

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

BOARD OF EDUCATION
MEETING NOTICE

DATE: June 18, 2019
TIME: 7:30 P.M.
PLACE: Sarah Noble Intermediate School – Library Media Center

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NEW MILFORD, CT

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. 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.

3. PTO REPORT

4. STUDENT REPRESENTATIVES' REPORT

5. APPROVAL OF MINUTES

- A. Approval of the following Board of Education Meeting Minutes
 - 1. Regular Meeting Minutes May 21, 2019

6. SUPERINTENDENT'S REPORT

7. BOARD CHAIRMAN'S REPORT

8. COMMITTEE AND LIAISON REPORTS

- A. Facilities Sub-Committee – Mr. McCauley
- B. Operations Sub-Committee – Mrs. Faulenbach
- C. Policy Sub-Committee – Mrs. McInerney
- D. Committee on Learning – Mr. Schemm
- E. EdAdvance – Mrs. Monaghan
- F. Connecticut Boards of Education (CABE) – Mr. Lawson
- G. Magnet School – Mrs. Monaghan

9. DISCUSSION AND POSSIBLE ACTION

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated June 18, 2019
- B. Bid Awards
 - 1. Food and Nutrition Services - Milk
 - 2. Food and Nutrition Services – Frozen Dessert
 - 3. Boiler Cleaning
 - 4. Septic Cleaning
 - 5. Security Cameras and Equipment with Windows 10
- C. Monthly Reports
 - 1. Budget Position
 - 2. Purchase Resolution: D-723
 - 3. Request for Budget Transfers - Revised
- D. Gifts & Donations
 - 1. PTO-Exhibit B
 - 2. Goldring Family Foundation
- E. Grant Approval
 - 1. Adult Education PEP Grant
- F. Authorization of Signatory on School District Accounts – Exhibit D
- G. Shepaug Agriscience Agreement - Revised
- H. Policies for First Review
 - 1. 1325 Advertising and Promotion
 - 2. 1330 Use of School Facilities
 - 3. 1331 Smoking
 - 4. 1411 Relations with Police Authorities
 - 5. 1412 Fire Department
 - 6. 1430 State and Federal Aid
 - 7. 1620 Relations with Private Schools, Colleges and Universities
- I. Approval of the Following Curricula
 - 1. Grade 6 General Music
 - 2. Grade 7 General Music
 - 3. Grade 8 General Music
- J. Five-Year Curriculum Plan (2020-2025)
- K. Recommendation and Approval for Designee of Superintendent of Schools
- L. Authorization for the Superintendent to accept resignations and make appointments from June 19, 2019 through September 17, 2019.
- M. Authorization for the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 19, 2019 through September 17, 2019.
- N. End-of-Year Balance
- O. Adjustments to the 2019-20 Board of Education Adopted Budget

10. ITEMS FOR INFORMATION AND DISCUSSION

- A. Field Trip Report
- B. Annual Emergency Preparedness Report
- C. Annual Wellness Report
- D. Annual Report of the John J. McCarthy Observatory
- E. Clubs and Activities Report
- F. Excess Cost Payment 2 of 2 for 2018-19 - Revised

11. DISCUSSION AND POSSIBLE ACTION (Executive Session Anticipated)

- A. Discussion and possible approval of the employment and salary of the Assistant Superintendent, Director of Human Resources, Director of Fiscal Services and Operations, Director of Food Services, Systems Analyst, Account Data Specialist, Network Administrator, Accounting Manager, Facilities Director, Assistant Facilities Director, Administrative Assistant to the Superintendent, Adult Education Facilitator, Board Certified Behavior Analyst, District Courier and Lab Assistant
- B. Discussion and possible vote on proposed contract for the Superintendent of Schools

12. ADJOURN

ITEMS OF INFORMATION

Policy Sub-Committee Minutes – June 4, 2019

Committee on Learning Minutes – June 4, 2019

Facilities Sub-Committee Minutes – June 11, 2019

Operations Sub-Committee Minutes – June 11, 2019

New Milford Board of Education Regular Meeting July 16, 2019 – 7:30 p.m. Sarah Noble Intermediate School, LMC	New Milford Board of Education Regular Meeting August 20, 2019 – 7:30 p.m. Sarah Noble Intermediate School, LMC
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**New Milford Board of Education
Regular Meeting Minutes
May 21, 2019
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairman Mrs. Angela C. Chastain Mr. Bill Dahl Mr. Joseph Failla Mrs. Wendy Faulenbach Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Eileen P. Monaghan Mr. J.T. Schemm
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Also Present:	Ms. Alisha DiCorpo, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Anthony Giovannone, Director of Operations and Fiscal Services Mr. Kevin Munrett, Facilities Director Mr. Nestor Aparicio, Assistant Facilities Director Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School Dr. Chris Longo, Principal, Schaghticoke Middle School Mr. Greg Shugrue, Principal, New Milford High School Mr. Eric Williams, Principal, Hill and Plain Elementary School Mrs. Sandra Sullivan, Director of Food and Nutrition Services Ms. Elizabeth Meskill, Student Representative Mr. Craig Benvenuti, Student Representative
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1.	Call to Order	Call to Order
A.	Pledge of Allegiance	A. Pledge of Allegiance
	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.	
2.	Recognition	Recognition
A.	NMHS Music Students: Jessica Berkun, Nicholas Cavuoto, Matthew Hassiak, Justin Howard, Allan Lian, Ryan McNulty, Sarah Morris, Eliza Peery, Hannah Spinner, Terrell Williams, Cory Woolley, Connor Stahl, Joshua Abel, Madeline de la Parra, Brian Hinger, Madison Lafontan, Chloe Onorato, Christina Onorato	A. NMHS Music Students: Jessica Berkun, Nicholas Cavuoto, Matthew Hassiak, Justin Howard, Allan Lian, Ryan McNulty, Sarah Morris, Eliza Peery, Hannah Spinner, Terrell Williams, Cory Woolley, Connor

	<ul style="list-style-type: none"> Dr. Tracy invited Mr. David Syzdek and Ms. Diane Taylor to assist with the recognition for these talented students who were chosen for CMEA activities, including Northern Region, All State and All Eastern. <p>B. NMPS Stars of the Month: Gail Burger, Kate DeBarber, Sarah Divine, Kim Foss, Mary Lavoie, Nancy Mowrey</p> <ul style="list-style-type: none"> Dr. Tracy read a comment about each Star from the person who nominated them. They each received a pin recognizing their nomination and Nancy Mowrey was randomly selected to drive the Ingersoll Automotive Courtesy Car for the month. <p>The meeting recessed at 7:44 p.m. for a brief reception and reconvened at 7:52 p.m.</p>	<p>Stahl, Joshua Abel, Madeline de la Parra, Brian Hinger, Madison Lafontan, Chloe Onorato, Christina Onorato</p> <p>B. NMPS Stars of the Month: Gail Burger, Kate DeBarber, Sarah Divine, Kim Foss, Mary Lavoie, Nancy Mowrey</p>
3.	<p>Public Comment</p> <ul style="list-style-type: none"> There was none. 	<p>Public Comment</p>
4.	<p>PTO Report</p> <ul style="list-style-type: none"> Mrs. Mandi MacDonald said the PTOs sponsored teacher appreciation events in all schools. They also did a bus driver appreciation event. They are assisting with "moving up" celebrations too. Yearbooks will be distributed shortly. The PTO is helping with K-5 field days. SNIS and SMS are holding movie fundraisers. NES and NMHS had recent author visits. NES is hosting Touch a Truck. HPS is holding a Family Fun night. SMS held a Glow Dance for grade 6 and will be having Penny Wars for all grades. They are assisting the high school with the Senior Picnic. Grad Party, in its 25th year, is looking for volunteers. Camella's Cupboard is reaching out to families regarding the summer food program. PTO is awarding eleven scholarships of \$1,000 each at the upcoming Senior Scholarship Night. 	<p>PTO Report</p>

<p>5.</p>	<p>Student Representative's Report</p> <ul style="list-style-type: none"> Elizabeth and Craig reported. Specialty awards were held May 15. Tiny Tikes preschool held graduation May 21. The high school Health Fair was May 21. May 22 is the NHS Blood Drive. On May 29, Senior Scholarship Night will be held. May 30 is the Senior Banquet, with the Senior Trip following the next day. On June 3, seniors will attend the "Know Before You Go" event. CNA testing for certification takes place on June 6. 	<p>Student Representative's Report</p>
<p>6.</p> <p>A.</p>	<p>Presentation</p> <p>Food and Nutrition Services Program Report</p> <ul style="list-style-type: none"> Dr. Tracy said the Board had received a written overview in their packets. Mrs. Sullivan said they participate in the National School Breakfast and Lunch programs and receive federal and state funding as a result. They have a self-sustaining fund separate from the general fund. All meals are prepared on site at each school, using local products when they are able. There are different menus per grade level with between 6-9 choices. All salaries are paid from the self-sustaining fund. They are inspected by the New Milford Health Department three times per year and receive consistently high scores. Over 80% of staff participate in voluntary food safety courses. The program averages 2200 lunches and 200 breakfasts per day. No price increase is planned for next year; the last price increase was in 2013. Free and reduced lunch price guidelines are set by the USDA. As of March 2019, there were 933 students receiving free lunch and 267 reduced. That is 32% of the population. This is up about 10% from last year due to a project the state of CT is running that adds in Medicaid students. The program is evaluated by the state every three years. The last evaluation was in 2016 when the program received an "excellent" rating. 	<p>Presentation</p> <p>A. Food and Nutrition Services Program Report</p>

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| <ul style="list-style-type: none">• Mr. Giovannone said he certifies the finances of the program monthly as well as annually. A financial report was in the Board packet.• Mrs. Faulenbach noted that the Board had seen capital expenditures in the past and she asked where those are noted. Mr. Giovannone said they would appear on the annual report to the state regarding the spend down of funds beyond the three month required average balance.• Mrs. Chastain asked for a copy of that report. Mr. Giovannone said he would provide it when it was complete.• Mr. Lawson said the choices offered are remarkable. He said they should be commended for the program's self-sustaining nature, not easy in this day and age, and something that doesn't happen in all districts.• Mrs. Chastain asked how they look to increase breakfast participation. Mrs. Sullivan said they advertise breakfast on the menus and in back to school welcome packets, as well as send with the approval for free and reduced lunch. She said she thinks there is a time factor that holds down participation, with students having little time to visit the cafeteria before classes.• Mrs. Chastain asked what the policy is for lunch charges if the student does not have money. Mrs. Sullivan said at the K-8 level, students are given a meal with no questions asked and the parent is then notified. At the high school level, students in the negative can charge one lunch, then are reminded to bring money the next day.• Mrs. Chastain asked what happens at the high school level if it is for more than one day. Do they involve counselors or administrators for assistance? Mrs. Sullivan said they are not supposed to share that kind of information due to confidentiality issues. She said they do send applications for assistance with notification letters.• Mrs. Chastain asked what the estimated unpaid balance is per year. Mr. Giovannone said it is currently \$4,416. This cannot be charged to Food | |
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	<p>Services, but must be addressed through the Board budget at the end of the year.</p> <ul style="list-style-type: none"> • Mr. Schemm said the presentation is helpful for the Board's understanding of the program and also for the community to see our students' needs. 	
7.	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Workshop Minutes April 23, 2019</p> <p>Mrs. Monaghan moved to approve the following Board of Education Meeting Minutes: Workshop Minutes April 23, 2019, seconded by Mr. Lawson and passed 8-0-1.</p> <p>Aye: Mrs. Chastain, Mr. Dahl, Mr. Failla, Mr. Lawson, Mr. McCauley, Mrs. McInerney, Mrs. Monaghan, Mr. Schemm Abstain: Mrs. Faulenbach</p> <p>2. Regular Meeting Minutes April 23, 2019</p> <p>Mrs. McInerney moved to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes April 23, 2019, seconded by Mr. Schemm and passed unanimously.</p> <p>3. Special Meeting Minutes May 2, 2019</p> <p>Mr. Lawson moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes May 2, 2019, seconded by Mrs. McInerney and passed 7-0-2.</p>	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Workshop Minutes April 23, 2019</p> <p>Motion made and passed to approve the following Board of Education Meeting Minutes: Workshop Minutes April 23, 2019.</p> <p>2. Regular Meeting Minutes April 23, 2019</p> <p>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes April 23, 2019.</p> <p>3. Special Meeting Minutes May 2, 2019</p> <p>Motion made and passed to approve the following Board of Education Meeting Minutes: Special Meeting Minutes May 2, 2019.</p>

	<p>Aye: Mrs. Chastain, Mr. Dahl, Mr. Failla, Mrs. Faulenbach, Mr. Lawson, Mrs. McInerney, Mr. Schemm</p> <p>Abstain: Mr. McCauley, Mrs. Monaghan</p>	
8.	<p>Superintendent's Report</p> <ul style="list-style-type: none"> • Dr. Tracy said as a part of the school district's contribution to New Milford's Plan of Conservation & Development, he asked principals and district administrators what they thought were the most significant challenges facing our public schools in the decade ahead. Their top ten concerns are: Finding and retaining high quality teachers – including attracting minority candidates and getting more men into our elementary classrooms; Empowering students to be motivated, self-directed learners among the many competing interests and challenges in their lives; Supporting an increasing number of children for whom English is a second language; Inadequate revenue, including reductions in assistance from the state and federal government; Impact of family crises, addiction and mental health issues on parenting and child wellbeing; The growing number of children dealing with mental health and behavioral issues that impeded learning, place demands on staff and contribute to rising special education costs; Difficulty in engaging parents in the academic lives of their children; Access on the part of children to unsupervised technology; Promoting staff wellbeing; and Balancing the need for school security with the need to make schools warm and inviting. 	Superintendent's Report
9.	<p>Board Chairman's Report</p> <ul style="list-style-type: none"> • Mr. Lawson said he hoped everyone had voted. He referenced a memo to the Board regarding the budget and ECS funding. He said the possibility of returning \$400,000 to New Milford is in committee discussion. He said, if that is realized, the Town Council minutes reflect that it 	Board Chairman's Report

	cannot be returned to the BOE budget, but can go to capital reserve. He said he hopes that is the case. He said the superintendent search is moving along, and there is preliminary action expected tonight.	
10.	Committee And Liaison Reports	Committee And Liaison Reports
A.	Facilities Sub-Committee – Mr. McCauley <ul style="list-style-type: none"> Mr. McCauley said they discussed several items including the impact of a Windows upgrade on security cameras. That cost is estimated at \$165,000 and is time sensitive. He said there have been many meetings with the Town regarding energy savings and they will reach out to the Town's new Building Committee to see if the district can benefit, as well as for guidance regarding roofs and the SNIS oil tank. 	A. Facilities Sub-Committee
B.	Operations Sub-Committee – Mrs. Faulenbach <ul style="list-style-type: none"> Mrs. Faulenbach said the committee heard a presentation from EdAdvance. John Dufour informed the Board that All-Star is being sold and they will be transitioning over the next 3-5 years. There is no effect to the district with the sale. There is a contract to be reviewed tonight. They discussed end of year balance. The projected shortfall in excess cost will need to be absorbed by the operational budget. The agriscience agreement is still a work in progress; the emphasis is on protecting New Milford's interests. 	B. Operations Sub-Committee
C.	Policy Sub-Committee – Mrs. McNerney <ul style="list-style-type: none"> Mrs. McNerney said there are three policies on for approval tonight, which have been discussed at length over the last few months. The committee suggested additional revisions to policy 6146 that have been incorporated. These include reducing the three possible middle school credits to two. 	C. Policy Sub-Committee

	<p>D. Committee on Learning – Mr. Schemm</p> <ul style="list-style-type: none"> Mr. Schemm said the German AP curriculum is on for approval tonight. He said this program is a great highlight for New Milford, since not many districts offer it. They heard a presentation on the Phonics Pilot and he was impressed with the teacher collaboration and feedback since buy in is important to success. He said they discussed the graduation requirements and the vertical alignment of the middle school courses in math and world languages that are proposed for eligible credit. <p>E. EdAdvance – Mrs. Monaghan</p> <ul style="list-style-type: none"> Mrs. Monaghan said Dr. Kitching is visiting other districts, as he did New Milford, to promote the 34 different services they offer districts. New Milford primarily uses their transportation resources and some tech services. She said the non-profit is helpful for cost savings including for such things as Chromebook purchasing. <p>F. Connecticut Boards of Education (CABE) – Mr. Lawson</p> <ul style="list-style-type: none"> Mr. Lawson said the legislative session is ongoing. CABE is working for relief from unfunded mandates, and increased aid for educational cost sharing and special education. He said CABE is offering a variety of summer workshops for Board members and that if anyone would like to attend, to contact the Superintendent's office. <p>G. Magnet School – Mrs. Monaghan</p> <ul style="list-style-type: none"> Mrs. Monaghan said there should be nothing to report until the fall annual meeting takes place. 	<p>D. Committee on Learning</p> <p>E. EdAdvance</p> <p>F. Connecticut Boards of Education (CABE)</p> <p>G. Magnet School</p>
11.	Discussion and Possible Action (Executive Session Anticipated)	Discussion and Possible Action (Executive Session Anticipated)

	<p>A. Interview and discuss candidate for the position of Northville Elementary School Principal</p> <p>B. Appointment of candidate to the position of Northville Elementary School Principal</p> <p>Motion made by Mrs. Faulenbach that the Board enter into Executive Session to interview and discuss the candidate for the position of Northville Elementary School Principal, and invite into the session Dr. Stephen Tracy, Ms. Ellamae Baldelli, Ms. Alisha DiCorpo and the candidate.</p> <p>Motion seconded by Mrs. Monaghan.</p> <p>Motion passed unanimously.</p> <p>The Board entered executive session at 8:38 p.m.</p> <p>The candidate left executive session at 8:45 p.m.</p> <p>The Board returned to public session at 8:54 p.m.</p> <p>Motion made by Mr. Dahl that the Board of Education approve the appointment of: Ms. Gwen Gallagher as Northville Elementary School Principal effective July 2, 2019 2019-2020 salary - \$129,398, prorated to start date.</p> <p>Motion seconded by Mr. McCauley.</p> <p>The motion passed unanimously.</p>	<p>A. Interview and discuss candidate for the position of Northville Elementary School Principal</p> <p>B. Appointment of candidate to the position of Northville Elementary School Principal</p> <p>Motion made and passed unanimously that the Board enter into Executive Session to interview and discuss the candidate for the position of Northville Elementary School Principal, and invite into the session Dr. Stephen Tracy, Ms. Ellamae Baldelli, Ms. Alisha DiCorpo and the candidate.</p> <p>Motion made and passed unanimously that the Board of Education approve the appointment of: Ms. Gwen Gallagher as Northville Elementary School Principal effective July 2, 2019 2019-2020 salary - \$129,398, prorated to start date.</p>
<p>12.</p> <p>A.</p>	<p>Discussion and Possible Action</p> <p>Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated May 21, 2019</p> <p>Mrs. Faulenbach moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments,</p>	<p>Discussion and Possible Action</p> <p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated May 21, 2019</p> <p>Motion made and passed unanimously to approve Exhibit A:</p>

	<p>Resignations and Leaves of Absence as of May 21, 2019, seconded by Mrs. Monaghan.</p> <p>The motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position 2. Purchase Resolution: D-722 3. Request for Budget Transfers <p>Mrs. Faulenbach moved to approve monthly reports: Budget Position dated April 30, 2019; Purchase Resolution D-722; and Request for Budget Transfers, seconded by Mr. Lawson.</p> <ul style="list-style-type: none"> • Mr. Lawson asked Mr. Giovannone to comment on end of year projections. Mr. Giovannone said there are no real issues, just some line item adjustments expected. • Mrs. Chastain asked if the payment to Canterbury School was a full payment for swimming. Mr. Giovannone said it was for winter ice hockey and swimming but he would have to check to see if there had been a fall payment. • Mr. Schemm asked for clarification that the short fall in revenue on page 4 was for excess cost reimbursement for special education and not ECS funding and Mr. Giovannone said that is correct. • Mrs. Faulenbach said that shortfall will need to be offset by other line items in the budget. • Mr. Giovannone said the second payment is due in late May. Mrs. Chastain asked if the pay to play revenue is pretty much done. Mr. Giovannone said it is and the shortfall is holding around the amount estimated. Mr. Failla asked if this is due to less participation. Mr. Giovannone said it could be one factor. Mr. Lawson said there are scholarships if needed as well. <p>The motion passed unanimously.</p>	<p>Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of May 21, 2019.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position 2. Purchase Resolution: D-722 3. Request for Budget Transfers <p>Motion made and passed unanimously to approve monthly reports: Budget Position dated April 30, 2019; Purchase Resolution: D-722; and Request for Budget Transfers.</p>
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<p>C. Gifts & Donations 1. PTO – Exhibit B</p> <p>Mr. McCauley moved to accept Gifts and Donations: PTO – Exhibit B in the amount of \$5,165.20, seconded by Mr. Lawson.</p> <ul style="list-style-type: none"> • Mr. Lawson thanked the PTO for its continued support of district programs. <p>The motion passed unanimously.</p> <p>D. Approval of the Following Curriculum 1. German AP</p> <p>Mrs. McInerney moved to approve the following curriculum: German AP, seconded by Mrs. Monaghan.</p> <ul style="list-style-type: none"> • Mr. Schemm said, to clarify, that the title should be AP German Language and Culture to coincide with the College Board and that it will be corrected on the curriculum document. <p>The motion passed unanimously.</p> <p>E. Policies for Approval 1. 6146 Graduation Requirements 2. 6141.4 Independent Study 3. 6172.6 Virtual/Online Courses/College/University Courses</p> <ul style="list-style-type: none"> • Mrs. Faulenbach asked that the policies be considered for approval separately. <p>1. 6146 Graduation Requirements</p> <p>Mrs. McInerney moved to approve Policy 6146 Graduation Requirements, seconded by Mr. McCauley.</p>	<p>C. Gifts & Donations 1. PTO – Exhibit B</p> <p>Motion made and passed unanimously to approve Gifts & Donations: PTO – Exhibit B in the amount of \$5,165.20.</p> <p>D. Approval of the Following Curriculum 1. German AP</p> <p>Motion made and passed unanimously to approve the following curriculum: 1. German AP</p> <p>E. Policies for Approval 1. 6146 Graduation Requirements 2. 6141.4 Independent Study 3. 6172.6 Virtual/Online Courses/College/University Courses</p> <p>1. 6146 Graduation Requirements</p> <p>Motion made and passed to approve Policy 6146 Graduation Requirements.</p>
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Regular Meeting Minutes

May 21, 2019

Sarah Noble Intermediate School Library Media Center

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| <ul style="list-style-type: none">• Mr. Failla said he has spoken extensively about his concerns about adding middle school credit. He said the graph provided regarding credits earned by 2018 graduates shows that the graduates had more than enough, without offering middle school credit. He is also concerned about changing the minimum required semesters from 7 to 6. He sees it as a social balance issue.• Mrs. Chastain said that she appreciates the work done on this policy but she will not support the recommended revision. She said 6 semesters is not in the best interest of students. The chart shows there is no need to add middle school credit, and doing so will just add stress at the middle school level. Also, the budget does not support additional offerings at the high school for those students who will already have credit from the middle school.• Mr. Dahl said he looked deeply at the revisions and he thinks they give parents and students options that they didn't have before, such as a gap year or internship opportunity for students who choose to graduate early. He said he doesn't want to be the person that says they can't do that. It should be a parental responsibility. Students should be offered challenges and credits if they want and he will support the changes.• Mr. Lawson agreed saying it should be a family decision. He asked Mr. Shugrue how many students typically graduate early. Mr. Shugrue said there are two or three this year and that typically it is less than a handful every year even with students who exceed the credit requirement.• Mr. McCauley said he will support it too. He also sees a benefit for struggling students who might be able to get the language requirement out of the way.• Mrs. McNerney said the students in the high track at the middle school for math don't opt in, they meet criteria. They are rightfully in the classes, the same as those at the high school, rise to the challenge, and should get credit. They can then take other courses and explore other areas. | |
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She believes they will stay for their senior year but that is a parental conversation. She will support the revisions. She also loves the pathways.

- Mrs. Monaghan said she likes the idea of rising to a challenge and providing students the opportunity to get there. She will support it as well.
- Mr. Schemm said the pathways are set by the Public Act and that the Board is basically debating the pieces that they have latitude over. He said it has been a fruitful process that covers three items: going from 26 to 25 credits required to graduate; allowing middle school credit, which is now at 2 under the latest revision of the policy; and moving to a 6 semester requirement, from 7. He said the last one is acknowledging the reality of what can happen with the addition of the mastery-based credit. He said he will support the revisions and that they can be revisited down the road if necessary.
- Mrs. Faulenbach agreed that they can revisit this down the road but that it is a serious conversation that is taking place now. She said she will not support the revisions. She said she does not believe we are raising the bar for all when the credit requirement is being lowered to 25. She said she has not seen enough evidence to make a shift this much.
- Mr. Failla said he wanted to clarify that he thinks the pathways and curricular pieces are well done. He has problems with the marginal issues and said that while parental responsibility comes into play, the Board has an elected responsibility and the students are ultimately bound by its decisions.

The motion passed 6-3-0.

Aye: Mr. Dahl, Mr. Lawson, Mr. McCauley,

Mrs. McInerney, Mrs. Monaghan, Mr. Schemm

No: Mrs. Chastain, Mr. Failla, Mrs. Faulenbach

	<p>2. 6141.4 Independent Study</p> <p>Mrs. McInerney moved to approve Policy 6141.4 Independent Study, seconded by Mr. Lawson.</p> <p>The motion passed unanimously.</p> <p>3. 6172.6 Virtual/Online Courses/College/University Courses</p> <p>Mr. Lawson moved to approve Policy 6172.6 Virtual/Online Courses/College/University Courses, seconded by Mrs. Monaghan.</p> <ul style="list-style-type: none"> • Mr. Failla said he thinks online learning provides a great opportunity for students. <p>The motion passed unanimously.</p> <p>F. Grant Approvals</p> <p>1. Adult Education ED 244</p> <p>Mrs. Faulenbach moved to approve the Adult Education ED 244 grant in the amount of \$108,109.00, seconded by Mrs. McInerney.</p> <p>The motion passed unanimously.</p> <p>2. IDEA Grant</p> <p>Mrs. Faulenbach moved to approve the IDEA-611 grant in the amount of \$926,284.00 and the IDEA-619 grant in the amount of \$32,887.00, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mr. Schemm asked if the grant funding for salaries shows up in the budget. Mr. Giovannone said it is shown in Appendix C of the budget book. <p>The motion passed unanimously.</p>	<p>2. 6141.4 Independent Study</p> <p>Motion made and passed unanimously to approve Policy 6141.4 Independent Study.</p> <p>3. 6172.6 Virtual/Online Courses/College/University Courses</p> <p>Motion made and passed unanimously to approve Policy 6172.6 Virtual/Online Courses/College/University Courses.</p> <p>F. Grant Approvals</p> <p>1. Adult Education ED 244</p> <p>Motion made and passed unanimously to approve the Adult Education ED 244 grant in the amount of \$108,109.00.</p> <p>2. IDEA Grant</p> <p>Motion made and passed unanimously to approve the IDEA-611 grant in the amount of \$926,284.00 and the IDEA-619 grant in the amount of \$32,887.00.</p>
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	<p>3. Title III Immigration</p> <p>Mr. Dahl moved to approve the Title III Immigration grant in the amount of \$48,501.00, seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach thanked administration for their work in securing this competitive grant, which is new for New Milford. <p>The motion passed unanimously.</p> <p>G. Food and Nutrition Services – Exhibit C</p> <p>1. Healthy Food Certification Statement</p> <p>Mrs. Faulenbach moved that the New Milford Board of Education continue its participation in the National School Lunch Program and pursuant to Section 10-215f of the C.G.S., certify that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2019, through June 30, 2020. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mr. Schemm asked if this recertification is required each year and Mr. Lawson said it is. <p>The motion passed 8-1. Aye: Mr. Dahl, Mrs. Faulenbach, Mr. Failla, Mr. Lawson, Mrs. McInerney, Mr. McCauley, Mrs. Monaghan, Mr. Schemm</p>	<p>3. Title III Immigration</p> <p>Motion made and passed unanimously to approve the Title III Immigration grant in the amount of \$48,501.00.</p> <p>G. Food and Nutrition Services – Exhibit C</p> <p>1. Healthy Food Certification Statement</p> <p>Motion made and passed that the New Milford Board of Education continue its participation in the National School Lunch Program and pursuant to Section 10-215f of the C.G.S., certify that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2019, through June 30, 2020. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups.</p>
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<p>No: Mrs. Chastain</p> <p>2. Food Certification Exemptions for School Fundraisers</p> <p>Mrs. McInerney moved that the New Milford Board of Education allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held, seconded by Mr. McCauley.</p> <p>The motion passed unanimously.</p> <p>3. Beverage Certification Exemptions</p> <p>Mr. McCauley moved that the New Milford Board of Education allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the</p>	<p>2. Food Certification Exemptions for School Fundraisers</p> <p>Motion made and passed unanimously that the New Milford Board of Education allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held.</p> <p>3. Beverage Certification Exemptions</p> <p>Motion made and passed unanimously that the New Milford Board of Education allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the</p>
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	<p>event; and 3) the beverages are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held, and must be the same place as the food sales, seconded by Mrs. Faulenbach.</p> <p>The motion passed unanimously.</p>	<p>sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held, and must be the same place as the food sales.</p>
H.	<p>Authorization of Signatory on School District Accounts – Exhibit D Revised</p> <p>Mr. Dahl moved to approve the Authorization of Signatory on School District Accounts – Exhibit D Revised, seconded by Mrs. Monaghan.</p> <ul style="list-style-type: none"> Mr. Giovannone said there will be another similar exhibit next month to reflect additional administrative appointments. <p>The motion passed unanimously.</p>	<p>H. Authorization of Signatory on School District Accounts – Exhibit D Revised</p> <p>Motion made and passed unanimously to approve the Authorization of Signatory on School District Accounts – Exhibit D Revised.</p>
I.	<p>MOU Between NMBOE and CEA-NM dated 5/6/19</p> <p>Mr. Dahl moved to approve the MOU Between NMBOE and CEA-NM dated 5/6/19 and to authorize the Board Chair to sign the memorandum on behalf of the Board, seconded by Mrs. Faulenbach.</p> <p>The motion passed unanimously.</p>	<p>I. MOU Between NMBOE and CEA-NM dated 5/6/19</p> <p>Motion made and passed unanimously to approve the MOU Between NMBOE and CEA-NM dated 5/6/19 and to authorize the Board Chair to sign the memorandum on behalf of the Board.</p>

	<p>J. End of Year Balance</p> <ul style="list-style-type: none"> • Mr. Giovannone referenced the summary memo that includes historical information on the back. • Mrs. Faulenbach said the Board will continue to keep an eye on this projection and make a formal motion at the end of the year. <p>K. End of Year Projects</p> <ul style="list-style-type: none"> • Mr. Giovannone said he is asking the Board to consider designating \$165,000 towards the referenced year-end project so that it may be put out for bid and awarded in June. It is time sensitive since Windows 7 will no longer be supported in January 2020. • Mrs. Faulenbach asked for clarification that the Board could choose not to make the award in June if there were any concerns regarding the year-end balance and Mr. Giovannone said that is correct. • Mr. Giovannone said he is also recommending a second project of the HPS cafeteria floor. If approved, that would appear on the purchase resolution next month. The abatement follows the state contract so no bid is required. • Mrs. Chastain asked if the state has been asked officially about using Food Service funds for the floor. Mr. Giovannone said he had not. Mrs. Chastain said she would like an official ruling. <p>Mrs. Faulenbach moved to approve the end of year projects as recommended, seconded by Mr. Dahl.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said she would recommend moving this for approval because of the time sensitive nature but that final approval could be withheld in June. • Mr. Giovannone said, at this point, if both projects are approved, the year-end balance would be at 0.37% <p>The motion passed unanimously.</p>	<p>J. End of Year Balance</p> <p>K. End of Year Projects</p> <p>Motion made and passed unanimously to approve the end of year projects as recommended.</p>
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L.	<p>2019-20 Budget</p> <ul style="list-style-type: none"> • Mr. Lawson said both the Town and BOE budgets passed at referendum today. • Mrs. Faulenbach said there are difficult decisions to come but she is appreciative that the number is known. • Dr. Tracy said his administrative team has been working on suggestions for the necessary \$602,000 reduction and he asked Mr. Lawson how he would like him to proceed. • Mr. Lawson said the suggestions should go to committee first then to the full Board for input. 	<p>L. 2019-20 Budget</p>
<p>13.</p> <p>A.</p>	<p>Items For Information And Discussion</p> <p>Field Trip Report</p> <ul style="list-style-type: none"> • There was no discussion. 	<p>Items For Information And Discussion</p> <p>A. Field Trip Report</p>
<p>14.</p> <p>A.</p> <p>B.</p>	<p>Discussion and Possible Action (Executive Session Anticipated)</p> <p>Discussion and possible action regarding 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</p> <p>Possible contract/terms of employment/employment of a new superintendent</p> <p>Mr. McCauley moved that the Board enter into executive session to discuss a 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</p>	<p>Discussion and Possible Action (Executive Session Anticipated)</p> <p>A. Discussion and possible action regarding 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</p> <p>B. Possible contract/terms of employment/employment of a new superintendent</p> <p>Motion made and passed unanimously that the Board enter into executive session to discuss a successor collective bargaining agreement between the New Milford Board of Education and the United</p>

<p>424 – Unit 107; and to discuss possible contract / terms of employment / employment of a new superintendent; and to invite into the session Dr. Stephen Tracy, Ms. Ellamae Baldelli and Mr. Anthony Giovannone, seconded by Mrs. Monaghan.</p> <p>The motion passed unanimously.</p> <p>The Board entered executive session at 9:40 p.m.</p> <p>Mrs. Faulenbach left the meeting at 9:40 p.m.</p> <p>Mr. Giovannone and Dr. Tracy left executive session at 9:51 p.m.</p> <p>The Board returned to public session at 10:02 p.m.</p> <p>Mr. Dahl moved to approve the 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 as discussed in executive session and to further move that the Board delegate to the Chairperson of the Board the authority to execute said agreement on behalf of the Board, seconded by Mrs. Monaghan.</p> <p>The motion passed unanimously.</p> <p>Mr. Dahl moved that the Board authorize the Board Chair and the Board’s legal counsel to negotiate with Dr. Kerry Parker the terms and conditions of a proposed draft Contract of Employment as Superintendent of the New Milford Public Schools in accordance with the draft terms discussed in executive session; and further move to authorize the Board’s legal counsel in consultation with the Board Chair to draft a proposed Contract of Employment as Superintendent of the New Milford Public Schools, subject to Board review, approval, finalization, and signature, seconded by Mr. Failla.</p>	<p>Public Service Employees Union (“UPSEU”), representing the New Milford Board of Education Paraeducators, Local 424 – Unit 107; and to discuss possible contract / terms of employment / employment of a new superintendent; and to invite into the session Dr. Stephen Tracy, Ms. Ellamae Baldelli and Mr. Anthony Giovannone.</p> <p>Motion made and passed unanimously to approve the 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 as discussed in executive session and to further move that the Board delegate to the Chairperson of the Board the authority to execute said agreement on behalf of the Board.</p> <p>Motion made and passed unanimously that the Board authorize the Board Chair and the Board’s legal counsel to negotiate with Dr. Kerry Parker the terms and conditions of a proposed draft Contract of Employment as Superintendent of the New Milford Public Schools in accordance with the draft terms discussed in executive session; and further move to authorize the Board’s legal</p>
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	The motion passed unanimously.	counsel in consultation with the Board Chair to draft a proposed Contract of Employment as Superintendent of the New Milford Public Schools, subject to Board review, approval, finalization, and signature.
15.	Adjourn Mr. Dahl moved to adjourn the meeting at 10:04 p.m., seconded by Mrs. Monaghan and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn at 10:04 p.m.

Respectfully submitted:



Angela C. Chastain
Secretary
New Milford Board of Education

**THE FOLLOWING ITEMS CAN BE FOUND ON THE
OPERATIONS WEB PAGE UNDER JUNE 11, 2019**

<http://www.newmildfordps.org/Default.asp?PN=MeetingSchedule&L=2&DivisionID=16980&DepartmentID=18012&LMID=754371>

9. DISCUSSION AND POSSIBLE ACTION

- A. Personnel – Certified, Non-Certified Appointments, Resignations and Leaved of Absence
- B. Bid Awards
 - 1. Food and Nutrition Services - Milk
 - 2. Food and Nutrition Services –Frozen Dessert
 - 3. Boiler Cleaning
 - 4. Septic Cleaning
 - 5. Security Cameras and Equipment with Windows 10
- C. Monthly Reports
 - 1. Budget Position
 - 2. Purchase Resolution D-723
- D. Gifts & Donations
 - 1. PTO – Exhibit B
 - 2. Goldring Family Foundation
- E. Grant Approval
 - 1. Adult Education PEP Grant
- F. Authorization of Signatory on School District Accounts – Exhibit D
- O. Adjustments to the 2019-20 Board of Education Adopted Budget

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

- I. Approval of the Following Curricula
 - 1. Grade 6 General Music
 - 2. Grade 7 General Music
 - 3. Grade 8 General Music

**THE FOLLOWING ITEM CAN BE FOUND ON THE
COL WEB PAGE UNDER JUNE 4, 2019**

<http://www.newmildfordps.org/Default.asp?PN=MeetingSchedule&L=2&DivisionID=16980&DepartmentID=18010&LMID=754327>

- J. Five-Year Curriculum Plan (2020-2025)

**THE FOLLOWING ITEMS CAN BE FOUND ON THE
OPERATIONS WEB PAGE UNDER JUNE 11, 2019**

<http://www.newmildfordps.org/Default.asp?PN=MeetingSchedule&L=2&DivisionID=16980&DepartmentID=18012&LMID=754371>

10. ITEMS OF INFORMATION

- B. Annual Emergency Preparedness Report
- C. Annual Wellness Report
- D. Annual Report of the John J. McCarthy Observatory
- E. Clubs and Activities Report



BUDGET TRANSFER REQUESTS

REVISED AGENDA ITEM 9C-3
JUNE 2019 MEETING

#	DETAIL		FROM (-)			TO (+)		
	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
NMHS-1	TRANSPORTATION SAVINGS AS SOME OF OUR TEAMS DID NOT MAKE THE POST SEASON TO BE USED TO: A.) COVER INCREASED OFFICIATING AND POLICE SERVICES FOR SPORTS THAT DID MAKE THE POST SEASON FOR WHICH WE HOSTED THE EVENT(S) B.) RECONDITION SPORTS EQUIPMENT TO PROLONG THEIR LIFE CYCLE C.) SERVICE BASEBALL AND SOFTBALL SCOREBOARDS FOR FIRST TIME IN EIGHT YEARS	\$8,500.00	NMHS	BLE32040 ATHLETICS	55100 TRANSPORTATION	NMHS	BLE32040 ATHLETICS	53540 TECHNICAL SERVICES
SPED-1	UNANTICIPATED REBATE ASSOCIATED WITH THE PURCHASE OF REPLACEMENT DEFIBRILATORS TO BE USED TO: A.) PURCHASE ADDITIONAL SOFTWARE LICENSES B.) REPLACE A LAPTOP FOR STAFF USE C.) ADD ADDITIONAL INSTRUCTIONAL EQUIPMENT D.) REPLACE AGING FURNITURE	\$602.00	DISTRICT	BPZ21343 HEALTH	54320 REPAIR/REPLACE HEALTH EQUIPMENT	DISTRICT	BPZ21343 HEALTH	53500 TECH SERVICES
		\$2,000.00						56500 TECH EQUIPMENT
		\$1,970.00						57345 INSTRUCTIONAL EQUIPMENT
		\$250.00						57500 FURNITURE

#	DETAIL		FROM (-)			TO (+)		
	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
	NONE AT THIS TIME							

THE NMHS ATHLETIC TRANSFER PROPOSED AT THE OPERATIONS SUB-COMMITTEE MEETING ON JUNE 11, 2019 HAS BEEN RESCINDED AND IS THE REASON FOR THE REVISED DOCUMENT

Sending Town Agreement
For the Shepaug Regional Agriscience Program
2019-20

Sending District: New Milford

The New Milford Public Schools hereby agree to send students who wish to attend an agriscience program to the Shepaug Agriscience Program beginning in the fall of 2019. This agreement is made with the expectation and understanding that the Shepaug Agriscience Program will provide a comprehensive, state-of-the-art agriscience educational experience comparable to that currently offered by the Regional School District 14 Public Schools (Nonnewaug High School).

New Milford students currently enrolled in the Region 14 Agriscience program will continue in that program through their graduation from high school. All new New Milford agriscience enrollees beginning the school year 2019-20 and beyond will enroll in the Shepaug Agriscience Program.

New Milford will continue to cumulatively enroll up to twenty (20) of its students in agriscience programs. For the 2019-20 academic year, this will mean the continued enrollment of 12 of its students in the Region 14 program and up to 8 students in the Shepaug program. As New Milford students graduate out of the Region 14 program, New Milford's participation in the Shepaug program will increase, reaching an enrollment of up to twenty (20) students for 2022-23 and beyond.

In the event the State of Connecticut lessens or absorbs the local budgetary obligation (State Department of Education set rate of \$6,823 per student for 2019-20) for agriscience students to attend out of district programs, New Milford may open additional seats to Shepaug Agriscience Program.

David Lawson, Chair, New Milford Board of Education

Date

Stephen Tracy, Interim Superintendent, New Milford

Date

Anthony Amato, Chair, Region 12 Board of Education

Date

Megan Bennett, Superintendent, Region 12

Date

FOR FIRST REVIEW

COMMENTARY RE FOLLOW UP TO DEC 4, 2018 MEETING (Summary of Legal response provided in blue): *Recommendation to add the first sentence to the second paragraph. The sentence is now included in Regulation #1325, but it really amounts to a declaration of Board policy so it should be included in the policy. It can stay in the regulation as well. Additional recommendation to add the legal reference to Title IX (and keep the Title IX reference in the accompanying regulation), since the regulation addresses the acceptance of donated goods and Title IX gender-equity considerations should be considered in such circumstances.*

1325

Community Relations

Advertising and Promotion

The Board of Education has a responsibility to protect students from possible exploitation by private interests through exposure to advertising within the school environment. Because marketing and promotional materials are a pervasive element in our culture, it is unfeasible to strictly prohibit the indirect or incidental advertisement of products and services to students and parents.

The resources of the New Milford Public Schools may not be used to advertise or promote goods or services to students if the primary purpose of such activity is to create commercial benefit for a non-school entity. Any advertising by the school, staff or affiliated organizations must be done in a thoughtful, careful and tasteful manner consistent with the educational goals of the district and in the best interests of the students. The Superintendent of Schools must approve any advertising by private interests in school district facilities or on school district property. The approval of such advertising does not imply that the Board endorses the product, services or item being advertised.

In addition, approval must be consistent with the educational interests of the students as well as the requirements of other Board policies. Any approval will state precisely where such advertising may be placed. Advertising by private interests will not be allowed outside the specific area approved by the Board of Education.

The Superintendent of Schools shall develop and implement regulations regarding the appropriate use of advertising and promotion within the schools.

Legal Reference: Title IX of the Educational Amendments of 1972.

Policy adopted: May 7, 2001
Policy revised: June 9, 2009
Policy revised: November 10, 2009
Policy reviewed: October 15, 2013

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FOR FIRST REVIEW

COMMENTARY RE FOLLOW UP TO DEC 4, 2018 MEETING (Summary of Legal response provided in blue): *The suggested revisions below address the Policy Committee's questions/comments and also include several language additions to reflect additional statutory provisions. Here is a summary of each change in order of appearance:*

Addition of voting as a permissible use of school facilities in Section 1. Conn. Gen. Stat. § 10-239 mandates that boards of education make school facilities available for voting purposes.

Section 7, C's requirement that an organization obtain the services of the police or fire department if attendance is estimated at more than 100 people is not something that is mandated in state statute or regulations or local ordinance. Since this requirement is not mandated by law the Board is free to change the requirement. Language has been changed from "may" to "shall" in order to clearly designate that the language is mandatory.

The existing reference to PA 97-290 raises an interesting issue. Part of that Public Act is codified in Conn. Gen. Stat. § 10-221g (a copy of the statute is attached). Conn. Gen. Stat. § 10-221g requires boards of education to conduct "instructional time and facility usage assessments" and also requires superintendents to meet regularly with representatives of the local public library and local recreation department to coordinate the availability of facilities. This statute is routinely ignored by Connecticut boards of education and Legal is unaware of any districts that address this statute in their use of school facilities' policies or that conduct such assessments. The statute has never been the subject of litigation and is not cited in any regulations. There is no prescribed penalty for failing to conduct such assessments and there is no guidance in the law as to what is necessary to conduct an adequate assessment, how frequently they must be conducted, how frequently the superintendent must meet with representatives from the public library and recreation departments, etc. The legislative history for PA 97-290 does not give any definite guidance as to how Conn. Gen. Stat. § 10-221g should be interpreted.

Nevertheless the statute is on the books so the language in Section 8 below is intended to address the statute's requirements – while leaving as much flexibility as possible for the Board and Superintendent in terms of executing the statute's requirements. Reference to Conn. Gen. Stat. § 10-221g is not necessarily mandated by Board policy so the Board could elect to leave such language out of the policy if it so chooses.

Section 9 references the Boy Scouts of America Equal Access Act – a federal law that requires that school districts ensure equal access to school facilities to the Boy Scouts and similar youth groups.

Section 10 incorporates language of Conn. Gen. Stat. § 10-222a that states that funds paid to a board of education by an outside organization for use of school facilities are deemed appropriated to the board of education less any custodial costs incurred by the town.

1330

Community Relations

Use of School Facilities

As the schools of the community have been built with public funds and are supported by the citizens of the community, it is the desire of the Board of Education to make school facilities available to community organizations when consistent with the provisions of the General Statutes of the State of Connecticut, ordinances of the Town of New Milford, Internal Revenue Code Requirements for facilities whose construction was funded by tax exempt bonds and good management.

It is the policy of the Board to facilitate and encourage the use of school facilities by the public and to manage the use of school facilities to assure that the use of school facilities does not interfere with or otherwise disrupt the proper operation of the schools.

“School facilities” shall be defined as all school property, including land, buildings, equipment, and systems of and surrounding a facility operated by the Board of Education. The use of school facilities is under the control and supervision of the Facilities ~~Manager~~ **Director** who shall be responsible to assure the use of school facilities shall be limited to those activities that do not infringe upon or in anyway interfere with the operation of the schools and the best interests of the Board of Education. Exceptions to the standards and regulations of this policy and appeals may be directed to the Superintendent of Schools and the Board of Education as appropriate.

1. The Board of Education may permit the use of school facilities for the following purposes:
 - a. instructions in any branch of education or the arts;
 - b. holding social, civic, and recreational meetings and entertainment;
 - c. meetings and entertainment purposes where admission fees are charged, provided the proceeds are to be expended for clearly designated educational, civic, or charitable purpose;
 - d. commercially sponsored meetings and entertainment purposes~~d~~ where admission fees are charged, provided that the sponsoring organization shall pay a fee to the Board of Education which fully covers utility costs and building depreciation as well as the usual custodial charges; ~~and~~
 - e. religious services during non-school hours; ~~;~~ **and**
 - f. **for voting in accordance with the provisions of Title 9 of the Connecticut General Statutes.**

Community Relations

Use of School Facilities

2. An organization may request use of a particular facility for a period of time not to exceed six (6) months. When more than one organization requests the use of a particular facility at the same time, the Superintendent of Schools shall discuss the matter with the organizations involved in the conflict and attempt to work out a mutually satisfactory compromise. If a compromise cannot be arranged, priority shall be given to:
 - a. the organization that will make best use of the facility in terms of the number of people to be served, and/or the lack of an equivalent program in the community;
 - b. the organizations currently using the facility; and
 - c. the organization wishing to expand existing activities conducted in that facility.
3. Use of school buildings may be denied by the Board of Education to the extent permitted by law. The Superintendent of Schools or his/her designee will represent the Board in granting provisional permission for use of school facilities.
4. Organizations that use school facilities for
 - a. commercial purposes,
 - b. fund-raising activities other than those sponsored by local nonprofit organizations,
 - c. classroom instruction for which tuition is charged, other than those sponsored by municipal, state or local agencies, or
 - d. political/advocacy groups or religious services, including groups engaged in fundraising to support political candidates or issues or religious organizations, will be required to recompense the Town at an established rate to be set annually by the Board of Education which covers expenses incurred for lighting, heating, and general building maintenance. Prepayment of fees will be required. The PTO and other parent and student groups who use school facilities to raise funds for school-related purposes will be exempt from this requirement.
5. When use of a school facility requires overtime pay to a custodian, kitchen worker or other school employee, the organization using the facility will be required to reimburse the school system for the overtime payment, plus any applicable employee benefits. The employee will enter the time worked on his time card and the central office in turn will bill the users for the overtime payment.

Community Relations

Use of School Facilities

6. The administration has the responsibility to determine that an area is being used efficiently. If participation approaches minimal numbers, the approval may be withdrawn by the Superintendent or his/her designee.
7. Approval of the Application for Building Use may be withdrawn for non-compliance with any of the following rules or for failure to make payment.
 - a. Smoking is not permitted anywhere within the school building. In the event that smoking on stage is part of a program, the applicants will be required to obtain the written permission of the Town Fire Marshall. All organizations using this facility for a public function will announce that, in accordance with Section 31-22 of the NFPA 101 Code, there will be no smoking permitted. Further, notification will be given regarding the location of all emergency fire exits.
 - b. All exit lights must be lit during a program. No exit may be blocked.
 - c. Any organization ~~may~~ **shall** be required to obtain the services of police officers or firemen if ~~such is considered~~ **the Superintendent or his or her designee deems such services** necessary for the **safety of participants**, ~~protection of school property and/or for traffic safety~~ **control**. ~~All organizations requesting use of facilities for activities where attendance estimates exceed one hundred (100) people are~~ **shall be** required to obtain the services of a police officer or fireman to supervise traffic and enforce parking regulations.
 - d. It is expected that the facilities will be left clean and neat after use. All organizations will be held responsible for the proper care and use of facilities and will be charged for any damage to buildings or equipment as a result of their usage.
 - e. No school owned equipment may be installed or operated by the using agency but must be operated and under the control of school appointed personnel. Since the use of **any school facility** ~~the High School Auditorium Theatre~~ may require technical knowledge, it is necessary that an "Application for Use of High School Auditorium" **Application for Use of School Facilities** form be prepared in quadruplicate. While any of the ~~technical~~ facilities that are part of the ~~auditorium theatre and stage district~~ are available to an approved organization for use, only authorized school personnel will be permitted to operate such facilities.

Community Relations

Use of School Facilities

- f. If the program is primarily intended for children under the age of 18 years, the school administration will require the sponsoring agency to provide adult supervision. The names of supervisors must be submitted in advance. The number of supervisors will be determined by the school administration.
- g. No nails, screws or other fastening devices may be applied to any part of the school building. This applies to stage floors in particular.
- h. Any group or organization using the school facilities shall be responsible for injury, damage of any kind and theft. Said groups or organizations agree to indemnify and save the Board of Education and the Town of New Milford harmless from any damage, loss, or expense or liability of any kind resulting from or arising out of said use.
- i. Organizations wishing to use school facilities must first present in writing proof of proper insurance which will cover any liability that might be claimed against the Board for any occurrence resulting from said use with a save harmless clause protecting the Board, along with coverage for any damage or theft.
- j. Fixed kitchen equipment may not be used without an employee of the school lunch program in attendance.
- k. Requests for use of a particular facility on a regular basis may not be submitted prior to January 1 for a summer activity or prior to June 1 for a fall, winter and/or spring activity.
- l. The person responsible for the organization shall inspect the areas of planned use before and after their use in the company of the assigned custodian. The custodian will note any problems seen on the pre and post use inspection. Users will be responsible for conditions noted after use which were not present on the pre use inspection.
- m. The use of shower or locker facilities at the middle school and high school will be permitted if the group requesting use can vacate these spaces no later than 10 p.m. If the spaces are not vacated by that time the groups involved will receive additional charges for overtime use.
- n. Any group using the facilities past 11 p.m. will be billed for overtime custodial charges.

Community Relations

Use of School Facilities

8. The Board shall periodically conduct instructional time and facility usage assessments in order to maximize student learning and community use of facilities. To assist in this process, the Superintendent shall regularly meet with representatives from the New Milford Public Library and the New Milford Parks and Recreation Department to coordinate the availability of facilities.
9. The Board shall not deny equal access to or a fair opportunity to meet, or otherwise discriminate, against any group officially affiliated with the Boy Scouts of America (or any other youth group listed as a patriotic society in Title 36 of the United States Code) that wishes to conduct a meeting using school facilities pursuant to this policy.
10. In accordance with Conn. Gen. Stat. § 10-222a, whenever any outside group or individual makes payment for custodial costs for use of school facilities or otherwise for the use of such facilities such payment, less any cost incurred by the Town in providing custodial services, shall be deemed appropriated to the Board for the current fiscal year.

Legal Reference: Boy Scouts of America Equal Access Act, 20 U.S.C. § 7905
Patriotic and National Organizations, 36 U.S.C. § 10101 et seq.

Connecticut General Statutes

Title 9 Elections

10-221g Instructional time and facility usage assessment

10-222a Boards to have use of funds from repayment and insurance proceeds for school materials and from payment for custodial services for use of school facilities

10-239 Use of school facilities for other purposes.

~~PA 97-290 An Act Enhancing Educational Choices and Opportunities~~

Policy adopted: May 7, 2001
Policy revised: June 9, 2009
Policy reviewed: October 15, 2013

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FOR FIRST REVIEW

COMMENTARY RE FOLLOW UP TO DEC 4, 2018 MEETING (Summary of Legal response provided in blue): *The second sentence of the first paragraph can be deleted. The federal Pro Children Act of 2001 was contained within No Child Left Behind but remains on the books. It prohibits smoking in educational facilities which Conn. Gen. Stat. § 19a-342 does as well. The reference to Public Act 14-76 which prohibits vaping in schools can now be deleted because it has been codified in the statute books under Conn. Gen. Stat. § 19a-342a which is added as a legal reference.*

1331(a)

Community Relations

Smoking

The Board of Education is convinced, on the basis of substantial scientific and medical evidence, that smoking poses a serious hazard to the health of smokers and non-smokers alike. ~~In addition, the Board believes that a school system, as an institution committed to the positive growth and development of young people that it serves.~~

For the purpose of this policy, the term “smoking” includes the use of vapor products and electronic devices that simulate smoking by delivering nicotine or other substances by the inhalation of a vapor.

Students

There shall be no smoking or any other unauthorized use of tobacco by students in any school building or school vehicle at any time, or on any school grounds or at any time when the student is subject to the supervision of designated school personnel, such as when the student is at any school function, extracurricular event, field trip, or school related activity such as a work-study program.

An ongoing program of student support and counseling will be offered to provide support for students who wish to break the smoking habit.

Staff and Public

It is the policy of the Board of Education, consistent with Connecticut General Statutes, to prohibit smoking within school buildings at all times, and to prohibit smoking on school grounds while school is in session or student activities are conducted. Breaks by employees to smoke or use tobacco products are considered recreational activities. If an employee takes a break from work to smoke or use tobacco products or leaves school grounds at any time for any reason other than district business, including to smoke or use tobacco products, he/she will not be considered to be acting within the normal course and scope of employment.

Community Relations

Smoking

Legal Reference: **The Pro Children Act of 2001, 20 U.S.C. §§ 7181-7184**

Connecticut General Statutes

19a-342 Smoking prohibited in certain places. Signs required. Penalties.

19a-342a Use of electronic nicotine delivery system or vapor product prohibited. Exceptions. Signage required. Penalties.

21a-242 Schedules of controlled substances.

53-198 No smoking on buses

14-275c-2 Regulations of Department of Transportation

~~Public Act 14-76, "An Act Concerning the Governor's Recommendations Regarding Electronic Nicotine Delivery Systems and Youth Smoking Prevention."~~

Policy adopted: May 7, 2001
 Policy revised: December 10, 2002
 Policy revised: June 9, 2009
 Policy reviewed: October 15, 2013
 Policy revised: October 14, 2014

NEW MILFORD PUBLIC SCHOOLS
 New Milford, Connecticut

FOR FIRST REVIEW

COMMENTARY RE FOLLOW UP TO DEC 4, 2018 MEETING (Summary of Legal response provided in blue): *The suggested revisions on the first and second pages are meant to clarify when and under what conditions police and other law enforcement officials may question students on school grounds. The Board of course does not have the authority to direct law enforcement questioning of students outside of school, but when law enforcement seeks to come on to school grounds without express legal permission to do so (i.e. with a warrant or in “hot pursuit”) the Board can set the conditions for law enforcement to come on to school property and interact with students, staff, etc. For instance, if the police in a non-emergency situation wish to question a student on school grounds, but refuse to wait for the student’s parent(s) to arrive – as would be required under this policy – then the police officer in question should be denied the opportunity to interview the student on school grounds. The same analysis applies to the District’s use of school resource officers. The Board has discretion with respect to how SROs interact with students on school grounds.*

Legal believes the “Questioning Suspect” section overlaps with the “Questioning of Students by Police” section so suggests consolidating those sections as shown below. Clause added re student questioning being conducted in as confidential manner as possible. This is a fairly common provision that many districts include in their Relations with Law Enforcement policies.

The last section on Notification of Student Arrest has been added to correspond to requirements found in Conn. Gen. Stat. § 10-233h that require local or state police to notify superintendents when a student has been arrested for a Class A misdemeanor or felony or for certain other crimes. Pursuant to the law, the Superintendent must maintain such information confidentially and may only disclose the fact of the arrest to certain staff members.

1411(a)

Community Relations

Relations With Police Authorities

It is the policy of the Board to cooperate with law enforcement agencies in the interest of the welfare of all citizens. **Law enforcement officials may enter school facilities if a crime has been committed on District property or to investigate matters concerning staff and students upon request initiated by either law enforcement officials or by District administrators.** At the same time, the school system has the responsibility for the welfare of the students while they are in the care of the schools. To carry out this responsibility, school officials should observe the following:

A student is not immunized from the law because of his **or her** status as a student, nor is the school building a sanctuary from the law or the proper actions of law enforcement personnel. Whenever the police is **are** in “hot pursuit:” of a person suspected of criminal activity based upon probable cause to believe that a crime has been committed or when they have a search warrant or an arrest warrant, they shall be admitted **within school facilities** in the exercise of their ~~designated~~ **legal** authority.

Community Relations

Relations With Police Authorities

In other situations, however, the interest of the individual, the students at large, and the school community may best be served by entrusting primary responsibility for the maintenance ~~or~~ **of** order to school personnel. The **Superintendent of Schools and building Principal principals** shall have the authority, except as noted above, to exclude the police from the school when police intervention is considered unwarranted.

Questioning Of Students By Police

Questioning of students by police or other law enforcement personnel generally will not take place on school grounds. However, if police indicate that student questioning on school grounds is necessary, then school officials may permit law enforcement personnel on school grounds to question students without requiring presentation of a warrant, subject to the following conditions:

1. The questioning of students by the police will be conducted with strict regard for the constitutional rights of the student to remain silent. Notice of these rights should be given to students by the police as standing procedure;
2. **When police or other law enforcement officials wish to question a student, the building principal, or his or her designee, shall notify the student's parent(s) or guardian(s) and request that they be present during the questioning. If the investigation deals with matters of public safety which require speedy investigation, and the student's parent(s) or guardian(s) cannot be reached, or cannot be present, then the principal, or his or her designee, must be present during the questioning. In addition, even if a parent or guardian is present, the school administration shall ~~may still be permitted to~~ be present.**
3. **Students will be questioned in as confidential and inconspicuous manner as possible. Preferably, police officers will wear civilian clothes when conducting student interviews.**

When investigating a possible criminal violation occurring off school grounds or not part of a school program, police will be encouraged to question students in their homes. If the questioning deals with incidents other than those involving public safety, the questioning of the students will be delayed until the parent is present. Police and other law enforcement officials will make every effort to minimize distractions or disruption of school routines during the performance of their duties.

Community Relations

Relations With Police Authorities

The school administration retains the right to question student witnesses when conducting any investigation into misconduct, and need not obtain parental consent.

Incident On School Grounds - Questioning Complainant And Witnesses

The school administration retains the right to question student witnesses when conducting any investigation into misconduct, and need not obtain parental consent. However, a Principal or his/her designee may request an investigation by the police of an incident which occurred on school grounds or otherwise affects the operations of the schools. In such an instance, when the police are interviewing or are taking statements from a student complainant and/or witness who is not a suspect, it is for the police to notify the parent or guardian and invite the parent or guardian to be present, if the police so choose. If the parent or guardian is unable to be present, the Principal or his/her delegate will be present. In addition, even if a parent or guardian is present, the school administration may be permitted to be present.

Questioning Suspect

~~The school administration retains the right to question student witnesses when conducting any investigation into misconduct, and need not obtain parental consent. When the identification of the student(s) involved has been made and the police wish to question them, the Principal shall notify the parent(s) or guardian(s) and request that they be present during the questioning.~~

- ~~1. If the investigation deals with matters of public safety which require speedy investigation, and the parents cannot be reached, or cannot be present, then the Principal or his/her delegate must be present during the questioning. In addition, even if a parent or guardian is present, the school administration may still be permitted to be present.~~
- ~~2. If the investigation deals with incidents other than those involving public safety, the questioning of the students will be delayed until the parent is present.~~

Incident In The Community

~~Police questioning of students concerning incidents which occur in the community will normally not be done on school grounds except that in matters dealing with public safety and the community interest, the procedures in #1 above will be followed.~~

Removal Of Student By Police

Whenever the police remove a student from school premises, the Principal shall contact the student's parents and inform them that the student has been removed from school premises and is in the custody of the police.

Community Relations

Relations With Police Authorities

Notification of Student Arrest

Pursuant to Conn. Gen. Stat. § 10-233h, whenever the Superintendent receives oral, followed by written notification from the local police department or state police that a student was arrested for a Class A misdemeanor, a felony, or for selling, carrying, or brandishing a facsimile firearm, he or she shall maintain the written report in a secure location and the information in the report shall be maintained as confidential in accordance with Conn. Gen. Stat. § 46b-124. The Superintendent may disclose such information, when reported during the school year, only to the Principal of the school in which the student is enrolled or the supervisory agent of any other school in which the student is enrolled.

The Principal or supervisory agent may disclose such information only to special service staff or a consultant, such as a psychiatrist, psychologist or social worker, for the purposes of assessing the risk of danger posed by the student to other students, school employees or property, and for the purpose of effectuating an appropriate modification of such student's educational plan or placement for disciplinary purposes. Such information with respect to a student under sixteen years of age shall be confidential in accordance with Conn. Gen. Stat. § 46b-124 and shall only be disclosed as provided in this section and shall not be further disclosed.

Legal Reference: Connecticut General Statutes
10-221 Boards of education to prescribe rules.

10-233h Arrested students. Reports by police, disclosure, confidentiality.

53a-185 Loitering in or about school grounds: Class C Misdemeanor

54-76j Disposition upon adjudication as youthful offender.

Policy adopted: May 7, 2001
Policy revised: June 9, 2009
Policy reviewed: October 15, 2013

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Community Relations

Fire Department

Members of the Volunteer Fire Department and the Town Fire Marshal play a vital role in the school safety program. The Superintendent of Schools and administrative staff shall have the following responsibilities:

1. Establish and maintain relationships with the local Fire Marshal and Fire Departments.
2. Work with the faculty in determining the nature and timing of the Department's participation in the school program.
3. Coordinate and supervise planned activities.

As necessary or appropriate administrators shall seek the advice and cooperation of the Fire Marshal and Fire Department in:

1. Planning and conduct of fire drills.
2. Fire prevention education.
3. First aid, especially in fire related incidents.
4. Conforming to state and local fire codes.

(cf. 6114.3 Emergencies and Disaster Preparedness)

FOR FIRST REVIEW

COMMENTARY RE FOLLOW UP TO DEC 4, 2018 MEETING (Summary of Legal response provided in blue): *Legal speculates that the policy's double numbering may refer back to a time when there were separate policies regarding state and federal aid that were combined into one document. Many districts across the state use the same 1430/1440 numbering for this policy so it may date back to an old CAFE-model. If the Board wishes to delete one of the numbers, they may.*

1430
1440

Community Relations

State and Federal Aid

In order to bring the full benefit of state and federal aid programs to bear upon the needs of the school system, it is the policy of the Board to maintain close liaison with the State Department of Education and appropriate federal agencies, and to cooperate with them fully in providing improved educational services.

The Superintendent should pursue all available grant sources to enhance the educational programs of the school system. The Superintendent shall notify the Board of the intention to submit grant proposals for funding. Board approval is required prior to grant acceptance.

Policy adopted:
Policy reviewed:

May 7, 2001
October 15, 2013

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FOR FIRST REVIEW

COMMENTARY RE FOLLOW UP TO DEC 4, 2018 MEETING (Summary of Legal response provided in blue): *Legal speculates that the policy's double numbering may refer back to a time when there were separate policies regarding private K-12 schools and private colleges that were combined into one document. If the Board wishes to delete one of the numbers, they may.*

1620
~~1640~~

Community Relations

Relations With Private Schools, Colleges and Universities

The District will cooperate with private schools, colleges and universities concerning student records and references in accordance with the law. Except as authorized by law, the written consent of the parent or the eligible student is required before confidential student information may be disclosed. The written consent must specify permission for disclosure, the purpose of the disclosure and the person to whom the records are to be disclosed.

Legal Reference: Connecticut General Statutes

10-15b Access of parent or guardian to student's records

10-76d-18 Regulations concerning children requiring special education

20 U.S.C Section 1232g Family Educational Rights and Privacy Act

Policy adopted: May 7, 2001
Policy revised: June 9, 2009
Policy reviewed: October 15, 2013

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Approved Field Trips June 2019

	A	B	C	D	E	F	G	H	I
1	<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>
2	SMS	8	6/3/19	Monday	5	1	NMHS (ILC Transition)	0	\$0.00
3	NMHS	9-11	6/4/2019	Tuesday	22	15	Prospector Theater	3	\$15.00
4	NMHS	12	6/7/19	Friday	290	10	Harrybrooke Park (Senior Picnic)	0	\$0.00
5	NMHS	9-12	6/10/19	Monday	12	1	SMS (Piper)	1	\$0.00
6	SNIS	5	6/12/19	Wednesday	20	4	SMS (Transition)	0	\$0.00
7	NES	2	6/14/19	Friday	22	2	SNIS (transition)	0	\$0.00



TO: Stephen Tracy, Interim Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: June 14, 2019
RE: Excess Cost Payment 2 of 2 for 2018/2019 –REVISED

At the March full Board of Education meeting we distributed a memo with the chart below outlining what the assumption was for the second payment of Excess Cost funding that resulted in an anticipated \$121,918 shortfall for this fiscal year that looked as follows:

Year	Uncapped Projected Qualified Expenses	Budget Amount	Budget %	February Payment	May Payment	Total Received	Budget Shortfall
18/19	\$1,024,942	\$717,460	70%	\$466,400	\$129,142*	\$595,542*	\$121,918*
17/18	\$1,023,212	\$716,249	70%	\$376,913	\$124,921	\$501,834	\$214,415
16/17	\$1,500,923	\$1,051,239	70%	\$581,627	\$197,316	\$778,943	\$272,296
projected *							

The memo discussed at the Operations Sub-Committee dated June 7th noted that we had not received the second payment. Since then, on June 11th we received the 2nd payment in the amount of \$40,013. This larger shortfall than originally projected is due to two factors:

1. Spending caps at the State level that covers all districts who file for Excess Cost.
2. Placement changes that reduced the combined cost for tuition and transportation that would have dropped us below the minimum threshold to receive a reimbursement.

The chart below captures final Excess Cost revenues received for the 2018/2019 fiscal year:

Year	Uncapped Projected Qualified Expenses	Budget Amount	Budget %	February Payment	May Payment	Total Received	Budget Shortfall
18/19	\$1,024,942	\$717,460	70%	\$466,400	\$40,013 *	\$506,413*	\$211,047 *
17/18	\$1,023,212	\$716,249	70%	\$376,913	\$124,921	\$501,834	\$214,415
16/17	\$1,500,923	\$1,051,239	70%	\$581,627	\$197,316	\$778,943	\$272,296
actual *							

Sincerely,
Anthony J. Giovannone
Director of Fiscal Services and Operations

**New Milford Board of Education
Policy Sub-Committee Minutes
June 4, 2019
Lillis Administration Building, Room 2**

RECEIVED
TOWN CLERK

2019 JUN -6 P 12: 52

NEW MILFORD, CT

Present: Mrs. Tammy McInerney, Chairperson
Mr. Joseph Failla
Mrs. Wendy Faulenbach
Mr. J.T. Schemm

Also Present: Dr. Stephen Tracy, Interim Superintendent of Schools
Ms. Alisha DiCorpo, Assistant Superintendent of Schools

1.	Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:48 p.m. by Mrs. McInerney.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Policies for Review: 1. 1324 Fund-Raising by Students • There were no changes suggested. The review date will be added. • Mrs. McInerney asked about the annual donations report. It will appear on the July Board agenda. 2. 1325 Advertising and Promotion • Mr. Schemm noted the addition of the Title IX reference. • Mr. Failla asked where this policy fits with the turf field advertising. • Mrs. Faulenbach said that is addressed separately through the field management and it has been slow getting going. There is only one banner now, and there hasn't been a committee meeting in six months.	Discussion and Possible Action A. Policies for Review: 1. 1324 Fund-Raising by Students 2. 1325 Advertising and Promotion

<p>Mrs. Faulenbach moved to bring Policy 1325 Advertising and Promotion to the full Board for first review, seconded by Mr. Schemm.</p> <p>Motion passed unanimously.</p> <p>3. 1330 Use of School Facilities</p> <ul style="list-style-type: none"> • Mrs. McInerney noted the legal review and cleanup of language for this policy. • Mrs. Faulenbach said this was last reviewed in 2013 before the turf fields were built. She said they are also considered a school facility, and as such, she wondered if the requirement for police and/or fire for 100 people is too limiting for crowds. She also suggested that the phrase “at their expense” be added. • Mr. Failla said he thought that was already covered by the phrase “required to obtain”. He said the emphasis on traffic and parking is different from safety and well-being and suggested both be addressed. • Discussion also took place on the wording regarding who could be authorized to operate district equipment. • After discussion, language on page 1330(c) was revised prior to sending forward to the Board. <p>Mr. Schemm moved to bring Policy 1330 Use of School Facilities to the full Board for first review, seconded by Mrs. Faulenbach.</p> <p>Motion passed unanimously.</p> <p>4. 1331 Smoking</p> <ul style="list-style-type: none"> • Mrs. McInerney noted the deleted sentence. • Mr. Schemm noted that the district had been proactive regarding vaping issues, including it in this policy as early as 2014. <p>Mrs. Faulenbach moved to bring Policy 1331 Smoking to the full Board for first review, seconded by Mrs.</p>	<p>Motion made and passed unanimously to bring Policy 1325 Advertising and Promotion to the full Board for first review.</p> <p>3. 1330 Use of School Facilities</p> <p>Motion made and passed unanimously to bring Policy 1330 Use of School Facilities to the full Board for first review.</p> <p>4. 1331 Smoking</p> <p>Motion made and passed unanimously to bring Policy 1331</p>
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<p>McInerney.</p> <ul style="list-style-type: none"> • Mr. Schemm said he would like to have the full Board review the discipline numbers on this subject at some point in the future. • Mrs. Faulenbach said she would be interested as well, saying it is always good to see how the Board policy translates in actual use in the district. <p>Motion passed unanimously.</p> <p>5. 1411 Relations with Police Authorities</p> <ul style="list-style-type: none"> • Mr. Failla said this is a difficult and technical area and he will defer to legal guidance for this policy. • Mrs. Faulenbach asked if 1411(b) includes narcotics as a public safety issue. Dr. Tracy said it does. • The committee recommended a wording change on 1411(b) from “may” to “shall” for administrator presence. <p>Mrs. Faulenbach moved to bring Policy 1411 Relations with Police Authorities to the full Board for first review, seconded by Mrs. McInerney.</p> <p>Motion passed unanimously.</p> <p>6. 1412 Fire Department</p> <ul style="list-style-type: none"> • This policy has a correction to a reference number. <p>Mrs. Faulenbach moved to bring Policy 1412 Fire Department to the full Board for first review, seconded by Mrs. McInerney.</p> <p>Motion passed unanimously.</p> <p>7. 1430/1440 State and Federal Aid 8. 1620/1640 Relations with Private Schools, Colleges and Universities</p>	<p>Smoking to the full Board for first review.</p> <p>5. 1411 Relations with Police Authorities</p> <p>Motion made and passed unanimously to bring Policy 1411 Relations with Police Authorities to the full Board for first review.</p> <p>6. 1412 Fire Department</p> <p>Motion made and passed unanimously to bring 1412 Fire Department to the full Board for first review.</p> <p>7. 1430/1440 State and Federal Aid 8. 1620/1640 Relations with</p>
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	<ul style="list-style-type: none"> • Mrs. McInerney noted that legal said the numbering could be simplified if the Board wishes. • Mrs. Faulenbach said that the Board should condense and clarify policies whenever it can. • It was agreed to eliminate the second number in each case and bring the policies forward as numbers 1430 and 1620 respectively. <p>Mrs. Faulenbach moved to bring Policy 1430 State and Federal Aid to the full Board for first review, seconded by Mr. Schemm.</p> <p>Motion passed unanimously.</p> <p>Mrs. Faulenbach moved to bring Policy 1620 Relations with Private Schools, Colleges and Universities to the full Board for first review, seconded by Mrs. McInerney.</p> <p>Motion passed unanimously.</p> <p>9. 1700 Possession of Firearms on School Property Prohibited</p> <ul style="list-style-type: none"> • Due to time constraints, this policy will be moved to the next meeting agenda. 	<p>Private Schools, Colleges and Universities</p> <p>Motion made and passed unanimously to bring Policy 1430 State and Federal Aid to the full Board for first review.</p> <p>Motion made and passed unanimously to bring Policy 1620 Relations with Private Schools, Colleges and Universities to the full Board for first review.</p> <p>9. 1700 Possession of Firearms on School Property Prohibited</p>
4.	<p>Item of Information</p> <p>A. Regulation Revision:</p> <p>1. 1325 Advertising and Promotion</p> <ul style="list-style-type: none"> • The revision date will be added to this regulation, which is provided for informational purposes. • Mrs. McInerney said, if needed, the next Policy meeting would be held in August. There will not be a meeting in July. 	<p>Item of Information</p> <p>A. Regulation Revision:</p> <p>1. 1325 Advertising and Promotion</p>
5.	Public Comment	Public Comment

	<ul style="list-style-type: none">• There was none.	
6.	Adjourn Mr. Schemm moved to adjourn the meeting at 7:30 p.m. seconded by Mrs. Faulenbach and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:30 p.m.

Respectfully submitted:



Tammy McInerney, Chairperson
Policy Sub-Committee

**New Milford Board of Education
Committee on Learning Minutes
June 4, 2019
Lillis Administration Building, Room 2**

Present: Mr. J.T. Schemm, Chairperson
Mrs. Angela C. Chastain
Mr. Bill Dahl
Mrs. Tammy McInerney

Also Present: Dr. Stephen Tracy, Interim Superintendent of Schools
Ms. Alisha DiCorpo, Assistant Superintendent of Schools
Ms. Diana Beddows, Music Teacher, Schaghticoke Middle School
Mr. Daryl Gregory, Music Teacher, Schaghticoke Middle School
Mr. Tim Polhemus, Music Teacher, Schaghticoke Middle School
Mr. Paul Shim, Music Teacher, Schaghticoke Middle School
Mrs. Carrie Allen, Grades K-2 Math Coach
Mrs. Cortni Muir, Grades 3-5 Math Coach
Ms. Betsy Stewart, Grades 6-8 Instructional Coach

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TOWN CLERK
2019 JUN -6 P 12:52

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 Mr. Schemm.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Review and Approval of Curricula <ol style="list-style-type: none"> 1. Grade 6 General Music 2. Grade 7 General Music 3. Grade 8 General Music <ul style="list-style-type: none"> Ms. Beddows said these curricula were written together as a team. They are aligned with the newly adopted art standards and the focus is on creating, performing, and responding. Grades 6 and 7 are revisions. The grade 8 curriculum is new. Mr. Shim said the grade 6 curriculum is a full year revision. Students use traditional classroom instruments to perform and create. They learn to read sheet music. Digital tools, such as classroom iPads, are used for creating and performing as well. The curriculum also covers the science of sound; students make their own instruments to 	Discussion and Possible Action A. Review and Approval of Curricula <ol style="list-style-type: none"> 1. Grade 6 General Music 2. Grade 7 General Music 3. Grade 8 General Music

finish the year.

- Mr. Gregory said the grade 7 curriculum features performance and creation on small classroom keyboards. They discuss music theory in the beginning and study popular music leading to jazz. It also features a comparison to world music.
- Mr. Polhemus said the new, proposed grade 8 curriculum is written as a full year course. It begins with a study of music and film, with students creating their own digital music and made sounds to go with a 30 second video clip. The evolution of Rock and Pop music and their effect on culture is studied. Students use guitars to create and perform and use their knowledge to form a "rock band".
- Ms. Beddows said the goal with all three curricula was to provide a general overview without overtaxing the general interest student. The goal is to provide a wide variety of engagement.
- Mrs. McInerney asked if band, chorus and orchestra students take these classes. Mr. Shim said they are for non-performing students.
- Ms. Beddows said the standards are the same regardless, just the activities are different.
- Mr. Gregory agreed saying they are just different paths to the same concepts.
- Mrs. McInerney asked if these curricula would start in the fall. Ms. DiCorpo said yes, if approved.
- Mrs. Chastain asked what the district is required to offer for music.
- Ms. Beddows said that general music is required through grade 7, but she believes grade 8 is optional.
- Ms. DiCorpo said she would check. She said the choices have been guided by scheduling in the past.
- Mrs. Chastain asked if the addition of grade 8 music would result in additional staffing. Ms. DiCorpo said not that she was aware but that the scheduling process is still ongoing.
- Ms. Beddows said the curriculum was written so they would be ready should the district decide to offer the course.
- Ms. DiCorpo said courses are always reviewed for section numbers and how they balance with other offerings.
- Mrs. Chastain said she isn't comfortable approving

	<p>a course without knowing what the budget is for it.</p> <ul style="list-style-type: none"> • Mr. Schemm said the writing has already been funded. He is in favor of approving it as it will provide flexibility down the road. It also provides a pathway. • Mr. Dahl said he agreed. He thinks the work has been done so we should at least have it to use when appropriate. • Ms. DiCorpo said budget is separate from curriculum writing. This work continues alignment to standards. • Mr. Schemm asked if there were sufficient supplies for these courses. Ms. Beddows said they are at about two thirds for everything. <p>Mrs. McNerney moved to bring the Grade 6 General Music curriculum to the full Board for approval, seconded by Mr. Dahl and passed unanimously.</p> <p>Mr. Dahl moved to bring the Grade 7 General Music curriculum to the full Board for approval, seconded by Mrs. McNerney and passed unanimously.</p> <p>Mrs. McNerney moved to bring the Grade 8 General Music curriculum to the full Board for approval, seconded by Mr. Schemm.</p> <ul style="list-style-type: none"> • Mrs. Chastain said she appreciated the work, but would not approve this curriculum, since it could result in additional costs. There is no additional funding available at this time. <p>Motion passed 3-1. Aye: Mr. Schemm, Mr. Dahl, Mrs. McNerney No: Mrs. Chastain</p>	<p>Motion made and passed unanimously to bring the Grade 6 General Music curriculum to the full Board for approval.</p> <p>Motion made and passed unanimously to bring the Grade 7 General Music curriculum to the full Board for approval.</p> <p>Motion made and passed to bring the Grade 8 General Music curriculum to the full Board for approval.</p>
B. Five-Year Curriculum Plan (2020-2025)	<ul style="list-style-type: none"> • Ms. DiCorpo said this plan was developed after reviewing all the stored curriculum in office files, and in conjunction with department chairs at the high school. It reflects renamed curricula as well. Curriculum writing is offered three times throughout the year. This year, 16 total curricula will be written. 	B. Five-Year Curriculum Plan (2020-2025)

	<ul style="list-style-type: none"> • Mr. Dahl asked how summer postings are determined. Ms. DiCorpo said she starts with who is available to write and then matches up the needs. They try to avoid burnout due to multiple curriculums being written by the same teacher. If they do not get any takers to write a scheduled curriculum, they will put it back on the list and keep trying. • Mr. Schemm asked why PLTW is included since that is a proprietary program. Ms. DiCorpo said it is adapted/adjusted to allow district teachers to interpret the standards and match the program to the actual schedule of learning our students follow in district. • Mrs. Chastain asked if having an external curriculum writer position might be cheaper and more efficient than doling out individual stipends. • Ms. DiCorpo said she is not in favor of letting go of the internal writing because it is very helpful, but that more eyes during vetting would be very helpful. • Mrs. Chastain suggested that even having someone to create an outline for teachers to fill in might encourage more participation and allow for a decreased stipend. • Ms. DiCorpo said that could be one of the tasks for a Director of Curriculum position. • Mr. Dahl asked if the Curriculum Council could do any of this work. Ms. DiCorpo said she would have to defer to Human Resources regarding that question. She said the Council is all volunteers at this time and right now they are focused on vertical alignment work. • Dr. Tracy said he thought it was important to retain the role of the district's teachers in curriculum writing since they know our students best. • Mr. Schemm reminded all that the curriculum plan is a living document and subject to change as needed. <p>Mr. Dahl moved to bring the Five-Year Curriculum Plan (2020-2025) to the full Board for approval, seconded by Mrs. Chastain and passed unanimously.</p>	
4.	<p>Presentations</p> <p>1. Summer Reading/Math</p>	<p>Motion made and passed unanimously to bring the Five-Year Curriculum Plan (2020-2025) to the full Board for approval.</p> <p>Presentations</p> <p>1. Summer Reading/Math</p>

- Mrs. Muir and Mrs. Allen presented the Summer Math Passport program. The district has not offered summer math work in the past to help prevent the “summer slide”. This program is designed to engage students in a fun way in math activities and to build a sense of community at the same time. Every student incoming to grades 1-5 will be given a “passport” to bring to local businesses where they will attempt to solve an onsite math problem and receive a stamp. Students who complete 10 of 14 stamps will receive a certificate when they return to school. Anyone completing all 14 will receive special recognition. A conscious decision was made not to include prizes because the emphasis is on the work, not the prize. Mrs. Muir and Mrs. Allen will be sharing updates on Twitter under the hashtag #NMSummerMath.
- Mrs. Chastain said she loved the idea of the program but expressed concern that not all students would be able to visit the businesses due to family constraints. She asked if there was a way they could get stamped too.
- Dr. Tracy suggested a note be added to the letter announcing the program to provide a district contact for anyone with concerns.
- The group brainstormed additional ideas.
- Mr. Dahl said he thought this was a tremendous program and a great start.
- Mr. Schemm asked what would happen if students lose the booklet. Mrs. Muir said there will be a pdf version on the district website.
- Ms. DiCorpo said they will be adjusting as needed for next year. She said they are involving high school students through video and photography during the summer.
- Ms. Stewart said K-8 students will participate in the Governor’s Reading Challenge. At SMS, the PTO has provided funding so that all students in each grade will receive a copy of the same book for their level to read and discuss in the fall. In addition, PLTW classes are creating Lending Libraries to be placed around town for students to pick up books to read.
- Ms. DiCorpo said she was approached by Compass

Inspections regarding an idea for a book drive. This has developed into donations for the lending libraries. Compass has already started advertising for donations. The district will vet the books that are donated before adding them to the libraries. Ms. DiCorpo said she is so grateful for the community support.

- Mrs. McInerney asked if monitoring of the lending libraries themselves will take place to check that inappropriate books are not added. Ms. DiCorpo said there is no real way to do that but she thinks the benefits of the program are worth the risk.
- Mrs. Chastain suggested the public library be contacted for future discards.
- Ms. Stewart said Mr. Clyne will be coordinating the district's Summer Reading Blog again this year to keep information updated.

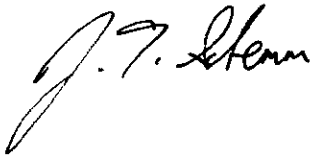
2. Summer School

- Ms. DiCorpo said they are running the Summer Bridge Program again this year for 120 invited students in grades 3-5 for Reading and Math from July 22 – August 8 on Monday through Thursday mornings. One EL class is being added new this year with a Bilingual teacher. The program will be located at NMHS; transportation is included.
- Mrs. McInerney asked how many of the invited students accept. Ms. DiCorpo said the first summer they had a 95% acceptance rate. Last year, it was closer to 70% but it was a very late ending school year and many parents expressed a desire to give their families a break.
- The district is also running the Algebra Readiness Program at SMS again this year. It is open to students in grade 7 who met criteria. This year, 17 students were invited. It provides exposure to the Pre-Algebra curriculum for potential entrance into Algebra in grade 8. Two sessions are being offered at NMHS: July 22-26 or August 5-9. A student attendee must demonstrate 80% mastery on the concepts of Algebra in order to qualify for Algebra I in Grade 8 for the 19-20 school year.
- Mr. Dahl asked what would happen if not all 17 signed up. Ms. DiCorpo said if the numbers do not warrant two sessions they would only run one

2. Summer School

	<p>session.</p> <ul style="list-style-type: none">• Mrs. Chastain asked if a student was not successful in the first session could they take the second session if there was room. Ms. DiCorpo said not at this time as there is no session offered after the second session, the opportunity would not be equitable.• Mrs. McInerney asked that results of these programs be shared in September.• Mr. Schemm asked for confirmation that the district does not offer summer school at the high school level. Ms. DiCorpo said that is correct. She said that is a concern and they have started to brainstorm ideas, including the possibility of using some Odysseyware licenses.• Dr. Tracy thanked Ms. DiCorpo for her hard work. Ms. DiCorpo said it was a collaborative effort with her team.	
5.	<p>Public Comment</p> <ul style="list-style-type: none">• There was none.	<p>Public Comment</p>
6.	<p>Adjourn</p> <p>Mr. Dahl moved to adjourn the meeting at 9:20 p.m., seconded by Mrs. Chastain and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 9:20 p.m.</p>

Respectfully submitted:




J.T. Schemm, Chairperson
Committee on Learning

**New Milford Board of Education
Facilities Sub-Committee Minutes
June 11, 2019
Lillis Administration Building—Room 2**

Present: Mr. Brian McCauley, Chairperson
Mr. Joseph Failla
Mrs. Eileen P. Monaghan

Absent: Mrs. Angela C. Chastain

Also Present: Dr. Stephen Tracy, Interim Superintendent
Mr. Nestor Aparicio, Assistant Facilities Director
Mr. Anthony Giovannone, Director of Operations and Fiscal Services
Ms. Alisha DiCorpo, Assistant Superintendent
Ms. Ellamae Baldelli, Director of Human Resources

1.	Call to Order The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:48 p.m. by Mr. McCauley. Mr. McCauley thanked Mr. Aparicio for filling in for Mr. Munrett.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Items of Information A. Roofs • Mr. Aparicio said the Town bonding was approved on May 28 and includes funding for the SNIS and NMHS roofs. On May 29, the Mayor had a meeting with Garland, Mr. Munrett and Mr. Giovannone to go over original bid documents for SNIS. The Mayor asked Garland to review these again to see if the bid could be reduced. On June 6, The Mayor took the bid packet for SNIS to the Purchasing Authority where a waiver was granted to use Garland for SNIS roof replacement through the U.S. Communities purchasing agreement. There is no potential start date yet known, but there is a signed contract. Mr. Aparicio said the Town is steering this project, and the district will support it as requested. • Mr. Failla asked how this affects building use. Mr. Aparicio said summer school, the summer	Items of Information A. Roofs  RECEIVED TOWN CLERK 2019 JUN 12 P 2:59 NEW MILFORD, CT

	<p>Bridge program, and Youth Agency programs have all been moved to NMHS from SNIS. The building will house custodians and office staff only.</p> <ul style="list-style-type: none"> • Mr. Giovannone said work will still be going on in the fall when students return but there will be no “hot application” then. The plan is to have the project complete by the end of the calendar year. • Mrs. Monaghan asked how the bonding money was split. Mr. Giovannone said, of the \$5 million bonded, \$3.4 million is designated for SNIS roof replacement, \$1.2 million for the NMHS roof, and the rest to replace the Town hall roof. • Mr. McCauley asked how the \$1.2 million for the NMHS roof will be used. Mr. Aparicio said the details are being handled by the Town. They will be hiring the contractor and assigning a start date. • Mr. Giovannone said he was aware that the Town has a quote from a roofing vendor for repair and replacement with asphalt shingle, but he does not know what their next step is. • Mrs. Monaghan asked if the work will be done this summer. Mr. Aparicio said he did not know. • Mr. Failla said the upside to the Town being in control is that any problems encountered will be handled by the Town. • Dr. Tracy said the Mayor had expressed an intent to expand the Building Committee to include additional members in the future, possibly to include a BOE member. • Mr. Failla said he was aware of the current makeup of the Committee, which includes professionals in industry and construction, and he has confidence in their knowledge. • Mr. Aparicio said they will work with the chosen vendor on coordination of work at the district’s buildings. 	
B.	<p>Summer Projects and Building Use</p> <ul style="list-style-type: none"> • Mr. Aparicio said the first project will be to move the summer programs from SNIS to the high school, which includes the transfer of age 	<p>B. Summer Projects and Building Use</p>

Lillis Administration Building—Room 2

	<p>appropriate furniture. Fuss and O'Neill will do a floor abatement of Room 19 at HPS beginning on June 21. He said there is a request for abatement of the HPS cafeteria floor, and if the Board approves it, that will be a third summer project.</p> <ul style="list-style-type: none"> • Mr. Giovannone said the room abatement project is in the current five year capital plan. The cafeteria floor will come out of the end of year balance if approved. 	
C.	<p>Lillis Oil Tank</p> <ul style="list-style-type: none"> • Mr. Aparicio said paving is scheduled for this Thursday, weather permitting. 	C. Lillis Oil Tank
D.	<p>Annual Bids</p> <ul style="list-style-type: none"> • Mr. Aparicio said annual bids for boiler and septic cleaning will go to Operations for approval. The bids recommended are for current providers and lowest bidders. • Mr. Giovannone said these are for services after July 1 and will be funded through the 2019-20 operating budget. He said the camera upgrade is not an annual bid and it will come from end of year balance if approved. It is a vendor we have used in the past. 	D. Annual Bids
E.	<p>HPS Cafeteria Floor</p> <ul style="list-style-type: none"> • Mr. Aparicio said this project was discussed earlier this evening. The tiles are cracking and it is becoming a safety issue. If approved, the work will be done by Fuss and O'Neill, who are under the state contract, so no bid is needed. A question had been asked about using Food Services funding for this project. The state response is attached to the memo, and it is not allowed. • Mr. Giovannone said this item appears on the purchase resolution for consideration at Operations and would use end of year funds. 	E. HPS Cafeteria Floor
F.	<p>Celtic Energy</p> <ul style="list-style-type: none"> • Mr. Aparicio said the Town is using this 	F. Celtic Energy

	<p>consultant to review possible energy efficiencies. He and a representative from the company toured NMHS, SMS and SNIS last Friday. They looked at major equipment such as chillers and boilers as well as lighting fixtures. The representative was impressed with the current equipment and said we are ahead of the game in comparison to other districts. He said the consultant will work on suggestions for the Board to consider.</p> <ul style="list-style-type: none"> • Mrs. Monaghan asked if there was grant money for this. Mr. Aparicio said no, it works on a payback system. • Dr. Tracy said the good news is that we are ahead of the game. The bad news is that there are fewer opportunities to get better. He said the Town has committed to Celtic so the question for the Board is whether they want to sign on too and if so how Smart Roof Solar may or may not fit in. • Mrs. Monaghan said she was aware that Smart Roof Solar has worked with Celtic in the past. • Mr. McCauley said it might be good to have Celtic present at a future Facilities meeting. 	
4.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	Public Comment
5.	<p>Adjourn</p> <p>Mrs. Monaghan moved to adjourn the meeting at 7:14 p.m., seconded by Mr. Failla and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:14 p.m.</p>

Respectfully submitted:



Brian McCauley, Chairperson
Facilities Sub-Committee

**New Milford Board of Education
Operations Sub-Committee Minutes
June 11, 2019
Lillis Administration Building—Room 2**

Present: Mrs. Wendy Faulenbach, Chairperson
Mr. Brian McCauley
Mr. Joseph Failla, Alternate

Absent: Mr. Bill Dahl
Mrs. Eileen P. Monaghan

Also Present: Dr. Stephen Tracy, Interim Superintendent
Ms. Ellamae Baldelli, Director of Human Resources
Mr. Anthony Giovannone, Director of Fiscal Services and Operations
Ms. Alisha DiCorpo, Assistant Superintendent
Mrs. Laura Olson, Director of Pupil Personnel and Special Services
Mr. Nestor Aparicio, Assistant Facilities Director
Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School
Dr. Christopher Longo, Principal, Schaghticoke Middle School

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. Failla was seated in the absence of Mr. Dahl.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> Barbara Morris, the Practical Arts teacher at SMS, said she wanted to speak to the budget cuts. She said she is hoping the Board will choose to keep Practical Arts, which connects the full spectrum of students to real life experiences. She said the course content includes food production and service, nutrition, and textiles and fabrics. In grade 8, it includes household finances. The course embeds social studies, science, math, and ELA content. 	Public Comment RECEIVED TOWN CLERK 2019 JUN 12 P 2:55 NEW MILFORD, CT
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 does not expect to have a revision for the full Board meeting. 	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence

	<p>Mr. McCauley 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. Failla.</p> <p>Motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 5/31/19 2. Purchase Resolution D-723 3. Request for Budget Transfers <ul style="list-style-type: none"> • Mr. Giovannone drew attention to the certified salary line that is at \$83,565. Last year at this time the total was \$357,876. • Mrs. Faulenbach noted that the Board had been discussing this line over the past several months. • Mr. Giovannone said he would have a revised memo regarding excess cost for the full Board, because the Town received the actual payment on June 11, after the original memo was written. In a memo in March, he had anticipated the shortfall would be \$121,918. Based on the actual payment, that shortfall will be approximately \$211,000. Other revenue shortfalls include LHTC tuition, gate receipts, parking, and pay to play. • Mr. Failla asked why pay to play revenue was less than expected. Mr. Giovannone said it could be due to lower participation but also to declining enrollment in general. • Mrs. Faulenbach asked if the actual excess cost shortfall would have an effect on recommended year end projects. Mr. Giovannone said it is still his recommendation to consider the projects. While excess cost is coming in about \$89,000 lower than expected, other areas have not dropped as drastically, so he is anticipating a net difference of about \$30,000, bringing the expected year end balance from \$233,198 to \$203,198 after the projects. • Mr. Giovannone noted that some projects on the 	<p>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> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 5/31/19 2. Purchase Resolution D-723 3. Request for Budget Transfers
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	<p>purchase resolution also require bid awards by the Board so he suggested the bid awards be moved up on the Board agenda to be considered before monthly reports.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach asked if the Omni bid of \$144,000 captures the full camera piece. Mr. Giovannone said it does; the bid came in lower than anticipated. He said the HPS cafeteria floor may ultimately come in lower as well, that is why it is listed as to not exceed on the resolution. Other items are related to five year capital for technology. The last third is usually held until towards the end of the year to make sure funds are not needed for emergency technology replacements. • Mr. Giovannone noted the detail provided regarding the budget transfer requests. <p>Mr. McCauley moved to bring the monthly reports: Budget Position 5/31/19, Purchase Resolution D-723 and Request for Budget Transfers to the full Board for approval.</p> <p>Motion seconded by Mr. Failla.</p> <p>Motion passed unanimously.</p> <p>C. Gifts & Donations</p> <p>1. PTO — Exhibit B</p> <p>2. Goldring Family Foundation</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said the Board is grateful for the continued support and these truly amazing gifts. She asked if the Board will see a total of PTO donations for the year. • Mr. Giovannone said he is working on that for the July Board meeting, and will include a summary of fundraising in the schools. • Mr. McCauley asked if the Goldring Family Foundation gift is an annual donation. Mr. Giovannone said he would check. <p>Mr. McCauley moved to bring Gifts & Donations: PTO-Exhibit B and Goldring Family Foundation to the</p>	<p>Motion made and passed unanimously to bring the monthly reports: Budget Position dated 5/31/19, Purchase Resolution D-723, 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. Goldring Family Foundation</p> <p>Motion made and passed unanimously to bring Gifts &</p>
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	<p>full Board for approval.</p> <p>Motion seconded by Mr. Failla.</p> <p>Motion passed unanimously.</p> <p>D. Bid Awards</p> <ol style="list-style-type: none"> 1. Food and Nutrition Services – Milk 2. Food and Nutrition Services – Frozen Dessert 3. Boiler Cleaning 4. Septic Cleaning 5. Security Cameras and Equipment with Windows 10 <ul style="list-style-type: none"> • Mr. Giovannone said these are all annual bids with the exception of the security cameras. The annual bids are for the 2019-20 budget. They are with current providers. The cameras would come from end of year funds if approved. • Mr. Failla asked why there was only one bidder for the Food Services bids. Mr. Giovannone said he would ask Mrs. Sullivan to see if she knew the reason. • Mrs. Faulenbach asked for confirmation that the security cameras and HPS cafeteria floor are the only two requested year end projects and that their approval would still allow the district to finish in the positive. Mr. Giovannone said that is correct. <p>Mr. McCauley moved to bring the bid awards for Milk, Frozen Dessert, Boiler Cleaning, Septic Cleaning and Security Cameras and Equipment with Windows 10 to the full Board for approval.</p> <p>Motion seconded by Mr. Failla.</p> <p>Motion passed unanimously.</p> <p>E. Grant</p> <ol style="list-style-type: none"> 1. Adult Education PEP Grant <ul style="list-style-type: none"> • Ms. DiCorpo said this is year 3 of 3 for this grant. In 2020-21, the criteria from the state is 	<p>Donations: PTO-Exhibit B and Goldring Family Foundation to the full Board for approval.</p> <p>D. Bid Awards</p> <ol style="list-style-type: none"> 1. Food and Nutrition Services – Milk 2. Food and Nutrition Services Frozen Dessert 3. Boiler Cleaning 4. Septic Cleaning 5. Security Cameras and Equipment with Windows 10 <p>Motion made and passed unanimously to bring the bid awards for Milk, Frozen Dessert, Boiler Cleaning, Septic Cleaning and Security Cameras and Equipment with Windows 10 to the full Board for approval.</p> <p>E. Grant</p> <ol style="list-style-type: none"> 1. Adult Education PEP Grant
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	<p>changing. For this grant, the emphasis is on readying students for the workforce and on ELL. It enhances what the district provides.</p> <ul style="list-style-type: none"> • Mr. Failla asked what the participation number is for Adult Education. Ms. DiCorpo said she would check. • Ms. DiCorpo said she attended a meeting at the Mayor's office with Dr. Tracy and Mr. Shugrue regarding career readiness opportunities. The Town has received a grant from the Workforce Investment Board. She said they are waiting to view the manufacturing courses to see how they might be infused into the school day or as summer options for example. Once they get a sense of all the options, they will bring them to the Board. Ms. DiCorpo said the Perkins grant is being revised to be more career based. The district has signed an intent to apply but there is not much information beyond that yet. • Mr. Failla said he has spoken in the past about career readiness. He thinks it is incredibly important and that the district hasn't done enough in this area in the past. • Ms. DiCorpo says they have been trying hard in this area for years, but have been hampered by certification and insurance issues. She says it appears the state is trying to open this up to make opportunities more feasible. <p>Mr. McCauley moved to bring the Adult Education PEP Grant to the full Board for approval.</p> <p>Motion seconded by Mr. Failla.</p> <p>Motion passed unanimously.</p>	
F.	<p>Authorization of Signatory on School District Accounts – Exhibit D</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said this item is self-explanatory. <p>Mr. McCauley moved to bring Authorization of Signatory on School District Accounts – Exhibit D to</p>	<p>Motion made and passed unanimously to bring the Adult Education PEP Grant to the full Board for approval.</p> <p>F. Authorization of Signatory on School District Accounts – Exhibit D</p> <p>Motion made and passed unanimously to bring Authorization</p>

	<p>the full Board for approval.</p> <p>Motion seconded by Mr. Failla.</p> <p>Motion passed unanimously.</p> <p>G. Shepaug Agriscience Agreement</p> <ul style="list-style-type: none"> • Dr. Tracy said he and Mr. Giovannone had a phone conference with Shepaug this morning and they agreed on eight New Milford seats for next year. Superintendent Bennett asked that the last paragraph be added to the agreement. It states that New Milford will open additional seats to the program in the event the State of CT lessens or absorbs the local budgetary obligation for agriscience students to attend out of district programs. • Mrs. Faulenbach said she would like the document revised to say “may” open versus “will”. • Mr. Failla said he is bothered by the limiting of seats and says we should promote the program to encourage more students to go. He asked how this program is promoted. • Ms. DiCorpo said Shepaug was provided the same opportunity to promote its program that other programs, such as Nonnewaug, Abbott Tech, and the Magnet School are offered. They are allowed to distribute information and come in to promote if they wish. She noted that New Milford has not historically filled all seats. • Mrs. Faulenbach asked if the district has to pay for the total 20 seats it has committed to. Ms. DiCorpo said that the district pays only if the seat is used. • Mr. Giovannone said the agreement to send up to eight students means there is no change to the budget. For the 2019-20 year, the district has a verbal agreement with All Star to provide transportation at no additional charge. • Mrs. Faulenbach asked what time the current bus contract covers. Mr. Giovannone said it goes through June 2023. Mrs. Faulenbach 	<p>of Signatory on School District Accounts – Exhibit D to the full Board for approval.</p> <p>G. Shepaug Agriscience Agreement</p>
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	<p>noted that matches this agreement.</p> <p>Mr. McCauley moved to bring the revised Sending Town Agreement for the Shepaug Regional Agriscience Program 2019-20 to the full Board for approval.</p> <p>Motion seconded by Mr. Failla.</p> <p>Motion passed unanimously.</p> <ul style="list-style-type: none"> Mrs. Faulenbach suggested they discuss the Items of Information before moving on to the Recommended Budget Adjustments. See #4 on the agenda for any discussion. <p>H. Recommended Adjustments to the 2019-20 Budget</p> <ul style="list-style-type: none"> Dr. Tracy said he wanted to thank his administrative colleagues for working through these cuts with him in a collaborative manner. He said there were a lot of mixed feelings with the recommendations and ultimately the final recommendations are his. He said there is no good news to a loss of \$600,000. Dr. Tracy highlighted ten major points regarding the proposed adjustments: 1. Sustains the Board's earlier decision to eliminate "pay to participate", at a cost of \$60,000; 2. Results in fractional reductions in assistant principal positions at the primary, intermediate and middle school levels, totaling 1.00 FTE; 3. Restores 0.60 of the 1.00 assistant principal position that was eliminated at SNIS when the Board's proposed budget was adopted in January. Dr. Tracy said he believes for several reasons, including the growing number of SNIS children requiring special services, that a reduction in the assistant principal staff of 0.40 (rather than 1.00) is prudent; 4. Includes the elimination of two and a half teaching positions (a Practical Arts position at the middle school and a Business Education position at the high school, based on enrollment, and 0.50 of the 	<p>Motion made and passed unanimously to bring the revised Sending Town Agreement for the Shepaug Regional Agriscience Program 2019-20 to the full Board for approval.</p> <p>H. Recommended Adjustments to the 2019-20 Budget</p>
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	<p>district's 2.00 teachers of the Gifted & Talented); 5. Includes a reduction in the custodial workforce, from 31.5 to 30.5; 6. Reduces the substance abuse counselor position (currently vacant) from 1.00 to 0.50; 7. Reduces the proposed increase spending on copier equipment and services from \$36,081 to \$6,081; 8. Reduces spending in various equipment, supply and materials lines in each of our schools; 9. Reduces school based Chrome Book purchases from 322 to 285 (for a savings of \$10,360) and reduces the cost of Chrome Book purchases by \$36 per unit (for a further reduction of \$10,260), based on savings achieved in collaboration with EdAdvance; and 10. Eliminates funding related to the updating of the district's strategic plan and related enrollment study, for a savings of \$55,000.</p> <ul style="list-style-type: none">• Mr. Failla said he appreciates that this is a difficult process and he offered his thoughts. He has been vocal in recommending against pay to play and thinks its removal works with the district's emphasis on wellness. He said the Board made hard choices during its budget deliberations and chose to eliminate an elementary assistant principal then. He thinks that decision should stand. He opposes the elimination of the Practical Arts position. He said the district continues to make eliminations in areas that help across the board with unique student skills. He will continue to advocate for students that we don't seem to help enough. He'd rather eliminate two TAG positions and keep this type of position. He is against eliminating the Substance Abuse counselor in any fashion in light of the rampant problems in society. He said the issues with the copiers are obvious. Overall, he favors taking out the assistant principal at \$72,000 and removing the two TAG positions while covering the rest somehow.• Mr. McCauley said he has similar thoughts. He said he thinks Practical Arts and Business are important areas and asked for the rationale	
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	<p>behind the recommended cuts.</p> <ul style="list-style-type: none">• Mrs. Faulenbach asked for enrollment numbers for these areas as well as TAG.• Mrs. Faulenbach said Board members were invited to give input and/or make an appointment with the Superintendent regarding budget suggestions and she did that. She also requested an appointment with the Mayor to respectfully remind the Town that it was said that if its municipal reimbursement came back better than thought, they would come back to the Board to partner. On the capital side, the Town also promised to work collaboratively with the Board to use reserves.• Dr. Tracy said based on calculations they've done, the Town will receive an estimated \$400,000 more than thought when reductions were made.• Mrs. Faulenbach said the Town paid for the first district enrollment study and suggested maybe they could be asked to pay for the new one. She suggested if Board members think of things like this, or other suggestions, they let the Superintendent know prior to the Board meeting.• Dr. Tracy asked if Mrs. Bilko could speak regarding the elimination of the assistant principal.• Mrs. Bilko said she had provided Dr. Tracy with sixteen bullet points for justification to add the position back. She asked the Board to weigh cost savings versus impact to the school. She presently has a team of 3.9 administrators. The school is losing a full time (1.0) assistant principal and a 0.5 SPED department chair. Mrs. Bilko said the special education population is at roughly 15%, with very complicated needs within that. They held 305 PPTs this year, averaging 90 minutes each. That works out to three months of an administrator's time just for that. She said the suggested "reallocation" of the cut eliminates the shared administrator who is between schools. This current model is ineffective due	
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	<p>to the many unanticipated events that bring about changes to that person's schedule and don't allow adequate planning of time. She said she does not come to the Board lightly, and has been committed to working with the cuts to general and special education, unified arts personnel etc. that SNIS has taken over the past several years but said that the school is on the precipice at this point. She does not believe they will be able to get the work done that has to be done, never mind the work that they want to do, such as getting into classrooms.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said it would be helpful to see the previous reductions and current concerns in a memo format prior to the Board meeting. She encouraged Mrs. Bilko to do that to help focus decision making. • Dr. Longo said he is also concerned with the administrative cut and its impact on PPTs. He agreed that the shared administrator model is not effective. • Dr. Tracy reminded Board members that the bottom line has been fixed by the voters so ultimately the reductions must be made. If Board members are not in favor of any of his recommendations, he asked that they come prepared with alternatives and their cost. <p>Mr. McCauley moved to bring the Recommended Adjustments to the 2019-20 Budget to the full Board for discussion.</p> <p>Motion seconded by Mr. Failla.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring the Recommended Adjustments to the 2019-20 Budget to the full Board for discussion.</p>
4.	Items of Information	Items of Information
A.	Perkins V Grant	A. Perkins V Grant
	<ul style="list-style-type: none"> • The Perkins grant was previously discussed under item 3E. 	
B.	Annual Emergency Preparedness Report	B. Annual Emergency

	<ul style="list-style-type: none"> • Mr. Giovannone said this report is required annually. He said new items for this year are the walkthrough of schools with the Town-wide Emergency Planning Committee, including first responders, and the security grant reimbursement. • Mr. Failla said it is extremely important to run full crisis drills when school is not in session, especially with a new Police Chief, and young force. • Mrs. Faulenbach said they had had executive sessions in the past to discuss district security that included the Police Chief and Mayor. She suggested that might be good to do again in the fall. 	Preparedness Report
C. Annual Wellness Report	<ul style="list-style-type: none"> • Ms. DiCorpo and Mrs. Olson chair the committee. Ms. DiCorpo said it has an engaged diverse community membership including school personnel as well. • Mrs. Olson said the shift in the last few years has been towards the mental health piece, with emphasis on a broader look at the overall wellness of the total child. • Ms. DiCorpo said the committee would like to increase its communication outward. She said they have funding that can be used to match with community needs. Health survey results are in; a time needs to be scheduled for the Board to hear them. • Mrs. Faulenbach suggested that the district newsletter do a spotlight on the committee's work. • Mr. Failla said he appreciated the outstanding total community cooperation. 	C. Annual Wellness Report
D. Annual Report of the John J. McCarthy Observatory	<ul style="list-style-type: none"> • Mr. McCauley noted the wonderful programs offered by the Observatory. 	D. Annual Report of the John J. McCarthy Observatory

<p>E.</p> <p>F.</p>	<p>Clubs and Activities Report</p> <ul style="list-style-type: none"> Mrs. Faulenbach noted that the Board requested this annual report. She asked if there were fewer offerings this year. Ms. Baldelli said the clubs and activities ebb and flow over time. She noted that Mr. Failla had requested additional information and that she and Mr. Giovannone were working on it. <p>Excess Cost Payment 2 of 2 for 2018-19</p> <ul style="list-style-type: none"> Mr. Giovannone said he would have a revised memo for the full Board. 	<p>E. Clubs and Activities Report</p> <p>F. Excess Cost Payment 2 of 2 for 2018-19</p>
<p>5.</p>	<p>Public Comment</p> <ul style="list-style-type: none"> There was none. 	<p>Public Comment</p>
<p>6.</p>	<p>Adjourn</p> <p>Mr. McCauley moved to adjourn the meeting at 9:14 p.m. seconded by Mr. Failla and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 9:14 p.m.</p>

Respectfully submitted:



Wendy Faulenbach, Chairperson
Operations Sub-Committee