

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

BOARD OF EDUCATION
MEETING NOTICE

DATE:	October 17, 2017
TIME:	7:30 P.M.
PLACE:	Sarah Noble Intermediate School - Library Media Center

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. NMPS Stars of the Month: Deborah Clark, Priscilla Fisher, Cindy Gallagher, Andrea Norem, Rosemary Simmons, Joanne Weber

B. NMPS Retiree Marie Pomeroy

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. Regular Meeting Minutes September 19, 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

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G. Negotiations Committee – Mrs. Faulenbach

H. Magnet School – Mr. Schemm

10. DISCUSSION AND POSSIBLE ACTION

A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated October 17, 2017

B. Monthly Reports

1. Budget Position
2. Purchase Resolution: D-703
3. Request for Budget Transfers

C. Gifts & Donations

1. PTO – Exhibit B
2. New Milford Diamond Club

D. Bid Awards

1. Medical Advisor
2. NES Fire System Device Replacement

E. Grant Approval

1. Pre-K/Kindergarten Transition Initiative Grant from the CT Community Foundation

F. Activity Stipend Requests

1. New Milford High School
2. Sarah Noble Intermediate School

G. Approval of the Following Curricula

1. Honor's Freshman World History
2. AP World History
3. Grade 6 Social Studies
4. Grade 7 Social Studies
5. Grade 8 Social Studies

H. Teacher Evaluation Plan

11. ITEMS FOR INFORMATION AND DISCUSSION

A. Field Trip Report

B. Textbook Preview

C. Direct Donations and Anticipated Fundraisers

12. ADJOURN

ITEMS OF INFORMATION

Policy Sub-Committee Meeting Minutes – October 3, 2017

Committee on Learning Meeting Minutes – October 3, 2017

Facilities Sub-Committee Meeting Minutes – October 10, 2017

Operations Sub-Committee Meeting Minutes – October 10, 2017

Policy Sub-Committee Meeting November 7, 2017 – 6:45 p.m. Lillis Administration Building, Room 2	Operations Sub-Committee Meeting November 14, 2017 – 7:30 p.m. Lillis Administration Building, Room 2
Committee on Learning Meeting November 7, 2017 – 7:30 p.m. Lillis Administration Building, Room 2	Board of Education Workshop November 21, 2017 – 6:30 p.m. Sarah Noble Intermediate School, LMC
Facilities Sub-Committee Meeting November 14, 2017 – 6:45 p.m. Lillis Administration Building, Room 2	Board of Education Regular Meeting November 21, 2017 – 7:30 p.m. Sarah Noble Intermediate School, LMC

New Milford Board of Education
Regular Meeting Minutes
September 19, 2017
Sarah Noble Intermediate School Library Media Center

Present:	Mr. David A. Lawson, Chairman Mrs. Angela C. Chastain (arrived at 7:53 p.m.) Mr. Robert Coppola Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Dave Littlefield Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm
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Also Present:	Mr. Joshua Smith, Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent of Schools 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 Ms. Roberta Pratt, Director of Technology Mr. Kevin Munrett, Facilities Director Mr. Nestor Aparicio, Assistant Facilities Director Mr. Gregory Winkelstern, Student Representative
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1.	Call to Order A. Pledge of Allegiance <p>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.</p>	Call to Order A. Pledge of Allegiance
2.	Recognition A. Teacher of the Year for 2018 – Mrs. Denise Duggan <ul style="list-style-type: none"> Mr. Smith said Mrs. Duggan was selected by a committee of her peers, former teachers of the year in the district. Her selection was announced at convocation. On November 15, Mrs. Duggan will be recognized at a state level reception. She will also drive the Ingersoll Auto courtesy car for a month. <p>The meeting recessed at 7:33 p.m. for a short reception and reconvened at 7:42 p.m.</p>	Recognition A. Teacher of the Year for 2018 – Mrs. Denise Duggan

3.	Public Comment <ul style="list-style-type: none"> • There was none. 	Public Comment
4.	PTO Report <ul style="list-style-type: none"> • Kathleen Lewis, PTO President, said the PTO kicked off the year by sponsoring welcome back events in all the schools for all staff and for students in the K-5 schools. • Student pictures will be taken over the next month as well as other fundraisers in the K-8 schools to help fund events for the upcoming year. In addition to the school fundraisers, the PTO is also selling PTO Discount Cards and hosting a craft fair for scholarship awards. PTO is happy to be a sponsor of the Maureen Haas Cross Country event again this year. It is a great event that includes all the K-12 grades and is scheduled to take place Saturday, October 7. • Grad Party will have their first official meeting on October 12 and all are welcome. They are still looking for volunteers for Hospitality and Fundraiser Coordinators. • The SMS administration and the PTO co-hosted a bullying assembly presented by John Halligan, who lost his son at the age of 13 to suicide. Mr. Halligan delivered three age-appropriate presentations to 6th, 7th, and 8th graders as well as a moving and motivating talk to about 60 parents. He talked about the importance of being an upstander not a bystander when it comes to bullying. • The October spirit day for the K-5 schools is Crazy Sock Day. • Mr. Lawson encouraged all residents to join the PTO, not just those with children in school, and/or to purchase discount cards which also support local businesses. 	PTO Report
5.	Student Representative's Report <ul style="list-style-type: none"> • Mr. Winkelstern said the high school had a successful open house event and has held grade-level assemblies for all students. All fall sports are underway. The Band will have its home show 	Student Representative's Report

	<p>this Saturday. He said membership is growing; the band lost 20 seniors but picked up 40 freshman members. College visits are ongoing in the Career Center. There is an SAT test being offered on October 7. Homecoming will take place in mid-October.</p>	
6.	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Regular Meeting Minutes August 15, 2017</p> <p>Mrs. Faulenbach moved to approve the following Board of Education Meeting Minutes:</p> <p>1. Regular Meeting Minutes August 15, 2017</p> <p>Seconded by Mr. McCauley.</p> <p>The motion passed 7-0-1.</p> <p>Aye: Mr. Dahl, Mrs. Faulenbach, Mr. Lawson, Mr. Littlefield, Mr. McCauley, Mrs. McInerney, Mr. Schemm Abstain: Mr. Coppola</p>	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Regular Meeting Minutes August 15, 2017</p> <p>Motion made and passed to approve the following Board of Education Meeting Minutes:</p> <p>1. Regular Meeting Minutes August 15, 2017</p>
7.	<p>Superintendent's Report</p> <ul style="list-style-type: none"> • Mr. Smith said the opening of schools went smoothly, a credit to the district's teachers. He said he shared the Board's approved Theories of Action with all staff at convocation. Open houses are underway. • He attended the town-wide Hate Has No Home Here event last week and hopes it will start a broad conversation throughout the community regarding tolerance. • Next Thursday, September 28, at 7:00 p.m. the New Milford Substance Abuse Prevention Council will host a community forum at SNIS where they will present survey data and dialogue with participants. 	<p>Superintendent's Report</p>

	<ul style="list-style-type: none"> An invitation to the Band's home show is in Board member packets, as well as an athletic event pass. 	
8.	<p>Board Chairman's Report</p> <ul style="list-style-type: none"> Mr. Lawson said there is no state budget yet. He said the encouraging news is that both sides have ECS money intact. He is concerned about the many unfunded mandates and is wary of one-size-fits-all amendments. He has shared correspondence with the Board regarding his meeting with the Mayor regarding financial standings. The Board's Annual Report was in their packets. He welcomes comments. Mrs. Faulenbach suggested that the report be listed as an item of information in the future so its distribution could be fully captured on the agenda and in minutes. 	Board Chairman's Report
9.	<p>Committee And Liaison Reports</p> <p>A. Facilities Sub-Committee – Mr. McCauley</p> <ul style="list-style-type: none"> Mr. McCauley said it was a busy meeting with several items on tonight's agenda including the use of facilities fee schedule and Lillis ADA report. He wanted to acknowledge the hard work of the Facilities team over the summer and said the amount of work accomplished in a short time is very impressive. <p>B. Operations Sub-Committee – Mrs. Faulenbach</p> <ul style="list-style-type: none"> Mrs. Faulenbach said the usual items such as monthly reports are on this agenda. Other items discussed included a donation; tuition rates for 2017-18, which are separate from the Sherman contract which is coming up for negotiations; the NMHS graduation date; and an update on certified salaries. <p>C. Policy Sub-Committee – Mr. Schemm</p> <ul style="list-style-type: none"> Mr. Schemm said policy 5113 is up for approval tonight due to a change in state statute, in 	<p>Committee And Liaison Reports</p> <p>A. Facilities Sub-Committee</p> <p>B. Operations Sub-Committee</p> <p>C. Policy Sub-Committee</p>

	<p>accordance with Board bylaw 9311. The committee had discussion regarding a fundraising regulation, which is on the agenda tonight as an item of information since the Board does not approve regulations. This will be coordinated with the Athletics department using the line item for the turf fields. Other policies may need to be adjusted going forward due to the current donation threshold.</p>	
D. Committee on Learning – Mrs. McNerney	<ul style="list-style-type: none"> Mrs. McNerney said that Ms. DiCorpo reviewed the curriculum writing process and the new template for the committee. Approximately 33 new curricula were written over the summer. K-3 Art curricula, which are aligned with the National Visual Arts Standards and common core, are on the agenda tonight for approval. Ms. DiCorpo also described the three-day new teacher induction process for the committee. 	D. Committee on Learning
E. EdAdvance – Mr. McCauley	<ul style="list-style-type: none"> Mr. McCauley said the October 4 meeting is open to all Board members and will include a presentation of the EdAdvance budget. The plan to lease the UConn Torrington campus fell through but may be revisited in the future. For now, EdAdvance is renting space for 25 students from the Archdiocese at St. Peters. There are plans to restructure the ACCESS program into north and south components. 	E. EdAdvance
F. Connecticut Boards of Education (CABE) – Mr. Coppola	<ul style="list-style-type: none"> Mr. Coppola said he finds the current discussion regarding teacher retirement ultimately unhelpful as the 2% increase would go to the general fund. 	F. Connecticut Boards of Education (CABE)
G. Negotiations Committee – Mrs. Faulenbach	<ul style="list-style-type: none"> Mrs. Faulenbach said mediation was held unsuccessfully on September 7 and arbitration is upcoming. 	G. Negotiations Committee

<p>H.</p>	<p>Magnet School – Mr. Schemm</p> <ul style="list-style-type: none"> Mr. Schemm said he had no update to give. 	<p>H. Magnet School</p>
<p>10.</p> <p>A.</p> <p>B.</p>	<p>Discussion and Possible Action</p> <p>Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated September 19, 2017</p> <p>Mr. Littlefield moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of September 19, 2017, seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none"> Mr. Coppola asked if tutors had to be appointed every year, even those who had served for many years, and Ms. Baldelli said all tutors did need to be appointed each year. <p>The motion passed unanimously.</p> <p>Monthly Reports</p> <ol style="list-style-type: none"> Budget Position Purchase Resolution: D-702 Request for Budget Transfers <p>Mrs. McNerney moved to approve monthly reports: Budget Position dated August 31, 2017; Purchase Resolution: D-702; and Request for Budget Transfers, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> Mrs. Faulenbach asked for clarification regarding the capital reserve line item of \$322,500 as to when the district actually fulfills the expenditures. Mr. Smith said it is moved as a revenue offset and does not require approval from Town Council, etc., as it was approved through the budget process and Town referendum. Mrs. Faulenbach said there are two separate mechanisms right now for capital reserve use and she is trying to connect the dots for all. She is 	<p>Discussion and Possible Action</p> <p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated September 19, 2017</p> <p>Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of September 19, 2017.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> Budget Position Purchase Resolution: D-702 Request for Budget Transfers <p>Motion made and passed unanimously to approve monthly reports: Budget Position dated August 31, 2017; Purchase Resolution: D-702; and Request for Budget Transfers.</p>

	<p>very cautious about this account in general as she is aware that the Board of Finance recently tabled the Town Council approved request regarding the 2015-16 deposit of surplus funds to capital reserve. She requested a memo for the October Operations meeting with an accounting of capital reserve and 16-17 end-of-year balance.</p> <ul style="list-style-type: none"> • Mr. Coppola asked if the district was feeling the effects of the state budget crisis. Mr. Giovannone said no as the first payment to the BOE for special education reimbursement is not due until February/March. • Mr. Smith said the ECS, or excess cost funding, which is prominently featured in budget talks does not go to the Board of Education. It goes directly to the Town. • Mr. Coppola asked about the special education funding. Mr. Smith said that does come directly to the Board of Education and the first payment is not usually until February. Some proposals talk about changing the formula for special education reimbursement, which we budgeted lower for this year, in anticipation of lower eligible expenses. At this time, we don't know yet if that will be sufficient. • Mr. Coppola asked Mrs. Olson if there were any surprise enrollments in September which would affect special education funding. Mrs. Olson said two students who were currently ODP enrolled and the district is honoring their placement. She said there is adequate funding at this time for that. <p>The motion passed unanimously.</p>	
C.	<p>Gifts & Donations</p> <p>1. Girls' Soccer</p> <p>Mrs. Faulenbach moved to accept Gifts and Donations: Girls' Soccer in the amount of \$1,205.00, seconded by Mrs. McInerney.</p> <ul style="list-style-type: none"> • Mr. Coppola said he had never seen a screenshot of a check included in the donation memo before and asked if this was a new process. Mr. Smith 	<p>C. Gifts & Donations</p> <p>1. Girls' Soccer</p> <p>Motion made and passed unanimously to approve Gifts & Donations: PTO-Exhibit B in the amount of \$1,205.00.</p>

	<p>said the process was the same. The Board approves any donation over \$1000.</p> <ul style="list-style-type: none"> • Mr. Dahl asked if each sport has its own activity account and Mr. Smith said most do. All are processed through the Finance department. • Mr. Coppola said he was aware of an audit report many years ago that concerned too many accounts. Mr. Lawson said that had been addressed and was no longer an issue. • Mrs. McNerney asked if there were issues with the schools fundraising since they are not 501c 3 organizations. Mr. Smith said the schools do not fundraise, the clubs and activities do, then donate to the schools. We accept the donation after the Board gives approval. <p>The motion passed unanimously.</p> <p>D. Policy for Approval</p> <p>1. 5113 Truancy</p> <p>Mr. Dahl moved to approve the following policy, in accordance with Board Bylaw 9311:</p> <p>1. 5113 Truancy</p> <p>Seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach asked for clarification regarding Bylaw 9311. Mr. Smith read section 4 of 9311(c) regarding approval: "For proposed policy statements, new or revised, because of changes or additions to state or federal law, approval may be given at the initial presentation." <p>The motion passed unanimously.</p> <p>E. Approval of the Following Curricula</p> <ol style="list-style-type: none"> 1. Kindergarten Art 2. Art Grade 1 3. Art Grade 2 4. Art Grade 3 	<p>D. Policy for Approval</p> <p>1. 5113 Truancy</p> <p>Motion made and passed unanimously to approve the following policy, in accordance with Board Bylaw 9311:</p> <p>1. 5113 Truancy</p> <p>E. Approval of the Following Curricula</p> <ol style="list-style-type: none"> 1. Kindergarten Art 2. Art Grade 1 3. Art Grade 2 4. Art Grade 3
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	<p>Mr. McCauley moved to approve the following curricula:</p> <ol style="list-style-type: none"> 1. Kindergarten Art 2. Art Grade 1 3. Art Grade 2 4. Art Grade 3 <p>Seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none"> • Mr. Schemm said it was great to see the passion of the teachers who presented these curriculums and commended them for the undertaking. He said New Milford is one of the first districts in the state to incorporate the new National Visual Arts Standards. <p>The motion passed unanimously.</p>	<p>Motion made and passed unanimously to approve the following curricula:</p> <ol style="list-style-type: none"> 1. Kindergarten Art 2. Art Grade 1 3. Art Grade 2 4. Art Grade 3
F.	<p>Tuition Rates for 2017-2018</p> <p>Mr. Coppola moved to approve the Tuition Rates for 2017-2018 as follows: New Milford High School: \$13,338.27 Schaghticoke Middle School: \$11,509.62 Sarah Noble Intermediate School and Elementary Schools: \$11,465.37</p> <p>Seconded by Mrs. McInerney.</p> <ul style="list-style-type: none"> • Mr. Coppola asked if these funds go directly to the Town or to the Board. Mr. Giovannone said they go to the Town. Only two types of tuition go to the Board: LHTC and EXCEL. <p>The motion passed unanimously.</p>	<p>F. Tuition Rates for 2017-2018</p> <p>Motion made and passed unanimously to approve the Tuition Rates for 2017-2018 as follows: New Milford High School: \$13,338.27 Schaghticoke Middle School: \$11,509.62 Sarah Noble Intermediate School and Elementary Schools: \$11,465.37.</p>
G.	<p>New Milford High School Graduation Date 2018</p> <p>Mrs. McInerney moved to approve the New Milford High School Graduation Date for 2018 for Saturday, June 23, 2018 at 2:00 p.m., seconded by Mr. Coppola.</p> <ul style="list-style-type: none"> • Mr. Littlefield asked if there were snow days built into the calendar to finalize this date. Mr. 	<p>G. New Milford High School Graduation Date 2018</p> <p>Motion made and passed unanimously to approve the New Milford High School Graduation Date for 2018 for Saturday, June 23, 2018 at 2:00 p.m.</p>

	<p>Smith said there are and that is why the district is able to set the date now, allowing people to make travel plans well in advance.</p> <p>The motion passed unanimously.</p> <p>H. Use of Facilities Fee Schedule</p> <p>Mr. Coppola moved to approve the Use of Facilities Fee Schedule as proposed, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mr. Smith said, following discussion at the Facilities Sub-Committee, there was one change made to the original memo and it is highlighted in the revision. At Facilities, it was discussed to add a security deposit or some other fee for use. The security deposit creates burdensome accounting complications, so a fee of \$25 per field for rental of the sound booth equipment is suggested. • Mrs. Faulenbach asked that it be noted that this schedule is a work in progress. The fields were a community effort and the Board is looking for ways to upkeep this gift and ultimately replace when needed in approximately ten years. This is early in the process and can be revisited after feedback is received. Mrs. Faulenbach also said she thought it was important to continue to work with the community and explain the thought process. • Mr. Lawson said these fees are an effort by the Board to work towards funding a replacement cost of well over \$1 million, which we know is coming down the road. <p>The motion passed unanimously.</p>	<p>H. Use of Facilities Fee Schedule</p> <p>Motion made and passed unanimously to approve the Use of Facilities Fee Schedule as proposed.</p>
11.	<p>Items For Information And Discussion</p> <p>A. Field Trip Report</p> <ul style="list-style-type: none"> • Mr. Coppola said he was gratified to see 25-30 students participating in the Math Team. 	<p>Items For Information And Discussion</p> <p>A. Field Trip Report</p>

<p>B. Lillis Building ADA Report</p> <ul style="list-style-type: none"> • Mrs. Chastain asked for feedback regarding an exterior elevator. Mr. Smith said he, Mr. Munrett and Mr. Giovannone are meeting with the project team tomorrow and would ask for information. He expects to follow up on this report at the next Facilities Sub-Committee meeting. • Mrs. Faulenbach asked what the final cost of the report was and whether or not the report would be brought back to Facilities for possible action. Mr. Smith said that was the purview of the Board. • Mrs. Faulenbach said she would like to see costs regarding just fixing exterior access to the building included in the discussion. • Mr. Smith said they would look at priorities of safety and compliance, and could shape these priorities going forward. • Mr. Lawson said there would be much discussion going forward and he could see this being discussed by the Facilities Sub-Committee over several months. • Mrs. Faulenbach recommended the Board investigate possible historical grants, which she said was previously done in 1992, as well as possible capital reserve use. • Mr. Coppola said he wanted it noted that the building is “grandfathered” so there is no illegality in its current set up regarding ADA compliance. • Mr. Lawson said the Board is doing due diligence in the spirit of full compliance. 	<p>B. Lillis Building ADA Report</p>
<p>C. Regulation 1325 Advertising and Promotion</p> <ul style="list-style-type: none"> • Mr. Smith said the Policy Sub-Committee reviewed the policy on advertising considering the new turf fields and decided a regulation would provide more flexibility with a new process just starting out. This regulation sets the parameters to start fundraising around the turf fields for replacement. NMHS Athletics, the Facilities department and the Turf Field Committee will then develop programs, such as signage, working within the parameters. 	<p>C. Regulation 1325 Advertising and Promotion</p>

- Mr. Lawson referenced the dedicated replacement account where funds would be deposited and asked how money would be withdrawn when needed. Mr. Smith said the current assumption is that it would run as other requests from capital reserve do, through the Town Council and Board of Finance.
- Mrs. Faulenbach said she would like to see a memorandum of understanding created. She would also like the Board to receive regular updates and reports. Mr. Lawson agreed he would like to see the process tightened up.
- Mr. Schemm noted that this is a Town account as the BOE budget cannot roll over funds like the Town's can.
- Mrs. McNerney asked if these funds were only for replacement and not maintenance. Mr. Smith said that is correct, maintenance must be included in the budget.

- Mr. Lawson said if there was no objection he would like to return to Committee Reports so that Mrs. Faulenbach could add information.

- Mrs. Faulenbach said she should have reported on two other items of information. Enrollment information was presented with the district down 85 students from June 2017 and down over 1000 from peak. Additional information will be presented in the future. The school resource officers were discussed. There was a concern that the district would be down to two from the three previously staffed, but is happy and grateful to report that the schools are fully staffed back to three SROs. The MOU may be revisited to update if needed. There was discussion to invite the New Milford Police department to sub-committee in the spring to update the Board on the good work done.

12.	Adjourn Mr. Coppola moved to adjourn the meeting at 8:36 p.m., seconded by Mrs. Faulenbach and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 8:36 p.m.
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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
October 17, 2017
**as of October 13, 2017

ACTION ITEMS

A. Personnel

1. **CERTIFIED STAFF**

a. **RESIGNATIONS**

1. None

2. **CERTIFIED STAFF**

b. **NON-RENEWALS**

1. None

3. **CERTIFIED STAFF**

c. **APPOINTMENTS**

1. ****Ms. Lauren Tata**, Special Education Teacher, Sarah Noble Intermediate School
Move that the Board of Education appoint **Ms. Lauren Tata** as Special Education Teacher at Sarah Noble Intermediate School effective October 18, 2017.
2017-2018 Salary – \$50,670 (Step 1E), pro-rated to start date

Education History:

BA: CCSU

Major: History

Work Experience:

Paraeducator - Hartford and Wolcott

Replacing: K. Harris

4. **MISCELLANEOUS STAFF**

a. **RESIGNATIONS**

1. None

5. **MISCELLANEOUS STAFF**

b. **APPOINTMENTS**

1. None

6. **NON-CERTIFIED STAFF**

a. **RESIGNATIONS**

1. **Mr. Cedric Lawrence**, Paraeducator, Schaghticoke Middle School
Move that the Board of Education approve the resignation of **Mr. Cedric Lawrence** as Paraeducator at Schaghticoke Middle School effective October 11, 2017.

Personal Reasons

7. **NON-CERTIFIED AND LICENSED STAFF**

b. **APPOINTMENTS**

1. **Mr. Joseph Casimiro, Sr.**, Custodian, Sarah Noble Intermediate School
Move that the Board of Education appoint **Mr. Joseph Casimiro, Sr.** as Custodian at Sarah Noble Intermediate School effective October 18, 2017.

\$22.58 per hour - 8 hours per day

Replacing: W. Watson

- | | |
|---|---|
| <p>2. Mr. Rolando DaSilva, Custodian, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Rolando DaSilva as Custodian at New Milford High School effective October 18, 2017.</p> <p>3. **Mr. Walter Coffey, Assistant Cook for Food Services, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Walter Coffey as Assistant Cook for Food Services at New Milford High School effective October 18, 2017.</p> <p>4. Mrs. Agnes Jakus, General Worker for Food Services, Sarah Noble Intermediate School
<u>Move</u> that the Board of Education appoint Mrs. Agnes Jakus as General Worker for Food Services at Sarah Noble Intermediate School effective October 18, 2017.</p> <p>5. Mr. Matthew Sheehy, Custodian, Sarah Noble Intermediate School
<u>Move</u> that the Board of Education appoint Mr. Matthew Sheehy as Custodian at Sarah Noble Intermediate School effective October 18, 2017.</p> <p>6. Mrs. Nancy Titcomb, General Worker for Food Services, Sarah Noble Intermediate School
<u>Move</u> that the Board of Education appoint Mrs. Nancy Titcomb as General Worker for Food Services at Sarah Noble Intermediate School effective October 18, 2017.</p> <p>8. ADULT EDUCATION STAFF
a. RESIGNATIONS
1. None</p> <p>9. ADULT EDUCATION STAFF
b. APPOINTMENTS
1. None</p> <p>10. BAND STAFF
a. RESIGNATIONS
1. None</p> <p>11. BAND STAFF
b. APPOINTMENTS
1. None</p> | <p>\$22.58 per hour - 8 hours per day
Replacing: K. Tolman</p> <p>\$18.11 per hour
6 ½ hours per day
Replacing: D. Ross</p> <p>\$11.93 per hour - Hire Rate
3 ½ hours per day
Replacing: K. Toth</p> <p>\$22.58 per hour - 8 hours per day
Replacing: P. Filippi</p> <p>\$11.93 per hour - Hire Rate
3 hours per day
Replacing: T. Farley</p> |
|---|---|

12. COACHING STAFF

a. RESIGNATIONS

- | | |
|---|-------------------------|
| <p>1. Mr. Lawrence Badaracco, Boys' Assistant Wrestling Coach, New Milford High School
<u>Move</u> that the Board of Education approve the resignation of Mr. Lawrence Badaracco as Boys' Assistant Wrestling Coach at New Milford High School effective September 18, 2017.</p> | <p>Personal Reasons</p> |
| <p>2. Mr. Ryan Fitzsimmons, Girls' Head Indoor Track Coach, New Milford High School
<u>Move</u> that the Board of Education approve the resignation of Mr. Ryan Fitzsimmons as Girls' Head Indoor Track Coach at New Milford High School effective August 22, 2017.</p> | <p>Personal Reasons</p> |
| <p>3. Mr. Ryan Fitzsimmons, Girls' Assistant Outdoor Track Coach, New Milford High School
<u>Move</u> that the Board of Education approve the resignation of Mr. Ryan Fitzsimmons as Girls' Assistant Outdoor Track Coach at New Milford High School effective August 22, 2017.</p> | <p>Personal Reasons</p> |
| <p>4. Mr. Anthony Nocera, Girls' Freshman Basketball Coach, New Milford High School
<u>Move</u> that the Board of Education approve the resignation of Mr. Anthony Nocera as Girls' Freshman Basketball Coach at New Milford High School effective March 3, 2017.</p> | <p>Personal Reasons</p> |

13. COACHING STAFF

b. APPOINTMENTS

- | | |
|---|--------------------------------|
| <p>1. Ms. Kathleen Lesiak, JV Cheerleading Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Kathleen Lesiak as JV Cheerleading Coach at New Milford High School effective October 18, 2017, pending receipt of coaching permit.</p> | <p>2017-18 stipend: \$2291</p> |
|---|--------------------------------|

14. LEAVES OF ABSENCE

- | | |
|---|--------------------------------|
| <p>1. Mrs. Kathy Mannion, Elementary Teacher, Hill and Plain School
<u>Move</u> that the Board of Education approve an unpaid leave of absence for Mrs. Kathy Mannion from September 26, 2017 through October 31, 2017.</p> | <p>Unpaid Leave of Absence</p> |
|---|--------------------------------|

10. DISCUSSION AND POSSIBLE ACTION

**THE FOLLOWING ITEMS CAN BE FOUND ON THE
OPERATIONS WEB PAGE UNDER OCTOBER 10, 2017**

- B. Monthly Reports
 - 1. Budget Position
 - 2. Purchase Resolution: D-703
 - 3. Request for Budget Transfers
- C. Gifts & Donations
 - 1. PTO – Exhibit B
 - 2. New Milford Diamond Club
- D. Bid Awards
 - 1. Medical Advisor
 - 2. NES Fire System Device Replacement
- E. Grant Approval
 - 1. Pre-K/Kindergarten Transition Initiative Grant from the CT Community Foundation
- F. Activity Stipend Requests
 - 1. New Milford High School
 - 2. Sarah Noble Intermediate School

10. DISCUSSION AND POSSIBLE ACTION

**THE FOLLOWING ITEMS CAN BE PREVIEWED IN THE
OFFICE OF THE ASSISTANT SUPERINTENDENT**

- G. Approval of the Following Curricula
 - 1. Honor’s Freshman World History
 - 2. AP World History
 - 3. Grade 6 Social Studies
 - 4. Grade 7 Social Studies
 - 5. Grade 8 Social Studies

10. DISCUSSION AND POSSIBLE ACTION

**THE FOLLOWING ITEM CAN BE FOUND ON THE
COL WEBPAGE UNDER OCTOBER 3, 2017**

- H. Teacher Evaluation Plan

11. ITEMS FOR INFORMATION AND DISCUSSION

**THE FOLLOWING ITEM CAN BE FOUND ON THE
POLICY WEBPAGE UNDER OCTOBER 3, 2017**

- C. Direct Donations and Anticipated Fundraisers

Approved Field Trips October 2017

	A	B	C	D	E	F	G	H	I
1	<u>School</u>	<u>Grade/Dept.</u>	<u>Trip Date</u>	<u>Week</u>	<u># of Students</u>	<u># of Adults</u>	<u>Destination</u>	<u>Subs</u>	<u>Student Cost</u>
2	NMHS	10-12	10/30/17	Monday	20	1	Armed Forces Reserve Center CT FBLA Fall Leadership Conference	1	\$40.00
3	NMHS	9-12	11/4/17	Saturday	8-10	1	Team Waramaug	0	\$0.00
4	NMHS	9-12	12/2/17	Saturday	8-10	1	Team Waramaug	0	\$0.00
5	NMHS	9-12	2/10/18	Saturday	8-10	1	Team Waramaug	0	\$0.00
6	NMHS	10-12	10/23/17	Monday	40	2	University of New Haven (DECA Fall Leadership Conf.)	2	\$30.00
7	NMHS	9	3/14/18	Wednesday	100	5	Hartford Stage: Orient Express	3	\$45.50
8	SMS	7	10/26/17	Thursday	50	2	CT Audubon Milford Point: Ecology	2	\$0.00
9	NMHS	11-12	11/9/17	Thursday	13	1	Full Circle Promos	1	\$0.00
10	NMHS	10 & 12	11/6/17	Monday	45	5	Metropolitan Museum of Art	1	\$40.00
11	NMHS	9-12	11/4/17	Saturday	50	4	Avon High School (CMEA high school regional auditions)	0	\$25.00
12	NMHS	9-12	1/12 /18	Friday	25	2	New Britain High School (CMEA Northern Region Music Fest)	0	\$40.00
13	NMHS	9-12	1/13/18	Saturday	25	2	New Britain High School (CMEA Northern Region Music Fest)	0	0.00 (included with 1/12)
14	NMHS	9-12	1/27/18	Saturday	15	2	North Haven High School (CMEA All State Auditions)	0	\$25.00
15	NMHS	11-12	12/7/17	Thursday	17	1	Litchfield Judicial Courthouse, Torrington	1	\$15.00
16	NMHS	11-12	12/19/17	Tuesday	17	1	Litchfield Judicial Courthouse, Torrington	1	15.00



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: October 6, 2017
RE: Textbook Preview-Grade 8

The textbook 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.

American History: Beginnings Through Reconstruction: James Davidson and Michael Stoff (Pearson) – Grade 8

This text is aligned to the new National/State Content Standards and aligns with the curriculum written in Summer 2017. This text can be used in its entirety, with supporting resources and online access to bring learning into the 21st Century, however, it will be used primarily as a resource.

Cost of Book: \$117.47

Number of Copies Needed: 380

Total: \$47,986.50 (includes shipping)

**New Milford Board of Education
Policy Sub-Committee Minutes
October 3, 2017
Lillis Administration Building, Room 2**

RECEIVED
TOWN CLERK

2017 OCT -5 P 12:59

NEW MILFORD, CT

Present: Mr. J.T. Schemm, Chairperson
Mrs. Wendy Faulenbach
Mr. Dave Littlefield
Mrs. Tammy McInerney

Also Present: Mr. Joshua Smith, Superintendent
Ms. Alisha DiCorpo, Assistant Superintendent

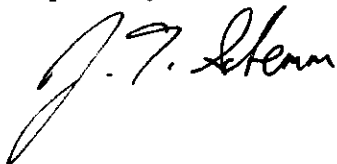
1.	Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mr. Schemm.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> There was none. 	Public Comment
3.	Discussion A. Policies and/or Regulations: 1. 1140 Distribution of Materials to and by Students (Use of Students) policy 2. 1324 Fund-Raising by Students policy 3. 3280 Gifts to the School – policy and regulation 4. 3281 School Fundraisers – policy and regulation <ul style="list-style-type: none"> Mr. Schemm said tonight's discussion was a follow up to last month's discussion regarding a fundraising program for the turf fields which is guided by Board policy and regulation. The program itself is a work in progress and will not need Board approval, but Mr. Schemm said he would like the Board to see an overview when appropriate. It was suggested that policy 3280 be reviewed specifically regarding the Board approval of any donation over \$1,000 and that other policies might also be impacted. Mr. Smith did a crosslink of suggested policies for discussion which are presented here. The Committee agreed to address them as a whole. Any suggestions for needed changes will be moved forward to the next agenda. 	Discussion A. Policies and/or Regulations: 1. 1140 Distribution of Materials to and by Students (Use of Students) policy 2. 1324 Fund-Raising by Students policy 3. 3280 Gifts to the School – policy and regulation 4. 3281 School Fundraisers – policy and regulation

- Mr. Smith said these policies have not been reviewed in a few years and while no changes are required it is the Board's purview to suggest changes which can then be forwarded to legal counsel for review.
- Mr. Smith said while he was reviewing the policies, he noticed that Policy 1324(a) states that the Superintendent will furnish the Board with an up-to-date listing of all fund-raising activities being conducted in the schools. Policy 3280(a) says that the Superintendent shall be authorized to accept gifts under \$1,000, and shall notify the Board of such gifts at the next regular Board meeting. To his knowledge neither has been taking place. He distributed a draft report for discussion that could be used going forward. He said Policy 1324 does not specify timeframe for distribution so he was looking for feedback on that as well.
- Mrs. Faulenbach said she was glad to see the Committee taking a fresh look at these policies so they can be tightened up going forward.
- Mr. Schemm said he thought the report would be valuable as a vehicle for the Board to acknowledge gifts under \$1,000 publicly and thank donors.
- Mrs. Faulenbach asked where the \$1,000 threshold originated and whether there were statutory requirements. Mr. Smith said he would check.
- Mrs. McNerney said she liked the new report and asked if the fundraisers were reported when they are scheduled or after they happen. Mr. Smith said the report captures fundraisers as they are approved.
- Mrs. Faulenbach asked if the fundraisers are tracked through student accounts and Mr. Smith said they are. Request forms are submitted and approved and then added to a general spreadsheet to be tracked through the Business Office.
- Mr. Schemm said he was pleased to see that Policy 1324 includes language regarding the cost/benefit of a fundraiser and the unacceptable burden to school staff members

	<p>or to inherit significant risks or responsibilities in handling these funds. Mrs. McInerney agreed saying it was important to look at quality over quantity as to not overburden staff and parents.</p> <ul style="list-style-type: none">• Mr. Schemm asked where the actual accounting takes place. Mr. Smith said fundraisers are tracked in QuickBooks through student activity accounts so that there can be some rollover from year to year. He said this area is very closely watched by the auditors.• Mr. Smith asked how often the Board would like to see a summary, suggesting a quarterly accounting.• Mrs. Faulenbach suggested that the Policy language could remain open and that the minutes reflect that the Board would like periodic updates. This way administration could present when they think it is most appropriate. That way they would not be stuck to an arbitrary date.• Mr. Littlefield suggested perhaps twice a year would be sufficient.• Mrs. Faulenbach asked where the turf field program would fit. Mr. Smith said they would be considered donations.• Mr. Schemm said he did not consider banners/signs a pure gift since the donor would receive valuable advertising too.• Mrs. McInerney asked if there was a process for follow up on fundraisers as to whether or not they take place and how much is earned. Mr. Smith said that is done through Fundraising form #2 by the Business Office.• Regarding Policy 1140, Mrs. McInerney asked if Mr. Smith signs off on all materials distributed and he said he does.• Mrs. McInerney said she was aware of internal school distributions that did not carry his stamp and she suggested that this was allowed when it is within school only and not across schools. Mr. Smith said he would address that interpretation, as all should come through the Superintendent's Office for approval.• Mrs. Faulenbach said the policy states that all distributions require Superintendent's approval	
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	<p>and suggested that use of a designee could be added to the policy if the committee wished. She said she would prefer all go through the Superintendent for consistency. She noted a legal reference and asked that it be reviewed for impact.</p> <ul style="list-style-type: none"> • Mr. Smith said he would pull the legal reference, talk to administrators, and bring information back to the next meeting. • Mr. Schemm asked how the current guidelines were working and Mr. Smith said they were getting some push back from community organizations who want more access. • Mrs. Faulenbach said the policy was made more restrictive in the past because parents were complaining about the sheer volume of materials received and felt in some cases that the educational piece was taking a back seat. • Mr. Schemm noted that emails can become overwhelming as well. Mr. Smith said they consciously email very little. • Mr. Schemm said Policy 1140 would be placed on the next agenda for follow up and clarification of current practices. 	
4.	<p>Public Comment</p> <ul style="list-style-type: none"> • Bob Coppola said he was reviewing the draft of fundraisers and donations distributed this evening. He wants to know who monitors where the money goes for each program. 	Public Comment
5.	<p>Adjourn</p> <p>Mrs. Faulenbach moved to adjourn the meeting at 7:30 p.m. seconded by Mr. Schemm and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:30 p.m.</p>

Respectfully submitted:



J.T. Schemm, Chairperson
Policy Sub-Committee

**New Milford Board of Education
Committee on Learning Minutes
October 3, 2017
Lillis Administration Building, Room 2**

Present: Mrs. Tammy McInerney, Chairperson
Mr. Bill Dahl
Mr. Dave Littlefield
Mr. J.T. Schemm

Also Present: Mr. Joshua Smith, Superintendent of Schools
Ms. Alisha DiCorpo, Assistant Superintendent of Schools
Ms. Yvonne de St. Croix, Talented and Gifted teacher
Mr. Michael Abraham, Social Studies teacher
Mr. Patrick Smith, Social Studies teacher
Ms. Tracy Olmsted, Social Studies teacher
Ms. Linda Scoralick, Co-Chair Professional Development Evaluation Committee

RECEIVED
TOWN CLERK

2017 OCT -5 P 12:58

NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Committee on Learning was called to order at 7:33 p.m. by Mrs. McInerney.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> Bob Coppola said he has been very impressed with the TAG program work done by Ms. de St. Croix and Ms. DiCorpo and he wanted to publicly acknowledge them. 	Public Comment
3.	Presentation A. Updated TAG Requirements <ul style="list-style-type: none"> Ms. de St. Croix said she was happy to follow up on her August presentation to the Committee. She said students are already engaged in many varied activities this school year. Under the program's current structure, the following best practices are followed: Identify students with high potential, then develop or modify enrichments and curriculum extensions in response to their needs. Nurture the social and emotional well-being of talented and gifted students by recognizing their 	Presentation A. Updated TAG Requirements

	<p>individual strengths and learning styles. Design sustainable standards-based programs that connect and overlap with fine arts and subject-based curriculum. Empower families and stakeholders with necessary and timely resources regarding TAG.</p> <ul style="list-style-type: none">• Under the current referral process, students are referred by teachers, parents, and/or through historical testing data. Considerations presently include use of language, memory skills, math characteristics, and non-verbal ability. Students are tested with parental consent by the school psychologist using the WASI/WISC assessment and the results are reviewed with the parent.• Ms. DiCorpo said the current process leaves gaps in the identification process.• Ms. de St. Croix and Ms. DiCorpo are proposing the use of the CogAt (Cognitive Abilities Test), a nationally normed assessment tool, as the universal screener for all students in third grade, as well as students transferring into district. The 30-minute test would be given in the classroom in late fall. Use of CogAt will broaden access, increase inclusivity, and offer equitable opportunities for all NMPS students regarding TAG. It will increase the potential for identification of students instead of testing only some students based on the recommendations of teachers, parents, and/or historical achievement data. It will provide a fast, reliable, valid data point when determining eligibility for the program and can anchor other measures to inform decisions on student placement in accelerated coursework.• Students exhibiting a 98th percentile (verbal, quantitative, non-verbal or equivalent, or composite) on the CogAt, a nationally normed aptitude assessment/indicator, as a stand-alone score, will be considered candidates for identification as highly gifted. The top 2% of students tested will fall into the category of highly gifted. Students who score 95% on CogAt screener on the verbal portion and consistently score at a 95% or higher on reading MAP data will be identified as Talented and Gifted in Academic	
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	<p>Reading. Students who score 95% on CogAt screener on the mathematical portion and consistently score at a 95% or higher on mathematical MAP data will be identified as Talented and Gifted in Academic Mathematics.</p> <ul style="list-style-type: none"> • Ms. DiCorpo said the use of CogAt will also help identify ELL students, unlike the current process which has a heavy reading/language component. • Mr. Dahl expressed concern about adding more students to the program with only one teacher. Ms. de St. Croix said the new referral tool would still only identify about 2% of students based on the national norm but would find that 2% more equitably than now. In addition, the screener will allow her to tailor her instruction more. 	
4.	<p>Discussion and Possible Action</p> <p>A. Review and Approval of Curriculum</p> <p>1. Honor's Freshman World History</p> <ul style="list-style-type: none"> • Mr. Abraham said this honors course is a foundation for the AP World History course which is offered in sophomore year. It covers from the first peoples through 1492. It uses a rigorous text approved by the College Board and foreshadows content themes and performance skills. <p>2. AP World History</p> <ul style="list-style-type: none"> • Mr. Abraham said this is a very challenging course and exam. The course begins with a review of the first people and continues up to 21st century globalization. It prepares students for the AP test but also works in district and common core standards in the areas of proper credit of sources, communication, presentation and performance based tasks. • Mr. Schemm asked about current enrollment and Mr. Abraham said it was at 32. Mr. Abraham said the course is not only for the advanced student but is good exposure for all. 	<p>Discussion and Possible Action</p> <p>A. Review and Approval of Curriculum</p> <p>1. Honor's Freshman World History</p> <p>2. AP World History</p>

	<p>3. Grade 6 Social Studies 4. Grade 7 Social Studies</p> <ul style="list-style-type: none"> • SMS teacher Mr. Patrick Smith said he wrote these curriculums in collaboration with Ms. Mary Maloney with input from Mrs. Taborsak and Ms. de St. Croix. The courses make up a two-year study of world regions with the western hemisphere and Europe in Grade 6 and the eastern hemisphere in Grade 7. He said the curriculums are truly living documents and this year's professional development will focus on their review and evolution. • Ms. DiCorpo said the curriculums integrate the new Social Studies framework and the performance assessments are aligned. • Mr. Dahl said he is really pleased with the general progression of curriculum in the district and finds the use of one template very helpful. • Mrs. McInerney asked how many Grade 6 Social Studies teachers there are and how the new curriculum is rolled out to them. Mr. Smith said there are three and they discuss this and other topics in their joint Professional Learning Community (PLC) meetings which happen once every six days. <p>5. Grade 8 Social Studies</p> <ul style="list-style-type: none"> • Ms. Olmsted said the Grade 8 curriculum has changed quite a bit with the new framework. Prior, the focus was on topics in U.S. History, now it is more of a survey course from the revolution to immigration. Teachers are very pleased with the increased rigor and outstanding performance tasks. • Ms. DiCorpo said the textbook is over 27 years old so now that the curriculum has been written to not be reliant on any one resource, they will be bringing a textbook request forward for approval as a curriculum resource. • Mr. Schemm said the textbook can be just one tool in this day and age. Ms. Olmsted said they also use Chromebooks frequently as well as Internet links and video sources. 	<p>3. Grade 6 Social Studies 4. Grade 7 Social Studies</p> <p>5. Grade 8 Social Studies</p>
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- Mr. Smith said most textbooks include an annual subscription fee for online resources. He said there are approximately 750 Chromebooks at SMS with a little over 1000 students. Now the emphasis is on increasing access to the infrastructure.
- Ms. DiCorpo said the district is beginning to curate resources internally as well.

Mr. Dahl moved to bring the following curricula:

1. Honor's Freshman World History
2. AP World History
3. Grade 6 Social Studies
4. Grade 7 Social Studies
5. Grade 8 Social Studies

to the full Board for approval, seconded by Mrs. McInerney and passed unanimously.

B. Teacher Evaluation Plan

- Ms. DiCorpo said this document includes minor suggested revisions from the state and she is expecting final approval this week.
- The goal of the plan is to improve teacher practice and support development over time of all teachers in all phases of their careers.
- The rationale for suggested revisions relates to the desire of Administration and the Professional Development Evaluation Committee's desire to improve teacher practice focused on specific, meaningful feedback; Administrators desire to move from the management aspects of their positions into more instructional leadership roles; The need for the overall time for evaluations to be lessened so that administrators can spend more time planning for and leading instructional work; and to tie directly the work of Jen Michno and ReVision into practice in a way that works for our TEVAL implementation.
- The revised plan will include three formal (two announced, one unannounced) observations for first and second year teachers and those new to the

Motion made and passed unanimously to bring the following curriculum to the full Board for approval:

1. Honor's Freshman World History
2. AP World History
3. Grade 6 Social Studies
4. Grade 7 Social Studies
5. Grade 8 Social Studies

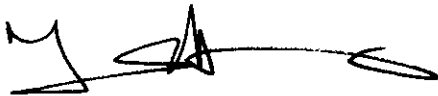
B. Teacher Evaluation Plan

	<p>district, a savings of approximately 145 minutes per teacher from the current plan; One formal (unannounced), one informal, and one review of practice for teachers rated proficient or exemplary for two consecutive years by NMPS, a savings of approximately 28 minutes per teacher; Three formal (two announced, one unannounced) and two informal observations for teachers rated below standard or developing, a savings of approximately 95 minutes per teacher. This includes a stipulation that work will be linked to professional growth and development plan(s) for teachers rated below standard or developing.</p> <ul style="list-style-type: none">• For all teachers, additional observations can be mutually agreed upon any time after the first formal observation.• Feedback will be targeted and directly connected to: The Performance and Practice Focus Areas; School & District Goals (if different); Other feedback which can be collected and tagged, if there is another focus that should be added due to what is seen in observations.• The Performance and Practice Focus areas should be developed through mutual agreement and be aligned with previous evaluations and recommendations and current school & district goals. If a teacher is completing TEAM, the focus areas should align to the PGAP. If a teacher is on an intervention plan, the focus areas should align to the PGDP.• The Improvement/Remediation Plan is divided into three phases. Phase 1: Area of focus and plan for sustained and targeted teacher support over time-tied to the CCT. Phase 2: Meeting log-Dates of meetings with administrator and other professionals who may provide support in a specific area. Phase 3: Documentation of student achievement and teacher improvement in order to be exited from remediation.• Mr. Smith said Ms. DiCorpo and the Committee have worked hard to stay within state statutes while creatively adjusting the plan to make it a better fit for New Milford.• Mr. Dahl asked for a copy of the rubric and Ms.	
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	<p>DiCorpo said that was in a separate state document which she would provide.</p> <ul style="list-style-type: none">• Ms. Scoralick said the work administrators are doing with ReVision has been very valuable in creating a common language for all. This is a continuing shift from “box checking” to help in growing learning.• Mr. Smith said the goal is to give ongoing feedback so that teachers can grow in their effectiveness with students. This plan is a tool to coach teachers to do a better job, not a punitive measure.• Mr. Dahl asked if Department Chairs do any evaluation and if so how they are trained. Ms. Scoralick said at the high school they do informal observations and they are beginning to share the ReVision learning at this time.• Mr. Littlefield asked what happens if an administrator goes to do an unannounced observation and students are taking a test for example. Ms. Scoralick said the administrator would just move on to another classroom. Ms. DiCorpo said the curriculum pacing guides also help because the administrator can look to see where a teacher should be in the curriculum.• Mr. Schemm asked for clarification on “in class” observations for certified staff such as counselors. Ms. Scoralick said they may observe group sessions. If it is a one-on-one situation, they will ask the student for permission to observe.• Ms. DiCorpo also wanted the Board to note page 15 where it has been clarified that state data can be used to set a goal but not used as a measurement device at the end since results take too long to receive.• Mr. Dahl said he remains concerned that there are not enough administrators in the buildings to do all these evaluations.• Mr. Littlefield thanked the committee for all its work and asked to see a copy of the CCT.• Mr. Schemm asked if this was a waiver from SEED and Ms. DiCorpo said it is considered an addendum to the existing plan.	
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	<ul style="list-style-type: none">Mr. Schemm said he thinks it is important to get buy in from veteran teachers and recognize their years of experience. He also suggested that a highlight pamphlet be developed for when the plan is rolled out since this is a lengthy document. <p>Mr. Littlefield moved to bring the Teacher Evaluation Plan to the full Board for approval, seconded by Mr. Dahl and passed unanimously.</p>	Motion made and passed unanimously to bring the Teacher Evaluation Plan to the full Board for approval.
5.	Public Comment <ul style="list-style-type: none">There was none.	Public Comment
6.	Adjourn <p>Mr. Dahl moved to adjourn the meeting at 9:21 p.m., seconded by Mr. Littlefield and passed unanimously.</p>	Adjourn <p>Motion made and passed unanimously to adjourn the meeting at 9:21 p.m.</p>

Respectfully submitted:



Tammy McInerney, Chairperson
Committee on Learning

**New Milford Board of Education
Facilities Sub-Committee Minutes
October 10, 2017
Lillis Administration Building—Room 2**

Present: Mr. Brian McCauley, Chairperson
Mr. Robert Coppola
Mr. Bill Dahl
Mr. David A. Lawson, ex officio

Absent: Mrs. Angela C. Chastain

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
Mr. Kevin Munrett, Facilities Director
Mr. Nestor Aparicio, Assistant Facilities Director
Ms. Roberta Pratt, Director of Technology

RECEIVED
TOWN CLERK
2017 OCT 12 P 12: 56
NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:45 p.m. by Mr. McCauley. Mr. Lawson was seated, ex officio, in the absence of Mrs. Chastain.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> Jeff Winter spoke regarding the ADA study. He said the Lillis Building has no historical value, is worth about \$1.5 million and should be sold, rather than address the recommendations in this study which could cost upwards of \$5.5 million total. He said there were other options for BOE offices. He said taxpayer needs should be taken into consideration and the building sold so that the BOE could reap the profits for their capital reserve account and use them for other school projects when needed. 	Public Comment
3.	Items of Information A. NES Fire Alarm <ul style="list-style-type: none"> Mr. Munrett said there were two bidders for this project and the recommendation is to use Turri-Masterson. They were the lowest bidder 	Items of Information A. NES Fire Alarm

	<p>and have done work at NES previously so they have a proven track record.</p> <ul style="list-style-type: none"> • Mr. Coppola asked if a motion was needed to move the bid to the Board but was told it would be on the Operations agenda for action. 	
B.	SNIS Roof Top Unit (RTU) update	B. SNIS Roof Top Unit (RTU) update
	<ul style="list-style-type: none"> • Mr. Munrett said this project was complete. 	
C.	New Milford Diamond Club donation	C. New Milford Diamond Club donation
	<ul style="list-style-type: none"> • Mr. Munrett said this donation is to provide materials for baseball and softball field bullpens and will show up on the Operations agenda for action. 	
D.	Advertising program update	D. Advertising program update
	<ul style="list-style-type: none"> • Mr. Munrett said this is a template for the turf field advertising endeavor, drafted by Mr. Lipinsky with input from the Turf Field Committee. • Mr. Coppola asked if there were zoning requirements to be followed. Mr. Munrett said he has spoken to the Town authorities and the signage is exempt as long as it faces in towards the fields. • Mr. Lawson asked what types of advertisement will be accepted and Mr. Smith said he would be approving signage based on the guidelines outlined in the BOE's advertising policy. • Mr. Dahl asked how the template would be announced and distributed. Mr. Munrett said they would be discussing that with the Turf Fields Committee at next week's meeting. 	
E.	Lillis Building ADA Report	E. Lillis Building ADA Report
	<ul style="list-style-type: none"> • Mr. Munrett said the full report has many pieces for review. Two identified areas have already been addressed. He has confirmed with Aquarion that we are in compliance with current code and a plumbing issue has been resolved. 	

	<ul style="list-style-type: none"> • Mr. Coppola wanted to reiterate that the building is grandfathered for compliance and no work is required. The Board paid to have the report done once the JPS agreement was null. He said the report was excellent but presented the “Cadillac version” and there are many ways to make smaller improvements. He also noted that the building contains DPA stained glass which has historical relevance. • Mr. Dahl asked what the plan is for the report going forward. Mr. Munrett said they would like to read and analyze to discuss where the Board would like to go with the recommendations. He said there are no life safety violations at this time. • Mr. Lawson said he agreed that the report would require careful study before committing capital money to projects. • Mr. Smith said the Board could choose to commit zero dollars or up to \$5 million or somewhere in between. He will be looking for Board input as to what to prioritize going forward, especially as there may be budgetary considerations. • Mr. McCauley said he can see lots of future conversations for the Facilities Committee. 	
4.	Public Comment <ul style="list-style-type: none"> • There was none. 	Public Comment
5.	Adjourn Mr. Coppola moved to adjourn the meeting at 7:04 p.m., seconded by Mr. Lawson and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:04 p.m.

Respectfully submitted:



Brian McCauley, Chairperson
Facilities Sub-Committee

**New Milford Board of Education
Operations Sub-Committee Minutes
October 10, 2017
Lillis Administration Building—Room 2**

Present: Mrs. Wendy Faulenbach, Chairperson
Mr. Robert Coppola
Mr. Brian McCauley
Mr. David A. Lawson, ex officio

Absent: Mrs. Angela C. Chastain

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
Ms. Roberta Pratt, Director of Technology
Mrs. Laura Olson, Director of Pupil Personnel and Special Services
Mr. Kevin Munrett, Facilities Director
Mr. Nestor Aparicio, Assistant Facilities Director

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1.	Call to Order The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:30 p.m. by Mrs. Faulenbach. Mr. Lawson was seated, ex officio, in the absence of Mrs. Chastain.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> There was none. 	Public Comment
3.	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence <ul style="list-style-type: none"> Ms. Baldelli said she may have a revision for next week's Board meeting depending on how interviews go this week. Mrs. Faulenbach asked if athletic coaches were up to date and Ms. Baldelli said they are. She said the next cycle will start shortly. Mr. McCauley moved to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval. Motion seconded by Mr. Coppola.	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence 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.

	<p>Motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 9/30/17 2. Purchase Resolution D-703 3. Request for Budget Transfers <ul style="list-style-type: none"> • Mr. Coppola asked about the balance in the certified salary account and Mr. Giovannone confirmed that it is due to open positions and a pending request on the budget transfer sheet. • Mr. Smith said the teacher of the deaf is leaving and the position is no longer required, so that salary will be transferred to another line. • Mrs. Faulenbach said she liked the additional detail provided on this month's purchase resolution. Mr. Giovannone said they are now clearly noting yearly encumbrances for what services and what timeframe. Mrs. Faulenbach said it was very helpful information. • Mr. Coppola said it was nice to see the detail for the number of Nonnewaug students as well. • Mr. Smith said they are trying to anticipate questions and provide the detail upfront. • Mrs. Faulenbach asked what line items the athletic transportation for NMHS and SMS are listed under. Mr. Giovannone said it was lumped with student transportation, 55100. • Mr. McCauley asked if he was correct in saying that IEP Direct increased in cost. Mrs. Olson said it did; she had projected 3% but it was more like 6%. • Mr. McCauley noted the \$16,000 budget for toner. Mr. Smith said that is probably less than half of what the district will need this year. He said this item is closely watched and will be a topic at tomorrow's administrative meeting. • Mrs. Faulenbach asked if the sewer assessment bill of \$12,000 was separate from the hookup fee of \$11,000 and Mr. Giovannone said they are separate charges. The hookup is a separate installation at the high school. <p>Mr. Lawson moved to bring the monthly reports:</p>	<p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 9/30/17 2. Purchase Resolution D-703 3. Request for Budget Transfers <p>Motion made and passed</p>
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<p>Budget Position 9/30/17, Purchase Resolution D-703 and Request for Budget Transfers to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>C. Gifts & Donations</p> <p>1. PTO — Exhibit B</p> <p>2. New Milford Diamond Club</p> <ul style="list-style-type: none"> • Mr. Coppola said the PTO gives amazing support for field trips and other programs. • Mr. Lawson agreed. He said he recently attended the John Halligan program at SMS which the PTO supported and it was excellent. • Mrs. Faulenbach thanked the Diamond Club for their contribution. <p>Mr. Coppola moved to bring Gifts & Donations: PTO – Exhibit B and New Milford Diamond Club to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>D. Bid Awards</p> <p>1. Medical Advisor</p> <p>2. NES Fire System Device Replacement</p> <ul style="list-style-type: none"> • Mr. Lawson noted the long standing relationship the district has had with the medical advisor and said he appreciated that the fee had not increased. • Mr. Smith said the NES fire system bid had been discussed at Facilities and is being awarded to the lowest bidder which also has previous experience in district. • Mr. Coppola asked if there is a formal bid opening process. Mr. Smith said there is. Mr. Giovannone and the pertinent department head, in this case Mr. Munrett, participate. 	<p>unanimously to bring the monthly reports: Budget Position dated 9/30/17, Purchase Resolution D-703, and Request for Budget Transfers to the full Board for approval.</p> <p>C. Gifts & Donations</p> <p>1. PTO — Exhibit B</p> <p>2. New Milford Diamond Club</p> <p>Motion made and passed unanimously to bring Gifts & Donations: PTO – Exhibit B and New Milford Diamond Club to the full Board for approval.</p> <p>D. Bid Awards</p> <p>1. Medical Advisor</p> <p>2. NES Fire System Device Replacement</p>
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	<ul style="list-style-type: none"> • Mr. Lawson said he would be recusing himself from this approval. <p>Mr. Coppola moved to bring the bid awards for the Medical Advisor and NES Fire System Device Replacement to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed 3-0-1. Yes: Mrs. Faulenbach, Mr. Coppola, Mr. McCauley, Abstain: Mr. Lawson</p> <p>E. Grant Approval</p> <p>1. Pre-K/Kindergarten Transition Initiative Grant from the CT Community Foundation</p> <ul style="list-style-type: none"> • Ms. DiCorpo said this grant will provide continuation of work the district is doing with area preschools to prepare students for kindergarten. The \$4,060 requested will focus on interactive read alouds. <p>Mr. Coppola moved to bring the Pre-K/Kindergarten Transition Initiative Grant from the CT Community Foundation to the full Board for approval.</p> <p>Motion seconded by Mr. Lawson.</p> <p>Motion passed unanimously.</p> <p>F. Activity Stipend Requests</p> <p>1. New Milford High School</p> <p>2. Sarah Noble Intermediate School</p> <ul style="list-style-type: none"> • Mr. Smith said stipends evolve over time. In the case of the NAMES request for New Milford High School, that program has activities all year round so warrants an advisor. • Mr. Coppola asked when the accompanying rubric was created and said he finds it very helpful. Mr. Smith said a committee created it in 2007. • Mr. Lawson asked why Video Club was being 	<p>Motion made and passed to bring the bid awards for the Medical Advisor and NES Fire System Device Replacement to the full Board for approval.</p> <p>E. Grant Approval</p> <p>1. Pre-K/Kindergarten Transition Initiative Grant from the CT Community Foundation</p> <p>Motion made and passed unanimously to bring the Pre-K/Kindergarten Transition Initiative Grant from the CT Community Foundation to the full Board for approval.</p> <p>F. Activity Stipend Requests</p> <p>1. New Milford High School</p> <p>2. Sarah Noble Intermediate School</p>
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	<p>eliminated to fund the NAMES position. Mr. Smith said activities shift from year to year, staying on the books but not being funded, so funds move accordingly. He said the high school now offers two video production courses.</p> <ul style="list-style-type: none"> • Ms. Baldelli said the SNIS activities are new and Mrs. Bilko had added money to her budget for them for this year. • Mr. Smith said SNIS continues to add activities because interest is very high. • Mr. Lawson said he had no issue with these additions but he said he would like to see a report on the clubs at the end of the year which would list number of participants and what projects they did. <p>Mr. Lawson moved to bring the activity stipend requests for New Milford High School and Sarah Noble Intermediate School to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>G. 2015-16 Capital Reserve Request</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said there has been discussion about capital reserve lately so this information is provided to show the long history of requests and how the reserve is tracked. • Mr. Lawson said he plans to attend the Board of Finance meeting tomorrow night where the 2015-16 capital request will be discussed. Since 1995, the Town Charter has allowed the use of capital reserve for capital items as needed. This is very necessary as the Board of Education, by statute, does not have a contingency fund. Its establishment was a bipartisan effort and has been successful for many years. • Mrs. Faulenbach said there has been discussion as to the amount of the end of year balance for 	<p>Motion made and passed unanimously to bring the activity stipend requests for New Milford High School and Sarah Noble Intermediate School to the full Board for approval.</p> <p>G. 2015-16 Capital Reserve Request</p>
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	<p>2015-16. She said the approved audit report for the Town clearly shows the balance to be \$264,406, the amount the Board is looking to transfer to capital reserve. The Board is asking for their approved balance only, no more or less.</p> <ul style="list-style-type: none"> • Mr. Lawson pointed out the education budget figure approved at town referendum, \$61,178,808. This is different from the figure shown for education under the Town's listing, \$75,096,521, which includes additional funds not given to the Board of Education. Mr. Lawson said he believes this figure includes ECS funds which go directly to the Town. • Mrs. Faulenbach said this topic is on the agenda because capital reserve can be a confusing topic; you need to follow the trail carefully to see where the money is. Town minutes are included in the packet for reference and an overview of use. • Mr. Lawson said the BOE has been fiscally frugal and it is right that any balance should go back to the schools for future use. • Mr. Coppola said the funds cannot be drawn directly. The Board must follow the Town process. • Mr. Lawson said there is an historical order of business and a request has never been rejected in the past. • Mrs. Faulenbach said she believes the Town's concern this year has to do with the state budget crisis. • Mr. Lawson said they are separate issues. The Town has contingency funds from which to draw, the BOE does not. • Mrs. Faulenbach said they will report back to the Board on future action. • Mr. Smith said Mr. Giovannone will run a report for capital expenditures which he hopes to include in Friday's Board packet. 	
4.	Items of Information	Items of Information
A.	Updated Master Schedule for Bids and Proposals	A. Updated Master Schedule for

	<ul style="list-style-type: none"> • Mr. Smith said this planning document is a work in progress, designed to capture the life cycle of bids. It will grow and evolve as the bids do. • Mrs. Faulenbach said she appreciates the transparency of this document and asked if it is on the website; Mr. Giovannone said not yet. <p>B. Entitlement Grants 1. District Consolidated Grant 2. Title III Grant</p> <ul style="list-style-type: none"> • Mr. Smith said this is a shift from an action item to information only and is designed to catch the grant description and dollar amount for the record. The state has changed the process and uses an online system. Board approval is not required as these are entitlement grants, not competitive. • Ms. DiCorpo said the Bilingual grant has been delayed due to the state budget crisis. Right now, entitlement would be less than half previously received. This is a concern, as schools with 20+ eligible students are required to provide services, so additional funding may be needed from the operating budget. 	<p>Bids and Proposals</p> <p>B. Entitlement Grants 1. District Consolidated Grant 2. Title III Grant</p>
5.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	<p>Public Comment</p>
6.	<p>Adjourn</p> <p>Mr. McCauley moved to adjourn the meeting at 8:20 p.m. seconded by Mr. Lawson and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 8:20 p.m.</p>

Respectfully submitted:

Wendy Faulenbach

Wendy Faulenbach, Chairperson
Operations Sub-Committee