

**New Milford Board of Education
 Regular Meeting Minutes
 May 10, 2016
 Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairperson Mrs. Angela Chastain Mr. Robert Coppola Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Dave Littlefield Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm	RECEIVED TOWN CLERK 2016 MAY 12 P 2:25
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NEW MILFORD, CT

Also Present:	Mr. Joshua Smith, Superintendent-Elect Dr. Eugenia Slone, Acting Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Anthony Giovannone, Director of Fiscal Services and Operations Ms. Roberta Pratt, Director of Technology Mr. Kevin Munrett, Facilities Manager Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School Dr. Len Tomasello, Principal, Schaghticoke Middle School Dr. Chris Longo, Assistant Principal, Schaghticoke Middle School Ms. Kendall Stewart, Student Representative
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1.	Call to Order A. Pledge of Allegiance The special meeting of the New Milford Board of Education was called to order at 7:30 p.m. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2.	Recognition A. CMEA Northern Region Music Festival: NMHS students Hannah Arasim, Shealyn Baumgarner, Jessica Berkun, Cassandra Bielmeier, Kayla Blackburn, Aidan Busnel, Michael Carroll, Michael Cavuoto, Nicholas Cavuoto, Christopher Ciaglo, Jackson Cramer, Abbi Debes, Nathaniel Diamond, Jacob Dieterle, Nicholas Fitch, Karley Greene, Emma Hallacker, Christopher Kipp, Lukas Kugler, Emily Lessa, Grant Li, Francine	Recognition A. CMEA Northern Region Music Festival: NMHS students Hannah Arasim, Shealyn Baumgarner, Jessica Berkun, Cassandra Bielmeier, Kayla Blackburn, Aidan Busnel, Michael Carroll, Michael Cavuoto, Nicholas Cavuoto, Christopher Ciaglo, Jackson Cramer, Abbi Debes,

	<p>Luo, Frank Magnante, Samantha McGuire, Brendan McLean, Chloe Onorato, Allegra Peery, Sunita Pfitzner, Zachary Pitcher, Brandon Rehaag, Michael Smith, Connor Stahl, William Stanton, Kendall Stewart, and Michael Tarby</p> <ul style="list-style-type: none"> • Mr. Smith introduced Mr. Keck and Mr. Syzdek who spoke about the different groups available for students to try out for CMEA events including chorus, band, jazz band, and orchestra. <p>The meeting recessed at 7:45 p.m. for a brief reception and reconvened at 7:55 p.m.</p>	<p>Nathaniel Diamond, Jacob Dieterle, Nicholas Fitch, Karley Greene, Emma Hallacker, Christopher Kipp, Lukas Kugler, Emily Lessa, Grant Li, Francine Luo, Frank Magnante, Samantha McGuire, Brendan McLean, Chloe Onorato, Allegra Peery, Sunita Pfitzner, Zachary Pitcher, Brandon Rehaag, Michael Smith, Connor Stahl, William Stanton, Kendall Stewart, and Michael Tarby</p>
3.	<p>Public Comment</p> <ul style="list-style-type: none"> • Mr. Jeff Ferguson, a New Milford resident and middle school teacher, asked the Board to really look at the BYOD policy. He said some students will turn off their devices and store them in appropriate places but others will not even turn them off and in some instances their parents will text them in the middle of the school day. He said the current Board policy does not support the teachers especially at the middle school level. 	<p>Public Comment</p>
4.	<p>PTO Report</p> <ul style="list-style-type: none"> • Kathleen Lewis said the Sarah Noble science fair was a success with 50 student booths and 10 interactive booths. • Appreciation events were held for staff and bus drivers. • She acknowledged all the volunteers who work with the PTO including 61 volunteers on the boards of the PTOs and over 500 general volunteers. They also have nine business partners. • The PTO has sponsored 90+ events at the schools, gifted \$2,500, granted over \$70,000, and will give out \$15,000 in scholarships, with still more to come. 	<p>PTO Report</p>
5.	<p>Student Representatives' Report</p> <ul style="list-style-type: none"> • AP testing is currently ongoing at the high 	<p>Student Representatives' Report</p>

	<p>school.</p> <ul style="list-style-type: none"> • On May 16th the Spanish Honor Society will hold its induction ceremony. • This past Saturday was the Junior Prom with the theme “Enchanted Evening”. • May 21st will be the Senior Prom. • May 26th is the Senior banquet and the 27th is the Senior trip to Six Flags. • May 30th is Memorial Day and the band will be marching in the parade. • June 6th is the Big Band Bash which includes Sarah Noble, Schaghticoke and the high school bands. • June 9th is the last day of school. • June 11th is graduation. 	
<p>6.</p> <p>A.</p>	<p>Approval of Minutes</p> <p>Approval of the following Board of Education Meeting Minutes</p> <ol style="list-style-type: none"> 1. Special Meeting Minutes April 12, 2016 2. Regular Meeting Minutes April 12, 2016 3. Special Meeting Minutes April 26, 2016 <p>Mr. Coppola moved to approve the following Board of Education Meeting Minutes:</p> <ol style="list-style-type: none"> 1. Special Meeting Minutes April 12, 2016 2. Regular Meeting Minutes April 12, 2016 3. Special Meeting Minutes April 26, 2016 <p>Seconded by Mrs. Faulenbach and passed 8-0-1.</p> <p>Aye: Mr. Dahl, Mrs. Chastain, Mrs. Faulenbach, Mr. Schemm, Mr. Lawson, Mr. McCauley, Mrs. McInerney, Mr. Coppola</p> <p>Abstain: Mr. Littlefield</p>	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes</p> <ol style="list-style-type: none"> 1. Special Meeting Minutes April 12, 2016 2. Regular Meeting Minutes April 12, 2016 3. Special Meeting Minutes April 26, 2016 <p>Motion made and passed to approve the following Board of Education Meeting Minutes:</p> <ol style="list-style-type: none"> 1. Special Meeting Minutes April 12, 2016 2. Regular Meeting Minutes April 12, 2016 3. Special Meeting Minutes April 26, 2016
<p>7.</p>	<p>Superintendent’s Report</p> <ul style="list-style-type: none"> • Mr. Smith said as the end of the year approaches events and concerts are compressed into a shorter time period and so parents and students are quite busy celebrating lots of good events. • He thanked the PTO for the bus driver and 	<p>Superintendent’s Report</p>

	<p>teacher appreciation events.</p> <ul style="list-style-type: none"> • May 11th is Nurse Appreciation Day. • The students from Germany have completed their successful visit to the high school. • The Town Council has approved the capital reserve request. 	
8.	<p>Board Chairman's Report</p> <ul style="list-style-type: none"> • Mr. Lawson noted that the Superintendent's contract has been signed and executed. • The Board will now begin the search for an Assistant Superintendent. • The Town Council approved the \$237,062 transfer to capital reserve for which Mr. Lawson thanked the Mayor and Town Council. • The State budget is not finalized but two areas of concern where New Milford may sustain cuts are in transportation and adult education. 	Board Chairman's Report
9.	<p>Committee And Liaison Reports</p> <p>A. Facilities Sub-Committee – Mr. Coppola</p> <ul style="list-style-type: none"> • Mr. Coppola thanked Mr. Smith and Mr. Munrett for setting up tonight's Board workshop on security. • At the Facilities meeting they discussed end of year projects including outdoor protection for vehicles. • A cooling system for the server rooms at Sarah Noble and Schaghticoke was discussed. Network connections at Lillis will be transferred to Sarah Noble. • The overtime for custodians and maintenance was discussed and there should be a balance in that account due to the easy winter. • The catwalk and chiller were discussed. • The SMS roof timeline is current as is the turf field project. <p>B. Operations Sub-Committee – Mrs. Faulenbach</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said the personnel exhibit and monthly reports were discussed. • The bid award for the catwalk and chiller was 	<p>Committee And Liaison Reports</p> <p>A. Facilities Sub-Committee</p> <p>B. Operations Sub-Committee</p>

	<p>on the agenda. The chiller amount of \$336,240 will come from capital reserve.</p> <ul style="list-style-type: none"> • Gifts and donations were discussed. • The IDEA and Adult Education grants and Food and Nutrition Services certifications were on the agenda. • There was discussion about a program to support at-risk high school students. • The All Star Transportation contract will continue for one more year with modifications being discussed at future Operations Subcommittee meetings. The full contract will be renegotiated in its entirety in a year. • Certified substitute teaching coverage was discussed. • End of year balance, projects and budget position were reviewed. <p>C. Policy Sub-Committee – Mr. Schemm</p> <ul style="list-style-type: none"> • Mr. Schemm said no April meeting was held but at the May meeting they will discuss the BYOD electronic devices policy. <p>D. Committee on Learning – Mr. Dahl</p> <ul style="list-style-type: none"> • At the May meeting the at-risk program, new curriculum and the new Schaghticoke schedule will be discussed. <p>E. Education Connection – Mr. Coppola</p> <ul style="list-style-type: none"> • Mr. Coppola noted that the new Executive Director was hired – Jeffrey Kitching. The retirement party for Danuta Thibodeau will be held May 19th. • The Wooster School building will be dedicated to Dr. Thibodeau as an education center. • The state budget is still up in the air which might impact Education Connection as well since they are grant based. <p>F. Connecticut Boards of Education (CABE) – Mr. Coppola</p> <ul style="list-style-type: none"> • Mr. Coppola noted that the budget is up in the air even from CABE’s view point. 	<p>C. Policy Sub-Committee</p> <p>D. Committee on Learning</p> <p>E. Education Connection</p> <p>F. Connecticut Boards of Education (CABE)</p>
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	<p>G. Negotiations Committee – Mrs. Faulenbach</p> <ul style="list-style-type: none"> Mrs. Faulenbach said the food services, paraeducators, and administrators contracts are in negotiation. <p>H. Magnet School – Mr. Schemm</p> <ul style="list-style-type: none"> Mr. Schemm said a meeting will be held May 24th at noon at the school. 	<p>G. Negotiations Committee</p> <p>H. Magnet School</p>
<p>10.</p> <p>A.</p>	<p>Discussion And Possible Action</p> <p>Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated May 10, 2016</p> <p>Mr. Coppola moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated May 10, 2016, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> Mr. Coppola said he was disappointed in the staff retirements of Janet Allsworth and Donna LaBella because of the loss of their expertise. Mrs. Chastain reminded the Board that it is important that it does its due diligence when bringing forth candidates with respect to the staff, students and community. Mr. Littlefield said he was not happy with the way the Board seemed to be rubber stamping candidates with no options offered. Mr. Coppola emphasized it was the process that was being questioned and not the candidates themselves. <p>The motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> Purchase Resolution: D-686 Budget Position dated 4/29/16 Request for Budget Transfers <p>Mr. Coppola moved to approve monthly reports - Purchase Resolution: D-686, Budget Position</p>	<p>Discussion And Possible Action</p> <p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated May 10, 2016</p> <p>Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated May 10, 2016.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> Purchase Resolution: D-686 Budget Position dated 4/29/16 Request for Budget Transfers <p>Motion made and passed unanimously to approve monthly</p>

	<p>dated 4/29/16 and Request for Budget Transfers, seconded by Mrs. Chastain.</p> <ul style="list-style-type: none"> • Mr. Coppola thanked Mr. Giovannone for making the transfers more clear and for his patience in explaining the process. • Mr. Schemm echoed Mr. Coppola's comments. • Mr. Littlefield asked if the sewer charges were final and Mr. Giovannone said there are more to come. <p>C. Gifts & Donations</p> <p>1. PTO – Exhibit B</p> <p>Mr. Lawson moved to accept Gifts and Donations: PTO - Exhibit B in the amount of \$7,253.00, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mr. Coppola said this number does not reflect the full amount of what has been raised throughout the year. • Mrs. Chastain noted that the number reported during the PTO report was \$70,000. • Mrs. McInerney said there was still more donations coming in. <p>The motion passed unanimously.</p> <p>2. Entegris Corporation – Exhibit C</p> <p>Mrs. Faulenbach moved to accept Gifts and Donations: Entegris Corporation – Exhibit C, laptop computers, with an approximate value of \$6,500.00, seconded by Mrs. McInerney.</p> <ul style="list-style-type: none"> • Mr. Coppola thanked Ms. Pratt. <p>The motion passed unanimously.</p> <p>D. Bid Awards</p> <p>1. NMHS Chiller</p> <p>Mr. McCauley moved to award the bid for the NMHS Chiller to Air Temp Mechanical Services Inc., seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none"> • Mr. Littlefield said there was a big difference 	<p>reports - Purchase Resolution: D-686, Budget Position dated 4/29/16 and Request for Budget Transfers.</p> <p>C. Gifts & Donations</p> <p>1. PTO – Exhibit B</p> <p>Motion made and passed unanimously to accept Gifts and Donations: PTO - Exhibit B in the amount of \$7,253.00.</p> <p>2. Entegris Corporation – Exhibit C</p> <p>Motion made and passed unanimously to accept Gifts and Donations: Entegris Corporation – Exhibit C, laptop computers, with an approximate value of \$6,500.00.</p> <p>D. Bid Awards</p> <p>1. NMHS Chiller</p> <p>Motion made and passed unanimously to award the bid for the NMHS Chiller to Air Temp Mechanical Services Inc.</p>
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in the two bids and wondered why. Mr. Schemm said the other company would have to purchase the chiller from Air Temp.

The motion passed unanimously.

2. SNIS Catwalk

Mr. Coppola moved to award the bid for the SNIS Entry (Catwalk) to Christopher Interiors, seconded by Mrs. Chastain.

- Mr. Lawson noted this has been talked about for years.

The motion passed unanimously.

3. Special Transportation Services

Mr. Coppola moved to award the bid for Special Transportation Services for a three year period to Cardinal Driving Service, Inc.; Education Connection; CT Transport Solutions; and for a one year period to EastConn Transportation, seconded by Mr. McCauley.

- Mr. Coppola noted this was Education Connection working for us.

The motion passed unanimously.

E. Grants

1. Adult Education – ED 244

Mrs. Faulenbach moved to approve the Adult Education – ED 244 grant in the amount of \$163,000.00, seconded by Mr. Coppola.

- Mr. Coppola noted the person currently in this position was a program manager and facilitator and not 092 certified which meant the person could not evaluate the staff.
- Mr. Smith said they have suspended the search for this position until they fill the Assistant Superintendent position and the evaluation component is currently being absorbed by others. He also noted that this grant program could be cut by the state during the budget negotiations.

2. SNIS Catwalk

Motion made and passed unanimously to award the bid for the SNIS Entry (Catwalk) to Christopher Interiors.

3. Special Transportation Services

Motion made and passed unanimously to award the bid for Special Transportation Services for a three year period to Cardinal Driving Service, Inc.; Education Connection; CT Transport Solutions; and for a one year period to EastConn Transportation.

E. Grants

1. Adult Education – ED 244

Motion made and passed unanimously to approve the Adult Education – ED 244 grant in the amount of \$163,000.00.

<p>The motion passed unanimously.</p> <p>2. IDEA Grant</p> <p>Mrs. Faulenbach moved to approve the IDEA-611 grant in the amount of \$850,048.00 and the IDEA-619 grant in the amount of \$33,091.00, seconded by Mrs. Chastain.</p> <ul style="list-style-type: none"> • Mr. Coppola thanked Mrs. Olson. <p>The motion passed unanimously.</p> <p>F. Food and Nutrition Services</p> <p>1. Healthy Food Certification Statement</p> <p>Mr. Coppola moved that the New Milford Board of Education continue its participation in the National School Lunch Program and pursuant to section 10-215f of the Connecticut General Statutes certify that all foods items offered for sale to students meet the Connecticut Nutrition Standards for the period July 1, 2016 through June 30, 2017. The Board will exclude from certification food items that do not meet the Connecticut Nutrition Standards provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store, seconded by Mrs. McInerney and passed unanimously.</p> <p>2. Food Certification Exemptions for School Fundraisers</p> <p>Mrs. Chastain moved to authorize the Superintendent to approve Food Certification Exemptions for School Fundraisers as appropriate for 2016-2017, seconded by Mr. Littlefield and passed unanimously.</p>	<p>2. IDEA Grant</p> <p>Motion made and passed unanimously to approve the IDEA-611 grant in the amount of \$850,048.00 and the IDEA-619 grant in the amount of \$33,091.00.</p> <p>F. Food and Nutrition Services</p> <p>1. Healthy Food Certification Statement</p> <p>Motion made and passed unanimously that the New Milford Board of Education continue its participation in the National School Lunch Program and pursuant to section 10-215f of the Connecticut General Statutes certify that all foods items offered for sale to students meet the Connecticut Nutrition Standards for the period July 1, 2016 through June 30, 2017. The Board will exclude from certification food items that do not meet the Connecticut Nutrition Standards provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store.</p> <p>2. Food Certification Exemptions for School Fundraisers</p> <p>Motion made and passed unanimously to authorize the Superintendent to approve Food Certification Exemptions for School Fundraisers as appropriate for 2016-</p>
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<p>G.</p> <p>H.</p>	<p>Request for Capital Reserve Funds – Exhibit D</p> <p>Mrs. Faulenbach moved to approve the Request for Capital Reserve Funds - Exhibit D in the amount of \$336,240.00, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mrs. Chastain asked if the balance was before the vote of last night and Mr. Giovannone said that was correct. • Mrs. Faulenbach noted this request still had to go to the Board of Finance and asked Mr. Lawson to keep the Board informed of when that would happen. <p>The motion passed unanimously.</p> <p>End of Year Projects</p> <p>1. Outdoor Protection</p> <ul style="list-style-type: none"> • Mr. Smith said at this time of year they start to look at the accounts where they might have held a reserve in case of a major occurrence during the year. Then they start to see what they might need to do if there is money left over at the end of the fiscal year. One of those projects under consideration is some kind of outdoor storage unit for the large equipment such as mowers that currently are stored in the old tennis court fencing at Sarah Noble. He said there is currently no protection from the elements which could lead to a shorter life span for Board assets. • Mrs. Chastain asked if there was a cost yet associated with this and Mr. Smith said they were looking at a multi-tiered scenario ranging from \$30,000 to \$75,000. • Mrs. Chastain asked if the town might have some extra storage and Mr. Smith said they will be looking into that as well. <p>2. Cooling for SNIS and SMS Server Rooms</p> <ul style="list-style-type: none"> • Mr. Smith noted that the Sarah Noble and Schaghticoke server rooms do not have 	<p>2017.</p> <p>G. Request for Capital Reserve Funds – Exhibit D</p> <p>Motion made and passed unanimously to approve the Request for Capital Reserve Funds - Exhibit D in the amount of \$336,240.00.</p> <p>H. End of Year Projects</p> <p>1. Outdoor Protection</p> <p>2. Cooling for SNIS and SMS Server Rooms</p>
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	<p>adequate air conditioning for all the heat that is generated by the equipment. He said they are looking at solutions including moving some of the servers around the buildings.</p> <ul style="list-style-type: none"> • Mr. Schemm asked if the Sarah Noble server room was separate from all other network infrastructure and Mr. Smith said it was a combination of the new CEN switches and connections to the main room. He also noted that Schaghticoke was not built with duct work and so the Technology and Facilities departments need to talk about how to solve that problem. • Mr. Coppola asked if this would be brought before the June 7th Facilities Committee and Mr. Smith said he hoped to have the information by then. 	
11.	<p>Items For Information And Discussion</p> <p>A. Field Trip Report</p> <ul style="list-style-type: none"> • Mr. Coppola pointed out the upcoming New Milford Railroad Station Art Show and the Team Waramaug match with the Rotary Club at the Holiday Restaurant. He said Team Waramaug came in second overall at their most recent competition out of 70 competitors. • Mr. Smith said the Schaghticoke IMAX viewing was being subsidized by a teacher and student who submitted a proposal for a recycling billboard and won \$1,000. 	<p>Items For Information And Discussion</p> <p>A. Field Trip Report</p>
12.	<p>Adjourn</p> <p>Mrs. Chastain moved to adjourn the meeting at 8:46 p.m. seconded by Mr. McCauley and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn at 8:46 p.m.</p>

Respectfully submitted:

Wendy Faulenbach

Wendy Faulenbach

Secretary

New Milford Board of Education