the previous meeting, recommended changes were made and they are now ready for approval.

Mrs. Petroske made a motion that the Milford Board of Education approves Board Policy 1110.1 Communications with Parents/Guardians as presented. Mr. Fowler seconded. The motion passed unanimously.

Mrs. Petroske made a motion that the Milford Board of Education approves Board Policy 4212.42 Drug and Alcohol Testing for School Bus Drivers as presented. Mr. Fowler seconded. The motion passed unanimously.

There was a discussion regarding Board Policy 5141.4 “Reporting of Child Abuse, Neglect, and Sexual Assault.” The Board asked for a change in language so it is understood that “any” person accused of abuse or neglect will be reported.

Mrs. Petroske made a motion that the Milford Board of Education approves Board Policy 5141.4 Reporting of Child Abuse, Neglect, and Sexual Assault as amended. Mr. Fowler seconded. The motion passed unanimously.

Mrs. Petroske made a motion that the Milford Board of Education approves Board Policy 5145.511 Sexual Abuse Prevention and Education Program as presented. Mr. Fowler seconded. The motion passed unanimously.

Human Resources Department Presentation

Ms. Kopazna gave a presentation on the Human Resources department and her aspirations for a re-envisioned department. She told the Board a review of human resource services and support was conducted in the Spring of 2022. The review revealed changes that need to occur to align the department with the district’s Instructional Framework. The shift will place educator retention a priority as the teacher pool continues to decrease. The department will undergo some changes in its scope of work and will assume the title of “Office of Talent Management and Development”.

Human Resources Report

Ms. Kopazna presented the Human Resources Report for November. Included in the report were the personnel changes, job postings, retirements, resignations/terminations, and stipend appointments.

Disbursement Report

Mr. Richetelli presented the Disbursement Report for October and answered questions from Board members.

VIII. CONSENT AGENDA ITEMS

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

October 10, 2022, Business Meeting

October 24, 2022, Committee of the Whole Meeting

Mr. Fowler seconded the motion. The motion passed unanimously.

IX. BOARD COMMENT

Ms. Glennon told the Board she attended the Math Night at Meadowside Elementary School.

Ms. Doyle wished everyone a happy Thanksgiving. She will be attending the Thanksgiving game.

X. ADJOURNMENT

Mrs. Petroske made a motion to adjourn. Mr. Fowler seconded. Seeing no objections, Ms. Glennon adjourned the meeting at 10:08 p.m.

Unapproved

Recording Secretary: _____
Mrs. Pam Griffin

Corresponding Secretary: _____
Ms. Una Petroske

Milford Board of Education
Committee of the Whole and Live Streamed on YouTube
Meeting Minutes

November 28, 2022

Board members present:

Katherine Alling
Meghan Doyle
Andrew Fowler
Susan Glennon
Tracey Irby
Emily McDonough Souza
Gary Peluchette
Una Petroske
Cindy Wolfe Boynton

Administration present:

Dr. Anna Cutaia
Dr. Amy Fedigan
Jim Richetelli
Christopher Brown

Board members absent:

Adam De Young (excused)

I. CALL TO ORDER

Ms. Glennon called the board meeting to order at 7:00 p.m. in the Board of Education room at Parsons. By a roll call, nine Board members were present.

II. SUMMER PROJECTS

Mr. Bradbury navigated a pictorial presentation of the school projects completed over the summer of 2022 and answered questions from Board members.

III. HUMAN RESOURCES ANNUAL REPORT

Dr. Cutaia removed the report from the meeting.

IV. BOARD POLICIES FOR A FIRST READING

Dr. Fedigan and the Board reviewed three new Board policies that need to be added to be compliant with new legislation. The policies reviewed were 6140 Curriculum, 6141.51 Student Success Plans, Challenging Curriculum, and Enrollment in Advanced Courses or Program of Study, 6172.1 Gifted and Talented Identification and Programming. The existing Board Policy 6141.51 Advanced Courses or Programs, Eligibility Criteria for Enrollment will need to be rescinded upon approval of the new 6141.51 policy.

V. PUBLIC COMMENT

None.

VI. ADJOURNMENT

Mrs. Petroske made a motion to adjourn. Mr. Fowler seconded. Seeing no objections, Ms. Glennon adjourned the meeting at 7:50 p.m.

Recording Secretary: _____
Mrs. Pam Griffin

Corresponding Secretary: _____
Mrs. Una Petroske