

MILFORD BOARD OF EDUCATION BUSINESS MEETING

Parsons Board Room
70 West River Street
Milford, CT 06460

May 8, 2023
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. Student Recognition
- V. 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.

- VI. Chair's Report
- VII. Superintendent's Report
 - A. Instructional Highlight: Equity and Engagement Update - Mrs. Marissa Acampora
 - B. Board Policies - Second Reading (Approval Requested) - Dr. Anna Cutaia
 - 1. 5113 Attendance
 - 2. 5113.2 Truancy
 - 3. 5141.213 Opioid Overdose Prevention
 - 4. 6142.10 Health Education Program/Physical Activity
 - C. Human Resources Report - Ms. Wendy Kopazna
 - D. Disbursement Report - Mr. James L. Richetelli, Jr.

- E. Resolution Re: Authorizing the Assistant Superintendent of Business and Operations to Conduct Business and Sign Contracts on Behalf of the Milford Board of Education and Milford Public Schools (Approval Requested) - Mr. Richetelli

VIII. Consent Agenda Items - Minutes for Consideration

A. Consideration of Minutes

- 1. April 17, 2023 Business Meeting
- 2. April 24, 2023 Committee of the Whole Meeting

IX. Board Comment

X. Adjournment

MILFORD BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: May 8, 2023

Prepared By: Dr. Anna Cutaia & Mrs. Marissa Acampora

Presented By: Mrs. Marissa Acampora

Attachments: 1. A Resolution Affirming Our Commitment to Social Justice, Equity,
and Being an Anti-Racist School District
2. 2021-26 Mission and Vision Statements, Commitments and Goals

Subject: Equity and Engagement Update

Connection to Milford Public Schools Commitments: Commitment #5: We are committed to laying a foundation that fosters an environment of unity that addresses race, equity and social justice in a safe and supportive learning environment. It is essential to the progress of all people in our learning community that we take deliberate steps to make clear that people who have been historically marginalized are fully included and valued.

Background: In December 2020, the Board of Education adopted “A Resolution Affirming Our Commitment to Social Justice, Equity, and Being an Anti-Racist School District”. This solidified the school district's commitment to ensuring equitable access experiences and outcomes for all students. In May 2021, the Board adopted the district's 2021-26 Mission and Vision Statements, Commitments and Goals. Commitment #5, as listed above, is dedicated to fostering an environment of unity and offering a supportive learning community that is inclusive of all.

Status: Marissa Acampora, Instructional Supervisor of Equity and Engagement will present on the entry points of the district-wide equity work. The conversation will start with the sharing of valuable insights gathered through discourse with members of our school community, who guide and fuel an understanding of our current practices. Moving from learning to doing, the presentation will outline the plans for the next steps of an asset-focused review of all systems and structures contributing to equitable access, experiences and outcomes for all students.

RECOMMENDATION: None – for informational purposes only.

Recommended by the Superintendent: _____

Agenda Item # _____

A Resolution Affirming Our Commitment to Social Justice, Equity, and Being an Anti-Racist School District

WHEREAS, the vision of the Milford Board of Education states that Milford Public Schools will be a progressive school district in which students are prepared to achieve at their highest level, surrounded by an engaged community that is proud of its educational system; and

WHEREAS, the Milford Public School district works to empower its learners to use their voices and abilities to change and improve their communities, our nation and even the world; and

WHEREAS, we know that racism, inequity and microaggressions of any kind caused by either implicit or explicit biases can negatively affect student educational and personal outcomes; and

WHEREAS, the Milford Public Schools -- in light of the current events related to racism, equity, and social justice -- is committed to conducting the critical self-reflection and action necessary to acknowledge, address and prevent the various forms of racial bias; and

WHEREAS, at this time in history, it is more important than ever to stand up for what is right and good and state, unequivocally, that racism and inequity of any kind shall have no place in Milford Public Schools or the Milford community; and

WHEREAS, as a board of education, we must lead the Milford Public School district in its efforts to nurture an equal, socially just and anti-racist learning environment where every child is respected and valued for who they are, regardless of skin color or gender;

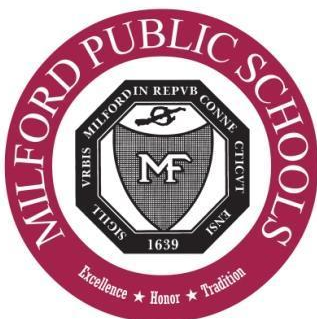
THEREFORE BE IT RESOLVED, that we, the members of the Milford Board of Education, use this Resolution to publicly affirm our commitment to ensuring the Milford Public School district provides an inclusive, nurturing, equitable and anti-racist learning environment, where every student, teacher, support professional, parent and school community member is treated with dignity and respect; and

BE IT FURTHER RESOLVED, that the members of the Milford Board of Education, as a collective and duly-elected body, praise and support the efforts of student leaders raising their voices to advocate for systemic change, as well as administration's decision to establish a district-wide student advisory committee designed to take concrete steps

toward strengthening equity and social justice, and showing both students and school staff what it means to be anti-racist and an ally of people of color; and

BE IT FINALLY RESOLVED, that we acknowledge the district has much work to do, yet we are confident and committed to continuing the conversations, to growing and strengthening community partnerships, and to tackling with courage difficult issues, which -- in time -- will create an inclusive, equitable and anti-racist educational environment for every student in the Milford Public Schools.

Approved by the Milford Board of Education on December 14, 2020



Mission Statement (Milford Public Schools)

Students who graduate from the Milford Public Schools will demonstrate mastery of reading, writing and numeracy. Students will comprehend, organize and analyze information in order to independently solve problems and articulate solutions. Students will demonstrate the attributes of good citizenship and community/school engagement.

Vision Statement (Milford Board of Education)

Milford Public Schools will be a progressive school district in which students are prepared to achieve at their highest level, surrounded by an engaged community that is proud of its educational system.

Milford Public Schools Commitments

1. We are committed to continually growing a learning community rooted in strong, trusting, and dependable relationships. Through these meaningful relationships, learners will discover who they are, cultivate abilities to shape their own lives, and learn how to engage with and contribute to the greater community.
2. We are committed to expanding and strengthening our relationships within the Milford community at large by recognizing that strong partnerships between our schools, families, and community stakeholders increase opportunities for student success.
3. We are committed to creating and maintaining a safe and secure climate that promotes a supportive academic, social, emotional and physical learning environment.
4. We are committed to consistently engineering, supporting and celebrating high-quality instruction that engages all learners in cultivating scholarship, personal development, citizenship, creativity, and innovation.

5. We are committed to laying a foundation that fosters an environment of unity that addresses race, equity and social justice in a safe and supportive learning environment. It is essential to the progress of all people in our learning community that we take deliberate steps to make clear that people who have been historically marginalized are fully included and valued.
6. We are committed to engineering a professional learning system that is responsive to the needs of our adult learners and will support high quality instruction. Our aim is to build and support ongoing collaborative relationships that encourage risk taking designed to improve instructional practices.
7. We are committed to curricula that are rooted in high-quality learning experiences, are aligned to prioritized standards, and are grounded in Milford's Vision of the Learner. All learners will engage in authentic experiences that are embedded in scholarship, personal development, citizenship, creativity, and innovation.
8. We are committed to attracting, recruiting, retaining and fostering a diverse community of talented professionals.
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.

Milford Public Schools Goals 2021-2026

1. Scholarship: Learners will comprehend, organize and analyze information in order to solve problems, articulate solutions and continually challenge themselves.
2. Personal Development: Learners will engage in self-care to result in a healthy lifestyle. Learners will identify and regulate their emotions and behaviors, set and achieve important personal and academic goals, use social-awareness and interpersonal skills to establish and maintain positive relationships, and demonstrate decision making and responsible actions to achieve success in school and life.
3. Citizenship: Learners will develop into global citizens who think and act beyond self towards service to others and their community. Learners will develop a lens focused on equitable participation from all members within a community shaped to meet each person's needs.
4. Creativity/Innovation: Learners will be imaginative, curious and challenge themselves to make, shape, and invent their learning experiences.

**MILFORD BOARD OF EDUCATION
AGENDA ITEM**

For Consideration by the Board of Education at the Meeting of: May 8, 2023

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

Subject: Board Policies for a 2nd Reading

Attachment: Four Policies to Review

5113 Attendance
5113.2 Truancy
5141.213 Opioid Overdose Prevention
6142.10 Health Education Program/Physical Activity

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:

Four policies were presented at the April 24, 2023 committee of the whole meeting. They are now ready for approval by the Board.

RECOMMENDATION:

That the Milford Board of Education approves the four policies as presented by Administration.

Recommended by the Superintendent: _____

Agenda Item #: _____

Section:	Students	
Subject:	Attendance	P-5113

Board Policy Milford Public Schools Milford, CT

The Milford Board of Education (Board) recognizes that Regular attendance is an integral part of the overall learning experience, involving all members of the home, school, and community. ~~The Milford Board of Education (Board) recognizes that~~ Daily classroom participation is an essential component of the learning process; classroom time directly influences student achievement. Absence tends to disrupt the continuity of the educational process, and the time lost from class is essentially irretrievable in terms of opportunities for intellectual pursuits and opportunities for activities within the classroom, which ultimately lead to learning. ~~Regular attendance is essential to promote a sense of commitment and seriousness of purpose on the part of each student. Regular attendance also reinforces habits which students may carry beyond school to their vocation and avocations.~~ Parents, students, and school personnel must work together cooperatively in the education of our children.

~~Regular attendance is both the moral and legal responsibility of the parents. It is expected that parents will see to it that their children attend school and receive the advantage of the educational opportunities that are provided. Parents, students and school personnel must work together cooperatively in the education of our children.~~

Connecticut state law requires parents to cause their children, ages five through eighteen inclusive, to attend school regularly during the hours and terms the public school is in session. Parents or persons having control of a child five years of age have the option of not sending the child to school until age six and parents or persons having control of a child six years of age have the option of not sending the child to school until age seven. Mandatory attendance terminates upon graduation from high school or withdrawal with written parent/guardian consent at age seventeen **along with evidence of enrollment in adult education. Beginning on July 1, 2023, the permissible age of withdrawal is eighteen. A student or parent shall follow the District's procedures established in accordance with governing state law for a student's withdrawal from school. Such procedures shall be in accordance with governing state law.**

A child enrolled in the Milford Public Schools (District) who has attained the age of nineteen or older may be placed in an alternative school program or another suitable educational program if he/she cannot acquire a sufficient number of credits for graduation by age twenty-one.

~~Classroom learning experiences are the basis for public school education. Time lost from class is lost instructional opportunity.~~ The Board of Education requires that accurate records be kept of the attendance of each child, and students should not be absent from school without parental knowledge and consent.

Definitions

“In attendance” is defined as a student if present at his/her assigned school, or an activity sponsored by the school (e.g., field trip), for at least half of the regular school day. A student is also in attendance if the student is participating in statutorily authorized remote learning as determined through a combination of: synchronous virtual classes, synchronous virtual meetings, activities on time-logged electronic systems, and/or the completion and submission of assignments, for at least half of the regular school day. A student who is serving an out-of-school suspension or expulsion should always be considered absent. ~~A student is considered to be "in attendance" if present at his/her assigned school, or an activity sponsored by the school (e.g., field trip), for at least half of the regular school day. A student who is serving an out-of-school suspension or expulsion or an in-school suspension for half a school day or more should always be considered absent. A student not meeting the definition of "in attendance" shall be considered absent.~~

“Chronically absent child” is defined as ~~a~~ **An enrolled student whose total number of absences at any time during a school year is equal to or greater than ten percent of the total number of days that such student has been enrolled at such school during such school year.**

~~**Chronic Absenteeism:** A chronically absent child is a student whose total number of absences at any time during a school year is equal to or greater than 10% of the total number of days that such student has been enrolled at such school during such school year. In other words, for students enrolled in school from the first day to the last in a school year, they are chronically absent if they are absent 10% of the total number of instructional days. For a student who is enrolled for only part of a school year, e.g., 60 instructional days, he/she is chronically absent if absent from school 10% of 60 days.~~

“Absence”: is defined as ~~A~~ **an excused absence, unexcused absence or disciplinary absence, as those terms are defined by the State Board of Education pursuant to C.G.S. 10-198b.**

“District chronic absenteeism rate”: is defined as ~~T~~ **the total number of chronically absent children in the previous school year divided by the total number of children under the jurisdiction of the Board of Education for such school year.**

“School chronic absenteeism rate”: is defined as ~~T~~ **the total number of chronically absent children for a school in the previous school year divided by the total number of children enrolled in such school for such school year.**

“Truant”: is defined as ~~Truant shall mean~~ **a student aged five to eighteen, inclusive, who has four (4) unexcused absences in any one month, or ten (10) unexcused absences in one school year.**

“Mental Health Wellness day” is defined as a school day during which a student attends to his/her emotional and psychological well-being in lieu of attending school. Such days must be nonconsecutive.

Excused Absences:

A student's absence from school shall be considered "excused" if written documentation of the reason for such absence has been submitted within ten (10) school days of the student's return to school and meets the following criteria:

1. For absences one through nine, a student's absences from school are considered "excused" when the student's parent/guardian approves such absence and submits

appropriate documentation to school officials.

Such documentation includes a signed note from the student's parent/guardian, a signed note from a school official that spoke in person with the parent/guardian regarding the absence, or a note confirming the absence by the school nurse or by a licensed medical professional, as appropriate. Documentation should explain the nature of and the reason for the absence as well as the length of the absence. Separate documentation must be submitted for each incidence of absenteeism.

2. For the tenth absence and all absences thereafter, a student's absences from school are considered excused for the following reasons:
 - a. Student illness (must be verified by a licensed medical professional to be deemed excused, regardless of the length of the absence);
 - b. Student's observance of a religious holiday;
 - c. Death in the student's family or other emergency beyond the control of the student's family;
 - d. Mandated court appearances (documentation required);
 - e. The lack of transportation that is normally provided by a district other than the one the student attends (no parental documentation required);
 - f. Extraordinary educational opportunities pre-approved by District administration and to be in accordance with Connecticut State Department of Education guidance.
3. A student enrolled in grades K-12 is permitted two Mental Health Wellness (MHW) days in a school year, during which day such student shall not be required to attend school. The two mental health wellness days shall not be during consecutive school days (e.g. Friday and Monday, Wednesday and Thursday). The purpose of a mental health wellness day is to allow a student to attend to his/her emotional and psychological well-being in lieu of attending school. For purposes of calculating school year limits, such an absence shall be identified by the school as a "mental health wellness day". Such an absence shall be excused when parent or guardian permission is documented regardless of the number of absences a student has accrued in the school year.

Unexcused Absences:

A student's absence from school shall be considered unexcused unless:

- a. The absence meets the definition of an excused absence and meets the documentation requirements; or
- b. The absence meets the definition of a disciplinary absence, which is the result of school or District disciplinary action and are excluded from these State Board of Education approved definitions.

Excused or Unexcused Absences:

When the school in which a child is enrolled receives no notification from a parent or other person having control of the child is aware of the child's absence, a reasonable effort shall be made by school personnel or volunteers under the direction of school personnel to notify by telephone and by mail such parent or other person having control of the child.

Responsibility for completion of missed classwork lies with the student, not the teacher. Unless a student has an extended illness, all make-up work will be complete within five days after the student returns to school.

Disciplinary Absence

~~A student's absence is considered a disciplinary absence when resulting from the school or district taking disciplinary action.~~

Excused Absences for Children of Service Members

An enrolled student, age five to eighteen, inclusive, whose parent or legal guardian is an active duty member of the armed forces, as defined in section 27-103, and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting, shall be granted ten days of excused absences in any school year and, at the discretion of the ~~Superintendent or his/her designee~~ Board of Education, additional excused absences to visit such child's parent or legal guardian with respect to such leave or deployment of the parent or legal guardian. In the case of such excused absences such child and parent or legal guardian shall be responsible for obtaining assignments from the student's teacher prior to any period of excused absence, and for ensuring that such assignments are completed by such child prior to his or her return to school from such period of excused absence.

Chronic Absenteeism

The Board of Education, in compliance with statute, requires the establishment of attendance review teams when chronic absenteeism rates in the District or at individual schools in the District meet the following circumstances:

1. A team for the District must be established when the District chronic absenteeism rate is 10 percent or higher.
2. A team for the school must be established when the school chronic absenteeism rate is 15 percent or higher.
3. A team for either the District or each school must be established when (a) more than one school in the District has a school chronic absenteeism rate of 15 percent or higher or (b) a District has a District chronic absenteeism rate of 10 percent or higher and one or more schools in the District have a school chronic absenteeism rate of 15 percent or higher.

The membership of attendance review teams may consist of school administrators, school counselors, school social workers, teachers, chronically absent children, parents or guardians of chronically absent children, and representatives from community-based programs who address issues related to student attendance by providing programs and services to truants.

Each attendance review team shall be responsible for reviewing the cases of truants and chronically absent children, discussing school interventions and community referrals for such truants and chronically absent children and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Each established attendance review team shall meet at least monthly.

The District shall utilize the chronic absenteeism prevention and intervention plan developed by the State Department of Education ~~when it becomes available~~. **Such plan must include the means for collecting and analyzing data relating to student attendance, truancy and chronic absenteeism. The data must be disaggregated by the school district, school grades, and subgroups such as race, ethnicity, gender, eligibility for free and reduced-priced lunches, students whose primary language is not English, and students with disabilities.**

The District shall annually include in information for the strategic school profile report for each school and the District that is submitted to the Commissioner of Education, data pertaining to truancy and chronically absent children.

Loss of Credit

Students face a possible loss of credit in a [high school](#) course when daily absences or period absences for a class total meet the criteria defined in Administrative Regulation 5113, Attendance.

Dismissal

No school, grade, or class may be dismissed before the regularly scheduled dismissal time without the approval of the Superintendent or his/her designee.

No teacher may permit any individual student to leave school prior to the regular hour of dismissal without the permission of the Principal.

No student may be permitted to leave school at any time other than at regular dismissal without the approval of the student's parent/guardian. If a court official with legal permission to take custody of a child, or if a police officer arrests a student, the parent/guardian should be notified of these situations by the administration.

cf. 5113.2 - Truancy

cf. 6172 - Remote learning

Legal Reference: Connecticut General Statutes

10-220c Duties of boards of education, (as amended by PA 15-225)

10-184 Duties of parents (as amended by PA 98-243, PA 00-157, PA 18-15 and PA 21-199))

10-185 Penalty

10-198a Policies and procedures concerning truants (as amended by PA11-136, An Act Concerning Minor Revisions to the Education Statutes and PA 14-198, An Act Concerning Excused Absences from School for Children of Service Members, and PA 16-147, An Act Concerning the Recommendations of the Juvenile Justice Policy and Oversight Committee)

10-198b State Board of Education to define "excused absence," "unexcused absence," and "disciplinary absence."

10-198c Attendance review teams

10-198d Chronic absenteeism (as amended by PA 17-14)

45a-8c Truancy clinic. Administration. Policies and procedures. Report. (as amended by PA 15-225)

10-199 through 10-202 Attendance, truancy - in general

Action taken by State Board of Education on January 2, 2008, to define "attendance."

Action taken by State Board of Education on June 27, 2012, to define "excused" and "unexcused" absences.

PA 17-14 An Act Implementing the Recommendations of the Department of Education

PA 18-15 An Act Concerning School Counselors

PA 21-46 An Act Concerning Social Equity and the Health, Safety and Education of Children (as amended by June Spec. Sess. Pa 21-2. 393)

PA 21-2 An Act Concerning Provisions Related to Revenue and Other Items to Implement the State Budget for the Biennium Ending June 30, 2023, June Special Session, S. 393

PA 21-199 An Act Concerning Various Revisions and Additions to the Statutes
Relating to Education and Workforce Development
Connecticut State Department of Education Guidelines for Implementation of
Excused and Unexcused Absences and Best Practices for Absence Prevention and
Intervention, April 2013

Board of Education Approved: April, 1985
Policy Revision Approved: ~~November 13, 2017~~ April 24, 2023
This policy has not been approved.

Policy Rewrite

Section: Students

Subject: Truancy

P-5113.2

Board Policy Milford Public Schools Milford, CT

Introduction

The Milford Board of Education (Board) policy on student truancy shall stress early prevention and inquiry leading to remediation of absences rather than imposition of punitive measures for students. Referral to legal authorities normally shall be made only when local resources are exhausted. For purposes of implementing this policy and for reporting purposes regarding truancy, the Milford Public Schools (District) will utilize the State Board of Education approved definitions of “excused”, “unexcused” and “disciplinary” absences.

Definitions

“Truant” is defined as a student aged five to eighteen, inclusive, who has four (4) unexcused absences in any one month, or ten (10) unexcused absences in one school year.

“In attendance” is defined as a student if present at his/her assigned school, or an activity sponsored by the school (e.g., field trip), for at least half of the regular school day. A student is also in attendance if the student is participating in statutorily authorized remote learning as determined through a combination of: synchronous virtual classes, synchronous virtual meetings, activities on time-logged electronic systems, and/or the completion and submission of assignments, for at least half of the regular school day. A student who is serving an out-of-school suspension or expulsion should always be considered absent.

“Chronically absent child” is defined as an enrolled student whose total number of absences at any time during a school year is equal to or greater than ten percent of the total number of days that such student has been enrolled at such school during such school year.

“Absence” is defined as an excused absence, unexcused absence or disciplinary absence, as those terms are defined by the State Board of Education pursuant to CGS 10-198b.

“Mental Health Wellness day” is defined as a school day during which a student attends to his/her emotional and psychological well-being in lieu of attending school. Such days must be nonconsecutive.

Section: Students

Subject: Truancy

P-5113.2

“District chronic absenteeism rate” is defined as the total number of chronically absent children in the previous school year divided by the total number of children under the jurisdiction of the Board of Education for such school year.

“School chronic absenteeism rate” is defined as the total number of chronically absent children for a school in the previous school year divided by the total number of children enrolled in such school for such school year.

“Screening” is defined as the screening of a student by a teacher or specialist to determine appropriate instructional strategies for curriculum implementation shall not be considered to be an evaluation for eligibility for special education and related services.

Remediation of Truancy

School personnel shall seek cooperation from parents or other persons having control of such child and assist them in remedying and preventing truancy. The Superintendent of Schools shall develop regulations which will detail the following school district obligations under the district’s truancy policy.

1. Notify parents annually of their obligations under the attendance policy.
2. Obtain telephone numbers for emergency record cards or other means of contacting parents or other persons having control of the child during the school day.
3. Establish a system to monitor student attendance.
4. Make a reasonable effort by telephone and by mail to notify parents or other persons having control of the child, enrolled in grades kindergarten through eight, inclusive, when a child does not arrive at school and there has been no previous approval or other indication which indicates parents are aware of the absence. *(Note: Persons who in good faith give or fail to give notice pursuant to this section shall be immune from any liability, civil or criminal, which might otherwise be incurred or imposed and shall have immunity with respect to any judicial proceeding which results from such notice or failure to give notice.)*
5. Identify a student as “truant” when the student accumulates four unexcused absences in any month or ten in a school year.
6. Identify a student as “chronically absent” when the student accumulates a total number of absences at any time during a school year that is equal to or greater than ten percent of the total number of days that such student has been enrolled at the school during the school year.
7. Appropriate school staff meet with parents of a child identified as truant or chronically absent to review and evaluate the situation, within ten days of such designation. Such meeting may involve the school or District Attendance Team.

Policy Rewrite

Section: Students

Subject: Truancy

P-5113.2

Students so identified may be subject to ~~(a)~~ a requirement to complete a summer school program successfully before being promoted to the next grade.

8. When a child is designated as truant after July 1, 2023, an evaluation of the truant student shall be done by a school psychologist, social worker or school counselor to determine if additional behavioral health interventions are necessary for the well-being of the child. This evaluation will be a screening and nothing in this policy will require that the child be referred to special education because of truancy.
9. Provide notice to the parents/guardian the information concerning the 2-1-1 Infoline and other pediatric mental and behavioral health screening sources and tools provided by the State Department of Education.

The District shall implement a truancy intervention model identified by the Connecticut State Department of Education (SDE) for any school within the District that has a disproportionately high rate of truancy, as identified by the Commissioner of Education. The intervention models must also address the needs of students with disabilities. Parents or other persons having control of each child shall be notified of such truancy model.

Chronic Absenteeism

The Board, in compliance with statute, requires the establishment of attendance review teams when chronic absenteeism rates in the District or at individual schools in the District meet the following circumstances:

1. A District team must be established when the District's chronic absenteeism rate is 10 percent or higher.
2. A school team must be established when the school chronic absenteeism rate is 15 percent or higher.
3. A team for either the District or each school must be established when (a) more than one school in the District has a school chronic absenteeism rate of 15 percent or higher or (b) a District has a District chronic absenteeism rate of 10 percent or higher and one or more schools in the District have a school chronic absenteeism rate of 15 percent or higher.

The membership of attendance review teams may consist of school administrators, guidance counselors, school counselors, school social workers, teachers, chronically absent children, parents or guardians of chronically absent children, and representatives from community-based programs who address issues related to student attendance by providing programs and services to truants.

Policy Rewrite

Section: Students

Subject: Truancy

P-5113.2

Each attendance review team shall be responsible for reviewing the cases of truants and chronically absent children, discussing school interventions and community referrals for such truants and chronically absent children and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Each attendance review team shall meet at least monthly.

In the calculation of the District's chronic absenteeism rate and the school chronic absenteeism rate, a student's engagement, in grades 9-12, in remote virtual learning shall be excluded if such engagement accounts for not less than one-half of the school day. In addition, the calculation of chronic absenteeism rates shall exclude absence resulting from a student taking a mental health day pursuant to P.A. 21-46.

The District shall utilize the chronic absenteeism prevention and intervention plan developed by the State Department of Education when it becomes available. Such plan must include the means for collecting and analyzing data relating to student attendance, truancy and chronic absenteeism. The data must be disaggregated by school district, school grades and subgroups such as race, ethnicity, gender, eligibility for free and reduced priced lunches, students whose primary language is not English, and students with disabilities.

The District shall annually include in information for the strategic school profile report for each school and the District that submitted to the Commissioner of Education, data pertaining to truancy and chronically absent children.

Legal Reference: Connecticut General Statutes

10-184 Duties of Parents (as amended by PA 98-243 and PA 00-157.

10-198a Policies and Procedures Concerning Truants (as amended by PA 00-157, PA 11-136 and PA 16-147)

10-198b State Board of education to define "excused absence" and "unexcused absence" and "disciplinary absences"

10-198c Attendance review teams (as amended by PA 17-14)

10-198d Chronic Absenteeism

10-199 through 10-202 Attendance, Truancy in General (Revised, 1995, PA 95-304)

45a-8c Truancy clinic. Administration. Policies and procedures. Report. (as amended by PA 15-225)

10-220(c) Duties of Boards of Education (as amended by PA 15-225)

10-202e-f Policy on Dropout Prevention and Grant Program

10-221(b) Board of Education to Prescribe Rules

Campbell v New Milford, 193 Conn 93 (1984)-

Policy Rewrite

Section: **Students**

Subject: **Truancy**

P-5113.2

Action taken by the State Board of Education on January 2, 2008, to define "in attendance."

Action taken by the State Board of Education on June 27, 2012 to define "excused and unexcused" absences.

Action taken by the State Board of Education on September 7, 2022 to amend the definition of "in attendance."

Board of Education Approved:

March 11, 2013

Policy Revision Approved:

~~November 13, 2017~~ ~~April 24, 2023~~ May 8, 2023

~~This policy has not been approved.~~

Section: Instruction

Subject: Health Education Program/Physical Activity

P-6142.10

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

The Milford Board of Education (Board) recognizes that student health and success in school are interrelated. Schools cannot achieve their primary mission of education if students are not healthy and fit physically, mentally and socially. In order to play a proactive role in preventing disabling chronic health conditions, unnecessary injury and disease, to help students learn to take responsibility for their own health and to adopt health-enhancing attitudes and behaviors, the Milford Public Schools (District) shall adopt a comprehensive health education program consistent with the requirements of state and federal law.

The District's program shall be developed in cooperation with staff, members of the health professional community and state and local agency representatives, as appropriate, and adopted by the Board.

The input of students will be encouraged. Development of the District's program will be guided by the following goals:

1. Each District school shall be a safe and healthy place for students and employees to learn and work, with a climate that nurtures learning, achievement and growth of character;
2. All students shall be taught the essential knowledge and skills they need to become health literate - that is, to make health-enhancing choices and avoid behaviors that can damage their health and well being;
3. Each District school shall be organized to reinforce students' adoption of health-enhancing behaviors and staff shall be encouraged to model healthy lifestyles; and
4. School leaders shall ensure that the nutrition health services and social services students need in order to learn are provided, either at the school site or in cooperation with other community agencies.

Contributing to the fulfillment of the above-stated goals and in conformity with state statute, the Board requires that in all District schools, full-time students shall be provided a daily lunch program of not less than twenty (20) minutes. In addition, all students enrolled in elementary school shall have included in the regular school day, time devoted to physical exercise, of not less than twenty (20) minutes in total, except that this requirement may be altered by a Planning and Placement Team (PPT) for a child requiring special education and related services according to state and federal law, as may be amended from time to time.

The school health program shall be designed to incorporate the following:

1. A school environment that is safe; that is physically, socially and psychologically healthful; and that promotes health-enhancing behaviors;
2. a sequential, age-appropriate health education, physical education and nutrition instruction curriculum provided in pre-kindergarten through grade 12 and that is designed

Section: Instruction**Subject: Health Education Program/Physical Activity****P-6142.10**

to motivate and help students maintain and improve their health, prevent disease and avoid health-related risk behaviors;

3. food services activities that are coordinated with the District's nutrition education curriculum;
4. school health services activities that are designed to ensure access and/or referral to primary health care services, foster appropriate use of health care services, prevent and control communicable disease and other health problems, and provide emergency care for illness or injury;
5. counseling, psychological and social services activities that are designed to ensure access and/or referral to assessments, interventions and other services for students' mental, emotional and social health; and
6. integrated family and community involvement activities that are designed to engage families, that support the ability of families to support student's school achievement, and that encourage collaboration with community resources and services to respond more effectively to the health-related needs of students; and opportunities for school staff to improve their health status through activities such as health assessments, health education, health-related fitness and similar activities.

In addition, it is the intent of the Board that schools take a proactive effort to encourage students to make nutritious food choices. Food and beverages sold or served in schools shall include nutritious food choices. Food and beverages sold or served in schools shall include nutritious, low-fat foods and drinks, which may include, but shall not be limited to, low-fat dairy products, natural fruit juices and fresh or dried fruit at all times when food or drink is available for purchase by students during the school day.

Loss of Recess as a Disciplinary Consequence

Except as provided below, school employees shall not prevent or otherwise restrict an elementary student's participation in time devoted to physical exercise (including recess) in the regular school day as a form of discipline or punishment, nor should they cancel it for instructional makeup time.

School employees may prevent or restrict recess for an individual student when:

1. a student poses a danger to the health or safety of other students or school personnel, or
2. it is limited to the shorter recess period if there are two or more recess periods in the school day, so long as the student is allowed to participate in at least 20 minutes of physical activity during the school day.

Recess prevention or restriction may be imposed only once during a school week, unless the student is a danger to the health or safety of other students or school personnel. Recess prevention or restriction is not allowed for a student's failure to complete their work on time or for the student's academic performance. Appropriate interventions shall be used to redirect a

Section: Instruction

Subject: Health Education Program/Physical Activity

P-6142.10

student's behavior during recess.

Physical Activity as Punishment

School employees may NOT require students enrolled in grades K-12, inclusive, to engage in physical activity as a form of discipline during the school day.

The Superintendent will develop administrative regulations as needed for the implementation of this policy, including a process for the regular review and evaluation of the District's program. Health Education shall address among other areas, physical exercise and discipline of students in accordance with state law.

(cf. 3542 - Food Service)

(cf. 3542.33 - Food Sales Other Than National School Lunch Program)

(cf. 6142.101 - Wellness)

Legal Reference: Connecticut General Statutes

10-215 Lunches, breakfasts and the feeding programs for public school children and employees.

10-215a Non public school participation in feeding program.

10-215b Duties of State Board of Education re feeding programs.

10-216 Payment of expenses.

10-221o Lunch periods. Recess. Undirected play. Boards to adopt policies addressing limitations of physical exercise. (as amended by P.A. 12-116, An Act Concerning Educational Reform, P.A. 13-173, An Act Concerning Childhood Obesity and Physical Exercise in Schools and P.A. 19-173 An Act Concerning the Improvement of Child Development Through Play)

10-221p Boards to make available for purchase, low fat foods and drinks

10-221u Boards to adopt policies addressing the use of physical activity as discipline. (as amended by PA 18-15)

10-215b-1 State board of education regulation

[PA 22-81 An Act Expanding Preschool and Mental and Behavioral Services for Children.](#)

Board of Education Approved:

August 22, 2022

Board Policy Revision Approved:

~~April 24, 2023~~ May 8, 2023

This policy has not been approved.

Section: Students

Subject: Opioid Overdose Prevention

P-5141.213

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

Opioid Overdose Prevention (Emergency Administration of Naloxone)

The Milford Board of Education (Board) is committed to enhancing the health and safety of individuals within the school environment. The Milford Public Schools (District) will identify the specific location for the storage of Naloxone in each K-12 school and protocols for its administration in emergency situations to assist individuals suspected to be experiencing an opioid overdose.

Definitions

Drug overdose means an acute medical condition, including, but not limited to, severe physical illness, coma, mania, hysteria, or death, which is the result of the consumption or use of one or more controlled substances causing an adverse reaction. The signs of opioid overdose include unresponsiveness; nonconsciousness; shallow breathing with a rate of fewer than 10 breaths per minute or not breathing at all; blue or gray face, especially fingernails, and lips; and loud, uneven snoring or gurgling noises.

Naloxone (Narcan) means a medication that can reverse an overdose caused by an opioid drug. As a narcotic antagonist, Naloxone displaces opiates from receptor sites in the brain and reverses respiratory depression which is usually the cause of overdose deaths.

Opioid antagonist means naloxone hydrochloride or any other similarly acting and equally safe drug approved by the federal Food and Drug Administration for the treatment of a drug overdose.

Opioid means illegal drugs such as heroin, as well as prescription medications used to treat pain such as morphine, codeine, methadone, oxycodone (OxyContin, Percodan, Percocet), hydrocodone (Vicodin), fentanyl, hydromorphone (Dilaudid), and buprenorphine.

Qualified school employee means a principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by a school district, coach, or school paraprofessional.

Delegation of Responsibility for the Administration of Naloxone

The Board directs the District's Medical Advisor to issue a non-patient specific order to Milford Health Department school nurses, working in the District, to administer intranasal Naloxone (also known as Narcan, among other names) in the District as outlined in the policy. The administration will be for emergency first aid to students, staff, or visitors who do not have a

Section: Students

Subject: Opioid Overdose Prevention

P-5141.213

prior written order from a qualified medical professional for the administration of Naloxone. The non-patient-specific order shall include a written protocol containing the elements required by applicable state law and state regulations.

Each school nurse and qualified school employee(s) selected by the nurse in conjunction with the school principal, shall be trained in the administration of Naloxone in accordance with state law. A qualified school employee is a principal, teacher, licensed athletic trainer, coach, school paraprofessional, or licensed physical or occupational therapist employed by the school district. Each District school shall have at least one qualified school employee designated and trained to administer Naloxone. A minimum of one qualified school employee must be on school grounds during regular school hours when the school nurse is absent.

The Board permits school nurses and any qualified school employees trained in the administration of Naloxone in accordance with state law to administer Naloxone to any person at school during regular school hours displaying symptoms of an opioid overdose. A qualified school employee may administer an opioid antagonist when the school nurse is absent or unavailable. Regular school hours are those hours as defined and publicized on the Milford Public School website annually at the start of the school year.

For any before and after school activities, events, or programs that do not take place during regular school hours, 9-1-1 should be called immediately if an individual is displaying symptoms of an opioid overdose. If a trained, qualified school employee is on school grounds during any before and/or after school activities when an individual is displaying symptoms of an opioid overdose, they may administer Naloxone.

Administration of Naloxone in the Milford Public Schools shall be in accordance with this policy and its regulation, Board Policy 5141.21, Administering Medications, and applicable Department of Education, Department of Health, and Department of Consumer Protection guidance as well as applicable state law and agency regulations.

Acquisition, Storage, and Disposal

Naloxone kits will be stored securely in the school nurse's office at each district school in accordance with the drug manufacturer's instructions. Naloxone shall be accessible during regular school hours.

In addition, for access during before or after school activities, Naloxone kits will be stored in the office of the Athletic Director at Foran High School and Jonathan Law High School, and in the principal's office at all of the other Milford Public Schools.

Section: Students

Subject: Opioid Overdose Prevention

P-5141.213

The school nurse shall obtain sufficient supplies of Naloxone pursuant to the standing order in the same manner as other medical supplies acquired for the school health program. The school nurse or designee shall regularly inventory and refresh Naloxone stocks in accordance with internal procedures, manufacturer's recommendations, and any applicable Department of Public Health guidelines. The school nurse shall maintain and update records of the acquisition, storage, and disposal of Naloxone kits.

Parental Opt-out for Administration of Emergency Naloxone

A parent or guardian may submit a written and signed request to the school nurse that their child not be administered an opioid antagonist in the event of an emergency. Such request shall be valid for one school year only and will require renewal each school year.

(cf. 5141 - Administering Medications)

Legal Reference: Connecticut General Statutes

10-212 School nurses and nurse practitioners. Administration of medications by parents or guardians on school grounds. Criminal history; records check.

10-212a Administration of medications in schools.

17a-714 Immunity for prescribing, dispensing, or administering an opioid antagonist to treat or prevent a drug overdose.

21a-279(g) Penalty for illegal possession. Alternate sentences. Immunity. 52-557b Immunity from liability for emergency medical assistance first aid or medication by injection. School personnel not required to administer or render.

Connecticut Regulations of State Agencies 10-212a-1 through 10-212a-10, inclusive, as amended.

PA 22-80 An Act Concerning Childhood Mental and Physical Health Services in School.

Board of Education Approved:

~~April 24, 2023~~ May 8, 2023

This policy has not been approved.

MILFORD BOARD OF EDUCATION AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: May 8, 2023

Prepared By: Ms. Kopazna

Presented By: Ms. Kopazna

Attachments: Human Resources Monthly Report for May 2023

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>
<u>Director of Adult Education</u>	<u>Adult Education</u>	<u>Until Filled</u>
<u>Head Coach Cheerleading</u>	<u>Jonathan Law High School</u>	<u>Until Filled</u>
<u>Head Football Coach</u>	<u>Joseph A. Foran High School</u>	<u>Until Filled</u>
<u>1.0 Special Education Resource Teacher</u>	<u>Calf Pen Meadow Elementary</u>	<u>Until Filled</u>
<u>1.0 Strings Teacher</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>0.6 English Teacher</u>	<u>Joseph A. Foran High School</u>	<u>Until Filled</u>
<u>1.0 French Teacher</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>1.0 Math Teacher</u>	<u>Joseph A. Foran High School</u>	<u>Until Filled</u>
<u>1.0 Math Teacher</u>	<u>Joseph A. Foran High School</u>	<u>Until Filled</u>
<u>1.0 Physics Teacher</u>	<u>Jonathan Law High School</u>	<u>Until Filled</u>
<u>1.0 Science Teacher</u>	<u>Joseph A. Foran High School</u>	<u>Until Filled</u>
<u>Assistant Director of Facilities</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Temporary Custodian</u>	<u>Milford Public Schools</u>	<u>05/08/2023</u>
<u>.5 Special Education Resource Teacher</u>	<u>East Shore Middle School</u>	<u>Until Filled</u>
<u>1.0 Math Teacher</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>1.0 Science Teacher</u>	<u>East Shore Middle School</u>	<u>Until Filled</u>
<u>Secretary</u>	<u>Live Oaks Elementary</u>	<u>Until Filled</u>

<u>.5 Speech and Language Pathologist Substitute</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>School Nurse/Public Health Nurse</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Substitute School Nurse</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Building Substitute - Middle School</u>	<u>Harborside Middle School</u>	<u>Until Filled</u>
<u>Paraprofessional Substitutes</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Substitute Teachers</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Extended School Year BCBA's</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Extended School Year Greeter</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Extended School Year OTs</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Extended School Year Paraprofessionals</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Extended School Year Paraprofessionals</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Extended School Year Post Grad Teachers</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Extended School Year Pre-K Teachers</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Extended School Year PTs</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Extended School Year SLPs</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>ESY Social Workers and School Psychologists</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Extended School Year Teachers</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Extended School Year Teachers</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Extended School Year Tutors</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>.5 Special Education Paraprofessional</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Bus Paraprofessional</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Food Svc General Worker Foran 3.25 hours per day</u>	<u>Joseph A. Foran High School</u>	<u>Until Filled</u>
<u>Food Svc General Worker Foran 5.00 hours per day</u>	<u>Joseph A. Foran High School</u>	<u>Until Filled</u>

<u>Food Svc General Worker Harborside 3.00 hours per day</u>	<u>Harborside Middle School</u>	<u>Until Filled</u>
<u>Food Service General Worker Law 3.00 hours per day</u>	<u>Jonathan Law High School</u>	<u>Until Filled</u>
<u>Foran HS Childcare Learning Center Substitute</u>	<u>Joseph A. Foran High School</u>	<u>Until Filled</u>
<u>On-Call Substitute Food Service Staff</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Ready to Learn Assistant Teachers</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>
<u>Special Education Paraprofessional</u>	<u>Jonathan Law High School</u>	<u>Until Filled</u>
<u>Special Education Paraprofessionals</u>	<u>Milford Public Schools</u>	<u>Until Filled</u>

MBOE - Personnel Recommendations

Job	Department	Building	Last	First	Effective Date
General Worker	Food Service	West Shore	Poole	Dajae	4/29/2023
Substitute Teacher	Regular Programs	District	Kirby	Cassidy	4/19/2023
Long Term Substitute Teacher	PPS	Pumpkin Delight	Roman	Mariyka	4/25/2023
Substitute Teacher	Regular Programs	District	Murray	Evan	4/26/2023
Substitute Teacher	Regular Programs	District	Foehl	Barbara	5/2/2023

MBOE - Retirements/Resignations/Terminations

Last	First	Job	Department	Building	Effective Date	Reason
Breving	Chris	Assistant Director of Facilities	Maintenance	Parsons	6/30/2023	Retirement
Wilson	Margaret	Paraprofessional	PPS	Foran	6/30/2023	Retirement
Breen	Martha	Paraprofessional	PPS	Live Oaks	6/30/2023	Retirement
Reyes De Mejia	Aura	General Worker	Food Services	Foran	4/17/2023	Resignation
Maarouf	Lena	Building Substitute	Regular Programs	Harborside	5/5/2023	Resignation
Luisi	Amy	Teacher	Regular Programs	Pumpkin Delight	6/30/2023	Retirement
Potenziani	Elizabeth	School Counselor	Guidance	Orchard Hills	6/30/2023	Resignation
Luzzi	Linda	Paraprofessional	PPS	Orchard Hills	6/30/2023	Retirement
Lombardi	Mark	Teacher	Math	East Shore	6/30/2023	Resignation
Dobosz	Karen	Substitute Teacher	Regular Programs	District	4/25/2023	Termination
Altieri	Carol	Human Resources Assistant	Human Resources	Parsons	5/30/2023	Retirement
Sklinka	Abbott	Teacher	Regular Programs	Orange Avenue	6/30/2023	Resignation
Boguniecki	Marylou	Lunch Aide	Cafeteria Supervision	Live Oaks	4/27/2023	Termination
Onofrio	Sally	ISS Monitor	ISS Monitors	West Shore	6/14/2023	Retirement
Sostilio	Gail	Library Media Specialist	Library	Meadowside	6/30/2023	Retirement
Karlan	Kirsten	Teacher	Music	CPM, LOS, OAS, OHS, Foran	6/30/2023	Resignation
Volpe	Anthony	Substitute Teacher	Regular Programs	District	1/1/2022	Termination

MILFORD BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: May 8, 2023

Prepared By: James L. Richetelli, Jr.

Presented By: James L. Richetelli, Jr.

Attachments: Cash Disbursements over \$1,500 for the Month of April 2023 (5 pages)

Subject: Disbursement Report

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: 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 April 2023 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 APRIL 2023 OVER \$1,500

FY	NO.	VENDOR	AMOUNT	DESCRIPTION	ACCT
23	230709	TREASURER, CITY OF MILFORD	2,200.00	USE OF BUILDING CHARGE	1191
23	230357	HARTFORD LIFE INSURANCE CO	68,718.94	GROUP LIFE INSURANCE PREM-APR 2023	2002
23	230555	UNUM LIFE INSURANCE COMPANY	3,484.82	LONG TERM DISABILITY INS PREM-MAY 2023	2002
23	230660	H.D. SEGUR, INC	62,569.20	WORKERS' COMPENSATION-PYMNT 9-2022-2023	2003
23	230134	BD OF ED EMPLOYEE	2,496.87	REIMB OF SS & MEDI TAX ON WORKER'S COMP	2004
23	230283	BD OF ED RETIREE	2,041.20	MEDICARE REIMBURSEMENT	2006
23	230284	BD OF ED RETIREE	3,006.00	MEDICARE REIMBURSEMENT	2006
23	230285	BD OF ED RETIREE	3,088.00	MEDICARE REIMBURSEMENT	2006
23	230286	BD OF ED RETIREE	1,873.20	MEDICARE REIMBURSEMENT	2006
23	230290	BD OF ED RETIREE	3,223.60	MEDICARE REIMBURSEMENT	2006
23	230293	BD OF ED RETIREE	2,041.20	MEDICARE REIMBURSEMENT	2006
23	230309	BD OF ED RETIREE	7,387.20	MEDICARE REIMBURSEMENT	2006
23	230436	BD OF ED RETIREE	2,041.20	MEDICARE REIMBURSEMENT	2006
23	230444	BD OF ED RETIREE	2,041.20	MEDICARE REIMBURSEMENT	2006
23	230459	BD OF ED RETIREE	1,969.20	MEDICARE REIMBURSEMENT	2006
23	230467	BD OF ED RETIREE	1,716.00	MEDICARE REIMBURSEMENT	2006
23	230477	ANTHEM BLUE CROSS/BLUE SHIELD	164,122.02	HEALTH INSURANCE PREM OVER 65-MAY 2023	2006
23	230605	BD OF ED RETIREE	2,041.20	MEDICARE REIMBURSEMENT	2006
23	230606	BD OF ED RETIREE	2,041.20	MEDICARE REIMBURSEMENT	2006
23	230608	BD OF ED RETIREE	2,041.20	MEDICARE REIMBURSEMENT	2006
23	230615	BD OF ED RETIREE	1,992.00	MEDICARE REIMBURSEMENT	2006
23	230616	BD OF ED RETIREE	1,885.20	MEDICARE REIMBURSEMENT	2006
23	230622	BD OF ED RETIREE	2,041.20	MEDICARE REIMBURSEMENT	2006
23	230631	ANTHEM BLUE CROSS/BLUE SHIELD	18,786.04	HEALTH INSURANCE PREM OVER 65-MAY 2023	2006
23	230490	CREC-CAPITOL REGION EDUCATIONAL COUNCIL	4,740.00	PARTNERSHIP FEE FOR TEACHER RESIDENCY #2 PYMNT-	3212
23	230337	CONNECTICUT IEP TRANSITION LLC	2,000.00	SP ED TRANSITION EVAL-1 STDNT	3232
23	230209	MOUNTZOURIS, CHRISTINE	3,406.25	SP ED-SLP COVERAGE-MAR 2023	3235
23	230313	AAA NURSING CARE LLC	15,281.00	SP ED NURSING SERVICE-1 STDNT-JAN-MAR 2023	3235
23	230358	HEARING 4 ALL, LLC	3,000.00	AUDIOLOGICAL SERVICE-MAR 2023	3235
23	230365	KIDSENSE THERAPY GROUP LLC	2,550.00	SP ED SPEECH SERVICES-MAR 2023	3235
23	230485	CHESHIRE FITNESS ZONE LLC	21,840.00	SP ED SLP SERVICES-JUL 2022, MAR-APR 2023	3235
23	230341	D'SOUZA, ELIZABETH	1,870.00	SP ED SLP,SPEECH SVC-1 STDNT-FEB-MAR 2023	3235,3238
23	230174	CONNECTICUT BUSINESS SYSTEMS LLC	3,563.00	PRINTER PROG DESK TOP PRINTERS-APR 2023	3306
23	230207	MILFORD HEALTH DEPARTMENT	5,000.00	MEDICAL SERVICES-PYMNT #4-2022-2023	3306
22	230262	IRON MOUNTAN	2,448.07	FILE SCANNING-HR	3306
23	230363	IRON MOUNTAN	19,623.67	FILE SCANNING-HR	3306
23	230395	VANCORD	2,010.00	SECURITY CONSULTING SERVICE-APR 2023	3306
23	230401	XEROX CORP FINANCIAL SVS	25,160.00	COPIER LEASE PROGRAM DISTRICT-MAR 2023	3306
23	230469	AAA NURSING CARE LLC	5,725.00	NURSING SERVICES CLC CENTER-JF	3306
23	230222	POWERSCHOOL GROUP LLC	16,275.00	CONTRACTED,MAINT SER, PD SER-DIST SCHOOLS-23-24	3306,4200,8111
23	230348	E-RATE FIRST LLC	17,847.50	ECF PROG, E-RATE BI-YRLY-DISTRICT 2022-2023	3308
23	230634	BLACK ROCK TECHNOLOGY GROUP	18,060.00	LENOVO THINKCENTER,THINKVISION-IT	3308,4302
23	230694	SKYVIEW MILFORD LLC	17,569.47	SOLAR CHARGE DIST SCHOOLS-MAY 2023	4100

23	230696	SOUTHERN CONNECTICUT GAS CO	27,970.80	GAS-DISTRICT-MAR 2023	4101
23	230689	REGIONAL WATER AUTHORITY	6,594.51	WATER-DISTRICT-APR 2023	4102
23	230340	CROWN LINEN SERVICE INC	4,505.45	MOP SERVICES-2022-2023	4200
23	230361	IDEMIA IDENTITY & SECURITY USA LLC	1,780.00	LIVESCAN MAINTENANCE & SUPPORT-2023-2024	4200
23	230708	TRASSIG CORP	10,400.00	PLAYSCAPE INSPECTIONS/REPAIRS-ELEMENTARY SCHL	4200
23	230710	TUCKER MECHANICAL INC.	3,161.00	MAINTENANCE SVC-ES	4200
23	230320	ARROW-LINE PAINTING LLC	1,725.00	FIELDING MARKINGS-JL, JF	4300
23	230502	EDO CONSTRUCTION COMPANY	1,595.20	SIDEWALK WORK-JF	4300
23	230702	SULLIVAN INDUSTRIAL SERVICES LLC	3,385.00	INSTALL NEW LACROSSE POLES-JL, JF	4300
23	230493	DESIGNERS RESOURCE	2,140.00	STORAGE CABINET-PARSONS	4301
23	230548	SILKTOWN ROOFING, INC	2,759.25	ROOF REPAIRS-OA, JF	4301
23	230632	BARRCO AMERICAN WOOD PRODUCTS, INC.	3,923.00	COUNTERTOPS,CABINETS-WS, PARSON BUS OFFICE	4301
23	230663	INTEGRATED SYSTEMS SERVICES LLC	5,883.85	REPR INTERCOM,CLOCK,SOUND SYS-PD,ACD,ES,WS,JL,JF	4301,4302,4307
23	230713	WEST HARTFORD LOCK CO LLC	15,630.00	REPLACE DOORS-MEAD, JL	4301,4304
23	230336	CONNECTICUT CUSTOM AQUATICS LLC	1,992.63	POOL BRIQUETTES-JF	4302
23	230509	GRAINGER DIVISION OF W.W.GRAINGER, INC.	2,797.08	REPLACEMENT BROKEN SHOP ITEMS-JF	4302
23	230513	HUSSEY SEATING CO	4,971.00	BLEACHER REPAIRS-JF	4302
23	230626	A & S AUTO SERVICE	5,269.29	MAINTENANCE VEHICLE SUPPLIES-2022-2023	4302
23	230665	INTEGRATED SYSTEMS SERVICES LLC	3,127.36	REMOVE&REPLACE FAILED MASTER CLOCK-ACD	4302
23	230324	BLAKE THERMAL SALES & SERVICE INC	2,150.89	CHILLER & BOILER REPAIRS-JF	4302,4303
23	230216	PACE REPRESENTATIVES	5,400.00	NEW DOORS-LO	4304
23	230664	INTEGRATED SYSTEMS SERVICES LLC	3,127.36	REMOVE&REPLACE MASTER CLOCK-HS	4304
18	230260	HUSSEY SEATING CO	9,390.00	INSPECT & SERVICE BLEACHERS-JL	4305
18	230428	HUSSEY SEATING CO	2,039.00	BLEACHERS REPAIRS-JF	4305
21	230584	SPORTSMEN'S OF LITCHFIELD	6,180.00	NEW BASKETBALL GOOSENECK HOOPS-JF	4305
23	230242	TREASURER, CITY OF MILFORD	14,478.44	MAINT VEHICLE,BUS-GAS-FEB 2023	4306,5107
23	230499	EAGLE LEASING COMPANY	2,579.00	TRAILER RENTAL FOR COVID SUPPLIES -MAR 2023	4307
23	230648	EAGLE LEASING COMPANY	1,846.00	TRAILER RENTAL FOR COVID SUPPLIES	4307
23	230659	GRAINGER DIVISION OF W.W.GRAINGER, INC.	7,001.39	MAINTENANCE & CUSTODIAL SUPPLES-2022-2023	4307,4308
23	230316	ALLSTON SUPPLY CO INC	3,279.02	CUSTODIAL SUPPLIES-2022-2023	4308
23	230345	DUMOUCHEL PAPER COMPANY	4,257.50	CUSTODIAL SUPPLIES-2022-2023	4308
23	230628	ALLSTON SUPPLY CO INC	3,961.05	CUSTODIAL SUPPLIES-2022-2023	4308
23	230662	HILLYARD-NEW ENGLAND	1,804.67	ARSENAL 1 SUPROX-MAINTENANCE SUP	4308
23	230182	DURHAM SCHOOL SERVICES, LP	3,162.98	TRANSPORTATION-BOYS&GIRLS CLUB-MAR 2023	5100
23	230171	CAROL'S DESTINATION TRANSP/CAROL JONES	43,720.00	SP ED TRANSPORTATION-FEB-MAR 2023	5100,5101,5103
23	230542	RELIA TRANSPORTATION LLC	22,000.00	SP ED TRANSPORTATION-MAR 2023	5100,5101,5103
23	230332	CAROL'S DESTINATION TRANSP/CAROL JONES	28,215.00	SP ED TRANSPORTATION-MAR 2023	5100,5102,5103
23	230181	DURHAM SCHOOL SERVICES, LP	271,559.65	TRANSPT-PUBLIC, PRIVATE,AUA,VO-AG,LATE BUS-MAR 23	5100,5105,5108
23	230346	DURHAM SCHOOL SERVICES, LP	114,175.30	SP ED TRANSPORTATION-MAR 2023	5101
23	230537	PEOPLE TO PLACES, INC	8,396.00	SP ED TRANSPORTATION-MAR 2023	5101
23	230368	LASSE'S LIVERY	17,776.00	SP ED TRANSPORTATION-MAR 2023	5101,51025103
23	230199	JD TRANSPORTATION	34,605.00	SP ED TRANSPORTATION-MAR 2023	5101,5103
23	230161	ACES AREA COOPERATIVE EDUC. SERVICE	2,464.00	SP ED TRANSPORTATION-MAR 2023	5102
23	230238	STS TRANSPORTATION LLC	10,340.00	SP ED TRANSPORTATION-MAR 2023	5102
23	230219	PEOPLE TO PLACES, INC	18,106.00	SP ED TRANSPORTATION-MAR 2023	5102,5103

23	230169	BD OF ED PARENT	4,461.60	SP ED-MILEAGE REIMB-DEC-MAR 2023	5103
23	230489	CONNECTICUT TRANSPORTATION SOLUTIONS LLC	4,110.00	SP ED TRANSPORTATION-MAR-2023	5103
23	230638	CAROL'S DESTINATION TRANSP/CAROL JONES	4,800.00	SP ED TRANSPORTATION-MAR 2023	5103
23	230495	DURHAM SCHOOL SERVICES, LP	8,287.96	SPORTS TRANSPORTATION-MAR,APR-JF,JL	5104
23	230347	DURHAM SCHOOL SERVICES, LP	2,711.32	TRANSPORTATION DISTRICT EYS-MAR 2023	5106
23	230496	DURHAM SCHOOL SERVICES, LP	5,607.47	TRANSPORTATION FIELD TRIPS-ELEM SCHOOLS,MS,HS	5106
23	230500	EAST RIVER ENERGY INC	14,537.40	DIESEL FUE- BUSES	5107
23	230192	H.D. SEGUR, INC	2,775.00	CONSULTING FEES-PYMNT #4-2022-2023	5200
23	230380	BD OF ED EMPLOYEE	2,946.57	REIMB FOR VEHICLE DAMAGE	5202
23	230212	NEXTIVA INC.	15,579.56	CLOUD BASE PHONE SYSTEM-APR-2023	5401
23	230241	T-MOBILE	4,500.00	HOT SPOT DISTANCE LEARNING-APR 2023	5401
23	230330	CABLEVISION LIGHTPATH LLC	5,262.50	ETHERNET DISTRICT-APR 2023	5401
23	230351	FRONTIER COMMUNICATIONS	4,475.44	TELEPHONE SERVICE-203/783-3500-APR 2023	5401
23	230471	ACES AREA COOPERATIVE EDUC. SERVICE	76,295.23	SP ED TUITION-9 STDNTS-MAR-APR 2023	5600
23	230204	LAVIANO & GAGNE, LLC	40,000.00	SP ED TUITION SETTLEMENT-PYMNT #2-2022-2023	5601
23	230233	0106 SPECIALIZED EDUCATION OF CT, INC	9,808.32	SP ED TUITION-1 STDNT-FEB 2023	5601
23	230319	AMERICAN SCHOOL FOR THE DEAF	8,915.96	SP ED TUITION-1 STDNT-APR 2023	5601
23	230321	ASPIRE LIVING & LEARNING, INC.	70,800.00	SP ED TUITION-6 STDNTS-MAR 2023	5601
23	230323	BENHAVEN INC	6,250.00	SP ED TUITION-1 STDNT-MAR 2023	5601
23	230327	BOY'S & GIRL'S VILLAGE, INC	106,477.50	SP ED TUITION-8 STDNTS-MAR 2023	5601
23	230334	CHILDREN'S CENTER OF HAMDEN INC	9,364.96	SP ED TUITION-1 STDNT-MAR 2023	5601
23	230352	FUSION FAIRFIELD	8,370.00	SP ED TUITION-1 STDNT-APR 2023	5601
23	230512	HOPE ACADEMY	120,122.01	SP ED TUITION-10 STDNTS-MAR 2023	5601
23	230517	JUSTICE RESOURCE INSTITUTE, INC.	20,904.70	SP ED TUITION-1 STDNT-FEB-MAR 2023	5601
23	230518	KLINGBERG COMPREHENSIVE PROGRAM SERVICES	42,182.92	SP ED TUITION-4 STDNTS-MAR 2023	5601
23	230523	MILESTONES BEHAVIORAL SVS/DBA CCCD INC	140,000.00	SP ED TUITION-3 STDNTS-FINAL PYMNT-2022-2023	5601
23	230550	0106 SPECIALIZED EDUCATION OF CT, INC	51,913.29	SP ED TUITION-5 STDNTS-MAR 2023	5601
23	230561	YALE UNIVERSITY TREASURY SERVICES	28,000.00	SP ED TUITION-1 STDNT-DEC 2022,JAN-MAR 2023	5601
23	230657	FUSION FAIRFIELD	8,370.00	SP ED TUTION-1 STDNT-APR 2023	5601
23	230676	MELIORA ACADEMY, INC	17,404.00	SP ED TUITION,OTHER SVC-1 STDNT-APR 2023	5601
23	230328	BRIDGEPORT BOARD OF EDUCATION	69,000.00	MAGNET SCHOOL TUITION-2022-2023	5606
23	230540	PRESTO PRINT II INC	2,108.97	NON-INSTRUC SUP-INSTRUC DIV	6100
23	230162	AMAZON.CAPITAL SERVICES	3,331.26	NON/INSTR-CP,LO,HS,WS,JL,JK,OH,MEA,HR,PPS,ES,HS	6100,6110
23	230475	AMAZON.CAPITAL SERVICES	2,266.77	NON/INST-BUS OFC,LO,JF,HS,C/O,INSTR DIV	6100,6110
23	230557	W B MASON COMPANY	2,625.20	NON/INST SUP-OA,P,WS,JL,HS,WS	6100,6110
23	230245	W B MASON COMPANY	5,385.57	NON/INSTR-HS,PD,JL,ES,JFK,HR,WS,C/O,OH,CP,PPS	6100,6110,6150
23	230195	HEINEMANN	7,090.93	INSTRUC SUP-PD,JFK,MATH,OA,CP,INST DIV	6110
23	230196	HOME DEPOT	3,087.37	INSTRUC SUP-JL,HS,WS,HS	6110
23	230248	WILSON LANGUAGE TRAINING CORP	2,546.64	INSTRUC SUP-PPS	6110
23	230388	SCHOOL SPECIALTY LLC	2,305.43	INSTRUC SUP-ELEMENTARY SCHOOLS	6110
23	230525	MUSICIAN'S FRIEND INC	2,148.00	INSTRUC SUP-WS	6110
23	230556	VISTA HIGHER LEARNING	11,106.10	STDNT LICENSES SPANISH,FRENCH-INST DIV	6110
23	230203	LAKESHORE LEARNING MATERIALS	3,454.67	INST SUP,FURNTURE-KINDERGARTEN ROOMS,JK,OH,	6110,7340
23	230186	ENCORE FIRE PROTECTION	3,939.00	RPLC EXPIRED PADS IN ALL AED UNITS	6120
23	230213	ON TIME SCREEN PRINT & EMBROIDERY	1,537.00	GRADUATION SUP-WS	6150

23	230545	SAVVAS LEARNING COMPANY, LLC	4,752.30	INSTRUC SUP AP CLASSES-HIGH SCHOOLS	6411
23	230655	FOLLETT CONTENT SOLUTIONS, LLC	2,272.58	BOOKS-MATH,LO,WS,CP	6420
23	230218	NCS PEARSON, INC	5,254.13	SP ED TESTING MATERIAL	6422
23	230378	NCS PEARSON, INC	1,899.20	SP ED TESTING MATERIAL	6422
23	230172	CAROLINA BIOLOGICAL SUPPLY CO	7,538.40	SCIENCE EQUIP-INSTRU DIV	7310
23	230629	ALLSTON SUPPLY CO INC	2,069.64	UPRIGHT VACUUMS-MAINTENANCE DEPT	7310
23	230349	FISHER SCIENTIFIC EDUCATIONAL MATERIALS	2,460.24	FURNITURE REPCLMNT COVIDE STORAGE-JF	7340
23	230173	CDW-G	21,000.00	SERVERS-IT	7350
23	230554	TAMCO CAPITAL CORP	2,012.00	VIDEO SURVEILLANCE SERVER LEASE-	7350
23	230376	NESDEC-NEW ENGLAND SCHOOL DEVELOPMENT CO	5,940.00	NESDEC AFFILIATION FEE-2023-2024	8100
22	230125	REVISION LEARNING PARTNERSHIP LLC	2,000.00	PROFESSIONAL DEV CONSULTING-DISTRICT	8111
23	230529	NEVINS, CAROLYN	6,800.00	COACHING,CONSULT SVC,TRAVEL CHRG-ELEM TCHRS	8111
23	230530	NIXON COMPANY INC	2,931.30	BANNER UPGRADES-JL	8205
23	230706	TEAM ISSUED LLC	9,968.00	SPORTS EQUIPMENT,CLOTHING-JL	8205,8206,8207

GRANTS CASH DISBURSEMENTS FOR APRIL-2023 OVER \$1,500

FY	NO.	VENDOR	AMOUNT	DESCRIPTION	GRANT	ACCT
23	230114	MILFORD BOARD OF EDUCATION	3,210.75	BENEFITS ON COUNSELORS SALARY THRU 3/31/23	22	2100
23	230567	AMAZON.CAPITAL SERVICES	5,339.38	INSTRUC SUP-INST DIV	22,23	6110
23	230105	ABBAY TENT & PARTY RENTAL	2,675.00	INSTALLATION TENTS-LO, MEA,ES	23	3306
23	230106	BARB GOLUB CONSULTING INC	12,000.00	LITERACY LEARNING RECOVERY CONSULT-DISTRICT	23	3220
23	230413	BARNES & NOBLE	1,757.51	BOOKS-ES	23	6410
23	230414	BLIZZARD MECHANICAL LLC	14,740.00	RTU REPLACEMENT UNIT-HS	23	4304
22	230563	OMNI DATA LLC	7,975.00	INSTALLATION-PARTS, LABOR ARUBA AP-565	23	7310
23	230580	R & R MECHANICAL SERVICES LLC	28,025.00	HVAC UPGRADES-JL	23	4304
23	230120	NCS PEARSON, INC	4,520.51	TESTING MATERIAL-SP ED	25	6422
23	230411	AMAZON.CAPITAL SERVICES	1,534.62	INSTRUC SUP-JL, OA	25,88	6110
23	230574	MILFORD BOARD OF EDUCATION	2,125.83	BENEFITS ON TCHR & PARA SALARIES THRU 4/14/23	26	2100
23	230121	PEOPLE TO PLACES, INC	2,398.00	SP ED TRANSPORTATION-MAR 2023	28	5100
23	230111	GREENWICH EDUCATION GROUP LLC	6,270.00	SP ED-SLS,PSYCH,OT EVAL-1 STUDENT	55	3235
23	230116	MILFORD BOARD OF EDUCATION	19,967.52	BENEFITS ON SALARIES THRU 3/31/23	55	2100
23	230564	ADAPT & LEARN LLC	2,500.00	SP ED-AT CONSULT-2 STDNTS	55	3235
23	230579	PIER, JAMES W. PHD LLC	3,500.00	SP ED-NEUROPSYCH EVAL-1 STDNTS	55	3235
23	230115	MILFORD BOARD OF EDUCATION	3,021.45	BENEFITS ON SALARIES THRU 3/31/23	73	2100
23	230418	MILFORD BOARD OF EDUCATION	2,587.67	BENEFITS ON TEACHER SALARY THRU 4/14/23	76	2100
23	230565	AISAP	1,800.00	REGISTRATION ANNUAL INSTITUTE-LAURALTON HALL	79	3220
23	230117	MILFORD BOARD OF EDUCATION	6,098.22	BENEFITS ON TEACHER SALARIES THRU 3/31/2	80	2100
23	230257	MILFORD BOARD OF EDUCATION	2,412.82	REIMB GF FOR TCHR AIDE SAL,BENEFITS	85	1123,2100
23	230426	VEX ROBOTICS INC	23,736.22	INSTRUC SUP-JF	88	6110
23	230571	GUSTO'S RESTAURANT	2,332.86	PEP GRADUATION DINNER	94	6100
23	230254	DURHAM SCHOOL SERVICES, LP	2,661.98	SP ED TRANSPORTATION-MAR 2023	98	5100

MILFORD BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: May 8, 2023

Prepared By: Dr. Anna Cutaia, Ed.D.

Presented By: Dr. Cutaia & Mr. Richetelli

Attachments: Resolution RE: Authorizing the Assistant Superintendent of Business and Operations to Conduct Business and Sign Contracts on Behalf of the Milford Board of Education and Milford Public Schools (1 page)

Subject: Resolution RE: Authorizing the Assistant Superintendent of Business and Operations to Conduct Business and Sign Contracts on Behalf of the Milford Board of Education and Milford Public Schools

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: Sean Brennan was hired as the Assistant Superintendent of Business and Operations and will assume his duties and responsibilities on July 1, 2023. His predecessor, James L. Richetelli, Jr. (Chief Operations Officer) had the authority to sign checks; approve purchase orders; award bids; enter into contracts and lease agreements; to serve as administrator to various employee benefit plans; to serve as the districts HIPPA administrator; to submit and verify all State and Federal reports; approve ED-099 Agreement for Child Nutrition Programs; and various other business functions.

Many contractors, banks, insurance companies, other vendors and governmental agencies occasionally require a resolution from the Board which empowers the signatory to have the authority to sign their leases, contracts and/or agreements. Therefore a resolution is needed to give that authority to the newly hired Assistant Superintendent of Business and Operations.

Status: Although there is an implied authority given to the Assistant Superintendent of Business and Operations, an official resolution from the Board should be on file for those who may require it.

RECOMMENDATION: That the Milford Board of Education pass the attached Resolution RE: Authorizing Assistant Superintendent of Business and Operations Sean Brennan to Conduct Business and Sign Contracts on Behalf of the Milford Board of Education and Milford Public Schools.

Recommended by the Superintendent: _____

Agenda Item # _____

MILFORD BOARD OF EDUCATION

RESOLUTION RE: AUTHORIZING THE ASSISTANT SUPERINTENDENT OF BUSINESS AND OPERATIONS TO CONDUCT BUSINESS AND SIGN CONTRACTS ON BEHALF OF THE MILFORD BOARD OF EDUCATION AND MILFORD PUBLIC SCHOOLS

WHEREAS, Sean Brennan was hired as the Assistant Superintendent of Business and Operations and will assume his duties and responsibilities on July 1, 2023; and

WHEREAS, his predecessor, James L. Richetelli, Jr. (Chief Operations Officer) had the authority to sign checks; approve purchase orders; award bids; enter into contracts and lease agreements; to serve as administrator to various employee benefit plans; to serve as the districts HIPPA administrator; to submit and verify all State and Federal reports; approve ED-099 Agreement for Child Nutrition Programs; and various other business functions; and

WHEREAS, many contractors, banks, insurance companies, other vendors and governmental agencies occasionally require a resolution from the Board which empowers the signatory to have the authority to sign their leases, contracts and/or agreements. Therefore a resolution is needed to give that authority to the newly hired Assistant Superintendent of Business and Operations; and

WHEREAS, although there is an implied authority given to the Assistant Superintendent of Business and Operations, an official resolution from the Board should be on file for those who may require it.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

The Milford Board of Education authorizes Assistant Superintendent of Business and Operations Sean Brennan to sign checks; approve purchase orders; award bids; enter into contracts and lease agreements; to serve as administrator to various employee benefit plans; to serve as the districts HIPPA administrator; to submit and verify all State and Federal reports; approve ED-099 Agreement for Child Nutrition Programs; and conduct any other relevant business and operations functions on behalf of the Board and Milford Public Schools, effective July 1, 2023 and remaining in effect until such authority is revoked by the Board.

Milford Board of Education

Business Meeting and Live Streamed on YouTube

Meeting Minutes

April 17, 2023

Board members present:

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

Administration present:

Dr. Anna Cutaia
Jim Richetelli
Chris Brown
Wendy Kopazna

Board members absent:

Gary Peluchette (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 (9) Board members were present.

II. STUDENT REPORTS

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

III. PUBLIC COMMENT

Demetrius Scudder – He son attends Harborside Middle School. He is experiencing racial bullying. He no longer wants to go to school. He is in the process of enrolling into homeschooling. Mr. Scudder asked for effort.

Name Unknown – He is a bilingual immigrant. They want to feel included and contribute to society.

IV. CHAIR'S REPORT

Ms. Glennon thanked the speakers for their comments. The Equity and Engagement supervisor will provide an update on that work at the May business meeting and the Board is committed to this work.

V. SUPERINTENDENT'S REPORT

Instructional Highlight: Next Generation Accountability Report and District Performance Report

Dr. Cutaia gave a report on the 2021-22 Next Generation Accountability Report and the District Profile and Performance Report. The Next Generation Accountability System helps measure school and district success toward the goal of providing every student a quality education that prepares them for success.

Each school receives a score calculated using a formula that incorporates the 12 system indicators. There is a tiered system of resources and supports for schools based on their score. She reminded the Board the district was still in a pandemic and students were still wearing masks until February 2022. Testing began in March. Some scores decreased from the 2018-19 school year to current. However, the overall district scores were at or above state averages.

Board Update on Elementary Instructional Coaching

Dr. Cutaia began with comments on how instructional coaching has been a key leadership move for the district. The PK-5 instructional coaching role was reformed from an interventionist to a coach. The interventionist focuses on remediation (waiting for a student to fail before intervening, which removes the child from the classroom), as opposed to a definitive plan of acceleration. She shared recommendations from the special education opportunities audit that was conducted in 2013, a 2017 Coherence study and a 2019 literacy program review which informed the decision to shift in the spring 2021 to instructional coaches in an effort to build teacher capacity. The instructional coaches are part of their respective schools. They collaborate with teachers to improve instructional practice and also provide support to struggling learners. Instructional coaches and teachers shared their experiences.

High School Graduation Dates

Dr. Cutaia proposed June 13, 2023 for Jonathan Law High School's graduation and, June 14, 2023 for Joseph A. Foran High School's graduation. Both graduations will be held at 5:15 p.m. at their respective schools.

Mrs. Petroske made a motion that the Milford Board of Education establishes graduation dates of Tuesday, June 13, 2023 and Wednesday, June 14, 2023 for the senior classes of Law and Foran High Schools respectively. Graduation ceremonies should begin at 5:15 p.m. for both high schools. Mr. Fowler seconded. The motion passed unanimously.

Human Resources

Ms. Kopazna presented the Human Resources Report for March. The report included personnel changes, job postings, retirements, resignations/terminations, and stipend appointments. Five retirements have been submitted to date. Two more are expected to be submitted.

Quarterly Budget Report

Mr. Richetelli pointed to the areas in the report that reflect cause for concerns and surpluses. The report shows a deficit of 1.2M is projected. Excess Cost Grant reimbursements will cover some of shortages in the special education accounts. Other measures have been put in place to ensure the budget will balance at the end of the year. This includes a 10% freeze on the instructional and non-instructional accounts.

Disbursements Report

Mr. Richetelli presented the Disbursement Report for March.

VI. CONSENT AGENDA ITEMS

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

Consideration of Minutes:

- March 13, 2023 Business Meeting
- March 27, 2023 Committee of the Whole Meeting
- March 29, 2023 Special Meeting

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

VII. BOARD COMMENT

Board members, Mrs. Petroske, Mrs. Doyle, Mrs. McDonough-Souza, Mr. De Young, Ms. Wolfe Boynton, Mrs. Irby, Mrs. Alling offered comments in support of the district's work and the budget as presented and agreed the likely outcome of 1.8M reduction to the budget would be closing a school. The Board appreciates the community coming out to support the budget.

Mr. Fowler agreed that a school closure is the only way to absorb a 1.8M reduction.

Ms. Glennon thanked the Board members for their comments. She hopes the Board of Aldermen will do their due diligence and restore the 1.8M.

VIII. ADJOURNMENT

Mrs. Petroske made a motion to adjourn. Mr. Fowler seconded. Seeing no objections, Ms. Glennon adjourned the meeting at 10:22 p.m.

Recording Secretary: _____
Mrs. Pam Griffin

Corresponding Secretary: _____
Mrs. Una Petroske

Milford Board of Education

Committee of the Whole and Live Streamed on YouTube

Meeting Minutes

April 24, 2023

Board members present:

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

Administration present:

Dr. Anna Cutaia
Jim Richetelli
Chris Brown

Board members Absent:

Gary Peluchette (excused)
Una Petroske (excused)

I. CALL TO ORDER

Ms. Glennon called the board meeting to order at 7:01 p.m. in the Board of Education room at Parsons. By a roll call, eight (8) Board members were present. Mrs. Petroske and Mr. Petuchette were excused.

Ms. Glennon told the Board an agenda item needs to be added to the agenda for action.

Mr. Fowler made a motion to add the Approval of the Plans, Specifications and Estimates for the Partial Roof Replacement Project at Joseph A. Foran High School (State Project #084-0216 RR). Mr. De Young seconded. The motion carried unanimously.

Mr. Fowler made a motion that the Milford Board of Education approves the Approval of the Plans, Specifications and Estimates for the Partial Roof Replacement Project at Joseph A. Foran High School (State Project #084-0216 RR). Mr. De Young seconded the motion.

Mr. Richetelli said the administration received the paperwork today and will need the Board to approve it before it can be submitted for reimbursement.

Ms. Wolfe Boynton told the Board the Permanent School Building Facilities Committee is very anxious to get this work done.

The motion passed unanimously.

Ms. Glennon moved the Opioid policy to the next agenda item as Dr. Carlson and Ms. Campbell were in attendance for that item.

Mr. Richetelli told the Board it is recommended to add the Opioid Overdose Prevention policy. This is not a required but recommended policy. A discussion ensued.

During the overview of the policy, the Board requested more clarity on the paragraph that refers to who, if anyone, would administer the medication after school hours.

II. PARENT INVOLVEMENT UPDATE

Dr. Cutaia introduced Dr. Christianne Golesky and Mr. Sean Smyth to go over the report with the Board. Dr. Golesky and Mr. Smyth are the instructional supervisors who oversee the student development and wellness for pk-12 in the district.

The parent survey was administered at the end of the 2021-22 school year. The Board was reminded the students were in school but there were still limitations in place until March 2022. The survey questions were modified to align better with how the schools reacted to the pandemic. However, school climate, emotional well being and engagement continued to be measured. The results were shared with the Board as well as a comparison to the questions administered the previous year. While the district experienced gains from the 2020-21 survey, this could be the result of the pandemic and restrictions being lifted. The highlights of events throughout the district were shared. The survey will be revised next year to better align with current trends.

The Board requested the survey questions be presented in the format it was done prior to the pandemic.

III. BOARD POLICIES FOR A FIRST READING

Dr. Cutaia asked Mr. Brown to update the Board on the Attendance and Truancy policies.

Mr. Brown reviewed the changes made to the 5113 Attendance and 5113.2 Truancy policies. He assured the Board the policies have been updated to reflect the current legislation. The Board suggested some changes be made to the policies before bringing it back to the Board for approval.

Dr. Cutaia reviewed the revisions made to the 6142.10 Health Education Program/Physical Activity. The revisions were made to be in alignment to new legislation around the allowance to restrict recess if the student presents danger to him/herself or others. The Board discussed the policy changes and asked for some edits.

The policies will be presented to the Board for approval at the May business meeting.

IV. PUBLIC COMMENT

None.

V. ADJOURNMENT

Mr. Fowler made a motion to adjourn. Mr. De Young seconded. Seeing no objections, Ms. Glennon adjourned the meeting at 8:43 p.m.

Recording Secretary: _____
Mrs. Pam Griffin

Corresponding Secretary: _____
Mr. Andrew Fowler