

**New Milford Board of Education
Operations Sub-Committee Regular Meeting
Lillis Administration Bldg., Rm. 2**

Present:	Dr. Lisa Diamond, Committee Chair
	Mr. David A. Lawson
	Mr. Tom McSherry
	Mrs. Julie Turk
	Mr. Joseph Failla
	Mrs. Wendy Faulenbach, Board Chairperson
	Mr. Robin Ruggiero
	Dr. Lawrence Stillman
	Mr. Joseph Vita

Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent
	Mr. Thomas Mulvihill, Asst. Superintendent
	Mr. Tom Corbett, Director of Operations
	Mr. John Turk, Director of Fiscal Services
	Mr. John Calhoun, Director of Facilities
	Mr. Leo Ragoza, Facilities Manager
	Mr. David Elmore, Director of Technology
	Mrs. Adele Johnson, Supervisor Special Education
	Mr. John Lee, Asst. Principal NMHS

1.	The Operations Sub-Committee was Called to Order by Dr. Lisa Diamond at 7:32 p.m.	Call to Order
2.	There was no public participation.	Public Comment
3A.	<p>Motion by Mr. Failla: Move that the Operations Sub-Committee bring Exhibit A – Personnel to the full Board for approval. Seconded by Mr. McSherry</p> <p>Aye: Dr. Diamond, Mr. McSherry, Mr. Vita, Mrs. Turk, and Mr. Failla. Nay: Abstain:</p> <p>Motion Passed: 5-0-0</p> <p>Mr. Lawson recused himself.</p>	<p>Exhibit A – Personnel</p> <p>Motion made and passed that the Operations Sub-Committee bring Exhibit A -Personnel to the full Board for approval.</p>
3B.	Purchase Resolution D-600 Mr. Failla questioned Real Solutions. Mr.	Monthly Reports

<p>Mulvihill stated this money is used for SAT training on in-service days for Math and English. In addition, money is used for textbook materials to be used for the SAT prep course, which the Board approved on March 13, 2007.</p> <p>Mr. Failla questioned the Institute of Professional Practices. Mrs. Johnson stated this is a clinical psychologist, which is a short-term assignment for a specific child.</p> <p>Request for Transfers Mr. Lawson was please to see the district purchasing books from a used book company.</p> <p>Mrs. Turk questioned the purchases made from the transfer of funds out of the fuel account. Are these items incidentals, or is the district stock piling? Mr. Turk responded that these items were needed; it is not stock piling. The funds would have had to be taken from another source, if not the fuel account. Due to the switch from oil to gas, the funds were available in this account.</p> <p>Budget Position as of 4/30/07 A Budget Position report as of 4/30/07 was handed out. Mr. Corbett explained that the Budget Position report in the packet was as of 4/27/07 (Friday's date when the packet was delivered).</p> <p>Mr. Ruggiero asked for an explanation of Object Code 322 – Program Improvement. Mr. Corbett explained that the present accounting software is incapable of picking up special assignment forms. Mr. Mulvihill added that this objective code is money for mentors for new teachers; writing curriculum projects and developing assessments are also included in this account. The money in this account is spent almost to the penny.</p>	
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<p>Mr. Ruggiero asked how codes 1131, 1271 and 2211 look as far as complete expenditures.</p> <p>Mr. Corbett and Mr. Mulvihill explained the allocations for these codes. In addition, the new tutorial program and the savings this program has incurred were discussed. Mrs. Johnson mentioned that the 05-06 budget did not show a substantial savings for this program as its initial use began in September 2006. The budgeted cost for this account in 07-08 is lower because the district now has a cost comparison between both tutorial programs.</p> <p>Dr. Paddyfote discussed the need for up-to-date financial software, which would provide an interface between personnel and the payroll system. The Board would like state-of-the-art reporting, but the district does not have the tools to do it. The district is doing the best it can with the tools we have and we are consistently reporting information accurately.</p> <p>Mrs. Faulenbach stated that budgets are estimates and factors change that drive the budget.</p> <p>Mr. McSherry asked if object code 622 is really looking good. Mr. Turk confirmed that it is going to be good.</p> <p>Motion by Mrs. Turk: Move that the Operations Sub-Committee bring the Monthly Reports to the full Board for approval. Seconded by: Mr. Lawson</p> <p>Aye: Dr. Diamond, Mr. Lawson, Mr. McSherry, Mr. Vita, Mrs. Turk, Mr. Failla Nay: Abstain:</p> <p>Motion Passed – Unanimously</p>	<p>Motion made and passed that the Operations Sub-Committee bring the Monthly Reports to the full Board for approval.</p>
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	<p>Aye: Dr. Diamond, Mr. McSherry, Mr. Lawson, Mr. Vita, Mrs. Turk, Mr. Failla Nay: Abstain:</p> <p>Motion Passed – Unanimously</p>	
3D.	<p>Motion by Mr. Lawson: Move that the Operations Sub-Committee bring the PTO Gifts & Donations to the full Board for approval. Seconded by: Mr. Failla</p> <p>Aye: Dr. Diamond, Mr. Lawson, Mr. McSherry, Mr. Vita, Mrs. Turk, Mr. Failla Nay: Abstain:</p> <p>Motion Passed - Unanimously</p>	<p>Gifts & Donations</p> <p>Motion made and passed that the Operations Sub-Committee bring the PTO Gifts & Donations to the full Board for approval.</p>
3E.	<p>Dr. Paddyfote passed out a copy of the MOU, which is part of the NMEA contract.</p> <ul style="list-style-type: none"> ➤ Appendix B had not been reviewed in years. ➤ Appendix B has now been reviewed and a rubric have been set up to determine a fair and adequate pay scale for different responsibilities. ➤ It will cost the district approximately \$1,024 to upgrade the extra curriculum activities ➤ Appendix B, which existed in the contract, contained activities that no longer are being offered and did not include activities that are now being offered. ➤ The band program requires a number of support personnel if the district is going to have a band that competes in competitions. ➤ There was discussion regarding the donation made by the Band Parents' Organization. ➤ Some activities have been recategorized 	<p>Stipend Committee Report</p>

	<p>based on the level of work associated with the activity.</p> <ul style="list-style-type: none"> ➤ Guidelines will be set up to phase activities out or to add new activities. <p>Mrs. Turk asked if the Student Council in grades 7 and 8 was being eliminated. Mr. Mulvihill explained that this is one of the activities that have been recategorized, not eliminated.</p> <p>Dr. Paddyfote stated that the next phase is ratification by the NMEA. Mr. Mulvihill stated that the district now has written expectations and an evaluation form.</p> <p>Mrs. Turk would rather that the Board of Ed budget supports the band, rather than relying on Band Aides, as was Mr. Lawson. Funding from Band Parents should be a bonus.</p> <p>Mr. Mulvihill stated that the NMEA wanted the band position on Appendix B for posting reasons.</p> <p>Mr. Corbett would like to get all the band activities into the contract, so that there is a formal relationship.</p> <p>Mr. Mulvihill stated it was good to have them as part of the contract for liability reasons.</p> <p>Dr. Stillman left the Operations Sub-Committee at 8:55 p .m.</p>	
<p>3F.</p>	<p>The administration would like to see replacement items such as tables and chairs, security and safety issues, outside lighting and energy issues such as blinds as possible year-end projects. In addition, the administration would like the financial software to be considered as a year-end project.</p> <p>The general consensus of the Board was the following:</p>	<p>Possible Year-End Projects</p>

	<ul style="list-style-type: none"> ➤ Need to come to some decision with the Larson barn. ➤ Cracked sidewalks (at the schools) need to be repaired. ➤ Roof repair, if needed. ➤ Security such as lighting at Hill & Plain ➤ Motion Cameras ➤ Financial Software ➤ Farm house repairs <p>There was some discussion regarding the repair of the barn and if the town would be contributing to those repairs. In addition, looking into alternative energy sources were discussed. It was decided that these items do not fall under year-end projects and would be discussed at another time.</p> <p>Mr. Turk wanted to clarify that he would be hesitant to bring any money from the 2007-08 forward for these projects. The money for the year-end projects should be spent on projects which were delayed or eliminated from the 2006-07 budget. The money does not have to be spent by June 30, 2006, however, the money does need to be encumbered by June 30, 2006.</p> <p>Suggestions for year-end projects continued.</p> <ul style="list-style-type: none"> ➤ Energy saving items such as blinds ➤ Emergency exits at NES need to be repaired ➤ JMOA <p>Mr. Lawson left the meeting at 9:20 p.m.</p>	
<p>3G.</p>	<p>Motion by Mr. McSherry: Move that the Operations Sub-Committee bring the Healthy Food Certification Statement for July 1, 2007 through June 30, 2008 to the full Board for approval.</p> <p>Seconded by: Mr. Failla</p> <p>Aye: Dr. Diamond, Mr. McSherry, Mr. Vita,</p>	<p>Healthy Food Certification Statement for July 1, 2007 through June 30, 2008</p>

	<p>Mrs. Turk, Mr. Failla</p> <p>Motion Passed – Unanimously</p>	
4.	<p>Electricity Lock-In</p> <p>Mr. Turk asked if there were any questions. No questions were asked.</p>	Item of Information
5.	<p>Motion by Mr. McSherry: Move that the Operations Sub-Committee move to adjourn. Seconded by: Mr. Failla</p> <p>Aye: Dr. Diamond, Mr. McSherry, Mr. Vita, Mrs. Turk, Mr. Failla</p> <p>Nay:</p> <p>Abstain:</p> <p>Motion Passed – Unanimously</p> <p>The Operations Sub-Committee adjourned at 9:23 p.m.</p>	Adjournment

Respectfully submitted

**Dr. Lisa Diamond,
 Operations Sub-Committee Chairperson**