

NEW MILFORD BOARD OF EDUCATION  
New Milford Public Schools  
50 East Street  
New Milford, Connecticut 06776

BOARD OF EDUCATION  
MEETING NOTICE

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2017 FEB 13 P 12:06

NEW MILFORD, CT

DATE: February 14, 2017  
TIME: 7:30 P.M.  
PLACE: Sarah Noble Intermediate School – Library Media Center

REVISED AGENDA

New Milford Public Schools Mission Statement

The mission of the New Milford Public Schools, a collaborative partnership of students, educators, family, and community, is to prepare each and every student to compete and excel in an ever-changing world, embrace challenges with vigor, respect and appreciate the worth of every human being, and contribute to society by providing effective instruction and dynamic curriculum, offering a wide range of valuable experiences, and inspiring students to pursue their dreams and aspirations.

1. CALL TO ORDER

A. Pledge of Allegiance

2. RECOGNITION

- A. VFW Patriot's Pen Essay Contest: SMS student Kerith Bradshaw
- B. National Geographic Geography Bee: SMS student Sophia Conklin
- C. *The Piper* Student Magazine – NMHS
- D. NMPS Retiree: Mr. Joseph Dragone
- E. NMPS Stars of the Month: Lorraine English, Lauren Iverson, Stephen Kern, Kimberlee Lavallee, Deborah Stephens, Dana Wheeler

3. PUBLIC COMMENT

An individual may address the Board concerning any item on the agenda for the meeting subject to the following provisions:

- A. A three-minute time limit may be allocated to each speaker with a maximum of twenty minutes being set aside per meeting. The Board may, by a majority vote, cancel or adjust these time limits.
- B. If a member of the public comments about the performance of an employee or a Board member, whether positive, negative, or neutral, and whether named or not, the Board shall not respond to such comments unless the topic is an explicit item on the agenda and the employee or the Board member has been provided with the requisite notice and due process required by law. Similarly, in accordance with federal law pertaining to student confidentiality, the Board shall not respond to or otherwise discuss any comments that might be made pertaining to students.

4. PTO REPORT

5. STUDENT REPRESENTATIVES' REPORT

6. APPROVAL OF MINUTES

- A. Approval of the following Board of Education Meeting Minutes
  - 1. Annual Meeting Minutes December 13, 2016
  - 2. Regular Meeting Minutes December 13, 2016
  - 3. Budget Hearing/Adoption Minutes January 17, 18, 25 and 26, 2017

7. SUPERINTENDENT'S REPORT

8. BOARD CHAIRMAN'S REPORT

9. COMMITTEE AND LIAISON REPORTS

- A. Facilities Sub-Committee – Mr. McCauley
- B. Operations Sub-Committee – Mrs. Faulenbach

- C. Policy Sub-Committee – Mr. Schemm
- D. Committee on Learning – Mrs. McInerney
- E. EdAdvance – Mr. McCauley
- F. Connecticut Boards of Education (CABE) – Mr. Coppola
- G. Negotiations Committee – Mrs. Faulenbach
- H. Magnet School – Mr. Schemm
- I. Ad-Hoc Committee – Mr. Coppola

**10. DISCUSSION AND POSSIBLE ACTION**

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated February 14, 2017
- B. Monthly Reports
  - 1. Budget Position dated 1/31/17
  - 2. Purchase Resolution D-695
  - 3. Request for Budget Transfers
- C. Gifts & Donations
  - 1. PTO-Exhibit B
- D. Textbook Approval
- E. Turf Field Replacement Plan
- F. Mayor’s Request: JPS and East Street

**11. ITEMS FOR INFORMATION AND DISCUSSION**

- A. Field Trip Report
- B. Textbook Preview
- C. Important Dates New Milford Public Schools 2017-2018
- D. Board of Education Adopted 2017-2018 Budget

**12. ADJOURN**


**ITEMS OF INFORMATION**

Facilities Sub-Committee Special Meeting Minutes – February 7, 2017  
 Operations Sub-Committee Special Meeting Minutes – February 7, 2017

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| Policy Sub-Committee Meeting<br>February 28, 2017 – 6:45 p.m.<br>Lillis Administration Building, Room 2  | New Milford Board of Education Meeting<br>March 14, 2017 – 7:30 p.m.<br>Sarah Noble Intermediate School, LMC |
| Committee on Learning Meeting<br>February 28, 2017 – 7:30 p.m.<br>Lillis Administration Building, Room 2 | Policy Sub-Committee Meeting<br>March 21, 2017 – 6:45 p.m.<br>Lillis Administration Building, Room 2         |
| Facilities Sub-Committee Meeting<br>March 7, 2017 – 6:45 p.m.<br>Lillis Administration Building, Room 2  | Committee on Learning Meeting<br>March 21, 2017 – 7:30 p.m.<br>Lillis Administration Building, Room 2        |
| Operations Sub-Committee Meeting<br>March 7, 2017 – 7:30 p.m.<br>Lillis Administration Building, Room 2  |  |

**New Milford Board of Education  
 Annual Meeting Minutes  
 December 13, 2016  
 Sarah Noble Intermediate School Library Media Center**

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| Present: | Mr. Robert Coppola<br>Mr. Bill Dahl<br>Mrs. Wendy Faulenbach<br>Mr. David A. Lawson<br>Mr. Dave Littlefield<br>Mr. Brian McCauley<br>Mrs. Tammy McInerney<br>Mr. J.T. Schemm |
| Absent:  | Mrs. Angela C. Chastain  |

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| Also Present: | Mr. Joshua Smith, Superintendent of Schools<br>Ms. Alisha DiCorpo, Assistant Superintendent of Schools<br>Ms. Roberta Pratt, Director of Technology<br>Mr. Kevin Munrett, Facilities Manager<br>Mr. Greg Shugrue, Principal, New Milford High School<br>Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School |
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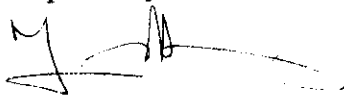
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| 1. | <b>Call to Order</b><br><br><b>A. Pledge of Allegiance</b><br>The annual meeting of the New Milford Board of Education was called to order at 7:00 p.m. The Pledge of Allegiance immediately followed the call to order.  | <b>Call to Order</b><br><br><b>A. Pledge of Allegiance</b>   |
| 2. | <b>Recommended Action</b><br><br><b>A. Election of Board Officers</b><br><br><b>1. Chairperson</b><br><br>Mr. Smith, Superintendent of Schools, asked for nominations for the position of Chairperson.<br><br><b>Mr. Coppola nominated Mr. Lawson for Chairperson of the New Milford Board of Education. Mr. Littlefield nominated Mr. Dahl for Chairperson of the New Milford Board of Education. Mr. Dahl respectfully declined the nomination.</b> | <b>Recommended Action</b><br><br><b>A. Election of Board Officers</b><br><br><b>1. Chairperson</b><br><br><b>Mr. Lawson was nominated and elected 6-2 for Chairperson of the New Milford Board of Education.</b> |

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| <p><b>Mr. Lawson was elected Chairperson 6-2.</b></p> <p><b>At this time, Mr. Lawson assumed the Chair of the meeting.</b></p> <p><b>2. Vice Chairperson</b></p> <p>Mr. Lawson asked for nominations for the position of Vice Chairperson of the New Milford Board of Education.</p> <p><b>Mr. Littlefield nominated Mr. Dahl for the position of Vice Chairperson of the New Milford Board of Education.</b></p> <p><b>Mr. Dahl was elected Vice Chairperson 8-0.</b></p> <p><b>3. Secretary</b></p> <p>Mr. Lawson asked for nominations for the position of Secretary of the New Milford Board of Education.</p> <p><b>Mr. Coppola nominated Mrs. McInerney for the position of Secretary of the New Milford Board of Education. Mr. Littlefield nominated Mrs. Faulenbach for the position of Secretary of the New Milford Board of Education. Mrs. Faulenbach respectfully declined the nomination.</b></p> <p><b>Mrs. McInerney was elected secretary 7-1.</b></p> <p><b>4. Assistant Secretary</b></p> <p>Mr. Lawson asked for nominations for Assistant Secretary of the New Milford Board of Education.</p> <p><b>Mr. Lawson nominated Mr. Coppola for the position of Assistant Secretary of the New Milford Board of Education.</b></p> | <p><b>2. Vice Chairperson</b></p> <p><b>Mr. Dahl was nominated and unanimously elected Vice Chairperson of the New Milford Board of Education.</b></p> <p><b>3. Secretary</b></p> <p><b>Mrs. McInerney was nominated and elected 7-1 for Secretary of the New Milford Board of Education.</b></p> <p><b>4. Assistant Secretary</b></p> <p><b>Mr. Coppola was nominated and unanimously elected Assistant Secretary of the New Milford Board of Education.</b></p> |
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**New Milford Board of Education  
Annual Meeting Minutes  
December 13, 2016  
Sarah Noble Intermediate School Library Media Center**

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|           | <b>Mr. Coppola was elected Assistant Secretary 8-0.</b>  |  |
| <b>3.</b> | <b>Adjourn</b><br><b>Mr. Coppola moved to adjourn the meeting at 7:10 p.m., seconded by Mr. McCauley and passed unanimously.</b> | <b>Adjourn</b><br><b>Motion passed unanimously to adjourn the meeting at 7:10 p.m.</b> |

Respectfully submitted:



**Tammy McInerney  
Secretary  
New Milford Board of Education**

**New Milford Board of Education  
 Regular Meeting Minutes  
 December 13, 2016  
 Sarah Noble Intermediate School Library Media Center**

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| Present:      | Mr. David A. Lawson, Chairman<br>Mr. Robert Coppola<br>Mr. Bill Dahl<br>Mrs. Wendy Faulenbach<br>Mr. Dave Littlefield<br>Mr. Brian McCauley<br>Mrs. Tammy McInerney<br>Mr. J.T. Schemm  |
| Absent:       | Mrs. Angela Chastain  |
| Also Present: | Mr. Joshua Smith, Superintendent of Schools<br>Ms. Alisha DiCorpo, Assistant Superintendent of Schools<br>Mr. Anthony Giovannone, Director of Fiscal Services and Operations<br>Ms. Roberta Pratt, Director of Technology<br>Mrs. Laura Olson, Director of Pupil Personnel and Special Services<br>Mr. Kevin Munrett, Facilities Manager<br>Mr. Greg Shugrue, New Milford High School Principal<br>Dr. Christopher Longo, Sarah Noble Intermediate School Principal<br>Mrs. Anne Bilko, Sarah Noble Intermediate School Principal<br>Dr. Len Tomasello, Schaghticoke Transition Administrator<br>Ms. Kendall Stewart, Student Representative<br>Mr. Gregory Winkelstern, Student Representative |

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| 1.<br>A.           | <b>Call to Order</b><br><b>Pledge of Allegiance</b><br><br>The regular 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.  | <b>Call to Order</b><br><b>A. Pledge of Allegiance</b>   |
| 2.<br>A.<br><br>B. | <b>Recognition</b><br><br><b>Peace Poster Contest: SMS student Kara Murphy</b> <ul style="list-style-type: none"> <li>Mr. Smith invited Dr. Tomasello and Dr. Longo forward to recognize Kara Murphy. Ms. Murphy explained what her poster represented.</li> </ul> <b>NMPS Retirees: Monique Gil-Rogers, Lynn Holmes,</b> | <b>Recognition</b><br><br><b>A. Peace Poster Contest: SMS student Kara Murphy</b><br><br><b>B. NMPS Retirees: Monique Gil-</b> |

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|                  | <p><b>Elizabeth Obstgarten and Roxanne Willoughby</b></p> <ul style="list-style-type: none"> <li>Mr. Smith acknowledged Ms. Rogers who is retiring after 24 ½ years in the district, Ms. Holmes for 30 plus years, Ms. Obstgarten with 24 years and Ms. Willoughby who has 12 years.</li> </ul> <p><b>C. CTAHPERD Outstanding New Professional Award: Deirdre Burke</b></p> <ul style="list-style-type: none"> <li>Mr. Smith recognized Ms. Burke who received the Connecticut Association of Health, Physical Education, Recreation and Dance award for her exemplary contribution to the field.</li> </ul> <p><b>D. NMPS Stars of the Month: Karen Brenneke, Carrie Kelly, Jane Loormann, James Mattia, Anthony Nocera, Dyane Rizzo</b></p> <ul style="list-style-type: none"> <li>Mr. Smith read a comment about each Star from the person who nominated them. They each received a pin recognizing their nomination and Mrs. Kelly was randomly selected to drive the Ingersoll Automotive Courtesy Car for the month.</li> </ul> <p>The meeting recessed at 7:42 p.m. for a short reception and reconvened at 7:49 p.m.</p> | <p><b>Rogers, Lynn Holmes, Elizabeth Obstgarten and Roxanne Willoughby</b></p> <p><b>C. CTAHPERD Outstanding New Professional Award: Deirdre Burke</b></p> <p><b>D. NMPS Stars of the Month: Karen Brenneke, Carrie Kelly, Jane Loormann, James Mattia, Anthony Nocera, Dyane Rizzo</b></p> |
| <p><b>3.</b></p> | <p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>Michael Barnes, a New Milford resident, noted the Board has always been diligent in researching changes and urged them to be diligent about the move from the Lillis Building. He said nothing has changed from past comments when the Board decided not to move other than money being offered from the Mayor. He said the cost to move to John Pettibone keeps rising from under \$100,000 to \$225,000 and now \$250,000 more. He said East Street can be made ADA compliant. He said Pettibone has no A/C in some areas and no hot water in some areas. He noted that the</li> </ul>   | <p><b>Public Comment</b></p>  |

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|                  | <p>Board took three years to study the closure of Pettibone with a devastating effect at the polls. He felt the townspeople should be able to voice an opinion.</p> <ul style="list-style-type: none"> <li>• Greg Mullen, a New Milford resident, congratulated the new Board officers and thanked the Board for their service. He said the Board answers to and needs to be concerned with the welfare of the taxpayers and the children. He said growing the government footprint is never a good use of taxpayer money. He wondered how moving the administrative department would benefit the children. He read the draft MOU and said it is now adding \$600,000 to the Mayor's numbers. He said part of the money is to come from the sale of East Street which has not happened. He also said the sale of Pettibone could have a significant impact on the tax impact and tax relief. He said the Mayor and Director of Finance are being accused of misappropriating money and he suggested the Board members table the discussion of the lease until that issue is settled.</li> <li>• MaryJane Lundgren, a New Milford resident, thanked the Board for their service to the community. She urged the Board to make the move to Pettibone. She said she went to East Street over 50 years ago as a freshman and it was in bad shape then. It is still in bad shape with ADA compliance issues, a cracking foundation and roof problems. She also said there is a lot of misinformation being spread.</li> <li>• Kris Stewart, a New Milford resident, noted there seems to not be a lot of support for the move to Pettibone but she felt it was a good idea. She said people come to New Milford because of the good education and the good facilities. She asked why the Board has had to deal with this issue for so long.</li> </ul> |                          |
| <p><b>4.</b></p> | <p><b>PTO Report</b></p> <ul style="list-style-type: none"> <li>• Kathleen Lewis said Scholastic book fairs were</li> </ul>   | <p><b>PTO Report</b></p> |



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|                  | <p>held in all the K-5 schools last week. The K-5 schools are also sponsoring holiday shops where the students can shop for family members at reasonable prices.</p> <ul style="list-style-type: none"> <li>• Schaghticoke's Crane-a-thon will be wrapping up this Thursday. The cranes will be displayed in local hospitals for the holidays.</li> <li>• They are also sponsoring a Star Wars movie day at Bank Street this weekend.</li> <li>• Overall the PTO is happy with the new photography company, Lifetouch. All the student and staff pictures have been taken. They will start to visit the schools to take candid photographs for the yearbooks.</li> <li>• Grad Party will continue to raise funds for the big celebration in June. They are always looking for volunteers and donations.</li> <li>• The PTO would like to wish everyone a happy holiday and a very healthy and happy New Year.</li> </ul> |   |
| <p><b>5.</b></p> | <p><b>Student Representatives' Report</b></p> <ul style="list-style-type: none"> <li>• There was a concert for jazz band and orchestra on December 8<sup>th</sup>.</li> <li>• The chorus concert will be December 15<sup>th</sup>.</li> <li>• As of this meeting there are seven days until Christmas break.</li> <li>• Musical auditions for Mary Poppins were held and rehearsals will start soon.</li> <li>• Winter athletics started December 3<sup>rd</sup>.</li> <li>• The French Honor Society held its annual Star Project where students bought books and boots for kids in need.</li> <li>• The National Honor Society held a Thanksgiving Food Drive and will be working with the Key Club on a pajama drive.</li> <li>• January 19<sup>th</sup> is the incoming freshman class orientation for the class of 2021.</li> <li>• The student wished all Happy Holidays!</li> </ul>                               | <p><b>Student Representatives' Report</b></p> |

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| <p><b>6.</b></p> <p><b>A.</b></p> | <p><b>Approval of Minutes</b></p> <p><b>Approval of the following Board of Education Meeting Minutes</b></p> <p><b>1. Regular Meeting Minutes November 8, 2016</b></p> <p><b>Mr. Coppola moved to approve the following Board of Education Meeting Minutes:</b></p> <p><b>1. Regular Meeting Minutes November 8, 2016</b></p> <p><b>Seconded by Mr. Dahl.</b></p> <p><b>The motion passed 7-0-1.</b><br/> <b>Aye: Mr. Littlefield, Mrs. Faulenbach, Mr. Schemm, Mr. Dahl, Mr. McCauley, Mrs. McInerney, Mr. Coppola</b><br/> <b>Abstain: Mr. Lawson</b></p> <p><b>2. Special Meeting Minutes November 16, 2016</b></p> <p><b>Mr. McCauley moved to approve the following Board of Education Meeting Minutes:</b></p> <p><b>2. Special Meeting Minutes November 16, 2016</b></p> <p><b>Seconded by Mr. Schemm and passed unanimously.</b></p> | <p><b>Approval of Minutes</b></p> <p><b>A. Approval of the following Board of Education Meeting Minutes</b></p> <p><b>1. Regular Meeting Minutes November 8, 2016</b></p> <p><b>Motion made and passed to approve the following Board of Education Meeting Minutes:</b></p> <p><b>1. Regular Meeting Minutes November 8, 2016</b></p> <p><b>2. Special Meeting Minutes November 16, 2016</b></p> <p><b>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes:</b></p> <p><b>2. Special Meeting Minutes November 16, 2016</b></p> |
| <p><b>7.</b></p>                  | <p><b>Superintendent's Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith said they are polling for possible dates for the next opportunity to meet with Mr. Caruso.</li> <li>• He said there were many winter concerts and community service projects and he thanked all for their time and dedication to make these happen.</li> <li>• Last week Mr. Schemm and Mr. Smith attended a legislative breakfast where they had a chance to talk about mandates, the rising costs of education and the lack of local controls.</li> <li>• He is working on next year's meeting schedule and will have a draft within the next eight weeks.</li> </ul>   | <p><b>Superintendent's Report</b></p>   |

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|                                   | <ul style="list-style-type: none"> <li>• This week there is a mandatory five-year radon test ongoing in the buildings.</li> <li>• As this was the last meeting for 2016 Mr. Smith thanked all for their hard work.</li> </ul>   |   |
| <p><b>8.</b></p>                  | <p><b>Board Chairman's Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson said there will probably be one or more workshops to discuss Board goals.</li> <li>• He distributed the committee and liaison request sheet noting that there is the addition of an ad hoc committee for Superintendent evaluation. He thanked the Board for its support in reelecting him as Chair.</li> </ul>   | <p><b>Board Chairman's Report</b></p>   |
| <p><b>9.</b></p> <p><b>A.</b></p> | <p><b>Committee and Liaison Reports</b></p> <p><b>Facilities Sub-Committee – Mr. Coppola</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola said the Facilities Committee met last week and the agenda included the RFP for East Street as well as the MOU for Pettibone. He handed out the answers to questions from the Mayor's visit to the committee on September 6<sup>th</sup> regarding Pettibone.</li> <li>• He said there are three areas of concern: the cost to move, what the Board will be responsible for, and the lease. He said this item has been talked about in September, October, November and December. He noted this move was not the Board's idea.</li> <li>• Mrs. Faulenbach asked why the document with the answers was handed out and Mr. Coppola said some people said they were not aware of it.</li> <li>• Mr. Coppola noted the roof at Schaghticoke is done and the chiller is in and will be tested in the spring when weather allows.</li> <li>• The capital budget draft has been prepared but is flexible.</li> <li>• Parking at Northville is apparently an issue to be looked at.</li> <li>• The turf fields are done as is the facility donated</li> </ul> | <p><b>Committee and Liaison Reports</b></p> <p><b>A. Facilities Sub-Committee</b></p> |

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|  | <p>to store equipment for the fields.</p> <ul style="list-style-type: none"><li>• The solar panel conversion project has been discussed but there is nothing to send to the Board yet.</li><li>• Mrs. Faulenbach asked about the capital plan and wondered if the Board would vote on it and Mr. Coppola said only during the budget deliberations.</li></ul>   |                                    |
| <b>B. Operations Sub-Committee – Mrs. Faulenbach</b> | <ul style="list-style-type: none"><li>• Mrs. Faulenbach said they heard presentations regarding outsourcing the substitute teacher staffing.</li><li>• The usual exhibits were discussed and are on the agenda tonight as well as gifts and donations.</li><li>• The proposed tutor rate was discussed and is on the agenda tonight.</li><li>• There was an opportunity to discuss the 2017-18 budget.</li><li>• Mrs. McInerney asked about the substitute paraeducators wage increase and Mr. Smith said that has been tabled until they get a comprehensive plan.</li></ul> | <b>B. Operations Sub-Committee</b> |
| <b>C. Policy Sub-Committee – Mr. Schemm</b>          | <ul style="list-style-type: none"><li>• Mr. Schemm said there are two policies on the agenda for approval this evening including 9320 which has two options for when to start with the change.</li><li>• Mr. Schemm thanked the Policy Committee members.</li></ul>   | <b>C. Policy Sub-Committee</b>     |
| <b>D. Committee on Learning – Mr. Dahl</b>           | <ul style="list-style-type: none"><li>• Mr. Dahl said curriculum is the heart and soul of education and said he reads all the curriculum and finds them to be top notch.</li><li>• He said there were two new AP courses for approval: AP Environmental Science and Human Geography.</li></ul>  | <b>D. Committee on Learning</b>    |

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| <p><b>E.</b></p> <p><b>F.</b></p> <p><b>G.</b></p> <p><b>H.</b></p> | <p><b>EdAdvance – Mr. Coppola</b></p> <ul style="list-style-type: none"> <li>Mr. Coppola said Mr. Smith and Mr. Schemm went to the legislative breakfast sponsored by EdAdvance.</li> </ul> <p><b>Connecticut Boards of Education (CABE) – Mr. Coppola</b></p> <ul style="list-style-type: none"> <li>Mr. Coppola said Mr. Dahl, Mr. Smith and he went to the convention. Mr. Coppola also sat on the representative assembly. The big issue is funding including special education funding.</li> <li>Mr. Coppola said the author Tony Wagner was the keynote speaker and he spoke about the fact that the 20th century model is not working in the 21st century.</li> </ul> <p><b>Negotiations Committee – Mrs. Faulenbach</b></p> <ul style="list-style-type: none"> <li>Mrs. Faulenbach said there is one contract on the agenda for approval.</li> </ul> <p><b>Magnet School – Mr. Schemm</b></p> <ul style="list-style-type: none"> <li>Mr. Schemm said there was no meeting in December.</li> </ul> | <p><b>E. EdAdvance</b></p> <p><b>F. Connecticut Boards of Education (CABE)</b></p> <p><b>G. Negotiations Committee</b></p> <p><b>H. Magnet School</b></p>  |
| <p><b>10.</b></p> <p><b>A.</b></p>                                  | <p><b>Discussion and Possible Action</b></p> <p><b>Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated December 13, 2016</b></p> <p><b>Mr. Coppola moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of December 13, 2016, seconded by Mr. Dahl.</b></p>  | <p><b>Discussion and Possible Action</b></p> <p><b>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated December 13, 2016</b></p> <p><b>Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of December 13, 2016.</b></p> |

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|  | <p><b>The motion passed unanimously.</b></p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position dated 11/30/16</b></li> <li><b>2. Purchase Resolutions: D-693</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <p><b>Mr. McCauley moved to approve monthly reports: Budget Position dated November 30, 2016; Purchase Resolution D-693; and Request for Budget Transfers, seconded by Mrs. McInerney.</b></p> <ul style="list-style-type: none"> <li>• Mr. Littlefield asked why line 51240 for custodial salaries was in the red. Mr. Giovannone said there are three lines in the negative – custodians, technology and nurses. He said the timing of the report created the negative number because the lines go against available cash, not the encumbered amounts; they are liquidated to cover payroll actuals and so if the report ran today they would not be negative.</li> <li>• Mr. Coppola thanked Mr. Giovannone for the way he is handling transfers and how he explains everything.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>C. Gifts &amp; Donations</b></p> <ol style="list-style-type: none"> <li><b>1. PTO-Exhibit B</b></li> </ol> <p><b>Mr. Dahl moved to accept Gifts and Donations: PTO - Exhibit B in the amount of \$1,225.00, seconded by Mr. Lawson.</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola thanked the PTO for their continued support.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>D. Policies for Approval</b></p> <ol style="list-style-type: none"> <li><b>1. 5124 Reporting to Parents/Guardians – Report Cards</b></li> </ol> | <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position dated 11/30/16</b></li> <li><b>2. Purchase Resolutions: D-693</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <p><b>Motion made and passed unanimously to approve monthly reports: Budget Position dated November 30, 2016; Purchase Resolution D-693; and Request for Budget Transfers.</b></p> <p><b>C. Gifts &amp; Donations</b></p> <ol style="list-style-type: none"> <li><b>1. PTO-Exhibit B</b></li> </ol> <p><b>Motion made and passed unanimously to approve Gifts &amp; Donations: PTO-Exhibit B in the amount of \$1,225.00.</b></p> <p><b>D. Policies for Approval</b></p> <ol style="list-style-type: none"> <li><b>1. 5124 Reporting to Parents/Guardians – Report</b></li> </ol> |
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| <p><b>Mr. Schemm moved to approve the following policy: 5124 Reporting to Parents/Guardians – Report Cards, seconded by Mr. McCauley.</b></p> <ul style="list-style-type: none"> <li>• Mr. Dahl asked if someone had no computer how did they access online information. Mr. Smith said report cards are mailed home at the parents’ request but acknowledged that people without computers or other internet access did miss out on some information.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>2. 9320 Meetings of the Board</b></p> <p><b>Mr. Coppola moved to approve the following policy: 9320 Meetings of the Board with an effective date of July 1, 2017, seconded by Mr. Dahl.</b></p> <ul style="list-style-type: none"> <li>• Mr. Littlefield said this is a great idea and it makes sense to streamline the meetings but wondered why the Board would wait to start.</li> <li>• Mr. Schemm said compromise was needed.</li> <li>• Mrs. Faulenbach said this should be done at the beginning of the year so the public can get used to the idea.</li> <li>• Mr. Dahl said Mr. Coppola had another commitment on the third Tuesday and making this change right away would preclude him from coming to the meeting.</li> <li>• Mrs. Faulenbach said this decision is not personal and noted the change request was brought to the Board and was not asked for.</li> </ul> <p><b>The motion passed 6-2.</b><br/> <b>Aye: Mr. Schemm, Mr. Lawson, Mr. Dahl, Mr. McCauley, Mrs. McInerney, Mr. Coppola</b><br/> <b>No: Mr. Littlefield, Mrs. Faulenbach</b></p> <p><b>E. Approval of New Program or Course</b><br/> <b>1. AP Human Geography</b></p> | <p><b>Cards</b></p> <p><b>Motion made and passed unanimously to approve Policy 5124 Reporting to Parents/Guardians – Report Cards.</b></p> <p><b>2. 9320 Meetings of the Board</b></p> <p><b>Motion made and passed to approve Policy 9320 Meetings of the Board, with an effective date of July 1, 2017.</b></p> <p><b>E. Approval of New Program or Course</b></p> |
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| <p><b>2. AP Environmental Science</b></p> <p><b>Mr. Coppola moved to approve the following New Courses:</b></p> <ol style="list-style-type: none"><li><b>1. AP Human Geography</b></li><li><b>2. AP Environmental Science</b></li></ol> <p><b>Seconded by Mr. McCauley.</b></p> <ul style="list-style-type: none"><li>• Mr. Coppola said he was glad to see geography and STEM.</li><li>• Mr. Schemm said it will be interesting to see how the students react to long division without a calculator.</li></ul> <p><b>The motion passed unanimously.</b></p> <p><b>F. Approval of the Following Curricula</b></p> <ol style="list-style-type: none"><li><b>1. Sixth Grade Digital Citizenship</b></li><li><b>2. Seventh Grade Introduction to Computer Applications</b></li><li><b>3. Eighth Grade Intermediate Computer Applications</b></li><li><b>4. Introduction to Computer Programming</b></li><li><b>5. AP Computer Science</b></li><li><b>6. English I: CP and Honors</b></li><li><b>7. English II: CP and Honors</b></li><li><b>8. English III: CP and Honors</b></li><li><b>9. Literature &amp; Media Studies</b></li><li><b>10. Architectural Drafting I</b></li></ol> <p><b>Mr. Coppola moved to approve the following curricula:</b></p> <ol style="list-style-type: none"><li><b>1. Sixth Grade Digital Citizenship</b></li><li><b>2. Seventh Grade Introduction to Computer Applications</b></li><li><b>3. Eighth Grade Intermediate Computer Applications</b></li></ol> | <ol style="list-style-type: none"><li><b>1. AP Human Geography</b></li><li><b>2. AP Environmental Science</b></li></ol> <p><b>Motion made and passed unanimously to approve New Courses: AP Human Geography and AP Environmental Science.</b></p> <p><b>F. Approval of the Following Curricula</b></p> <ol style="list-style-type: none"><li><b>1. Sixth Grade Digital Citizenship</b></li><li><b>2. Seventh Grade Introduction to Computer Applications</b></li><li><b>3. Eighth Grade Intermediate Computer Applications</b></li><li><b>4. Introduction to Computer Programming</b></li><li><b>5. AP Computer Science</b></li><li><b>6. English I: CP and Honors</b></li><li><b>7. English II: CP and Honors</b></li><li><b>8. English III: CP and Honors</b></li><li><b>9. Literature &amp; Media Studies</b></li><li><b>10. Architectural Drafting I</b></li></ol> <p><b>Motion made and passed unanimously to approve the following curricula:</b></p> <ol style="list-style-type: none"><li><b>1. Sixth Grade Digital Citizenship</b></li><li><b>2. Seventh Grade Introduction to Computer Applications</b></li></ol> |
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| <p>4. Introduction to Computer Programming<br/>         5. AP Computer Science<br/>         6. English I: CP and Honors<br/>         7. English II: CP and Honors<br/>         8. English III: CP and Honors<br/>         9. Literature &amp; Media Studies<br/>         10. Architectural Drafting I</p> <p>Seconded by Mrs. McInerney.</p> <ul style="list-style-type: none"> <li>Mr. Coppola said he liked the selections being offered and said it was good for kids to have courses like architectural drafting and intro to computers.</li> </ul> <p>The motion passed unanimously.</p> <p><b>G. Tutor Rate</b></p> <p>Mrs. McInerney moved to approve the tutor rate of \$16.00 per hour effective July 1, 2017, seconded by Mr. McCauley.</p> <p>The motion passed unanimously.</p> <p><b>H. Textbook Approvals</b></p> <p>Mrs. McInerney moved to approve the following textbooks:</p> <ol style="list-style-type: none"> <li><u>Reading Children’s Literature: A Critical Introduction</u> – Grade 12</li> <li><u>Essentials of Comparative Politics with Cases</u> – Grades 11-12</li> </ol> <p>Seconded by Mr. Lawson.</p> <p>The motion passed unanimously.</p> <p><b>I. East Street</b></p> <ol style="list-style-type: none"> <li>East Street Lillis ADA Plan Bid</li> </ol> <p>Mr. Littlefield moved to award the bid for the East</p> | <p>3. Eighth Grade Intermediate Computer Applications<br/>         4. Introduction to Computer Programming<br/>         5. AP Computer Science<br/>         6. English I: CP and Honors<br/>         7. English II: CP and Honors<br/>         8. English III: CP and Honors<br/>         9. Literature &amp; Media Studies<br/>         10. Architectural Drafting I</p> <p><b>G. Tutor Rate</b></p> <p>Motion made and passed unanimously to approve the tutor rate of \$16.00 per hour effective July 1, 2017.</p> <p><b>H. Textbook Approvals</b></p> <p>Motion made and passed unanimously to approve the following textbooks:</p> <ol style="list-style-type: none"> <li><u>Reading Children’s Literature: A Critical Introduction</u> – Grade 12</li> <li><u>Essentials of Comparative Politics with Cases</u> – Grades 11-12.</li> </ol> <p><b>I. East Street</b></p> <ol style="list-style-type: none"> <li>East Street Lillis ADA Plan Bid</li> </ol> <p>Motion made and failed to award</p> |
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| <p><b>Street Lillis ADA Plan to KG&amp;D Architects for \$5,950.00 with the option for \$7,950.00 for additional assessments, seconded by Mrs. Faulenbach.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach asked if this was for both pieces of the bid and Mr. Lawson said there was an option for the second part.</li> <li>• Mr. Smith said the initial assessment was \$5,950.</li> <li>• Mrs. McInerney clarified that combined both parts would be about \$14,000.</li> <li>• Mr. Coppola said the research has been done and this assessment is not going to make the number any lower. This would be a waste of money.</li> <li>• Mrs. Faulenbach said she disagreed and that the Board has heard, through this process, that their staff was not qualified to give the information back to the Mayor. She felt the Board should welcome the information to explore the options.</li> <li>• Mrs. McInerney clarified that the intent of the bid is to gain an assessment of the costs and Mrs. Faulenbach agreed.</li> </ul> <p><b>The motion failed 2-6.</b><br/>     Aye: Mr. Littlefield, Mrs. Faulenbach<br/>     No: Mr. Schemm, Mr. Lawson, Mr. Dahl, Mr. McCauley, Mrs. McInerney, Mr. Coppola</p> | <p><b>the bid for the East Street Lillis ADA Plan to KG&amp;D Architects for \$5,950.00 with the option for \$7,950.00 for additional assessments.</b></p>   |
| <p><b>J. Pickett District Property: Proposed Memorandum of Understanding</b></p> <p><b>Mr. McCauley moved that the Board of Education authorize its Chairman to enter into the Memorandum of Understanding between the Town of New Milford and the New Milford Board of Education regarding use of the former John Pettibone School building located at 2 Pickett District Road, dated December 2016. [With date filled in once MOU is finalized.], seconded by Mr. Dahl.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach asked if the MOU was no longer a draft.</li> <li>• Mr. Littlefield asked if the intention was to move</li> </ul>  | <p><b>J. Pickett District Property: Proposed Memorandum of Understanding</b></p> <p><b>Motion made and passed that the Board of Education authorize its Chairman to enter into the Memorandum of Understanding between the Town of New Milford and the New Milford Board of Education regarding use of the former John Pettibone School building located at 2 Pickett District Road, dated December 2016. [With date filled in once MOU is finalized.]</b></p> |

forward with the MOU versus a lease. Mr. Lawson said this would be the agreement with conditions.


- Mr. Littlefield noted this agreement says non-binding and asked what would happen to the Board if the Town decided later on it had other plans for the building.
- Mr. Dahl said the agreement is non-binding until both parties agree.
- Mrs. Faulenbach cautioned the Board about entering into a 25-year agreement without counsel looking at the document. She also said counsel was not at this meeting tonight to advise. She noted the agreement does not mention the students and wondered how this was going to be funded if East Street doesn't sell right away. She also noted the sale of East Street would have to get Town Meeting approval.
- Mr. Coppola said if there was no money then this agreement would be null and void.
- Mr. Littlefield asked how the Board would move without the money. He also asked what the terms and conditions were for the lease.
- Mr. Lawson said prior to occupancy there would be a checklist of items.
- Mrs. Faulenbach pointed out that taxpayer money would already be spent and wondered what would happen to that money if the checklist was not met. She felt a committee should have been formed to discuss Pettibone. She also noted that the previous plan to do work at East Street was for a complete overhaul. This project now just calls for bringing the building up to ADA compliance. She said the current proposal now calls for spending \$120,000 just on electrical work at Pettibone. She also asked how funding would be found for the roof repair of \$1.4 million.
- Mr. Littlefield said he joined the Board to make improvements to education but the Board has now been discussing these buildings for three years.

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|  | <ul style="list-style-type: none"> <li>• Mr. Coppola said the project should be completed by June of 2017.</li> <li>• Mrs. Faulenbach said East Street has been appraised at between \$1.6 to \$1.9 million while Pettibone has been appraised at between \$5 and \$11 million.</li> <li>• Mr. Schemm said he agreed with Mr. Littlefield about why he joined the Board and said that is why he will vote for this motion. He said this would put the Board in the position of supporting a larger community effort.</li> <li>• Mrs. McInerney said there has been no work done in over 10 years to make East Street ADA compliant and noted especially that to get to the Special Education office would require either an offsite meeting or having the person carried to the office.</li> <li>• Mrs. Faulenbach said the study could help determine what it would cost to get to ADA compliance and might prove more cost effective than the move to Pettibone.</li> </ul> <p><b>The motion passed 6-2.</b><br/>     Aye: Mr. Schemm, Mr. Lawson, Mr. Dahl,<br/>     Mr. McCauley, Mrs. McInerney, Mr. Coppola<br/>     No: Mr. Littlefield, Mrs. Faulenbach</p> |   |
| <p><b>11.</b></p> <p><b>A.</b></p> <p><b>B.</b></p> <p><b>C.</b></p> | <p><b>Items of Information</b></p> <p><b>Field Trip Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola said he was glad to see the trip planned for Boston and was very pleased to see the band marching down the streets of New York in the parade.</li> </ul> <p><b>Textbook Preview</b></p> <p><b>Input for 2017-2018 Budget</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson said the Board members could offer input now and during the budget process.</li> </ul>   | <p><b>Items of Information</b></p> <p><b>A. Field Trip Report</b></p> <p><b>B. Textbook Preview</b></p> <p><b>C. Input for 2017-2018 Budget</b></p> |

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| <p><b>12.</b></p> <p><b>A.</b></p> | <p><b>Executive Session (anticipated)</b></p> <p><b>Discussion and possible action on a tentative agreement reached in negotiations between the New Milford Board of Education’s negotiating team and the negotiating team for the paraeducators’ union</b></p> <p><b>Mr. Dahl moved that the Board of Education enter into executive session to discuss a tentative agreement reached in negotiations between the New Milford Board of Education’s negotiating team and the negotiating team for the paraeducators’ union and to invite into the session Mr. Joshua Smith</b></p> <p><b>Seconded by Mr. McCauley.</b></p> <p><b>The motion passed unanimously.</b></p> <p><b>The Board entered executive session at 9:18 p.m.</b></p> <p><b>The Board returned to public session at 9:35 p.m.</b></p> | <p><b>Executive Session (anticipated)</b></p> <p><b>A. Discussion and possible action on a tentative agreement reached in negotiations between the New Milford Board of Education’s negotiating team and the negotiating team for the paraeducators’ union</b></p> <p><b>Motion made and passed unanimously that the Board of Education enter into executive session to discuss a tentative agreement reached in negotiations between the New Milford Board of Education’s negotiating team and the negotiating team for the paraeducators’ union and to invite into the session Mr. Joshua Smith.</b></p> |
| <p><b>13.</b></p> <p><b>A.</b></p> | <p><b>Discussion and Possible Action</b></p> <p><b>Approval of successor collective bargaining agreement between the New Milford Board of Education and the United Public Service Employees Union (“UPSEU”), representing the New Milford Board of Education Paraeducators, Local 424 – Unit 107</b></p> <p><b>Mr. Dahl moved that the Board of Education approve the tentative agreement for a successor collective bargaining agreement reached in negotiations between the New Milford Board of Education’s negotiating team and the negotiating team for the New Milford Paraeducators, UPSEU,</b></p>   | <p><b>Discussion and Possible Action</b></p> <p><b>A. Approval of successor collective bargaining agreement between the New Milford Board of Education and the United Public Service Employees Union (“UPSEU”), representing the New Milford Board of Education Paraeducators, Local 424 – Unit 107</b></p> <p><b>Motion made and passed unanimously that the Board of Education approve the tentative agreement for a successor collective bargaining agreement reached in negotiations between the New</b></p>   |

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|            | <p><b>Local 424 – Unit 107 as discussed in executive session and further moved that the Board delegate to the Chairperson of the Board the authority to execute said agreement on behalf of the Board</b></p> <p><b>Seconded by Mr. McCauley.</b></p> <p><b>The motion passed unanimously.</b></p> | <p><b>Milford Board of Education’s negotiating team and the negotiating team for the New Milford Paraeducators, UPSEU, Local 424 – Unit 107 as discussed in executive session and further move that the Board delegate to the Chairperson of the Board the authority to execute said agreement on behalf of the Board.</b></p> |
| <b>14.</b> | <p><b>Adjourn</b></p> <p><b>Mr. Dahl moved to adjourn the meeting at 9:37 p.m., seconded by Mr. McCauley and passed unanimously.</b></p>   | <p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 9:37 p.m.</b></p>   |

Respectfully submitted:



Tammy McInerney  
Secretary  
New Milford Board of Education

**New Milford Board of Education  
 Budget Hearing & Meeting Minutes  
 January 17, 18, 25 & 26, 2017  
 Sarah Noble Intermediate School Library Media Center**

**Budget Hearing Minutes  
 January 17, 2017  
 Sarah Noble Intermediate School Library Media Center**

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NEW MILFORD, CT

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| Present: | Mr. David A. Lawson, Chairperson<br>Mrs. Angela C. Chastain<br>Mr. Robert Coppola<br>Mr. Bill Dahl<br>Mrs. Wendy Faulenbach<br>Mr. Dave Littlefield<br>Mr. Brian McCauley<br>Mrs. Tammy McInerney<br>Mr. J.T. Schemm |
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| Also Present: | Mr. Joshua Smith, Superintendent of Schools<br>Ms. Alisha DiCorpo, Assistant Superintendent of Schools<br>Ms. Ellamae Baldelli, Director of Human Resources<br>Mr. Anthony Giovannone, Director of Fiscal Services and Operations<br>Ms. Roberta Pratt, Director of Technology<br>Mrs. Laura Olson, Director of Pupil Personnel and Special Services<br>Mr. Kevin Munrett, Facilities Manager<br>Mr. Greg Shugrue, New Milford High School Principal<br>Dr. Christopher Longo, Schaghticoke Middle School Principal<br>Mrs. Anne Bilko, Sarah Noble Intermediate School Principal<br>Mrs. Paula Kelleher, Hill & Plain Elementary School Principal<br>Mrs. Susan Murray, Northville Elementary School Principal |
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| <b>1.</b> | <b>Call to Order</b><br><b>Pledge of Allegiance</b><br>The budget hearing meeting of the New Milford Board of Education was called to order at 7:00 p.m. by Mr. Lawson, Chairperson. The Pledge of Allegiance immediately followed the call to order.   | <b>Call to Order</b><br><b>Pledge of Allegiance</b>                    |
| <b>2.</b> | <b>Presentation by Mr. Joshua Smith of the 2017-2018 School Budget</b> <ul style="list-style-type: none"> <li>• Mr. Lawson said tonight's presentation would be the Superintendent, Elementary and Intermediate Schools.</li> <li>• Mr. Smith started out by thanking the administrative team for their help in putting this</li> </ul> | <b>Presentation by Mr. Joshua Smith of the 2017-2018 School Budget</b> |

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|  | <p>budget together. He said the process started back in September. He noted the goal was to put together a budget with the school's mission in mind and to balance fiscal responsibility with continued improvement.</p> <ul style="list-style-type: none"><li>• Mr. Smith shared the mission statement: The mission of the New Milford Public Schools, a collaborative partnership of students, educators, family and community, is to prepare each and every student to compete and excel in an ever-changing world, embrace challenges with vigor, respect and appreciate the worth of every human being, and contribute to society by providing effective instruction and dynamic curriculum, offering a wide range of valuable experiences, and inspiring students to pursue their dreams and aspirations.</li><li>• Mr. Smith outlined some of the budget format revisions which include the reduction of more than 60% of the pages from prior years; increased font size; digital format; granular accounting; and staffing aligned to major object and/or account codes. Staffing is now tied to school buildings and programs.</li><li>• District quality results include being recognized by the College Board AP District Honor Roll; 80% of AP test scores of 3 or higher, with a 30% increase in AP enrollment; high percentage of students participating in athletics, performing arts, clubs, activities; Project Lead the Way in middle school; growth in mathematics achievement; and reduction in at-risk students in math and reading assessments for grades 1 – 8. The summer program served 50 students in grades 3 – 5 for math and language standards: 95% of students demonstrated measurable growth in reading, 98% in math, and daily attendance was over 80%.</li><li>• The district has invested over \$275,000 in Effective School Solutions (ESS), a therapeutic program at New Milford High School, and 17 students are enrolled. Of those enrolled in the program: discipline referrals are down 40%,</li></ul> |  |
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|  | <p>absences have dropped by 54%, and grades have increased by 25%.</p> <ul style="list-style-type: none"><li>• Items left out of the budget for this fiscal year include \$300,000 in cuts after the referendum, including two staffing reductions at Schaghticoke; additional Spanish teacher for Schaghticoke; weight room supervision at the high school; second library media specialist at the high school even though it was a NEASC recommendation; and additional social workers.</li><li>• Budget challenges include the cost of medical care. While relief was granted in this fiscal year through the Town, that created a 0.8% increase in this proposed budget. Other challenges include anticipated response to an audit of the district's Social and Emotional Skills framework; Public Act 14-196 which is statewide legislation on abuse and assault awareness; and a need to establish and fund repair and replacement cycles.</li><li>• The District priorities for this budget include preparing students for college and career readiness; supporting students' health and wellness needs; updating and strengthening district infrastructure; and enhancing school/community partnerships.</li><li>• Budget-wise, 77% of the total is salaries and benefits. Some savings have been generated by moving all employees to a high deductible health plan but that will still be a 1% increase in the budget.</li><li>• This budget includes an overall net reduction of one staff member. Grade 2 will lose one position, grade 4 will lose two and grade 5 will lose one. The needs of special education students are becoming more complex even though New Milford has been able to keep many students in district. Additions include a 0.49 Special Education Department Chair for PK-2, a 0.5 Board Certified Behavioral Analyst for Sarah Noble, 1.0 World Language teacher at Schaghticoke, 0.5 PE at the high school, and a grant funded 0.5 Board Certified Behavioral Analyst for the district.</li></ul> |  |
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|                  | <ul style="list-style-type: none"> <li>• Things left out of this budget proposal include a second library media specialist at the high school; additional social workers; alternative high school program; expansion of World Language to grade 6; additional administrative support for special education K-8; no new or expanded programs.</li> <li>• Revenue will likely be reduced in the excess cost reimbursement account as some students have aged out and more are staying in district which means the excess costs are lowered.</li> <li>• This budget is requesting 25% less in capital reserve as the costs are now found in the operating budget.</li> <li>• The overall budget increased as proposed is 3.7%.</li> </ul>   |   |
| <p><b>3.</b></p> | <p><b>Discussion of the 2017-2018 School Budget including, but not limited to, Elementary Schools and the Intermediate School</b></p> <ul style="list-style-type: none"> <li>• Mrs. Bilko, Principal of Sarah Noble Intermediate School, started the presentation by saying that she is excited to be here as she represents a terrific staff. She said as they prepared the budget for the K-5 schools they kept the schools' mission at the forefront. She spotlighted academic highlights of the K-5 schools including the use of Teachers College units of study for writing and reading; use of exemplars in math investigations which helps students learn problem solving skills; the use of Mystery Science units in the science curriculum which encourages hands on learning; continued implementation of the Scientific Research Based Intervention (SRBI); What I Need (WIN) time for reading and math; and interventionist work in K-2 math and reading.</li> <li>• Mr. Coppola asked how WIN was different from intervention and Mrs. Bilko said all children participate in WIN and each student is encouraged to work at their level. The SRBI students, about 15% of the population, receive additional small group intervention work.</li> </ul> | <p><b>Discussion of the 2017-2018 School Budget including, but not limited to, Elementary Schools and the Intermediate School</b></p> |

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| <ul style="list-style-type: none"><li>• Mrs. Murray, Principal of Northville Elementary School, said professional development sessions are held on the first Thursday of the month. She said K-2 sessions alternate between math and literacy using the Teachers College units of study.</li><li>• Department meetings are also held to discuss such topics as pre-school assessments or standards for unified arts, as examples.</li><li>• Math, literacy and data coaches go into the classrooms to co-teach, assist or observe.</li><li>• Tuesday meetings include professional learning communities and professional development working collaboratively on grade level goals and standards.</li><li>• Mrs. Kelleher, Principal of Hill &amp; Plain Elementary School, highlighted the social emotional support system for grades K-5 and said the schools are teaching problem solving skills and communication skills. She said there has been a significant increase in anxiety among children and the Guidance department works to address that and other topics.</li><li>• Mrs. Bilko noted some school/community highlights saying that 250 children are involved in a student activity or intramural due to their increased availability.</li><li>• Mrs. Murray said the morning arrival recess for grades K-2 has helped focus students more for the day and the schools continue to use character education traits in the curriculum.</li><li>• Mrs. Kelleher said all buildings do things with the community including Veteran's Day ceremonies, service projects, Lion's Club activities, and guest readers as part of Read Across America.</li><li>• Mrs. Kelleher addressed the budget saying Math Investigations will include the replacement of consumables with more cost-effective consumables and online resources; a library to support Teachers College for each K-2 grade level; and Northville has need of a cafeteria table and six white board coatings for chalkboards. Also technology has been moved</li></ul> |  |
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|  | <p>to the instructional supply line and funds have been reallocated to be more transparent.</p> <ul style="list-style-type: none"><li>• Mr. Coppola thanked the principals for helping to get KidSight into the schools. He asked about the interventions in K-2 in terms of who does them and what testing is used. Mrs. Murray said the interventions are for students in tier 2 and 3 and WIN is for tier 1. She said the interventionists meet with the students three to five days a week and consult with the coaches.</li><li>• Mrs. Chastain asked if there was any parent outreach for the social/emotional support and Mrs. Kelleher said the district does parent presentations and the schools and social workers work with the families one-on-one.</li><li>• Mrs. Chastain asked if the regular education students were able to get the same services as special education students who need support during the day and Mrs. Kelleher said the guidance counselors work with all at-risk students, not just the special education students.</li><li>• Mrs. Chastain asked if the coaches were able to get to every classroom and Mrs. Kelleher said the coaches are not regimented to a schedule. They do cover all the classrooms and meet with all grade levels.</li><li>• Mrs. Bilko said the interventionists are prescriptive, as different teachers need different things.</li><li>• Mrs. Murray said the coaches track their activities so they know which classrooms they are visiting and what they are doing in each room.</li><li>• Mr. Coppola asked if supplies needed to be purchased each year for Mystery Science and Mrs. Murray said the supplies are commonly found items such as paper plates, cotton balls.</li><li>• Mr. Coppola said he is impressed when he walks into Sarah Noble and the light hits the hangings on the ceiling. Mrs. Bilko said that is part of a Legacy Project which has been done with the help of the PTO.</li></ul> |  |
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- Mr. Coppola said he was pleased the mural from Joe Spectre was able to be placed at Sarah Noble.
- Mr. Schemm asked if the Teachers College Readers/Writers workshops were new to the district and Mrs. Bilko said they are new to all grade levels.
- Mr. Schemm liked that the libraries were to be shared across grade levels.
- Mrs. Faulenbach thanked Mr. Smith for the budget corrections. She noted the overall increase for supplies on page 1 is 1.03% but she could not get the same number when she added up the totals. Mr. Smith said all the subgroups should come to that total. Mr. Giovannone said all the subgroups for the entire building should add up to the 1.03% increase but he would pull a report showing the supplies line items.
- Mrs. Chastain asked if there was a job description for the Special Education Department Chair or the behavioralist. Mr. Smith said there was one for the Special Education Department Chair. Ms. Baldelli said they would look at the contract to see what parts they would keep for the behavioralist.
- Mrs. Chastain asked how many students participated in Excel and Mr. Smith said the Pre-K program listed in the class size chart is the Excel program.
- Mr. McCauley asked if class sizes of 20.1 students in kindergarten was too many and Mr. Smith said this number is anticipated, and the only way to lower it would be to create two new positions. He said although he would like to see that number smaller, 20 is tolerable. Mr. McCauley asked what the maximum number would be and Mr. Smith said they are bumping against it this year with 22 but they hired a tutor for support.
- Mrs. McInerney asked if the grade 2 teacher would be eliminated from Hill and Plain. Mr. Smith said yes, but it is too early to know which teacher because all K-5 teachers are K-5

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|  | <p>certified. There will be an FTE reduction at HPS.</p> <ul style="list-style-type: none"><li>• Mrs. Faulenbach asked about the 0.245 department chair and Mr. Smith explained that it was half of the 0.49 split between the two elementary schools.</li><li>• Mr. Schemm asked how confident the administration was in the kindergarten projection of 141. Mr. Smith said this number is the least predictable because there is no correlation between Excel and kindergarten. He said there is no contingency in this budget for kindergarten.</li><li>• Mr. Littlefield asked for clarification on the 0.245 positions and Mr. Smith said 0.49 is the ceiling before the position goes into the administrative bargaining unit.</li><li>• Mr. Coppola asked what the last day was for a student to register for school and Mr. Smith said students can register whenever they move to town but generally the regular registration sessions were in April-May. Mr. Coppola said he did not want parents waiting until August.</li><li>• Mrs. Faulenbach asked if the district was aware of changes in enrollment since October and Mr. Smith said the number is tracked monthly but the demographics study for budget is based on the official October 1<sup>st</sup> enrollment to the state. Mrs. Faulenbach asked if that number has changed dramatically and Mr. Smith said he would bring the recent numbers to the next meeting.</li><li>• Mr. Coppola said the 0.6 assistant principal was probably not enough help and Mr. Smith said there are complexities of the principal being available when the assistant is not available. He said the assistant is only available three days a week.</li><li>• Mrs. Chastain asked what is in the supplies lines and Mrs. Kelleher said one line includes math books.</li><li>• Mrs. Faulenbach asked what codes were the supplies lines and Mr. Giovannone said the codes were found in Appendix A. Mr. Smith</li></ul> |  |
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|  | <p>noted the schools were given a per student allocation for supplies and they chose what supplies their particular buildings needed.</p> <ul style="list-style-type: none"><li>• Mr. Coppola said in 56410 Reading the line was down 49% and 56110 Math was down 50% and asked why. Mrs. Kelleher said in relation to the reading, the materials from John Pettibone were distributed to Hill and Plain so they did not need to purchase as much.</li><li>• Mrs. Chastain asked why line 51115 was up \$4,300 and Ms. Baldelli said the salary increased by 2.75% and then that teacher or teachers may also experience a step increase.</li><li>• Mrs. Faulenbach asked about the 3% increase for security and Mr. Giovannone said that was a placeholder since this is currently out to bid.</li><li>• Mrs. Faulenbach asked about the health line increasing \$13,000 and Mr. Giovannone said that is a realignment of the educational aides, specifically the nurse paras.</li><li>• Mr. Coppola said the Excel line 51201 was increasing 44.9% and Mr. Smith said that is the anticipated student care workers to go along with the continuation of the new Excel section.</li><li>• Mrs. Faulenbach asked if there was a staffing decrease at Northville and Mr. Smith said there was not.</li><li>• Mrs. Faulenbach said there is a 7.85% increase but the enrollment is comparable to Hill &amp; Plain and Mr. Smith said the certified salary line and ins and outs of staffing year-to-year make up that difference. This line is correct as of right now. Mr. Smith also noted there is an addition of a half time Special Education Department Chair which has decreased at Sarah Noble.</li><li>• Mrs. Chastain asked why the art line is up 80% and Mr. Smith said there had been a 0.8 teacher at Northville and 0.2 at Schaghticoke but that was difficult to work out in reality so this year the position is 100% at Northville. Mrs. Chastain asked why the full-time position was being added if 0.8 was sufficient and Mr. Smith said he didn't know if 0.8 allowed for adequate art time but also filling a 0.8 position is difficult.</li></ul> |  |
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- Mr. Lawson said the budget is more than numbers it is about children. Mrs. Faulenbach said it is the Board's responsibility to ask how the numbers were arrived at. Mrs. Chastain said a 4% increase is not going to pass.
- Mr. Coppola asked why line 53209 was increasing by 128% and Mrs. Murray said it was for subscriptions to IXL and Exemplar, which are online services that can also be accessed from home.
- Mrs. Chastain asked what the instructional supply line increase of \$3,000 included and Mrs. Murray said that was the cafeteria tables.
- Mrs. Chastain asked why the speech line 51115 was up \$30,000. Mrs. Olson said that was two hires due to resignations, which required higher pay to get quality replacements.
- Mrs. Faulenbach asked about the Excel line 51115 which is up \$131,000 and Ms. Baldelli said it is to replace teachers that left and includes 6.5 positions.
- Mr. Coppola noted the numbers are dropping again at Sarah Noble and Mrs. Bilko said the dip is in third grade noting last year two positions were eliminated and in this budget two more are eliminated.
- Mr. Coppola asked if the supply allocation was due to less students and Mr. Smith said it is a per student allocation and there are 40 less students.
- Mrs. Chastain asked about the librarian at Sarah Noble and Mr. Smith said the librarian left and a new one was hired. He said \$260,000 was budgeted for turnover savings because most of the time a person can be hired at a lower salary except in difficult to fill positions.
- Mrs. Faulenbach asked about the furniture and fixtures and Mrs. Bilko said they need to begin revamping the library for the smaller third graders. This will refresh each year. Mrs. Faulenbach noted this could be a safety issue.
- Mr. Schemm asked about line 51336 and Ms. Baldelli said the line increased due to the nurse para realignment.



**New Milford Board of Education  
 Budget Hearing & Meeting Minutes  
 January 17, 18, 25 & 26, 2017  
 Sarah Noble Intermediate School Library Media Center**

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|           | <ul style="list-style-type: none"> <li>Mr. McCauley asked about line 55100 and Mrs. Bilko said that was money to transport the unified sports team.</li> </ul>  |  |
| <b>4.</b> | <p><b>Opportunity for the Public to be heard</b></p> <ul style="list-style-type: none"> <li>Justin Mack, a New Milford resident and grade 4 teacher, felt the average class size is too big for kindergarten. He suggested creating eight sections to lower the class size to 17. He suggested this would help lessen the need for interventions later on.</li> </ul> | <b>Opportunity for the Public to be heard</b>  |
| <b>5.</b> | <p><b>Recessed to Wednesday, January 18, 2017</b></p> <p>Mr. Lawson recessed the meeting at 9:36 p.m. until January 18, 2017.</p>   | <p><b>Recessed to Wednesday, January 18, 2017</b></p> <p>The meeting recessed at 9:36 p.m.</p> |

**Budget Hearing Minutes  
 January 18, 2017  
 Sarah Noble Intermediate School Library Media Center**

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| Present: | Mr. David A. Lawson, Chairperson<br>Mrs. Angela C. Chastain<br>Mr. Robert Coppola<br>Mr. Bill Dahl<br>Mrs. Wendy Faulenbach<br>Mr. Brian McCauley<br>Mrs. Tammy McInerney<br>Mr. J.T. Schemm |
| Absent:  | Mr. Dave Littlefield   |

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| <b>Also Present:</b> | Mr. Joshua Smith, Superintendent<br>Ms. Alisha DiCorpo, Assistant Superintendent<br>Mr. Anthony Giovannone, Director of Fiscal Services and Operations<br>Ms. Ellamae Baldelli, Director of Human Resources<br>Mr. Kevin Munrett, Facilities Manager<br>Mrs. Laura Olson, Director of Pupil Personnel and Special Services<br>Ms. Roberta Pratt, Director of Technology<br>Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School<br>Dr. Christopher Longo, Principal, Schaghticoke Middle School<br>Mrs. Susan Murray, Principal, Northville Elementary School<br>Mr. Greg Shugrue, Principal, New Milford High School |
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| <b>1.</b> | <p><b>Call to Order</b><br/> <b>Pledge of Allegiance</b><br/>         The budget hearing meeting of the New Milford Board of Education was reconvened at 7:00 p.m. by Mr. Lawson, Chairperson. The Pledge of Allegiance immediately followed the call to order.</p>   | <p><b>Call to Order</b><br/> <b>Pledge of Allegiance</b></p>  |
| <b>2.</b> | <p><b>Discussion of the 2017-2018 School Budget including, but not limited to, Middle School, High School, and the Department of Instruction</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith handed out new enrollment data and said New Milford does not have a transient population.</li> <li>• Mr. Coppola said the high school and middle school seem to remain steady and Mr. Smith said the lower numbers of students are going through Sarah Noble right now.</li> <li>• Mr. Smith handed out some new and corrected numbers for supplies noting that the new finance system required some manual manipulation that led to a few errors none of which had any major impact.</li> </ul> <p><b>Schaghticoke Middle School</b></p> <ul style="list-style-type: none"> <li>• Dr. Longo presented the highlights of Schaghticoke's budget by starting with the mission of the New Milford Public Schools.</li> <li>• Dr. Longo explained the core values of Schaghticoke as SURGE: Strive to always do your best; Unite with others to stop intolerance</li> </ul> | <p><b>Discussion of the 2017-2018 School Budget including, but not limited to, Middle School, High School, and the Department of Instruction</b></p> <p><b>Schaghticoke Middle School</b></p> |

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|  | <p>and bullying; Respect your school, others and yourself; Grow into a person of character and integrity; Encourage those who need help to succeed.</p> <ul style="list-style-type: none"><li>• Highlights of the middle school programming include NGSS implementation for Science; Columbia Teachers College Unit of Study for writing and reading; Connected Math program; co-teaching implementation; SRBI process refinement and finalization; creation of learning labs; grade level department PLC meeting time; and collaboration of staff with math, literacy and data coaches.</li><li>• Dr. Longo said middle school is an important time to get involved in things other than academia and so there are multiple activities available such as volleyball, school newspaper, jazz, cross country, student council, etc. Some of the highlights of the middle school programming include clubs, activities, interscholastic sports and intramural offerings; music; geography bee; Lions Club poster contest; CAS awards banquet; and unified sports.</li><li>• This is year three of the middle school Project Lead the Way program. Schaghticoke has added conversational Spanish, which is a driver in this budget, leading to the addition of a World Language Teacher. Last year, some students who chose Spanish did not have their request filled.</li><li>• Dr. Longo then talked about lines in the budget with changes. He said line 56500, general education, is to move technology to the general education line and this is for Chromebooks. Line 56429 and 56460, ELA, is to build classroom libraries which supports the sixth grade reading and writing schedule change from last year. This also includes intervention books to differentiate reading levels. Line 56410, Social Studies, is to purchase new textbooks to replace the current book which is 26 years old. Line 51115, Foreign Language, includes the 1.0 FTE increase for the World Languages teacher.</li></ul> |  |
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- Mrs. Chastain asked what was covered in the 2.5 FTE grant and Mr. Giovannone said the 2.0 special education teachers and 0.5 of the social worker.
- Mrs. Faulenbach asked if there had been any feedback about extending the World Language offerings to grade six and Dr. Longo said he has not had a lot of conversations about that but Mr. Smith said it does often come up at parent meetings. This is a direction that he would like to move in, but it would add staffing and at current budget levels, it was hard to justify.
- Mrs. Chastain asked how many Chromebooks were being added and Dr. Longo said 55 total which includes 6 for World Languages, 6 for Reading, 18 Science and 23 for Social Studies. Mrs. Chastain asked for the total number in the school and Ms. Pratt said she would provide it.
- Mrs. Chastain asked if the classroom libraries were going to be for grades 6-8 and Dr. Longo said they would be, but they would look at the needs first before they start building them. Ms. DiCorpo said they looked at the existing library of the teachers new to a grade level to begin building their classroom libraries and they would start with eighth grade first.
- Mrs. Chastain asked why the health certified staff was increasing \$22,000 and Ms. Baldelli said there was 1.0 FTE, 0.5 and 2.0 certified for PE and health.
- Mr. Schemm asked about line 56610 and Dr. Longo said that was the instructional supplies cut in the referendum. Mr. Smith said at the June 22, 2016 meeting they cut \$15,000 from supplies district-wide and were required to give the actual cuts to the Town on June 23, 2016 so they made a quick cut from Schaghticoke and the High School but the supplies were reallocated later. These numbers in the budget line, however, did not get changed and so this was making the correction now. He noted this happened to the high school budget as well.
- Mr. Schemm asked how many FTEs there were in the World Language Arts program and Ms.

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|  | <p>Baldelli said currently there are 5.2 with an additional 1.0 FTE proposed.</p> <ul style="list-style-type: none"><li>• Mrs. McNerney asked about the \$61,000 in line 51115 ELA and Dr. Longo said that is the largest department with 12 staff and also saw staffing changes that impacted salary year to year.</li><li>• Mrs. Chastain asked how many books were going to be purchased in the Social Studies line and Dr. Longo said that would be approximately 350. Mr. Smith noted that line also included the licensing fee.</li><li>• Mr. Coppola asked if the pupil transportation - other line was for after school programs and Dr. Longo said this was for interscholastic sports team travel.</li><li>• Mr. Lawson asked what the insurance line for sports was for and Mr. Giovannone said it is through Colonna Insurance and is available to the students; the increased cost is direct from the vendor.</li><li>• Mr. Dahl asked about the extracurricular clubs and Dr. Longo said line 51180 is the salary line for the clubs and noted there is a formula for the type of club and the advisor.</li><li>• Mr. Coppola asked about the Youth Agency after school program and the buses that can take students home after school activities.</li><li>• Dr. Longo said the idea is to give the students as much choice as possible including academic fitness, math labs and non-academic clubs. The Youth Agency is in the building now and their information is given to the parents.</li><li>• Mrs. McNerney asked if the stipend for after school activities was allocated per year or per the number of sessions offered and Dr. Longo said the stipend was for the culmination of the activity.</li><li>• Mrs. Chastain asked how many students participate in the after school activities and Dr. Longo said more than half.</li><li>• Mr. Coppola asked if the special education budget at Schaghticoke was different from Mrs.</li></ul> |  |
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|  | <p>Olson's budget and Dr. Longo said this was Schaghticoke's special education program.</p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach asked how many paras there were and Dr. Longo said 25.</li> <li>• Mrs. McInerney asked about the line 51115 of \$85,791 and Dr. Longo said that was the teacher of the deaf with a salary increase.</li> </ul> <p><b>New Milford High School</b></p> <ul style="list-style-type: none"> <li>• Mr. Shugrue said this budget is a collaborative effort of the team at the high school.</li> <li>• Mr. Shugrue introduced the high school budget with its acronym WAVE: Work to become lifelong learners; Achieve through hard work; Value civic responsibility; Empower students and teachers.</li> <li>• Mr. Shugrue spoke about the highlights of the 2016-17 budget including the ESS program with 17 students remaining at their home school; PSATs for 10th and 11th grade administered during the school year; subsidizing of AP exams; curriculum writing; and texts in several subjects.</li> <li>• This proposed budget includes the PSAT for grade 9; Chromebooks for Social Studies, English, and Special Education; new textbooks; 0.5 FTE for PE to address class sizes nearing 40; and weight room supervision.</li> <li>• Mr. Shugrue addressed different lines in the proposed budget. Line 56100, General Education, is the supply line similar to Schaghticoke's supply line. Lines in the ELA budget include the license for 30 Chromebooks, new titles per the new curriculum, Chromebooks with charging cart, document cameras, and memberships and subscriptions. The World Language request includes a \$21,500 decrease because enrollment in French 3 and German 1 is lower than Spanish. Line 56410, Math, is budgeted to purchase new Statistics textbooks, Pre-Calculus textbooks, AP Calculus books – all currently between 11 and 13 years old. The Science increase includes textbooks for</li> </ul> | <p><b>New Milford High School</b></p> |
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the new Environmental Science AP course and new Integrated Science books that align with the Next Generation Science Standards. Social Studies increases include Chromebooks and less expensive textbooks for a savings of \$16,280 over this year's budget. Savings in Business are due to fewer classroom supplies and workbooks. Music has decreased based on 2016-17 actuals. The Athletics budget has some increases due to increased rental costs and a decrease due to the reduced need to paint the lines on the turf field. Increase in line 51210 Guidance is to administer the PSAT for 9th grade. The increase in the Special Education lines is primarily due to Chromebooks.

- Mr. Dahl asked if the weight room supervision would be during or after school and if the person would be certified and Mr. Shugrue said after school and yes the person would be certified.
- Mr. Coppola asked what the cost was and Mr. Shugrue said \$14,000. Mr. Coppola asked if this would come from current staff or be a new hire and Mr. Shugrue said he was confident it could come from current staff.
- Mrs. Chastain asked about the 5.6 certified teachers that were grant funded and Mr. Smith said they were mostly special education and funded through the IDEA grant.
- Mrs. Chastain asked what was comprised in the professional services category and Mr. Giovannone said Chromebook licenses, contracted services, professional development licenses, security for SRO's, training and certifications for coaches, and payment for officials.
- Mrs. Chastain asked what Property Services comprised and Mr. Giovannone said rental fees, repairs, and painting and lining of fields.
- Mrs. Chastain asked if anything had been established yet for future turf field replacement and Mr. Smith said the Board cannot create the account on this end though a surcharge has been added for rentals of the field. Once the Town

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|  | <p>establishes the account, the money will be moved. Mrs. Faulenbach noted the Turf Fields Committee had discussed this but the Committee no longer exists.</p> <ul style="list-style-type: none"><li>• Mr. Coppola said he was excited to see money for field trips but noted they were small amounts. Mr. Shugrue said each department had an amount so for line 55101 for English that was to provide transportation for the Children's Literature class to go to Hill &amp; Plain and read their own children's book to the students. He said the Math department would have a budget for the math team and the Music department had money for the competitions they attend.</li><li>• Mrs. Chastain asked how many Chromebooks were at the high school and what the average life was and Ms. Pratt said there were 340 and the average life was three years though they try to get five.</li><li>• Mrs. Chastain asked how many were purchased each year and Ms. Pratt said this is the first time they are doing a refresh purchase and so they hope to purchase 300.</li><li>• Mr. Schemm asked how much the licensing was and if it recurred annually and Mrs. Pratt said it was \$30, now it is \$25 and it lasts for three years.</li><li>• Mrs. Faulenbach said last year the high school was short on Art electives and Mr. Shugrue said it is difficult to get enough electives to get to 26 credits total. He mentioned that the state has pushed out their credit increase requirement to 2024. He said in New Milford the graduating class of 2019 will be the first to have to get 26 credits to graduate. The issue with Art is there is no space as there are only two Art rooms at the high school.</li><li>• Mrs. Faulenbach asked about the increase in the health line 51115 and Mr. Giovannone said it included 3.6 FTEs and step increases.</li><li>• Mr. Schemm asked what the Science dues were for and Mr. Shugrue said it was Web Assign, the Connecticut Science Fair, and Project Lead the Way.</li></ul> |  |
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|  | <ul style="list-style-type: none"><li>• Mrs. Chastain said the PE requirement in New Milford is double the state requirement. Mr. Shugrue said back when the mandate of increasing the number of credits to graduate hung over the heads of the district, the thought was to increase the PE requirement to two – he said at that time there would be an impact to the budget. This was discussed at a Committee on Learning meeting and the thought was one of the easiest things to do was increase PE. At that same meeting, the idea of a Capstone Project was discussed as a way for a senior to earn a credit. The Capstone Project was tabled but by the end of that meeting the Committee voted to raise the graduation requirement to 26 credits.</li><li>• Mrs. Chastain noted hundreds of students participate in sports both in school and out and wondered if there was a way to capitalize on that for a credit and Mr. Shugrue said it was his understanding that this was not allowed. Ms. DiCorpo said there is a discussion at the state level of allowing that to happen but it is not available to New Milford yet.</li><li>• Mrs. Faulenbach asked about Alternative Education 51115. Ms. Baldelli said this is computer based instruction and has a 0.6 FTE certified teacher.</li><li>• Mr. Coppola asked if this was the alternative high school and Mr. Smith said those services show up in multiple lines. The plan is to research and develop a more formal alternative high school plan for review this coming spring but it would not go into operation until the 2018-19 school year.</li><li>• Mrs. Faulenbach asked if security appeared in the professional services line and Mr. Giovannone said it did.</li><li>• Mr. Coppola asked about Guidance line 53200 which had an increase proposed and Mr. Shugrue said that is to pay for the PSAT 9.</li><li>• Mr. Schemm asked if that line included the AP testing and Mr. Shugrue said it was everything - AP tests, PSATs, etc.</li></ul> |  |
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- Mr. Schemm asked what the district did with the data and Mr. Shugrue said they know that students that take the PSATs score higher on the SATs later on. He went on to discuss how the data is used to help students know strengths and weaknesses and to help predict AP courses in which they would be successful. Ms. DiCorpo went into additional detail on the work happening at the classroom level and the use of item analysis to drive instruction.
- Mrs. McInerney noted that the Special Education salary line was decreasing and Mr. Giovannone said the district has been able to replace a position at a lower rate.

The meeting recessed at 9:25 for a brief break and reconvened at 9:32 pm.

**Department of Instruction**

- Ms. DiCorpo started her presentation with the mission of the New Milford Public Schools. She then noted the budget priorities in this proposal include professional development; access to reliable technology; maintaining and improving instructional opportunities; addressing the social, emotional, and mental health needs of students; funding college readiness opportunities; and enhancing the school/community partnerships.
- Ms. DiCorpo highlighted some achievements of the budget including curriculum development and implementation; professional development; assessment development; Columbia Teachers Units of Study; Investigations K-5 and Connected Math grades 6-8; data use; Adult Education; and English language proficiency standards.
- Intervention and WIN successes and standards were discussed with the intent that all students are given the educational interventions they need to succeed.
- The overall budget request for the Department of Instruction is a decrease of 1.82% or almost

**Department of Instruction**

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|  | <p>\$50,000. The drivers in the budget include social/emotional learning, curriculum development, and professional development.</p> <ul style="list-style-type: none"><li>• Ms. Pratt addressed the technology aspects of instruction noting that technology allows the staff to use many tools to educate the students. She said she works with the Professional Development Committee and the Curriculum Council to understand their needs. The technology budget proposals include expanded Project Lead the Way labs, work with the K-5 Science enrichment program, work with the Music department, work with media centers, replacement of 120 computers, 300 Chromebooks, replacement of aged wireless controllers, increased wireless capacity at Schaghticoke, and replacement of aged district router.</li><li>• Ms. DiCorpo noted line BDZ10000 for tutors was an adjustment from previous years and not a decrease. Line BDZ10002 had two coaches move to correct locations.</li><li>• The ESL and bilingual education numbers have remained relatively steady for the 2015-16 and 2016-17 years. The TAG/science enrichment/PLTW budget includes a replenishment of PLTW kits, John Hopkins enrichment opportunities and universal TAG testing for program identification.</li><li>• Instructional testing numbers include PSAT testing for grade 9, NWEA K-8 licenses, Lexia, and Aimsweb. Curriculum development includes a five-year plan for 43 curriculum to be aligned with new standards and AP course training for two teachers through Taft.</li><li>• Professional development includes administrator and Columbia Teachers College training, increase in members by district which will save on individual memberships, TEAM training and Odysseyware.</li><li>• Public act 14-196 which is an act concerning a statewide sexual abuse and assault awareness program will require some Health curriculum alignment. This is an unfunded mandate in the</li></ul> |  |
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|           | <p>social/emotional learning area. Homelessness is on the rise: 5 students were homeless in 2015-16 and 13 students are identified in 2016-17.</p> <ul style="list-style-type: none"> <li>• Adult Education has been reduced in this budget proposal as no director could be found.</li> <li>• Mr. Lawson asked Mr. Giovannone if he had information requested from the night before and Mr. Giovannone said he had done an MOC analysis and because the home pages were manually entered there were a few minor errors that did not materially affect the budget. He handed out new pages.</li> </ul> |   |
| <b>3.</b> | <p><b>Opportunity for the Public to be heard</b></p> <ul style="list-style-type: none"> <li>• There was no public comment made.</li> </ul>   | <b>Opportunity for the Public to be heard</b>   |
| <b>4.</b> | <p><b>Recessed to Tuesday, January 24, 2017*</b></p> <p>Mr. Lawson recessed the meeting at 10:28 p.m. until January 24, 2017.</p>  | <p><b>Recessed to Tuesday, January 24, 2017</b></p> <p>The meeting recessed at 10:28 p.m.</p> |

**\* Please note: The January 24, 2017 meeting was canceled due to weather and the snow date of January 25, 2017 was used. The January 25, 2017 Budget Adoption meeting was postponed to its snow date of January 26, 2017.**

**Budget Hearing Minutes  
 January 25, 2017  
 Sarah Noble Intermediate School Library Media Center**

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| Present: | <p>Mr. David A. Lawson, Chairperson<br/>         Mrs. Angela C. Chastain<br/>         Mr. Robert Coppola (arrived at 7:06 p.m.)<br/>         Mr. Bill Dahl<br/>         Mrs. Wendy Faulenbach<br/>         Mr. Dave Littlefield<br/>         Mr. Brian McCauley<br/>         Mrs. Tammy McInerney<br/>         Mr. J.T. Schemm</p> |
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| <b>Also Present:</b> | <p>Mr. Joshua Smith, Superintendent<br/>         Ms. Alisha DiCorpo, Assistant Superintendent<br/>         Mr. Anthony Giovannone, Director of Fiscal Services and Operations<br/>         Ms. Ellamae Baldelli, Director of Human Resources<br/>         Mr. Kevin Munrett, Facilities Manager<br/>         Mrs. Laura Olson, Director of Pupil Personnel and Special Services<br/>         Ms. Roberta Pratt, Director of Technology<br/>         Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School<br/>         Mrs. Paula Kelleher, Principal, Hill and Plain Elementary School<br/>         Dr. Christopher Longo, Principal, Schaghticoke Middle School<br/>         Mr. Greg Shugrue, Principal, New Milford High School</p> |
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| <b>1.</b> | <p><b>Call to Order</b><br/> <b>Pledge of Allegiance</b><br/>         The budget hearing meeting of the New Milford Board of Education was reconvened at 7:00 p.m. by Mr. Lawson, Chairperson. The Pledge of Allegiance immediately followed the call to order.</p> <ul style="list-style-type: none"> <li>• Mr. Lawson said they would begin the evening with questions regarding the Department of Instruction.</li> <li>• Mrs. Chastain asked if the district was identifying homeless students better or were there more of them and Ms. DiCorpo said it was a combination of both. Mrs. Chastain asked if these students were referred to Social Services and Ms. DiCorpo said they were.</li> <li>• Mr. Schemm asked what grant was paying for the literacy coach and Ms. DiCorpo said the Title I grant at Title I schools. Mr. Schemm asked which schools were Title I and Ms. DiCorpo said Sarah Noble, Hill &amp; Plain, and Schaghticoke. She noted that eligibility is based on having at least 20% of the students in the school eligible for free or reduced lunch.</li> </ul> <p>Mr. Coppola arrived at 7:06 p.m.</p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach asked who was in the non-certified staff line and Mr. Smith said the tutors and substitutes. Mr. Giovannone said there is also a technology person in that line.</li> </ul> | <p><b>Call to Order</b><br/> <b>Pledge of Allegiance</b></p> |
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- Mrs. Faulenbach asked if Technology capital was embedded in each department now and Ms. Pratt said some is in the Capital account and some is in Department of Instruction. Mrs. Faulenbach asked what capital was in the schools' lines and Mr. Smith said furnishings such as the tables at Northville. Mrs. Faulenbach asked if there was a threshold dollar amount for capital and Mr. Smith said there is no hard and fast rule, but generally \$5000 or more has been treated as capital. Mrs. Faulenbach said each building now has a capital expenditure but no threshold for the dollar amount.
- Mrs. McInerney asked if the Adult Education facilitator was new and Mr. Smith said the position was added two years ago, but the program has not been treated as its own program code. He said they have had trouble filling the position so they left some dollars in the budget. Mrs. McInerney asked if the director position was still unfilled and Mr. Smith said it was still unfilled and they are currently using the facilitator for many of that position's functions.
- Mr. Coppola asked how the tutors were paid and Ms. DiCorpo said some were paid out of the Title III grant. Mr. Coppola asked how much the district received and where else the money was being utilized. Ms. DiCorpo said the district receives \$181,901 for Title I. Mr. Giovannone said Appendix E lists the grants but does not split them by object code. Mr. Coppola asked what Title III paid for and Ms. DiCorpo said it helped pay for the tutors.
- Mr. Smith noted the Title I grant is a two-year grant renewed annually. He said it is used for supplemental materials, professional development, and support services for low-income children. The goal is to close the achievement gap of students living in poverty and those would are not.
- Mr. Coppola asked if these Title grants might be reduced with the State budget issues and Mr. Smith said these dollars are federal entitlement

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|  | <p>dollars and have increased over the years. The money is based on the free and reduced lunch participants. He said the high school is the one school where fewer students apply for the free or reduced lunch program. Mr. Smith said these grants are often used to incentivize programs and so they are not likely to be cut too much.</p> <ul style="list-style-type: none"><li>• Mr. Coppola asked how the Title I grants were allocated and Ms. DiCorpo said they are allocated per pupil.</li><li>• Mr. McCauley asked what the 9.23% increase in professional services included and Mr. Giovannone said there are eight individual line items including curriculum writing, the interpreter program, web based math courses, and professional development among others.</li><li>• Ms. DiCorpo said there is an increase in professional development of \$10,000 for the ongoing Columbia University Teachers College program and the TAG line increased \$500 for the John Hopkins online program.</li><li>• Mr. Littlefield asked what the code was for the Chromebooks and Ms. Pratt said all the buildings have Chromebooks. Mr. Smith said the supply lines have things other than Chromebooks as well. Mr. Smith said for instance BLE10002 57340 includes \$10,800 for Chromebooks. Mr. Giovannone said line 53300 was for the licenses.</li><li>• Mrs. Faulenbach asked about the salary non-certified technical line and Ms. Pratt noted that was a realignment to DOGA.</li><li>• Mr. Coppola said he was disappointed that the field trip line is staying at \$25,000 but he asked if the money was being utilized and Ms. DiCorpo said it will be utilized more in the spring as she is aware there is a trip in the works to go to the Warner Theatre.</li><li>• Mr. Coppola asked if the money would pay for the full field trip or if it reduced the trip cost proportionately and Ms. DiCorpo said it depended on the cost of the trip. She said some times the schools looked at their internal budgets to help cover the costs.</li></ul> |  |
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- Mrs. Faulenbach asked if the intent for summer school was to leave it as it was this summer and Mr. Smith said last year they served 50 students and the program went well and so they anticipate only some minor changes.
- Mrs. Faulenbach asked about the transportation and Mr. Smith said this past summer the extended school year special education program ran in conjunction with the summer school and this year there will be one week where they do not piggyback.
- Mr. Coppola asked about the assistant superintendent salary line 51111 and Mr. Smith noted the district used to have two and when the position was reduced to one they put part in assessment and part in curriculum.
- Mr. Schemm asked how many students were being served in ELL and TAG and Mr. Smith said he would provide those numbers.
- Mrs. Faulenbach asked about the increase in Purchased Services and Ms. DiCorpo said that is some of the data management programming including Panaroma. Mr. Smith noted Panorama is the program used for the school climate survey and they have added a postgraduate piece.
- Mr. Coppola asked about the Adult Education position and Mr. Smith said the district needs to have a conversation on the long-term status of this position, maybe making it part of the administrative bargaining unit. He said currently it is a non-bargaining unit position and a likely candidate for it would be a department chair but this would not put them on a tenure track.
- Mr. Coppola asked who evaluates the Adult Education staff and Ms. DiCorpo said she and the facilitator are working on a model cleared through EdAdvance.
- Mr. Coppola said the long-term goal should be to hire a full-time director as this is an important program especially for students who might not be able to afford to go into post grad work due to the cost.



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| <p><b>2.</b></p> | <p><b>Discussion of the 2017-2018 School Budget including, but not limited to, Pupil Personnel/Special Education, Department of Maintenance, Technology, Department of General Administration, and Capital</b></p> <p><b>Pupil Personnel/Special Education</b></p> <ul style="list-style-type: none"> <li>• Mrs. Olson said IDEA is the Individuals with Disabilities Education Act which has mandates the schools must follow and this district does so in a fiscally responsible way. She thanked the administration and staff for their work to make all this happen.</li> <li>• Mrs. Olson presented the district priorities for the Special Education services including: increasing special education students time in general education classes through co-teaching and collaboration; increased implementation of best practices in specialized instruction through professional development; improved academic performance in reading, writing and mathematics; increased services for students with significant mental health needs; and improved student preparation for transition from school to post-secondary settings.</li> <li>• New Milford Special Education enrollment for K-12 has increased in the 2016-17 year to 555 from 535 in 2015-16. New Milford's percentage of special education students has remained pretty consistent while the state average numbers have increased significantly.</li> <li>• The pre-school special education increased from 35 in 2015-16 to 48 in 2016-17. This is why the department is requesting a 0.5 FTE Excel teacher. The Litchfield Hills Transition Center is for 18+ year olds in need of transition services that the district is mandated to provide. The enrollment for 2016-17 is 18 New Milford students and one tuition student and the projection for 2017-18 is 19 New Milford students and one tuition student. Keeping</li> </ul> | <p><b>Discussion of the 2017-2018 School Budget including, but not limited to, Pupil Personnel/Special Education, Department of Maintenance, Technology, Department of General Administration, and Capital</b></p> <p><b>Pupil Personnel/Special Education</b></p> |
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|  | <p>students in district is a cost avoidance program because it could cost up to \$2 million to send these students out of district but only \$400,000 to keep them here and offer quality education.</p> <ul style="list-style-type: none"><li>• Mrs. Olson noted that numbers do not represent the real needs as the students are becoming more complex with more mental health issues and early diagnoses of such things such as anxiety, mood disorders, bipolar, and autism. There is an increased legislative demand and accountability and a significant increase in the number of planning and placement team meetings (PPTs). The number of PPTs from July 1st to January 1st in 2016 was 399 and the number for this school year through January 2017 is already 568 with the spring season ahead where many more are usually done.</li><li>• Mrs. Chastain asked if a PPT could occur without a student going into the special education program and Mrs. Olson said a lot are identified in this process because of the complexity of behaviors. She said the PPT process also looks at the function of that behavior.</li><li>• Mrs. Chastain asked who is required to participate in PPTs and Mrs. Olson said typically the department chair, an administrator, and a guidance counselor, among others.</li><li>• Mr. Littlefield asked if the bulk of PPTs were parent initiated and Mrs. Olson said some are.</li><li>• Mrs. Olson described co-teaching as two or more professionals, in this case a special education and a general education teacher, sharing instructional responsibility and accountability for a single group of students for whom they both have ownership. The benefits include students with disabilities having access to the general education curriculum and setting; greater instructional intensity and differentiated instruction; teachers learning from each other; reduction of negative stigma associated with “pull-out” programs; and students with disabilities may feel more connected with their peer group.</li></ul> |  |
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|  | <ul style="list-style-type: none"><li>• The co-teaching model includes “Train the Trainer” embedded in the training and support so that the other teachers can be trained as well. In 2015-16, there were 23 sections at NMHS and in 2016-17, there are 78 at Hill &amp; Plain, Northville, Sarah Noble, Schaghticoke, and NMHS.</li><li>• Mr. Dahl asked when the teachers work together to be trained and Mrs. Olson said the training is in September. A consultant from SERC works with each school differently and some schools have this built into their planning time.</li><li>• Mrs. Olson said there are five million children in the US that have some type of serious mental illness that is defined as one that significantly interferes with daily life. The most prevalent illnesses are anxiety disorder, ADHD, and mood disorders.</li><li>• New Milford’s mental health initiatives include adding 2.0 FTE social workers since 2014-15 who are members of the regional crisis team; the increase of a Board Certified Behavioral Analyst (BCBA); a full-time substance abuse counselor; and the therapeutic program at the high school.</li><li>• Mrs. Olson discussed the Effective School Solutions (ESS) program that was put in place at the high school to help with the rising mental health needs. This allows for quality in-district education for all students and provides daily group/individual therapy. The ESS program provides a report card for the district and, as a result, the disciplinary incidents have declined, as have absences, while the student grade point average has increased. This program allows the clinical social workers or therapists to go into the homes to help as well.</li><li>• Of the 15 families in the program, all responded to a satisfaction survey and were 100% satisfied with the services. Mrs. Olson said the ESS program has allowed New Milford to bring back three students to the district, which is a cost avoidance measure for the future.</li></ul> |  |
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- Mrs. Olson said the rationale to hire the full time BCBA is due to the increasing mental health needs, early intervention effectiveness, completion of the functional behavior assessments, and attendance at PPTs, among other needs for the district.
- The Special Education Department Chair will manage the most complex cases, help to maintain the students in-district, provide parent support, and chair PPTs. Currently there is 0.49 at Sarah Noble and Schaghticoke and a Supervisor at the high school.
- Mr. Dahl asked if 0.49 was really enough time and Mrs. Olson said she would love to have more time, but this would be a start.
- Mr. Dahl noted young kids have a lot more behavior problems and so maybe more resources need to be put there. Mr. Smith said Mrs. Olson would prefer more than 0.49 but in a year when four teachers are being reduced he couldn't justify adding an administrator.
- Mrs. Olson discussed the impacts to the 2017-18 budget that include the additional 0.5 FTE for the BCBA with the other 0.5 paid for through the IDEA grant; the ESS program which costs \$275,000 annually; the K-2 Special Education Department Chair; reduction in the excess costs reimbursement; and reduction in the private transportation costs.
- Mrs. Olson shared some of the 2016-17 accomplishments including the expanded transition program; the therapeutic ESS program; increase of time with non-disabled peers through collaboration and co-teaching; autism awareness; and unified sports at Sarah Noble, Schaghticoke, and the high school.
- Mrs. McInerney thanked Mrs. Olson for her presentation noting the special education program here is stellar. She asked about the BCBA therapist and the Department Chair because she often hears from parents that they are frustrated with not knowing what to do. She asked if the BCBA normally works with the students and Mrs. Olson said they work with the

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|  | <p>teachers collecting data and look at behavior to create a functional plan for a student.</p> <ul style="list-style-type: none"><li>• Mrs. McNerney thought it was great that the social workers could go directly into the households. She asked if there was a Special Education Department Chair job description and how much time that person would spend in the classroom. She asked how this person would differ from the inclusion specialist. Mrs. Olson said this would be a K-2 department chair and they do help with instruction in the classroom. The role will include communicating with families and parents and chairing complex PPTs. They will not evaluate teachers but will supervise department meetings.</li><li>• Mrs. McNerney asked if they will have an overall impact in the classrooms and Mrs. Olson said they would and would know what resources to pull in, when to utilize the BCBA and outside consultants, etc.</li><li>• Mr. Coppola asked if the PPTs included 504s and Mrs. Olson said they did not. Ms. DiCorpo said the 504s are not in the special education budget but rather in general education and include the schools' social workers and psychologists.</li><li>• Mr. Coppola asked what kind of support was available for the 504s and Ms. DiCorpo said the interventionist plays a role.</li><li>• Mr. Coppola asked about the excess cost reimbursement and Mr. Smith said the ESS program which was not in last year's budget costs \$275,000 but excess cost is not a one-for-one reimbursement. He said it is a cost avoidance program as the district can keep more students here in district at a fraction of the cost, approximately 1/5 to 1/10 of the total.</li><li>• Mr. Coppola said, regarding the BCBA position, that this is the first time the district has this kind of support. Mrs. Olson said it will be a certified staff member, full time, that the district will hire.</li></ul> |  |
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- Mrs. Chastain asked if the ESS program was in the lower grades as well and Mrs. Olson said it was only at the high school for the first year.
- Mrs. Faulenbach noted the data was from 2015 and asked if there was any more current data and Mrs. Olson said the data is usually two years behind, but New Milford hovers around 13.4%. She said there is a bubble in pre-school and the 18-21 year olds.
- Mr. Schemm asked how many PPTs the proposed Special Education Chair would pick up and Mrs. Olson said she would get that information.
- Mr. Coppola asked if there was a new definition for learning disabled and Mrs. Olson said no but there is a new category for dyslexia.
- Mrs. McInerney asked if the disability count was unique numbers and Mrs. Olson said by state guidelines there can only be one classification per student.
- Mrs. McInerney asked if there were six social workers in addition to what was in the special education budget and Mrs. Olson said they were all in her budget - 0.5 at Hill & Plain and Northville, 1.0 at Sarah Noble, and 2.0 at Schaghticoke and NMHS each.
- Mrs. Chastain asked what the increase in the supply line included and Mrs. Olson said she is budgeting for 12 sets of EpiPen's at \$650 each, which were donated in the past, and for replacement pads for the AED defibrillators.
- Mr. Littlefield asked if the EpiPen's expire and Mrs. Olson said they usually expire within one year.
- Mrs. Chastain asked if the EpiPen's were mandated and wondered if the insurance would cover that for a student and Mrs. Olson said some parents do bring them in, but the district needs to be prepared if there is an issue.
- Mrs. Chastain asked if a prescription was needed and Mrs. Olson said individual students need a prescription, but the schools need to have these on hand for emergencies. Mr. Smith said

they have administered the EpiPen to a student who was not aware of an allergy.

- Mr. Coppola asked what else was in line 56100 and Mrs. Olson said new testing materials and protocols for the speech line because if they are not updated every five years the testing can be declared null and void.
- Mr. Coppola asked how much the district receives for the IDEA grant and if they have different functions. Mrs. Olson said the K-12 grant is \$850,048 and the pre-school is \$33,091. She said the amounts have been going down over the years.
- Mrs. McInerney asked for a scenario for non-public school funding and Mrs. Olson said the district has an equitable share agreement with Faith Academy to provide a 0.2 teacher, for instance, and special education services at Canterbury School.
- Mr. Coppola asked what is paid for out of the IDEA grant and Mrs. Olson said \$640,316 goes for teachers.
- Mr. Coppola asked if there was a sunset on the IDEA grant and Mrs. Olson said it is a two-year grant that must be reapplied for every year.
- Mr. McCauley asked about the increase in the certified salary line and Mrs. Olson said that is the teacher for the hearing impaired student moving to Schaghticoke. Mr. Smith said it is also the 0.51 Excel teacher added for next year.
- Mr. Coppola asked if the money for special education programming went to the Town or the Board and Mr. Olson said it comes to the Board.
- Mrs. McInerney asked why line 51112 salary certified special education increased by 168% and Mrs. Olson said there are staffing changes such as the special education supervisor that have been reallocated to that line.
- Mrs. McInerney asked about line 55800 travel and Mrs. Olson said that is for visiting job sites and monitoring the students at work.
- Mrs. Faulenbach asked if the furniture and fixtures were not in capital and Mr. Smith said that was correct.

The meeting recessed at 9:02 p.m. and reconvened at 9:09 p.m.

**Department of Maintenance**

- Mr. Munrett said the Facilities department includes 30.5 custodians, 4.5 groundswokers, and 11 maintainers. They clean over 787,000 square feet every night, maintain over 187 acres of property, complete over 1,500 work orders annually, and paint thousands of square feet annually. They also are the project management team for capital items.
- The Facilities management budget includes salary increases of 0.07% and 0.36% and a realignment of operating funds on a per building basis. Also in this budget are cleaning supplies, maintenance supplies, grounds supplies, equipment replacement, contracted services, security, roof repairs, paint, and capital projects. The custodial operating expense increase is 2.16% while maintenance is 0.83%.
- Mrs. McInerney asked if the custodial salaries were still in the Facilities budget and Mr. Munrett said they were. He noted the maintenance salaries are still not allocated.
- Mrs. Faulenbach asked if the Facilities Manager was a non-certified salary and Mr. Giovannone said all the salaries in the custodial staffing budget were non-certified. Mrs. Faulenbach asked if this was where the non-bargaining unit employees were and Mr. Giovannone said there were two and one was in this custodial area split into custodian and maintenance.
- Mrs. Faulenbach asked if the non-bargaining unit employees were in DOGA and Mr. Smith said most of them were in DOGA.
- Mrs. Chastain asked about the dollar change in non-certified salary in the maintenance operating budget and Mr. Smith said the budget includes some anticipated amounts for salaries. Mrs. Faulenbach noted in the past the non-bargaining salaries would be determined in

**Department of Maintenance**



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|  | <p>June. Mr. Smith said the non-bargaining units were not tied to any line but rather "Lillis" general. In this budget, they are trying to be more transparent.</p> <ul style="list-style-type: none"> <li>• Mrs. Chastain asked if there was a list of these employees and Mr. Smith said last year this was done in Executive Session. Mrs. Faulenbach asked if these will come back to the Board for final approval and Mr. Smith said they would.</li> <li>• Mr. Schemm appreciated the electric cost being broken down by schools and asked if there was going to be any cost avoidance programs for electric use. Mr. Munrett said he spoke to Connecticut Power to reapply for a program for more cost avoidance opportunities.</li> <li>• Mrs. Faulenbach asked if this would have an effect on this budget cycle and Mr. Munrett said there could be a revenue stream involved.</li> <li>• Mr. Coppola asked if the Board still works with the town on oil and Mr. Smith said they have already locked in fuel oil, propane and diesel for next year.</li> <li>• Mrs. Faulenbach asked if the fuel oil decreased and Mr. Smith said the decrease came in this past year's budget due to the decrease in buildings.</li> <li>• Mrs. Chastain asked about line 56290 supplies for the high school and Mr. Giovannone said that was a reallocation of overtime into supplies and repairs and a decrease in the custodial salary line. Mrs. Chastain asked if there was a reduction in overtime or just a reallocation and Mr. Giovannone said the true cut to the Town is \$15,000 after the realignment.</li> <li>• Mr. Lawson asked if the Board would allow the member of the public who was here to speak to address the Board now. The Board members agreed.</li> </ul> <p><b>Public Participation</b></p> <ul style="list-style-type: none"> <li>• David Gronbach, Mayor of the Town of New Milford, was present to suggest to the Board</li> </ul> | <p><b>Public Participation</b></p> |
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that with a potential unprecedented loss of funding from the state, the Board could benefit from the sale of East Street School and fund their capital for some time to come. He said they could take a disbursement from their capital to fix John Pettibone to the way they want the administrative offices to look like and not spend \$8 million to fix up East Street. He noted the teachers have won a grievance which will cost the Board \$375,000 and if the town sold East Street and the Board moved to Pettibone, they could use these funds to offset the teachers' grievance.

**Technology**

- Ms. Pratt thanked the Board for the support they have put towards technology. The Technology staff includes nine employees. There are 1,420 computers for 5,100 users; 1,723 Chromebooks; and five virtualized servers.
- The Technology department supports six buildings, curriculum software, 4,300 students and 600 staff, and security systems. The focus is on classroom device support, training, and device repairs.
- The foundation of technology is the infrastructure. Technology is aligned to the district priorities through devices and supplies, technology staff training, student information systems, and digital resources.
- Mrs. Faulenbach noted capital has been embedded throughout and Ms. Pratt said in Department of Instruction, DOGA, and Capital. Mrs. Faulenbach asked for a number outside Capital and Mr. Smith said technology gets mixed in the supply lines. Mrs. Faulenbach asked to receive the number that could be determined easiest.

**Department of General Administration/Capital**

- Mr. Lawson said capital has been put in the budget knowing it is operational. Mr. Smith said

**Technology**

**Department of General Administration  
 Capital**

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|  | <p>last year \$430,000 was moved to revenue to match capital so that it was done in a budget neutral way.</p> <ul style="list-style-type: none"><li>• Mrs. Faulenbach said the capital was matched with revenue. Mr. Smith said it was previously split between Facilities and Technology but putting it in the budget this way will remove the feast or famine that has happened in the past.</li><li>• Mrs. Faulenbach asked what the balance of the capital reserve was currently and Mr. Smith said the balance was between \$1 million and \$1.2 million.</li><li>• Mr. Giovannone said the chiller came out of capital reserve and as of October 18, 2016, the balance was \$1,318,918. The withdrawal for the 2016-17 budget for capital was \$430,071. They are budgeting a placeholder for the 2015-16 fund balance of about \$348,000.</li><li>• Mrs. Chastain asked how many Smart Boards would be included in the refresh number and Mrs. Pratt said 17.</li><li>• Mrs. Chastain asked how many Chromebooks would be needed at Schaghticoke after the 60 in this budget and Ms. Pratt said most teachers are now using the Chromebooks.</li><li>• Mr. Lawson noted the Chromebooks are textbooks and notebooks and the carts go out to different places.</li><li>• Mrs. Faulenbach asked if the prices have gone up or down and Ms. Pratt said it depends on the brand – our district uses Dell.</li><li>• Mrs. Faulenbach noted the district did computer lab updates last year and asked what was included in that and Mrs. Pratt said 25 computers, which are different from Chromebooks.</li><li>• Mrs. Faulenbach asked about the age of the Chromebook refresh and Ms. Pratt said it ideally should be every three years but the district tries to get five.</li><li>• Mrs. Chastain asked about the Project Lead the Way grant and Mr. Smith said, in the conversation with the donor, he did not want the grant to supplant the budget but rather to</li></ul> |  |
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|           | <p>purchase things that the district could not afford such as 3-D printers, etchers, etc.</p> <ul style="list-style-type: none"> <li>• Mr. Schemm asked if the computers in the PLTW lab would be redeployed and Ms. Pratt said they would be.</li> </ul>  |  |
| <b>3.</b> | <p><b>Opportunity for the Public to be heard</b></p> <ul style="list-style-type: none"> <li>• The Board had moved public participation to earlier in the meeting.</li> </ul>   | <b>Opportunity for the Public to be heard</b>  |
| <b>4.</b> | <p><b>Discussion of Non-Bargaining Unit employment and salary (executive session anticipated)</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson said after consultation with the Superintendent and Board Counsel the proposed Executive Session to discuss non-bargaining unit employment and salaries will be postponed to a later date.</li> <li>• He said the budget discussion tomorrow will continue with DOGA and Capital questions and then budget adoption.</li> <li>• Mrs. Faulenbach asked if there had been any discussion with the Town about offsets to this budget and Mr. Lawson said he had no indication of that.</li> </ul> | <b>Discussion of Non-Bargaining Unit employment and salary (executive session anticipated)</b> |
| <b>5.</b> | <p><b>Recessed to Thursday, January 26, 2017</b></p> <p>Mr. Lawson recessed the meeting at 10:08 p.m. until January 26, 2017.</p>  | <p><b>Recessed to Thursday, January 26, 2017</b></p> <p>The meeting recessed at 10:08 p.m.</p> |

**New Milford Board of Education  
 Budget Hearing & Meeting Minutes  
 January 17, 18, 25 & 26, 2017  
 Sarah Noble Intermediate School Library Media Center**

**Budget Hearing Minutes  
 January 26, 2017  
 Sarah Noble Intermediate School Library Media Center**

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| <b>Present:</b> | Mr. David A. Lawson, Chairperson<br>Mrs. Angela C. Chastain<br>Mr. Robert Coppola<br>Mr. Bill Dahl<br>Mrs. Wendy Faulenbach<br>Mr. Dave Littlefield<br>Mr. Brian McCauley<br>Mrs. Tammy McInerney<br>Mr. J.T. Schemm |
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| <b>Also Present:</b> | Mr. Joshua Smith, Superintendent of Schools<br>Ms. Alisha DiCorpo, Assistant Superintendent of Schools<br>Ms. Ellamae Baldelli, Director of Human Resources<br>Mr. Anthony Giovannone, Director of Fiscal Services and Operations<br>Ms. Roberta Pratt, Director of Technology<br>Mrs. Laura Olson, Director of Pupil Personnel and Special Services<br>Mr. Kevin Munrett, Facilities Manager<br>Mr. Greg Shugrue, New Milford High School Principal<br>Dr. Christopher Longo, Schaghticoke Middle School Principal<br>Mrs. Anne Bilko, Sarah Noble Intermediate School Principal<br>Mrs. Paula Kelleher, Hill & Plain Elementary School Principal<br>Mrs. Susan Murray, Northville Elementary School Principal |
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| <b>1.</b> | <b>Call to Order</b><br><b>A. Pledge of Allegiance</b><br>The budget hearing meeting of the New Milford Board of Education was reconvened at 7:00 p.m. by Mr. Lawson, Chairperson. The Pledge of Allegiance immediately followed the call to order. | <b>Call to Order</b><br><b>A. Pledge of Allegiance</b>                            |
| <b>2.</b> | <b>Public Comment</b><br><ul style="list-style-type: none"> <li>• There was none.</li> </ul>  | <b>Public Comment</b>   |
| <b>3.</b> | <b>Discussion and Possible Action</b><br><b>A. Request for Additional Teacher</b>   | <b>Discussion and Possible Action</b><br><b>A. Request for Additional Teacher</b> |

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| <p><b>Mr. Coppola moved to approve a 0.5 Special Education teacher for the EXCEL program at Northville Elementary School, seconded by Mrs. Faulenbach.</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith said the mandated program for three-year-olds saw an increase of three students in December and two more since then. Because it is a typical peer program, this is a total of ten students who they cannot fit into existing sections.</li> <li>• Mr. Littlefield asked if there is an expected student/teacher ratio mandated. Mrs. Olson said there was no specific mandate but there is a requirement for a Special Education teacher and support staff.</li> <li>• Mr. Littlefield asked what is typical now. Mrs. Olson said it is a 12/3 ratio with one teacher and two support staff. She said some children also require 1/1 service.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>B. Exhibit A: Personnel – Certified, Non-Certified, Appointments, Resignations and Leaves of Absence dated January 25, 2017</b></p> <p><b>Mr. McCauley moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of January 25, 2017, seconded by Mr. Coppola.</b></p> <ul style="list-style-type: none"> <li>• Mr. Schemm asked for confirmation that this Exhibit was coming directly to the Board instead of to the Operations Sub-Committee first, as is practice, because there is no Operations meeting in January. Mr. Smith said that is correct.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>C. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position dated 12/30/16</b></li> <li><b>2. Purchase Resolution: D-694</b></li> </ol> | <p><b>Motion made and passed unanimously to approve a 0.5 Special Education teacher for the EXCEL program at Northville Elementary School.</b></p> <p><b>B. Exhibit A: Personnel – Certified, Non-Certified, Appointments, Resignations and Leaves of Absence dated January 25, 2017</b></p> <p><b>Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of January 25, 2017.</b></p> <p><b>C. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position dated 12/30/16</b></li> </ol> |
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| <p><b>3. Request for Budget Transfers</b></p> <p><b>Mr. Lawson moved to approve monthly reports - Budget Position dated 12/30/16, Purchase Resolution: D-694, and Request for Budget Transfers, seconded by Mr. McCauley.</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola asked for clarification on the CREC and SERC items on the purchase resolution. Mr. Smith said these come out of the Title II grant. The Math is for the Investigations program at the middle school; grade 8 is in its first year so this is to bring a math consultant in to help teachers with its adoption. Regarding the English piece, there was an unfilled Language Arts coach position at the middle school so an outside consultant was used. The position has now been filled.</li> <li>• Mr. Coppola asked what SERC stood for and how it was different from CREC and Mr. Smith said it was State Education Resource Center and serviced the entire state versus CREC which is regional.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>D. Gifts &amp; Donations</b></p> <p><b>1. Goldring Family Foundation-Exhibit B</b></p> <p><b>Mrs. Chastain moved to accept Gifts &amp; Donations: Goldring Family Foundation-Exhibit B in the amount of \$48,818.90 seconded by Mr. Littlefield.</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola asked if the PLTW supplies and equipment were additions or replenishments. Mr. Smith said they are supplemental only and do not supplant the budget.</li> <li>• Mr. Coppola asked if they were for the high school. Mr. Smith said the high school was fully equipped at the moment, so these items are for the middle school and K-5 programs.</li> </ul> | <p><b>2. Purchase Resolution: D-694</b></p> <p><b>3. Request for Budget Transfers</b></p> <p><b>Motion made and passed unanimously to approve monthly reports - Budget Position dated 12/30/16, Purchase Resolution: D-694, and Request for Budget Transfers.</b></p> <p><b>D. Gifts &amp; Donations</b></p> <p><b>1. Goldring Family Foundation-Exhibit B</b></p> <p><b>Motion made and passed unanimously to accept Gifts &amp; Donations: Goldring Family Foundation-Exhibit B in the amount of \$48,818.90.</b></p> |
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|  | <ul style="list-style-type: none"> <li>• Mr. Coppola, on behalf of the Board, thanked the Goldring Family Foundation for their generosity.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>E. Adoption of the 2017-2018 Board of Education Budget</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson said there was some unfinished business from last night to conclude before the Board moved into discussion of Budget adoption.</li> <li>• Mr. Giovannone distributed a handout that addressed questions asked last night.</li> <li>• Mr. Coppola had asked for a breakout of salaries versus non-salaries of entitlement grants not funded through the budget. Mr. Giovannone included a chart with that detail on page 4 of the handout.</li> <li>• Mrs. McInerney and Mrs. Faulenbach had asked about the summer school program and how many expected students are projected for 2017-18. The total in 2016-17 was 50 students; we are projecting 45-60 students in 2017-18.</li> <li>• Mr. Schemm had asked how many students were serviced in the ELL and TAG programs. Mr. Giovannone reported 142 students in the ELL program and 112 students in TAG grades 2-11.</li> <li>• Mrs. Faulenbach had requested a breakout of individual items making up the \$70,000 request for Professional Services within the Department of Instruction. Mr. Giovannone included a chart on page 2 of the handout: K-8 curriculum licensing is \$46,000; district assessment is \$10,000; professional development and training are \$7,500; and student/community outreach are \$6,500.</li> <li>• Mr. Schemm had requested information on the number of PPT's per school and Mr. Smith said they are still working to compile that information.</li> </ul> | <p><b>E. Adoption of the 2017-2018 Board of Education Budget</b></p> |
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- Mrs. Faulenbach had requested an updated statement on the current balance within the capital reserve account. Mr. Giovannone's handout reported a total of \$1,153,253.
- Mr. Littlefield and Mrs. Faulenbach had asked for a breakout of technology associated budget lines both in the Department of Instruction and in the schools' budgets. Mr. Smith said the chart on page 3 summarized items over \$250. Lower priced software, for example, were not included.
- Mrs. Chastain and Mrs. Faulenbach had asked about approval of the non-bargaining salaries and how they are presented in the current budget book. Mr. Smith said that information is given on page 5.
- Mr. Lawson asked for additional questions on DOGA and Capital.
- Mrs. McInerney asked for clarification regarding object 53200 on page 80 that shows a 272% increase. Mr. Smith said the \$20,000 is for strategic planning.
- Mrs. Faulenbach asked if the health insurance line 52810 on that page was just the amount from the actuaries. Mr. Giovannone said it includes an employee assistance program and Humana vision plan too. Actuarial projections are for a 9% increase.
- Mrs. Faulenbach said in the past there is often movement in this number in the April/May timeframe. Mr. Smith said as of July 1, 100% of staff will be on a high deductible health plan so he is hopeful we will see an adjustment in May, but it is only wishful thinking until we hear from our actuaries. Mr. Smith said the BOE makes up 2/3 of the total participants in the plan and has been very aggressive regarding cost share and high deductible plans. The Town has been less successful.
- Mrs. Faulenbach said she feels any offset or reduction, which may be given to reduce insurance costs, should be proportionate to the amount of participants in the plan.
- Mr. Schemm said he wanted it noted that of the requested 3.7% increase, 1.1% is in this line. He

said this area has big ramifications as a budget driver and the Board is always actively trying to negotiate savings here.

- Mr. Smith said medical and benefit increases are almost 2% of the requested 3.7% increase.
- Mrs. Faulenbach said the relief given last year is creating a big hole this year. The 8-10% increase that all districts are seeing just compounds that.
- Mr. Coppola asked if there is any discussion from the Town on using the Internal Service Fund (ISF) for relief this year and Mr. Lawson said he had not had any communication from the Town on this topic.
- Mr. Smith said the audit had been delayed by thirty days this year, so the amount of available funds in the ISF is not yet known.
- Mrs. Faulenbach questioned the \$19,000 increase in legal services since there was only one negotiation this year. Mr. Smith said they had done a comparison of actuals from year to year for the different contracts and this is typically needed.
- Mr. Coppola said he thought the Board had agreed to review legal representation and go out to bid. Mr. Smith said this came up last year and the Board agreed not to take action.
- Mrs. Chastain asked about the \$44,000 increase in object 53500 on page 82. Ms. Pratt said it is for increases in licensing fees. Mr. Smith noted there were some offsets in other lines.
- Mrs. Chastain asked for clarification on the security items on page 83 and Mr. Smith said this was for security hardware.
- Mrs. Chastain asked about the vehicle replacement item. Mr. Munrett said this was part of a rotation to phase out older vehicles and would purchase a Ford 350 pickup. Mrs. Chastain asked what it would replace and Mr. Munrett said the van used by the HVAC person. Mrs. Chastain asked if a truck replacement was appropriate and Mr. Munrett said it would also be used for snow removal.

- Mr. Coppola asked if the Board was going to take action on the turf fields going forward. Mr. Lawson said it had been agreed upon to add this to future discussions at Facilities and Operations Sub-Committee meetings.
- Mrs. Faulenbach said she wanted a procedural clarification regarding revenue offset in the capital line. She said it was her understanding that approval of this use by the Town is now automatic once the budget passes and asked, if that is so, is it line item driven. Mr. Smith said this had been discussed internally with the auditors and it should be of "similar intent". If the Board wishes to repurpose the funds, then they would need to do a transfer memo in public to show this. Mrs. Faulenbach said she was happy to see there is flexibility.
- Mr. Coppola asked for clarification of the loss in revenue in excess cost in relation to the ESS program. Mrs. Olson said excess cost is projected down because more students are remaining in district and because some high need students aged out of the program.
- Mr. Coppola asked about savings to the district overall. Mr. Smith said it could be over \$1,000,000 depending on factors included. He said the excess cost number is counterintuitive. It is lower as the district does not qualify for as much reimbursement, but that is because other costs have been greatly reduced. The fact that this number is down means the district is doing a good job on cost avoidance.
- Mrs. Faulenbach said she would like the budget to reflect revenues to the Town as it has in previous years. It is helpful when presenting at Town Council to remind them of what the Town gets.
- Mr. Littlefield asked what the parking permit fee was at the high school and Mr. Shugrue said it is \$150.
- Mr. Lawson asked if there were any additional questions on the budget before moving on to the motion.

- Mr. Schemm asked for clarification of the PSAT cost on page 36. Mr. Smith said of the \$41,000 total, \$5,800 was for the 8/9 PSAT.
- Mr. Coppola said the presentations were very well done and answered many questions before they could even be asked. He said he appreciated the quick response to any questions he did have. He thanked the staff for all their efforts.
- Mr. McCauley said he found the budget very easy to understand this year.
- Mr. Lawson said he commended all on the diligent attention given to the budget. He said by his count there were over 200 questions on 84 pages.
- Mr. Dahl said he wanted to make a statement about the overall budget. He said when he first saw the proposal with the requested 3.7% increase, his first thought was that there was no way that it would pass. Then he thought about the turf field project where people said that the Town should support it because the kids deserved the best field to play on to compete with other students in other towns and that it would be a great boon for the community to attract families. They said we needed to meet the needs of the kids. Mr. Dahl said the same rationale can be used here. This budget seeks to meet the needs of the students in our community. He said he believes it is another step in the right direction. Test scores are up, we have more AP classes, and increased interventions where needed. This is what we need and we should send it to the Town Council and taxpayers to cut if they don't agree.
- Mr. Lawson said he thinks Mr. Dahl echoes the sentiments of all present.
- Mrs. Faulenbach said she agrees that she would rather have conversations about what should be added, but her concern is with all the years that budgets are cut and go down at the polls. With the turf fields, taxpayer dollars were not directly affected; that is not the case here. With that said, Mrs. Faulenbach said she will support this

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|  | <p>budget and hopes that the Board will really market it, stick together, and defend it.</p> <ul style="list-style-type: none"><li>• Mr. Coppola agreed that they need to be proactive in support.</li><li>• Mr. Schemm said he appreciated the thoughtful conversations about education that took place as they deliberated over the last four nights.</li><li>• Mrs. McNerney said she was proud of the work to keep our students competitive and attract people to Town. She thanked all for their work on the budget.</li><li>• Mr. Lawson said he concurred. He appreciated the diligence shown on every page, the willingness to see other points of view and called it remarkable work.</li></ul> <p><b>Mr. Coppola moved to approve the Superintendent's proposed 2017-2018 budget in the amount of \$63,970,118, seconded by Mr. Dahl.</b></p> <ul style="list-style-type: none"><li>• Mr. Lawson noted that from this point amendment motions could be made to increase or decrease the budget.</li></ul> <p><b>Mr. McCauley moved to amend the Superintendent's proposed 2017-2018 budget by increasing it by \$130,000 for the purpose of hiring two Kindergarten teachers, one for Hill and Plain Elementary School and one for Northville Elementary School, seconded by Mr. Coppola.</b></p> <ul style="list-style-type: none"><li>• Mr. McCauley said he was really concerned with the projected ratio of 19.4 at NES and 20.1 at HPS for Kindergarten classes. He said he had done research and studies show the optimal ratio is 18:1. Other longitudinal studies show that a lower ratio creates higher achievement rates, less behavior problems, and higher college attendance. He said kindergarten is the first step in student progress where teachers catch problems. With larger numbers, that is harder to do.</li><li>• Mr. Coppola said he would support this as he too is concerned with the importance of a good</li></ul> | <p><b>Motion made to approve the Superintendent's proposed 2017-2018 budget in the amount of 63,970,118.</b></p> <p><b>Motion made and passed to amend the Superintendent's proposed 2017-2018 budget by increasing it by \$130,000 for the purpose of hiring two Kindergarten teachers, one for Hill and Plain Elementary School and one for Northville Elementary School.</b></p> |
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start. He is also concerned with late registrations that may occur in September.

- Mrs. McInerney said she agrees and has seen the benefits first hand of instructing smaller groups, especially considering the diverse educational backgrounds of students entering Kindergarten. She is also concerned about the risk of hitting the 22-1 student/teacher cap and what would have to take place if that happens.
- Mr. Lawson said he concurred. Primary grades are the foundation of education. He also worries about addressing the social/emotional issues of the students and differentiation.
- Mrs. Chastain said in a perfect world this would be a wonderful addition but everything comes with a price. The budget already adds 2 ½ support persons to this level and the budget is high. She reviewed class sizes in towns around us and ours are lower than most.
- Mrs. Faulenbach said this budget already has a \$1,000,000 increase that is out of the Board's control. She is not looking to add anything else without offsets. Other DRG numbers are comparable. She doesn't think we can afford the addition at this time but is open to revisiting it should things change.
- Mr. Littlefield said he contemplated this addition too but thinks the likelihood of passing the budget as it sits at 3.7% is very unlikely. He thinks cuts are already needed.

**The motion passed 6-3.**

**Aye: Mr. Coppola, Mr. Dahl, , Mr. Lawson,  
Mr. McCauley, Mrs. McInerney, Mr. Schemm**

**No: Mrs. Chastain, Mrs. Faulenbach,  
Mr. Littlefield**

**Mrs. Faulenbach moved to amend the Superintendent's proposed 2017-2018 budget by decreasing \$107,700 from the Capital account, seconded by Mrs. Chastain.**

**Motion made and passed to amend the Superintendent's proposed 2017-2018 budget by decreasing \$107,700 from the Capital account.**

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| <ul style="list-style-type: none"><li>• Mrs. Faulenbach said she appreciated the importance of having capital in the budget but this budget is addressing areas developed over time including the insurance hole. This decrease would help reduce the budget but still leave capital in the budget if not all line items.</li></ul> <p><b>The motion passed 5-3-1.</b></p> <p><b>Aye: Mrs. Chastain, Mr. Coppola,<br/>Mrs. Faulenbach, Mr. Littlefield, Mr. McCauley</b></p> <p><b>No: Mr. Lawson, Mrs. McInerney, Mr. Schemm</b></p> <p><b>Abstain: Mr. Dahl</b></p> <p><b>Mrs. Chastain moved to amend the Superintendent's proposed 2017-2018 budget by decreasing \$150,000 from supply lines across the board, seconded by Mrs. Faulenbach.</b></p> <ul style="list-style-type: none"><li>• Mrs. Chastain said the numbers were a little higher than in the past and not as equitable. She thinks the budget is too high to pass and this would not have a huge impact on students. She thinks we can get by closer to this year's rates.</li><li>• Mr. Coppola asked if one line would take a big hit under this proposal and Mrs. Chastain said SMS would lose \$50,000. Mr. Coppola asked if Mrs. Chastain would consider less to alleviate the hit to SMS. Mrs. Chastain said she would consider changing the amount to \$125,000 reducing the SMS cut to \$25,000.</li></ul> <p><b>Motion and second were withdrawn.</b></p> <p><b>Mrs. Chastain moved to amend the Superintendent's proposed 2017-2018 budget by decreasing \$125,000 from supply lines across the board, seconded by Mr. Coppola.</b></p> <ul style="list-style-type: none"><li>• Mr. Schemm asked if allocation rates were by school and enrollment and Mr. Smith said there was a formula.</li></ul> | <p><b>Motion made to amend the Superintendent's proposed 2017-2018 budget by decreasing \$150,000 from supply lines across the board.</b></p> <p><b>Motion and second withdrawn.</b></p> <p><b>Motion made and passed to amend the Superintendent's proposed 2017-2018 budget by decreasing \$125,000 from supply lines across the board.</b></p> |
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- Mrs. Faulenbach asked if it was fair to say there could be movement in line items and Mr. Lawson said adjustments could be made later.

**The motion passed 6-2-1.**

**Aye: Mrs. Chastain, Mr. Coppola,  
Mrs. Faulenbach, Mr. Littlefield,  
Mrs. McInerney, Mr. Schemm**

**No: Mr. Lawson, Mr. McCauley**

**Abstain: Mr. Dahl**

- Mrs. Faulenbach asked if there were placeholders for salary that could be revisited. Mr. Smith said they did not budget contingency positions but there have been a few retirements in the last month or so.

**Mrs. Faulenbach moved to amend the Superintendent's proposed 2017-2018 budget by decreasing \$50,000 from the salary control line, seconded by Mr. Coppola.**

- Mrs. Faulenbach said she was not identifying any particular position here but basing the savings on possible new hires.
- Mr. Lawson said administrators had given much thought and time to these numbers and he was not a big risk taker with personnel. As such he wants to stay with the number presented.
- Mr. Schemm said he is also risk adverse and with the advent of Munis this number is much tighter tracked than previously. He also said that if we want to continue to move forward as a district and attract, recruit and retain the best candidates then this number will not go down.
- Mrs. Faulenbach said she appreciated that but was trying to look for savings and historically there have been savings available in this line.
- Mr. Smith said he would prefer to take risk here to protect programs.

**Motion made and passed to amend the Superintendent's proposed 2017-2018 budget by decreasing \$50,000 from the salary control line.**



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|                  | <p><b>The motion passed 5-4.</b></p> <p><b>Aye: Mrs. Chastain, Mr. Coppola, Mr. Dahl, Mrs. Faulenbach, Mr. Littlefield</b></p> <p><b>No: Mr. Lawson, Mr. McCauley, Mrs. McInerney, Mr. Schemm</b></p> <p><b>Mr. McCauley moved to approve the Superintendent's proposed 2017-2018 budget as amended in the amount of \$63,817,418, seconded by Mr. Coppola.</b></p> <p><b>The motion passed unanimously.</b></p> | <p><b>Motion made and passed unanimously to approve the Superintendent's proposed 2017-2018 budget as amended in the amount of \$63,817,418.</b></p> |
| <p><b>4.</b></p> | <p><b>Adjourn</b></p> <p><b>Mr. Coppola moved to adjourn the meeting at 8:40 p.m., seconded by Mr. Dahl and passed unanimously.</b></p>  | <p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 8:40 p.m.</b></p>   |

Respectfully submitted:



Tammy McInerney  
 Secretary  
 New Milford Board of Education

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education  
Sarah Noble Intermediate School  
New Milford, Connecticut  
February 14, 2017  
\*\*as of February 10, 2017

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

1. **Dr. Susan Guertin**, Elementary Teacher, Sarah Noble Intermediate School

Move that the Board of Education approve the resignation, due to retirement, of **Dr. Susan Guertin** as Elementary Teacher at Sarah Noble Intermediate School effective June 30, 2017.

Retirement

2. **Mr. Robert Keck**, Music Teacher, New Milford High School

Move that the Board of Education approve the resignation, due to retirement, of **Mr. Robert Keck** as Music Teacher at New Milford High School effective June 30, 2017.

Retirement

b. NON-RENEWALS

1. None

2. CERTIFIED STAFF

b. APPOINTMENTS

1. **Mrs. Catherine Shea**, Part-time (.50) School Counselor, Schaghticoke Middle School

Move that the Board of Education appoint **Mrs. Catherine Shea** as Part-time (.50) School Counselor at Schaghticoke Middle School effective February 22, 2017.

2016-2017 Salary – \$29,396 (Step 6F - \$58,791 x .50 FTE), pro-rated to start date

*Education History:*

BS: University of Dayton  
Major: Adolescent to Young Adult Education  
MS: Long Island University  
Major: School Counseling

*Work Experience:*

7 yrs. New Hampshire

Replacing: G. Scala

3. NON-CERTIFIED STAFF

a. RESIGNATIONS

1. None

**4. NON-CERTIFIED STAFF**

**b. APPOINTMENTS**

- 1. Ms. Nicole LaMonica**, Paraeducator, Schaghticoke Middle School

Move that the Board of Education appoint **Ms. Nicole LaMonica** as Paraeducator at Schaghticoke Middle School effective February 15, 2017.

\$13.40 per hour - Hire Rate  
\$14.81 per hour – Job Rate  
(after completion of probationary period)

Replacing: L. Bauso

**5. ADULT EDUCATION STAFF**

**a. RESIGNATIONS**

- 1. None**

**6. ADULT EDUCATION STAFF**

**b. APPOINTMENTS**

- 1. None**

**7. BAND STAFF**

**a. RESIGNATIONS**

- 1. None**

**8. BAND STAFF**

**b. APPOINTMENTS**

- 1. None**

**9. COACHING STAFF**

**a. RESIGNATIONS**

- 1. None**

**10. COACHING STAFF**

**b. APPOINTMENTS**

- \*\*Mr. Greg LaCava**, Varsity Girls' Lacrosse Coach, New Milford High School

Move that the Board of Education appoint **Mr. Greg LaCava** as Varsity Girls' Lacrosse Coach at New Milford High School effective February 15, 2017.

2016-17 Stipend: \$4626

- \*\*Ms. Kelly Santoianni**, JV Girls' Lacrosse Coach, New Milford High School

Move that the Board of Education appoint **Ms. Kelly Santoianni** as JV Girls' Lacrosse Coach at New Milford High School effective February 15, 2017 pending coaching permit.

2016-17 Stipend: \$3008

**11. LEAVES OF ABSENCE**

- 1. None**

**10.           DISCUSSION AND POSSIBLE ACTION**

**THE FOLLOWING ITEMS CAN BE FOUND ON THE  
OPERATIONS WEB PAGE UNDER FEBRUARY 7, 2017**

- B. Monthly Reports
  - 1. Budget Position dated 1/31/17
  - 2. Purchase Resolution: D-695
  - 3. Request for Budget Transfers
- C. Gifts & Donations
  - 1. PTO – Exhibit B

**11.           ITEMS FOR INFORMATION AND DISCUSSION**

**THE FOLLOWING ITEMS CAN BE FOUND ON THE  
OPERATIONS WEB PAGE UNDER FEBRUARY 7, 2017**

- C. 1. Important Dates New Milford Public Schools 2017-2018



**NEW MILFORD PUBLIC SCHOOLS**  
**Office of the Assistant Superintendent**

50 East Street  
New Milford, Connecticut 06776  
(860) 354-3235 FAX (860) 210-2643

TO: Joshua Smith, Superintendent  
FROM: Ms. Alisha DiCorpo, Assistant Superintendent (AD)  
DATE: February 8, 2017  
RE: Textbook Approval –Grades 9-12

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The textbook listed below has been on review by the Board of Education. I ask that you recommend adoption of this book by the Board at the February meeting.

**Human Geography: Landscapes of Human Activities:** by Mark D. Bielland  
(McGraw Hill) Grades 9-12

The design of this book is appropriate for the fundamental study of geography. Focus areas are approached with in-depth analysis including relevant current events as examples. It is suitable for 21<sup>st</sup> Century learning. The topics include spatial interaction, urbanization, cultural geography and population trends. The College Board recommends this book, topics align with the AP exam, and layout of the book is beneficial for student use. Readability is appropriate for grades 9-12. This textbook also has comprehensive summary and review sections.

Cost of Book: \$166.25  
Number of Copies Needed: 25  
Total: \$4131.25



## TOWN OF NEW MILFORD

Roger Sherman Town Hall  
10 Main Street  
New Milford, Connecticut 06776  
Telephone 860-355-6010 • Fax 860-355-6002  
Office of the Mayor  
David R. Gronbach



January 25, 2017

To the Board of Education:

I am writing regarding this year's BOE budget. In the past year we have faced unprecedented challenges in the loss of funding from the State, while education costs continue to increase. Last month we were informed that New Milford would lose \$174,000 in revenue. I expect additional cuts in the coming months that will affect the budget you are deliberating.

However, we also have an unprecedented opportunity to offset the increasing costs and reduced State funding. That opportunity lies in the East Street Building and the BOE transition to Pettibone. You have estimated a \$250,000 budget to effectuate the move. The BOE Capital Account contains in excess of \$900,000. The work to be performed at Pettibone is clearly a capital expense. By funding your own work, you would allow the equity from the sale of the East Street property to not only repay the \$250,000, it would also allow an infusion of money into your capital account.

Ordinarily, the capital account is funded by the surplus BOE realizes from the year before. Last year it was \$230,000. The proceeds from the sale of East Street could fund your capital account for years, allowing the yearly surplus to be applied to reduce your budget increases.

Last year's \$230,000 surplus was deposited into your capital account. When your budget failed to pass, your operating budget was cut by \$310,000. Rather than risk budget defeats and additional cuts, you have an opportunity to maintain your capital funding while applying your surplus to tax relief.

In addition, by authorizing the disbursement from your capital account to pay for your move to Pettibone, you will maintain control over the work to be performed and ensure it meets your unique needs.

I know there are some that still argue you should stay at East Street. In a prior letter, I discussed the history of the building's ADA violations and the work needed to rehabilitate it, estimated by the BOE in 2007 at **\$8,051,919**. Instead of millions of dollars in renovation costs to a building that is ill-suited for government functions, we have an opportunity to transition the BOE into the former Pettibone School.

In addition, I did not see a budgetary item to satisfy the teacher's union grievance that was rendered against the BOE. The August 21, 2015 grievance was the subject of an arbitration award dated July 7, 2016. The award required the BOE to pay teachers their hourly prorated per diem rate of pay for the 20 hours they were required to work beyond their scheduled work day.

My understanding is that the monetary value of the award is approximately \$375,000 and that a subsequent grievance has been filed for this year. Rather than battling our teachers, you have an opportunity to satisfy the award, NOT with tax payer raised funds, but with funds from the sale of East Street. Given the potential exposure to taxpayers and this alternate source of funding, this opportunity should be explored.

I urge you to use the funds you have to move into Pettibone, fund your capital needs for years to come with the sale of East Street, satisfy the teacher arbitration award, and provide tax relief to our tax payers. This will fulfill the promise that the closing of Pettibone never realized. I know it is "not the way we have done things", but we have a duty to the people that elected us to seize opportunities, act, and to innovate.

Thank you for your continuing efforts.

Mayor David Gronbach

Memorandum of Understanding  
The New Milford Board of Education Occupancy of a portion of the  
Former John Pettibone School Building

resses:

Lillis Administration Building  
50 East Street  
New Milford, CT 06776

John Pettibone School Building  
2 Pickett District Road  
New Milford, CT 06776

DRAFT

**Ownership.** The Town of New Milford (the "Town") is the owner of certain real estate and improvements known as John Pettibone School ("JPS") located at 2 Pickett District Road New Milford, Connecticut (the "Property").

**Occupancy.** The New Milford Board of Education (the "BOE") proposes to occupy approx. **15,100 square feet** of the former school building for use by the BOE as the New Milford Public Schools Central Administrative and Operations Offices.

BOE shall have the right to occupy the property for a term of 25 years, renewable annually thereafter. (the "Term"). The Term shall begin effective as of July 1, 2017 (contingent on terms of occupancy) (the "Commencement Date") and expire on June 30, 2042. Each year beginning on the Commencement Date, or an anniversary thereof. The Board of Education shall have the right of first refusal thereafter.

**Interior Maintenance:** To be maintained by the BOE to include regular maintenance, upkeep and general improvements with the exception of major structural issues.

**Maintenance of Property Exterior and Capital Improvements:** All exterior maintenance, snow removal, grounds keeping, storm damage, structural projects and site maintenance are the responsibility of the Town of New Milford.

**All moving costs and arrangements will be the responsibility of the Town.**

**Miscellaneous.** This MOU is subject to approval by the New Milford legislative body and BOE.



In addition to the terms and conditions the following stipulations apply:

BOE Facility Manager will be responsible for the oversight of the renovation work.

The Town Planner may assist BOE's Facility Manager to coordinate the renovation work.

Approval by the BOE upon advice of the Superintendent must be granted prior to occupancy, not to be unreasonably withheld.

Security costs and system installation will be the responsibility of the BOE.

Upon completion of the Board of Education's move from 50 East Street to JPS, the Board will turn over the 50 East Street property to the Town, assuming prior authorization by the Board of Education.

The \$250,000 estimated renovation budget and any additional renovation costs will be paid from the BOE Capital Reserve Account. Upon the sale of the East Street Building, the renovation expenditures will be reimbursed to the BOE Capital Reserve Account from the proceeds of the sale of the East Street Building.

The balance of the proceeds from the sale of East Street, after all costs and expenses, will be placed in the Board of Education's Capital Reserve Account. BOE yearly surpluses will then be applied to the General Fund to offer tax relief for budgetary increases, until the aggregate BOE surplus revenue exceeds the revenue deposited from the sale.

For example, if \$1,000,000 in proceeds from the East Street sale is deposited into the BOE Capital Reserve Account, BOE surplus funds will not be used to fund the BOE Capital Reserve Account until \$1,000,000 in surplus funds have been deposited into the Town general fund. The surplus funds will help to mitigate BOE yearly budget increases.

Any Arbitration Award or settlement could also be paid for from the proceeds of the sale of East Street.

All terms outlined in the Memorandum of Understanding between the Board of Education and the Town of New Milford are subject to the BOE and/or Town obtaining any required permits/approvals to complete the project.

This memorandum shall be recorded in the Town's land records so as to alert a title searcher of this encumbrance.

\_\_\_\_\_  
David Gronbach, Mayor  
Town of New Milford, CT

\_\_\_\_\_  
Date

\_\_\_\_\_  
David A. Lawson, Chairperson  
New Milford Board of Education

\_\_\_\_\_  
Date

## APPROVED FIELD TRIPS February 2017

| <u>School</u> | <u>Grade/Dept.</u> | <u>Trip Date</u>  | <u>Day(s) of the Week</u> | <u># of Students</u> | <u># of Adults</u> | <u>Destination</u>   | <u>Subs</u> | <u>Student Cost</u>             |
|---------------|--------------------|-------------------|---------------------------|----------------------|--------------------|--|-------------|---------------------------------|
| SNIS          | 3-5                | 2/16/2017         | Thursday                  | 30                   | 1                  | String Fest NMHS   | 0           | 0.00                            |
| NMHS          | 9-12               | 2/22/2017         | Wednesday                 | 10                   | 1                  | Horace Greeley HS, Chappaqua: Team Waramaug                  | 0           | \$0.00                          |
| HPS           | K-2                | 2/27/2017         | Monday                    | 115                  | 18                 | The Warner Theater: Magic Tree House : Pirates Past Noon     | 0           | 0.00 ( \$2083 BOE FT Fund )     |
| NMHS          | 11                 | 03-09-2017        | Thursday                  | 47                   | 3                  | Mark Twain House Hartford                                    | 1           | \$25.00                         |
| NMHS          | 9-12               | 3/17/2017         | Friday                    | 75                   | 5                  | UCONN: True Colors Conference                                | 0           | 40.00                           |
| NMHS          | 12                 | 3/22/2017         | Wednesday                 | 50                   | 5                  | Belasco Theatre/Planet Hollywood                             | 4           | \$82.00                         |
| SMS           | 6-8                | 3/24/2017         | Friday                    | 24                   | 4                  | Wethersfield HS, Northern Regional Music Fest                | 2           | 0.00                            |
| SMS           | 6-8                | 3/25/2017         | Saturday                  | 24                   | 4                  | Wethersfield HS, Northern Regional Music Fest                | 0           | 0.00                            |
| NMHS          | 9-12               | 3/27/2017         | Monday                    | 20                   | 2                  | Radisson Hotel/FBLA Leadership Conference                    | 2           | 55.00                           |
| NMHS          | 9-12               | 3/31/2017         | Friday                    | 20                   | 2                  | Springfield Marriott Conv. Center: Key Club Leadership Conf. | 0           | \$160.00                        |
| SNIS          | 4                  | 5/16/2017         | Tuesday                   | 155                  | 84                 | Bronx Zoo  | 0           | \$24.00(\$2083 BOE/\$2495 PTO)  |
| SNIS          | 4                  | 5/23/2017         | Tuesday                   | 155                  | 84                 | Bronx Zoo  | 0           | \$24.00 (\$2083 BOE/\$2495 PTO) |
| HPS           | 1                  | 5/25/2017         | Thursday                  | 120                  | 14                 | The Children's Museum  | 1           | \$0.00 (\$2083 BOE FT Fund)     |
| NES           | 1                  | 5/30/2017         | Tuesday                   | 131                  | 13                 | Warner Theater "Pete the Cat"                                | 0           | \$0.00 (\$2083 BOE FT Fund)     |
| NMHS          | 9-12               | 1//2017           | Saturday                  | 10                   | 1                  | Horace Greeley HS, Chappaqua: Team Waramaug                  | 0           | \$0.00                          |
| NMHS          | 9-12               | 4/25-4/30/2017    | Tues-Sunday               | 10                   | 2                  | Anaheim Convention Center, CA (DECA Natl. Conference)        | 0           | \$1,282.00                      |
| NMHS          | 9-12               | April 16-20, 2018 | one week                  | TBD                  | TBD                | Peru   | 2           | TBD                             |



**NEW MILFORD PUBLIC SCHOOLS**  
**Office of the Assistant Superintendent**

50 East Street  
New Milford, Connecticut 06776  
(860) 354-3235 FAX (860) 210-2643

TO: Joshua Smith, Superintendent  
FROM: Ms. Alisha DiCorpo, Assistant Superintendent (Ab)  
DATE: February 8, 2017  
RE: Textbook Preview --11-12, and 12

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The textbooks listed below will be brought before the Board of Education for adoption at the next Board of Education meeting. Board members may review this book, which will be located in the Assistant Superintendent's office, between the hours of 8:00 a.m. and 4:00 p.m.

**Environment: The Science Behind the Stories:** by Jay H. Withgott and Mathew Laposata (Pearson) - Grades 11-12

AP Environmental Science is a new course being offered in the fall of 2017. This textbook would be used as the primary reference source for the course. It describes and elaborates on the main content areas of the course as well as provides real world case studies as examples of course concepts.

Cost of Book: \$146.55

Number of Copies Needed: 24

Total: \$3780.99

**Calculus:** by Finney, Demana, Walts, and Kennedy (Pearson) Grade 12

This book is written specifically for high school students and aligned to the guidelines of the AP AB/BC exam. The new edition focuses on providing enhanced student and teacher support. This book has significant problem sets for student practice as well as good explanations and visuals to support the explanation of content. The online resources, including a free six year subscription to online textbooks for student access, help to complement the learning experience for the student.

Cost of Book: \$145.00

Number of Copies Needed: 86

Total: \$12470.00

**New Milford Board of Education  
 Facilities Sub-Committee Special Meeting Minutes  
 February 7, 2017  
 Sarah Noble Intermediate School – Library Media Center**

**Present:** Mr. Brian McCauley, Chairperson  
 Mrs. Angela C. Chastain  
 Mr. Robert Coppola  
 Mr. Bill Dahl

**Also Present:** Mr. Joshua Smith, Superintendent  
 Ms. Alisha DiCorpo, Assistant Superintendent  
 Mr. Anthony Giovannone, Director of Fiscal Services and Operations  
 Mr. Kevin Munrett, Facilities Manager  
 Mr. Nestor Aparicio, Assistant Facilities Manager  
 Ms. Ellamae Baldelli, Director of Human Resources

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| <p><b>1.</b></p> | <p><b>Call to Order</b></p> <p>The special meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:45 p.m. by Mr. McCauley.</p>   | <p><b>Call to Order</b></p>  |
| <p><b>2.</b></p> | <p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>• Joseph Failla said he was on the Turf Field Committee and said he was very pleased with the success of the project which came in under budget. Now that the fields have been turned over to the schools, he agrees that it is time to set up a new committee to oversee upkeep and replacement down the road. He would like to see the fees being collected for use put into a special account so as to avoid stress to the taxpayer when replacement is due.</li> <li>• Doug Skelly said he was on both turf field committees and agrees that work should be done now to set up a committee and funding for field and lighting replacement when they are needed. He said the project came in under budget and suggested the \$338,000 left be put in a special account for that purpose. He said he would also like to see the BOE consider a \$50,000 annual allocation to the fund going forward. He said he would be willing to serve on a committee if asked.</li> <li>• Greg Mullen agreed that annual funding for the</li> </ul> | <p><b>Public Comment</b></p> |

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|           | turf fields should be worked out now. He said he is in favor of using the leftover funds for this purpose.  |  |
| <b>3.</b> | <b>Discussion and Possible Action</b>   | <b>Discussion and Possible Action</b>            |
| <b>A.</b> | <b>Use of Buildings: Fee Structure Review</b>   | <b>A. Use of Buildings: Fee Structure Review</b> |
|           | <ul style="list-style-type: none"> <li>• Mr. Munrett said he reached out to adjacent districts for a comparison of fees. New Milford is competitive so he is not proposing any structural changes. He suggested adding the turf field fee structure to the existing document so all fees could be viewed in one place instead of users having to go to the turf field manual for that information as it is now.</li> <li>• Mrs. Chastain asked if the fee structure is the same for both fields and Mr. Munrett said it is.</li> <li>• Sub-committee members agreed they would like to see one document created that details all fees and that no motion was required to make this happen. Mr. Munrett said he would work on the revision.</li> </ul>   |  |
| <b>B.</b> | <b>Turf Field Replacement Plan</b>  | <b>B. Turf Field Replacement Plan</b>            |
|           | <ul style="list-style-type: none"> <li>• Mr. Munrett said they have been collecting fees for use for the one season so far and setting them aside.</li> <li>• Mr. Coppola agreed with the need to fund for replacement and asked if the Board could set up an account to carry funds over for this purpose.</li> <li>• Mr. Smith said the Board cannot carry funds over from year to year. If it is more than one year, the account must be maintained by the Town. He suggested an account could be set up similar to capital reserve where the Board makes a request to the Town Council and Board of Finance that funds collected be deposited for future use for specific projects, in this case turf field maintenance and replacement.</li> </ul> |  |

- Mr. Coppola asked about using the money that was left over from the project and Mr. Smith said the Town Finance Director would have to speak to that.
- Mrs. Chastain asked how much revenue had been generated so far and Mr. Munrett said \$1500 for the one season.
- Mrs. Chastain said replacement would have to include the track too which has an 8 to 10 year lifespan.

Mrs. Chastain moved to bring a request to the full Board for discussion and possible action that the Chair draft a memo to the Town requesting set up of an account for turf field replacement and that remaining funds from the project be put in the account as seed money.

Motion seconded by Mr. Coppola.

Motion passed unanimously.

- Mr. Dahl said he had concerns about the funding mechanism going forward and was hesitant to put money in the annual operating budget for this purpose as had been suggested. He did not want to create a scenario where funding the turf fields resulted in cuts to programs should the budget need to be adjusted to pass at referendum.
- Mrs. Chastain said she agreed replacement costs should not be on the backs of taxpayers and encouraged use of advertising, donor naming of fields, banners, tournament fees etc. as alternative funding sources. She was in favor of setting up a committee to try to expand on these ideas.
- Mr. Coppola agreed that funding should not be part of the budget and encouraged creation of a committee that includes members from the Town and BOE working under the Town umbrella since the funding mechanism ultimately will be there.

**Motion made and passed unanimously to bring a request to the full Board for discussion and possible action that the Chair draft a memo to the Town requesting set up of an account for turf field replacement and that remaining funds from the project be put in the account as seed money.**

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| <p><b>4.</b></p> <p><b>A.</b></p> <p><b>B.</b></p> | <p><b>Items of Information</b></p> <p><b>Winter Maintenance Update</b></p> <ul style="list-style-type: none"> <li>Mr. Munrett said he had completed a work order analysis and of 1300 submitted so far this year only 130 were outstanding. He commended the department staff for their diligence. They are in the process of creating RFPs for spring and summer projects and awaiting the next snowfall.</li> </ul> <p><b>Solar Update</b></p> <ul style="list-style-type: none"> <li>Mr. Munrett said the Town had done an RFP in the fall for solar projects that included the schools. The Town has bid documents and is in the discussion phase of proposal analysis.</li> <li>Mr. Coppola asked if this was a Town project with Mr. Munrett consulting and Mr. Munrett said the Town is keeping him in the loop.</li> <li>Mr. Coppola asked where the solar projects are going and Mr. Munrett said he did not know that yet.</li> <li>Mrs. Chastain asked if the Board would have to approve any projects for the schools since they are stewards of the buildings and Mr. Smith said he thought it was dependent on the impact to the schools in regard to the bid documents.</li> <li>Mr. Coppola asked if this project was separate from the Candlewood Lake project and Mr. Munrett said it is.</li> </ul> | <p><b>Items of Information</b></p> <p><b>A. Winter Maintenance Update</b></p> <p><b>B. Solar Update</b></p> |
| <p><b>5.</b></p>                                   | <p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>Pete Bass said he was Chair of the Turf Field Committee and agreed that there should be a system created to handle replacement costs and funds from rentals. He said he would ask the Mayor and Town Council to create a joint group to work for a solution.</li> </ul>  | <p><b>Public Comment</b></p>  |

**New Milford Board of Education  
Facilities Sub-Committee Special Meeting Minutes  
February 7, 2017  
Sarah Noble Intermediate School – Library Media Center**

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| <b>6.</b> | <b>Adjourn</b><br><br>Mr. Coppola moved to adjourn the meeting at 7:12 p.m., seconded by Mrs. Chastain and passed unanimously. | <b>Adjourn</b><br><br><b>Motion made and passed unanimously to adjourn the meeting at 7:12 p.m.</b> |
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Respectfully submitted:



Brian McCauley, Chairperson  
Facilities Sub-Committee



**New Milford Board of Education  
 Operations Sub-Committee Special Meeting Minutes  
 February 7, 2017  
 Sarah Noble Intermediate School – Library Media Center**

Present: Mrs. Wendy Faulenbach, Chairperson  
 Mrs. Angela C. Chastain  
 Mr. Robert Coppola  
 Mr. Brian McCauley

Also Present: Mr. Joshua Smith, Superintendent  
 Ms. Alisha DiCorpo, Assistant Superintendent  
 Ms. Ellamae Baldelli, Director of Human Resources  
 Mr. Anthony Giovannone, Director of Fiscal Services and Operations  
 Mrs. Laura Olson, Director of Pupil Personnel and Special Services  
 Mr. Kevin Munrett, Facilities Manager  
 Mr. Nestor Aparicio, Assistant Facilities Manager

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| 1. | <p><b>Call to Order</b><br/>         The special meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:30 p.m. by Mrs. Faulenbach.</p>  | <p><b>Call to Order</b></p>  |
| 2. | <p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said she wanted to review a few procedural rules. She said the goal was to keep speakers in public comment to three minutes so that all who wished to would have a chance to speak. The procedure is that the Board listens to public comment without responding. She said there would be an opportunity for public comment at the end of the meeting as well.</li> <li>• Peter Mullen said he would like to speak to item 3F. He said the only building in Town not ADA compliant is East Street. An evaluation was done years ago regarding making it accessible and the cost was very high. He said it is past time for the Board to move out and meet federal regulations in this area. He encouraged them to do so with expediency.</li> <li>• Greg Mullen said he has been to several past meetings, has read minutes and watched video and he said the common thread he has seen from the Board is that they like the idea of the</li> </ul> | <p><b>Public Comment</b></p> |

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|                                   | <p>community center but are concerned with the cost to the taxpayer and focusing on their primary responsibility to students. He said the Mayor said more than once that he would not ask the Board to spend Board funds to move and that the Town side would pay. Mr. Mullen said he has concerns with costs and lack of input and asked for cost comparisons to establish the proper cost of both buildings.</p> <ul style="list-style-type: none"> <li>• Frank Short said there is an old saying “fool me once” and that is what the Mayor is doing to taxpayers and the BOE by constantly changing cost figures, asking the BOE to pay for their move and providing everchanging information. He asked that a hold be put on the process until an independent architect can do a full cost analysis.</li> <li>• Michael Barnes questioned the hidden costs and said previous studies have shown a high cost for renovation. He said the BOE has shown careful consideration with any use of capital reserve over the last 20 years through studies and cost analysis of any project. He is concerned with possible state budget cuts. He said this project needs so many things to fall in place for it to go forward that he sees enormous risk with little reward. He quoted the mission of the New Milford Public Schools and asked how spending capital reserve to move administrative offices supports it.</li> <li>• Joseph DiGregorio said he was concerned with the proposed funding of the project as referenced by the MOU. He said the sale of East Street must be approved by Town vote. If the sale is approved any funds to be used must be budgeted or approved as a supplemental appropriation. He doesn’t understand the plan to use funds in light of these facts.</li> </ul> |  |
| <p><b>3.</b></p> <p><b>A.</b></p> | <p><b>Discussion and Possible Action</b></p> <p><b>Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</b></p>   | <p><b>Discussion and Possible Action</b></p> <p><b>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and</b></p> |

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|  | <ul style="list-style-type: none"> <li>• Mr. Coppola said he was sad to see the retirement of two long time staff members on the Exhibit, Mrs. Guertin at the elementary level and Mr. Keck at the high school. He said they were valued educators and wished them well. He encouraged everyone to go see the all school musical this year that will be Mr. Keck's last one.</li> <li>• Ms. Baldelli said she would have a revised Exhibit A for Friday.</li> </ul> <p>Mr. Coppola moved to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position dated 1/31/17</b></li> <li><b>2. Purchase Resolution D-695</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <ul style="list-style-type: none"> <li>• Mr. Giovannone said the electricity line 56220 available balance reflected a rebate check added for energy efficiency of the high school chiller.</li> <li>• Mrs. Faulenbach asked about revenue and Mr. Giovannone said excess cost was late this year and is expected at the end of the month. Gate revenue and parking fees had been added.</li> <li>• Mr. Coppola asked why line 56460 workbooks still had a balance as the year was more than half way done and Ms. DiCorpo said there was some savings in the Math program so that line might not be fully expended.</li> <li>• Mr. McCauley asked about the charge for Wellspring on the purchase resolution. Mrs. Olson said that was for an out of district placement.</li> <li>• Mr. McCauley asked if IEP Direct costs had increased since Frontline took over and Mrs.</li> </ul> | <p><b>Leaves of Absence</b></p> <p><b>Motion made and passed unanimously to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</b></p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position dated 1/31/17</b></li> <li><b>2. Purchase Resolution D-695</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> |
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|  | <p>Olson said no, it was budgeted based on the contract.</p> <ul style="list-style-type: none"> <li>• Mr. Coppola asked if the University of Bridgeport was for an intern used as a permanent substitute and Mr. Smith said yes at SNIS. Mr. Coppola said this year's New Milford Teacher of the Year started in this program.</li> <li>• Mr. Coppola said he was pleased to see that the budget transfers were within department lines.</li> </ul> <p>Mr. McCauley moved to bring the monthly reports: Budget Position dated 1/31/17, Purchase Resolution D-695 and Request for Budget Transfers to the full Board for approval.</p> <p>Motion seconded by Mr. Coppola.</p> <p>Motion passed unanimously.</p> <p><b>C. Gifts &amp; Donations</b><br/> <b>1. PTO — Exhibit B</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola thanked the PTO on behalf of the Board for their support of special programs, field trips etc. that totals almost \$18,000 this month alone.</li> <li>• Mrs. Faulenbach said it was astounding community support.</li> <li>• Mr. Smith said there would be a revision to this Exhibit on Friday. The Bronx Zoo trip will be subsidized with district funds.</li> </ul> <p>Mrs. Chastain moved to bring Gifts &amp; Donations: PTO – Exhibit B to the full Board for approval.</p> <p>Motion seconded by Mr. Coppola.</p> <p>Motion passed unanimously.</p> <p><b>D. Paraeducator Substitute Rate</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith said this had been discussed at the December Operations meeting where it was</li> </ul> | <p><b>Motion made and passed unanimously to bring the monthly reports: Budget Position dated 1/31/17, Purchase Resolution D-695, and Request for Budget Transfers to the full Board for approval.</b></p> <p><b>C. Gifts &amp; Donations</b><br/> <b>1. PTO — Exhibit B</b></p> <p><b>Motion made and passed unanimously to bring Gifts &amp; Donations: PTO – Exhibit B to the full Board for approval.</b></p> <p><b>D. Paraeducator Substitute Rate</b></p> |
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|  | <p>agreed to revisit the topic in February. In December the rate was changed to \$10.10 to reflect new minimum wage. They discussed ramifications to increasing that amount to \$11.00 or \$12.00. These increases were not included in next year's budget. The Board is also considering outsourcing para and teacher substitutes. It is his recommendation to hold steady at the \$10.10 for now until a decision is made on outsourcing to see what impact that might have on fill rates.</p> <ul style="list-style-type: none"> <li>• Mr. McCauley said he thought that the Board should consider raising this rate beyond minimum wage, as it is a thankless job and deserves more.</li> <li>• Mrs. Chastain agreed but is comfortable with waiting for more information.</li> </ul> <p><b>E. Certified Substitute Coverage</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith said they have provided updated fill rates here. Regarding possible services, they have reviewed proposals and checked references and plan to make a recommendation next month on a specific vendor for service.</li> </ul> <p><b>F. Mayor's Request: JPS and East Street</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach invited Mayor Gronbach, as an ex officio member, to join the sub-committee at the table for discussion.</li> <li>• Mayor Gronbach referenced his request and said he was here to answer questions.</li> <li>• Mr. Coppola said he thought the Mayor's request came late in the game for discussion as the budget process was already completed by the Board to comply with the charter request to have the budget to the Town by February.</li> <li>• Mayor Gronbach said the \$250,000 he is talking about is outside of budget, in capital reserve.</li> <li>• Mr. Coppola said when the Mayor and Board started discussion back in September about</li> </ul> | <p><b>E. Certified Substitute Coverage</b></p> <p><b>F. Mayor's Request: JPS and East Street</b></p> |
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moving offices to JPS the Mayor was very clear that funding was not the Board's responsibility and they continued to believe that based on conversations in the months going forward. The proposed MOU that they came up with together stated no funding from BOE accounts. Then the Mayor came to the last night of budget hearings before adoption to request funds. Mr. Coppola said he is not comfortable with the change.

- Mayor Gronbach said it was Mr. Coppola's idea to move Board offices to JPS, not his. He said the window of opportunity for funding had closed while he waited for the Board to agree to the sale of East Street. He said capital reserve is not an education fund but for capital projects of which JPS is one. It is an appropriate use and would allow the BOE to vacate East Street so it can be sold. Funds would be replenished from the sale and all proceeds put in BOE accounts for future use to avoid burden to the taxpayer. The Mayor said the money has to come from somewhere. He said he initially looked at the Waste Management fund as a fall back when other accounts are not available but now there is a source: capital reserve.
- Mrs. Faulenbach said she appreciated the Mayor's presence as this is the first opportunity for a sit down. She said she had to be honest and say she was not a fan of the process so far. She has several questions and wanted to start with the financial component. The Board authorized the Chair to sign a MOU with the Town on December 13, 2016. Mrs. Faulenbach asked what the status of that agreement was.
- Mayor Gronbach said he has a revision to set forth a new proposal that he will share tonight. It clarifies that initial funding will come for BOE accounts.
- Mrs. Faulenbach said any revision will require a formal motion from the Board as the previous one did.
- Mrs. Faulenbach said the Mayor has stated that

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|  | <p>the East Street sale proceeds will replenish the capital reserve for years to come. She said the sale price has been estimated at \$1.4 million and asked if there had been any offers.</p> <ul style="list-style-type: none"><li>• Mayor Gronbach said there was interest from assisted living developers but they can't commit until the building is empty.</li><li>• Mrs. Faulenbach said between the funds requested and an allusion the Mayor made to settling a grievance the proceeds are pretty much allocated so she doesn't understand how the replenishment will work for years to come as the Mayor says.</li><li>• The Mayor said this will be a credit towards the annual surplus which gets added in each year.</li><li>• Mrs. Faulenbach asked respectfully by what authority the Mayor can ensure that the money will go to capital reserve.</li><li>• The Mayor said he would get a resolution through Town Council.</li><li>• Mrs. Faulenbach asked if he meant Town Council and Board of Finance.</li><li>• The Mayor said he will if he needs to.</li><li>• Mrs. Faulenbach said she likes to follow the money trail and there appears to be lots of what ifs here. She said it is her understanding that drawing on capital reserve requires Board of Finance to approve as they have in the past.</li><li>• The Mayor said he has an opinion that states he does not have to follow past practice. He has a new way of doing things and only needs Town Council approval.</li><li>• Mrs. Faulenbach said the Board of Finance has participated in the process for 15 years. In 1995 the capital reserve resolution attached both the Town Council and Board of Finance in drawing from the fund. As recently as June 2016 the Board requested Board of Finance approval for additions and withdrawals from capital reserve. Mrs. Faulenbach said in her opinion there was a risk in using capital reserve here as it is not designed for this type of project and she is concerned other boards will not</li></ul> |  |
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agree with the process. It is a risk she is not prepared to take.

- Mayor Gronbach said this year's capital reserve request did not go through Town Council and Board of Finance.
- Mr. Smith said the request was baked into the budget that goes before all those agencies for review and is voted on by the Town for approval through the budget referendum.
- Mrs. Faulenbach agreed that had occurred this year regarding capital in the budget, saying an October 2016 memo clarified this process. The process was capital reserve in the BOE budget offset by revenue went before Town Council, Board of Finance, and the Town voters.
- Mayor Gronbach said we should attempt to do what needs to be done to get the funds to move the project. There are OSHA and ADA risks at East Street. Risks in moving forward are warranted. If it fails, the BOE is off the hook.
- Mrs. Chastain said accommodations can be made for ADA by moving meetings to other buildings when necessary.
- The Mayor said offering accommodations when you have an alternative is not ideal.
- Mrs. Chastain asked what Plan B is if the Board gives the Mayor East Street and it doesn't sell.
- The Mayor said they will adjust. He said it is a chicken and egg argument and wants to know if the BOE is willing to move or not. He said in the end we are all the same group, the Town, and if the BOE budget goes up it is all the same pot.
- Mr. Coppola said if the Mayor is presenting a new MOU the Board will need to vote to make the old one, which they worked on together with the Mayor and which the BOE approved, null and void. He said there had been no dialogue about any changes so the process would have to start all over again.
- Mayor Gronbach said they had agreed to broad strokes only and the nitty gritty was not



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| <p>acceptable. The new MOU clarifies the mechanism for the money piece.</p> <ul style="list-style-type: none"><li>• Mrs. Faulenbach agreed that the original MOU was null and void because it remains unsigned. With a new one presented tonight, the original is no longer a living, breathing document. She was surprised to see the revision tonight without prior notice especially after the Board spent money to have legal counsel review the original.</li><li>• Mayor Gronbach said there was no sense in him signing the original without clarification of funding.</li><li>• Mrs. Faulenbach said this is a large project which warranted much more input and there are still lots of missing pieces. She is troubled by the assumption that the Board now has a financial component when in September 2016 the Mayor said they would not.</li><li>• The Mayor said he could have done the project for \$75,000 back then but that ship sailed when the Board put in a request for \$250,000 for their space.</li><li>• Mr. Coppola said he wanted to make a motion to recommend that the original MOU be stricken as a valid document in light of the new proposal by the Mayor and that the BOE pursue a new MOU.</li><li>• Mrs. Faulenbach said she was not sure a motion was needed since the original agreement was never signed or acted upon and is therefore non-binding.</li><li>• Mr. Coppola said he wanted the motion for clarity.</li></ul> <p>Mr. Coppola moved to send a request to the full Board to formally null and void the MOU approved at the December 13, 2016 meeting due to lack of signature and action.</p> <p>Motion seconded by Mr. McCauley.</p> <ul style="list-style-type: none"><li>• Mr. Coppola said the Board negotiated the</li></ul> | <p><b>Motion made and failed to send a request to the full Board to formally null and void the MOU approved at the December 13, 2016 meeting due to lack of signature and action.</b></p> |
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|                                   | <p>original MOU in good faith and he was totally surprised to see a new version.</p> <ul style="list-style-type: none"> <li>• Mrs. Chastain said she would not support the motion because she feels it is not needed.</li> <li>• Mrs. Faulenbach agreed that it was redundant as the intent will be captured in the minutes. She said if this was brought to the full Board it would open up the conversation to the funding as part of the discussion and she was not in favor of moving that conversation forward at this point along with the new MOU. She said she was not in favor of the first one.</li> </ul> <p>The motion failed 2-2.</p> <p>Aye: Mr. Coppola, Mr. McCauley<br/>         No: Mrs. Faulenbach, Mrs. Chastain</p> <ul style="list-style-type: none"> <li>• Mayor Gronbach requested, as an ex officio member, that the Chair put the topic on the next BOE agenda. He feels the changes to the MOU make funding and future use clear.</li> <li>• Mr. McCauley said he was in favor of future discussion. He has said from the beginning that the Board should not be in a non-ADA compliant building.</li> <li>• Mr. Coppola said by charter the ex officio member does not have a vote but the Chair is free to add the item if he so wishes.</li> <li>• Mrs. Faulenbach said this is an important issue and she appreciates the Mayor’s discussion with the committee. She said she would have liked to see a different process but appreciates the willingness to dialogue.</li> <li>• Mr. Coppola said this dialogue was going on as far back as 2001 when he was in favor of moving out of East Street then.</li> </ul> |  |
| <p><b>4.</b></p> <p><b>A.</b></p> | <p><b>Items of Information</b></p> <p><b>Substitute Listing</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola asked when updates are given and</li> </ul>  | <p><b>Items of Information</b></p> <p><b>A. Substitute Listing</b></p> |

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|                  | <p>Ms. Baldelli said in October and February. She said she could give one in June if the Board wished but Mr. Coppola said it was not necessary then.</p> <ul style="list-style-type: none"> <li>• Mr. Coppola asked if there was much change from October and Ms. Baldelli said there was not.</li> </ul> <p><b>B. Important Dates New Milford Public Schools 2017-2018</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith said this draft is provided for planning purposes and that the full calendar would be out closer to April.</li> <li>• Mr. Coppola said this was an item of information because the Board does not vote on the calendar.</li> </ul> <p><b>C. Town of New Milford Audit Report dated June 30, 2016</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith said the Town had asked for an extension of 30 days and it was granted by the auditors so the audit would not be out until the end of February.</li> </ul> | <p><b>B. Important Dates New Milford Public Schools 2017-2018</b></p> <p><b>C. Town of New Milford Audit Report dated June 30, 2016</b></p> |
| <p><b>5.</b></p> | <p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>• Greg Mullen said he would like to see the document where the BOE asked for \$250,000. He said he didn't understand why the Board did not take a vote on the request to use the capital reserve account just to make it clear. He thanked the Board members for their service.</li> <li>• Steve Looney said he had attended many BOE meetings and applauded the way the meetings are held. He appreciates the BOE sticking to its responsibilities. He expressed sympathy for Mr. Coppola and said he thought there was a lot of misinformation out there about past actions. He said at the Facilities meeting the committee spent 20 minutes talking about funding football field replacement ten years in the future and here there is an ever-changing</li> </ul>   | <p><b>Public Comment</b></p>  |

**New Milford Board of Education  
 Operations Sub-Committee Special Meeting Minutes  
 February 7, 2017  
 Sarah Noble Intermediate School – Library Media Center**

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|                  | <p>goal post. He said the BOE should spend BOE money on its responsibilities and let the Town spend on its responsibilities. He thanked the Board for their efforts.</p> <ul style="list-style-type: none"> <li>• Mary Jane Lundgren spoke about ADA non-compliance and referenced a New Haven lawsuit on the issue. She said the BOE is a lawsuit away from shutting East Street's doors and asked where they would go then if JPS fills up.</li> <li>• Joseph DiGregorio said the Mayor was clear in his statements that he is looking for off budget expenditures to pay for JPS renovations. He said any Town asset sold should go to taxpayer relief. He said the Mayor's statement about using Waste Management funds when others are not available is an incorrect use of the fund.</li> <li>• Doug Skelly said he is not against the sale of East Street or the move to JPS but as a businessman he is very concerned with the Mayor's statement about taking a chance with \$250,000. He feels it is a last gasp straw to go around the process of checks and balances to get what he wants. He said the town councils and boards should be given a chance to do their jobs.</li> </ul> |  |
| <p><b>6.</b></p> | <p><b>Adjourn</b></p> <p>Mrs. Chastain moved to adjourn the meeting at 9:05 p.m. seconded by Mr. Coppola and passed unanimously.</p>   | <p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 9:05 p.m.</b></p> |

Respectfully submitted:

*Wendy Faulenbach*

Wendy Faulenbach, Chairperson  
 Operations Sub-Committee