

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

**BOARD OF EDUCATION**  
**MEETING NOTICE**

<b>DATE:</b>	<b>February 11, 2014</b>
<b>TIME:</b>	<b>7:30 P.M.</b>
<b>PLACE:</b>	<b>Sarah Noble Intermediate School – Library Media Center</b>

**AGENDA**

**New Milford Public Schools Mission Statement**

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

**1. CALL TO ORDER**

A. Pledge of Allegiance

**2. RECOGNITION**

- A. Geography Bee Winners: Louis Chiarito (SNIS), Lee Conlu (SNIS) and Caitlin Leib (SMS)
- B. VFW Patriot's Pen Essay Contest Winner: Lukas Kugler (SMS)
- C. Peace Poster Contest Winner: Sarah Morris (SNIS)
- D. School Bus Safety Poster Contest Winner: Kelsey Stewart (SNIS)
- E. 2016 Nutmeg Book Award Intermediate Selection Committee Student Reader:  
Jackson Zavatsky (SNIS)

**3. PUBLIC COMMENT**

The Board welcomes Public Participation and asks that speakers please limit their comments to three minutes. Speakers may offer objective comments of items on this agenda. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, nor against any person connected with the New Milford Public School System.

**4. PTO REPORT**

**5. STUDENT REPRESENTATIVES' REPORT**

**6. APPROVAL OF MINUTES**

- A. Approval of the following Board of Education Meeting Minutes
  - 1. Special Annual Meeting Minutes December 11, 2013
  - 2. Special Meeting Minutes December 11, 2013
  - 3. Special Meeting Minutes January 7, 2014
  - 4. Budget Hearing/Adoption Minutes January 22, 23, 28 and 29, 2014

**7. SUPERINTENDENT'S REPORT**

**8. BOARD CHAIRMAN'S REPORT**

**9. COMMITTEE REPORTS**

- A. Facilities Sub-Committee – Mr. Littlefield
- B. Operations Sub-Committee – Mrs. Faulenbach
- C. Policy Sub-Committee – Mrs. Chastain
- D. Committee on Learning – Mr. Lawson
- E. Education Connection – Mr. Coppola
- F. Connecticut Boards of Education (CABE) – Mrs. Faulenbach
- G. Negotiations Committee – Mrs. Faulenbach

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#### **10. DISCUSSION AND POSSIBLE ACTION**

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated February 11, 2014
- B. Bid Award
  - 1. Network Switches
- C. Monthly Reports
  - 1. Purchase Resolutions D-661: dated 12/31/13 and D-662: dated 1/31/14
  - 2. Budget Positions dated 12/31/13 and 1/31/14
  - 3. Requests for Budget Transfers dated 12/31/13 and 1/31/14
- D. Gifts & Donations
  - 1. PTO – Exhibit B
- E. Policy for Approval
  - 1. 5131.111 Conduct: Camera Surveillance
- F. Use of Buildings: Fee Structure Adjustment

#### **11. ITEMS FOR INFORMATION AND DISCUSSION**

- A. Field Trip Report

#### **12. EXECUTIVE SESSION (anticipated)**

- A. Discussion of possible legal action by Board to recover back tuition arising out of residency determination. Executive Session anticipated. The Board may take action on this upon returning to open session.

#### **13. ADJOURN**

#### **ITEMS OF INFORMATION**

Facilities Sub-Committee Minutes – February 4, 2014

Operations Sub-Committee Minutes – February 4, 2014

Policy Sub-Committee Meeting February 25, 2014 – 6:45 p.m. Lillis Administration Building, Room 2	Board of Education Meeting March 11, 2014 – 7:30 p.m. Sarah Noble Intermediate School, LMC
Committee on Learning February 25, 2014 – 7:30 p.m. Lillis Administration Building, Room 2	Policy Sub-Committee Meeting March 18, 2014 – 6:45 p.m. Lillis Administration Building, Room 2
Facilities Sub-Committee Meeting March 4, 2014 – 6:45 p.m. Lillis Administration Building, Room 2	Committee on Learning March 18, 2014 – 7:30 p.m. Lillis Administration Building, Room 2
Operations Sub-Committee Meeting March 4, 2014 – 7:30 p.m. Lillis Administration Building, Room 2	

**New Milford Board of Education  
Special Annual Meeting Minutes  
December 11, 2013  
Sarah Noble Intermediate School Library Media Center**

Present:	Mrs. Angela C. Chastain Mr. Robert Coppola Mrs. Wendy Faulenbach Mr. David A. Lawson Mr. Dave Littlefield Mr. David R. Shaffer Mrs. Daniele Shook Mr. John Spatola Mrs. Theresa Volinski
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Also Present:	Dr. JeanAnn Paddyfote, Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Gregg Miller, Director of Fiscal Services Ms. Roberta Pratt, Director of Technology Mr. John Calhoun, Facilities Manager
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1.	<b>Call to Order</b> <b>A. Pledge of Allegiance</b> The special annual meeting of the New Milford Board of Education was called to order at 7:00 p.m. The Pledge of Allegiance immediately followed the call to order.	<b>Call to Order</b> <b>Pledge of Allegiance</b>
2.	<b>Recommended Action</b> <b>A. Election of Board Officers</b> <b>1. Chairperson</b>  Dr. Paddyfote opened the meeting and asked for nominations for the position of Chairperson. <ul style="list-style-type: none"> <li><b>Mr. Spatola nominated Mrs. Shook to be Chairperson of the New Milford Board of Education.</b></li> </ul> <b>Mrs. Shook was unanimously elected for the position of Chairperson.</b>  <b>2. Vice Chairperson</b>  Mrs. Shook asked for nominations for the position of Vice Chairperson.	<b>Recommended Action</b>  <p style="text-align: center;"> <i>Handwritten:</i> JHP  <b>GEORGE C. DUCKBEE</b>  <b>TOWN CLERK</b>    <b>2013 DEC 16 A 8:56</b>    <b>NEW MILFORD, CT</b> </p>

**Mr. Lawson nominated Mr. Shaffer for the position of Vice Chairperson of the New Milford Board of Education. Mrs. Chastain nominated Mr. Littlefield for the position of Vice Chairperson.**

**Mr. Littlefield was elected Vice Chairperson with six votes; Mr. Shaffer received three votes.**

For Mr. Littlefield: Mrs. Chastain, Mrs. Faulenbach, Mr. Littlefield, Mrs. Shook, Mr. Spatola, Mrs. Volinski

For Mr. Shaffer: Mr. Coppola, Mr. Lawson, Mr. Shaffer

### **3. Secretary**

Mrs. Shook asked for nominations for the position of Secretary.

**Mr. Spatola nominated Mrs. Chastain for the position of Secretary of the New Milford Board of Education.**

**Mrs. Chastain was unanimously elected Secretary of the New Milford Board of Education.**

### **4. Assistant Secretary**

Mrs. Shook asked for nominations for Assistant Secretary of the New Milford Board of Education.

**Mr. Coppola nominated Mr. Lawson for the position of Assistant Secretary for the New Milford Board of Education. Mrs. Faulenbach nominated Mrs. Volinski to be Assistant Secretary.**

**Mrs. Volinski was elected Secretary with six votes; Mr. Lawson received three votes.**

For Mrs. Volinski: Mrs. Chastain, Mrs. Faulenbach, Mr. Littlefield, Mrs. Shook, Mr. Spatola, Mrs. Volinski

For Mr. Lawson: Mr. Coppola, Mr. Lawson, Mr. Shaffer



**New Milford Board of Education  
Special Annual Meeting Minutes  
December 11, 2013  
Sarah Noble Intermediate School Library Media Center**

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<b>3.</b>	<b>Adjourn</b>  <b>Mrs. Faulenbach moved to adjourn the meeting at 7:07 p.m., seconded by Mrs. Volinski and passed unanimously.</b>	<b>Adjourn</b>  <b>Motion made and passed to adjourn the meeting at 7:07 p.m.</b>
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Respectfully submitted:



Angela C. Chastain


Secretary

New Milford Board of Education

**New Milford Board of Education  
Special Meeting Minutes  
December 11, 2013  
Sarah Noble Intermediate School Library Media Center**

Present:	Mrs. Angela C. Chastain Mr. Robert Coppola Mrs. Wendy Faulenbach Mr. David A. Lawson Mr. Dave Littlefield Mr. David R. Shaffer Mrs. Daniele Shook Mr. John Spatola Mrs. Theresa Volinski
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Also Present:	Dr. JeanAnn Paddyfote, Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Gregg Miller, Director of Fiscal Services Ms. Roberta Pratt, Director of Technology Mr. John Calhoun, Facilities Manager Mr. Greg Shugrue, Principal, New Milford High School
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1.	<b>Call to Order</b> <b>A. Pledge of Allegiance</b> The special meeting of the New Milford Board of Education was called to order at 7:30 p.m. The Pledge of Allegiance immediately followed the call to order.	<b>Call to Order</b> <b>Pledge of Allegiance</b>
2.	<b>Recognition</b>  <b>NMHS Students who achieved Advanced level on all four sections of CAPT:</b>  Serina Ahmed, Bethany Balstad, Emma Bergman, Chelsea Buddle, Kevin Bun, Charlotte Chauvin, Emily Chauvin, Meredith Cowan, Anthony D'Andrea, Carly Drost, Giovanna Fusco, Marta Gryb, Christine Habjan, Abigail Hambidge, Gregory Hansell, Rachel Harbert, Teresa Harkin, Robert Holub, Melanie Horkan, Jedidiah Kang, Stephen Kipp, Carly KleinStern, Sean Kunic, Kathleen Lewis, Zachary Polley, Charles Price, Timothy Rehm, Annie Robbins, Tatiana Rodriguez, Emilyn Tuomala, Sara Wilton, and Duo Zheng  <ul style="list-style-type: none"> <li>Dr. Paddyfote read parts of a letter sent to the students from Commissioner of Education</li> </ul>	<b>Recognition</b>  <div style="text-align: center;">             GEORGE C. BUCKBEE            TOWN CLERK            2013 DEC 16 A 8:56            NEW MILFORD, CT         </div>

	<p>Stefan Pryor acknowledging their achievement.</p> <p>The meeting recessed at 7:38 p.m. for a brief reception and reconvened at 7:52 p.m.</p>	
<b>3.</b>	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>Denise Bard, a New Milford resident with students at John Pettibone School, said she was concerned about the common core standards. She said she felt they will be detrimental to students. She noted one of the people responsible for writing the standards acknowledged that they are designed to get students into a non-competitive two year community college.</li> </ul>	<b>Public Comment</b>
<b>4.</b>	<p><b>PTO Report</b></p> <ul style="list-style-type: none"> <li>Mrs. Romaniello congratulated the new officers and new Board members.</li> <li>The PTO is working with businesses to increase the group's fundraising.</li> </ul>	<b>PTO Report</b>
<b>5.</b>	<p><b>Student Representatives' Report</b></p> <ul style="list-style-type: none"> <li>The Spanish Honor Society talent show was November 22<sup>nd</sup>.</li> <li>Parent conferences were November 19<sup>th</sup> through 21<sup>st</sup> and December 5<sup>th</sup>.</li> <li>There will be an instrumental concert at the high school on December 12<sup>th</sup> and a choral concert on December 15<sup>th</sup>.</li> <li>The Art Show will be December 18<sup>th</sup> and 19<sup>th</sup>.</li> <li>The NAMES program took place on December 5<sup>th</sup>.</li> <li>Winter athletics have started.</li> <li>An incoming freshman orientation will be held on January 16<sup>th</sup>.</li> </ul>	<b>Student Representatives' Report</b>
<b>6.</b>	<p><b>Approval of Minutes</b></p> <p><b>A. Approval of the following Board of Education Meeting Minutes</b></p> <p><b>1. Regular Meeting November 12, 2013</b></p>	<p><b>Approval of Minutes</b></p> <p><b>A. Approval of the following Board of Education Meeting Minutes</b></p> <p><b>1. Regular Meeting November 12, 2013</b></p>

	<p><b>Mrs. Faulenbach moved to approve the following Board of Education Meeting Minutes: Regular Meeting minutes of November 12, 2013, seconded by Mr. Lawson and passed 6-0-3.</b></p> <p>Aye: Mrs. Chastain, Mrs. Faulenbach, Mr. Lawson, Mr. Shaffer, Mrs. Shook, Mr. Spatola  Abstain: Mr. Coppola, Mr. Littlefield, Mrs. Volinski</p>	<p><b>Motion made and passed to approve the following Board of Education Meeting Minutes: Regular Meeting minutes of November 12, 2013</b></p>
7.	<p><b>Superintendent's Report</b></p> <ul style="list-style-type: none"> <li>• Dr. Paddyfote noted there are three grant updates under Items of Information including the technology grant, the school security grant, and the LitLinks grant from the Connecticut Community Foundation. She thanked those who worked on these grants.</li> <li>• She noted that winter break will start after a full day of school on December 20<sup>th</sup> and school will resume on January 2<sup>nd</sup>.</li> </ul>	<p><b>Superintendent's Report</b></p>
8.	<p><b>Board Chairman's Report</b></p> <ul style="list-style-type: none"> <li>• Mrs. Shook asked Board members to give her their sub-committee requests so that she can reassign members. The sub-committees include grievance, Education Connection, CABE, negotiations, and magnet school liaison as well as the regular Operations, Facilities, Policy and Committee on Learning.</li> <li>• The next Board meeting will be the budget presentation in January.</li> <li>• Mrs. Shook appointed Mrs. Faulenbach as parliamentarian for the Board.</li> </ul>	<p><b>Board Chairman's Report</b></p>
9.	<p><b>Committee Reports</b></p> <p><b>A. Policy Sub-Committee</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said there is one policy on the agenda for approval and two for second review. The policies for second review will come back to this Board one more time for approval.</li> </ul>	<p><b>Committee Reports</b></p> <p><b>Policy Sub-Committee</b></p>

	<p><b>B. Committee on Learning</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson said there are two curricula on the agenda for approval and two requests for approval of new courses. The Sub-committee discussed the five year curriculum plan as well as declining SAT scores and SAT prep classes.</li> <li>• The Wellness Committee gave a report on the concerns they have for Schaghticoke Middle School physical activity.</li> </ul> <p><b>C. Negotiations Committee</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said the Administrators' award has been received through arbitration.</li> <li>• The paraeducators union has gone through mediation and ratification of the contract is expected December 19<sup>th</sup>.</li> <li>• Mr. Spatola asked if he could raise a question about comments Mr. Lawson and Mr. Shaffer made at a sub-committee meeting.</li> <li>• Mr. Lawson asked to amend his report to say they also heard a presentation on the AP Economics course but had concerns with the way it was presented.</li> <li>• Mrs. Faulenbach noted the sub-committee reports are for reporting information only and not discussion. If someone had a comment they should speak to the Chair so they can address it at the sub-committee level.</li> </ul>	<p><b>Committee on Learning</b></p> <p><b>Negotiations Committee</b></p>
<p><b>10.</b></p> <p><b>A.</b></p>	<p><b>Discussion and Possible Action</b></p> <p><b>Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated December 10, 2013</b></p> <p><b>Mrs. Faulenbach moved to approve Exhibit A: Personnel - Certified, Non-Certified, Appointments, Resignations and Leaves of Absence dated December 10, 2013, seconded by Mr. Lawson.</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson said he was concerned about the mid-year resignations of coaches and asked if</li> </ul>	<p><b>Discussion and Possible Action</b></p> <p><b>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated December 10, 2013</b></p> <p><b>Motion made and passed unanimously to approve Exhibit A: Personnel - Certified, Non-Certified, Appointments, Resignations and Leaves of Absence dated December 10, 2013</b></p>

	<p>there was anything that the Board should be aware of. Ms. Baldelli said the coaches left for personal reasons.</p> <ul style="list-style-type: none"> <li>• Mr. Coppola said he did not realize that coaches needed permits and asked what was needed to act as a coach and Ms. Baldelli said the permit is issued by the State Department of Education and coaches must take a 45 hour course offered through the Connecticut Interscholastic Athletic Conference. They must receive first aid and CPR certification and take a separate head concussion course. Mr. Coppola asked how ability was shown and Ms. Baldelli said that was determined during the interview process.</li> </ul> <p><b>B. The motion passed unanimously.</b></p> <p><b>Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Purchase Resolution D-660</b></li> <li><b>2. Budget Position as of November 30, 2013</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <p><b>Mrs. Faulenbach made a motion to approve monthly reports: Purchase Resolution D-660, Budget Position as of November 30, 2013 and Request for Budget Transfers, seconded by Mr. Lawson.</b></p> <ul style="list-style-type: none"> <li>• Mr. Miller noted there was one correction to the purchase resolution for the second item from the bottom in the amount of \$46,885.52 and said due to the size of the purchase it requires a bid. This will come back before the Board in January.</li> <li>• Mr. Spatola had several questions including the Omni Data Mobility Access Switches, the tuition per mediation agreement, the retainer for Pullman and Comley, and the amounts paid to Attorneys Meredith and Ledick. He was concerned that the legal account was 100% encumbered and wondered how much more might be needed throughout the year.</li> <li>• Mr. Miller said the legal fees are not proportionately distributed equally in that three</li> </ul>	<p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Purchase Resolution D-660</b></li> <li><b>2. Budget Position as of November 30, 2013</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <p><b>Motion made and passed unanimously to approve monthly reports: Purchase Resolution D-660, Budget Position as of November 30, 2013 and Request for Budget Transfers</b></p>
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of the four bargaining units' charges were front loaded. He said he had no firm prediction as to what would be needed to get to the end of the year but suggested \$75,000.00

- Mr. Spatola asked when the teacher contract would be negotiated and Dr. Paddyfote said that is typically not done until the summer.
- Mr. Spatola asked about the attorney fees for arbitration and Dr. Paddyfote noted that during arbitration, a neutral party is brought in for which each side pays half, the Board hires an attorney and the bargaining unit hires their own attorney.
- Mr. Spatola asked about the tuition per mediation agreement and Dr. Paddyfote said special education due process provides mediation between the parties and often a settlement is reached prior to a full due process hearing. The parent in this case was looking for compensation over \$100,000.00 but eventually a settlement was reached for significantly less than the settlement amount.
- Mr. Spatola was concerned that the substitute teacher line is 31% at budget with only 20% of the year gone by. Mr. Miller said the account is tracking at an unfavorable pace right now as compared to the same time last year at this point. Ms. Baldelli said there is a larger than usual number of staff out on leave, including child rearing requests, but there are also some teachers on sick leave. She noted that some are on paid leave which means that funds come from the substitute account and there are some who are on unpaid leave.
- Mr. Spatola asked what the 1215 Transition 18 to 21 program was and Dr. Paddyfote said this was part of the prior Education for All Handicapped Children Act, now IDEA, which said the schools are responsible for special education students to age 21.
- Mr. Miller noted that the office budgeted for three tuition students in this program but currently only one is enrolled so this line is short \$35,000.00
- Mr. Spatola asked in the future that these

	<p>requests include the account number, account name and how much was left in the account.</p> <ul style="list-style-type: none"> <li>• Mr. Miller said there will be other transfers coming forward since the budget was put together a year ago and numbers have changed.</li> <li>• Mr. Lawson asked how the energy costs were looking and Mr. Miller said the electricity and natural gas were on track but that a delivery of #2 fuel oil had just been received at Schaghticoke which was 26 days earlier than last year but for budgetary purposes the district should be okay as 113,000 gallons of fuel oil were requested in the budget.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>C. Gifts and Donations</b></p> <ol style="list-style-type: none"> <li>1. PTO – Exhibit B</li> <li>2. Special Olympics CT, Inc. – Exhibit C</li> </ol> <p><b>Mr. Coppola moved to accept Gifts and Donations: PTO – Exhibit B in the amount of \$2,910.00 and Special Olympics CT, Inc. – Exhibit C in the amount of \$1,500.00, seconded by Mrs. Faulenbach,</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola and Mr. Lawson thanked both groups for their contributions.</li> </ul> <p><b>The motion passed 8 – 0 – 1.</b>  Aye: Mr. Coppola, Mrs. Faulenbach, Mr. Lawson, Mr. Littlefield, Mr. Shaffer, Mrs. Shook, Mr. Spatola, Mrs. Volinski  Abstain: Mrs. Chastain</p> <p><b>D. Approval of the Following Curricula</b></p> <ol style="list-style-type: none"> <li>1. Creative Writing</li> <li>2. Diverse Voices</li> </ol> <p><b>Mr. Lawson moved to approve the following Curricula: 1. Creative Writing and 2. Diverse Voices, seconded by Mr. Shaffer.</b></p> <ul style="list-style-type: none"> <li>• Mr. Spatola noted the plot overview in <i>Beloved</i></li> </ul>	<p><b>The motion passed unanimously.</b></p> <p><b>C. Gifts and Donations</b></p> <ol style="list-style-type: none"> <li>1. PTO – Exhibit B</li> <li>2. Special Olympics CT, Inc. – Exhibit C</li> </ol> <p><b>Motion made and passed to accept Gifts and Donations: PTO – Exhibit B in the amount of \$2,910.00 and Special Olympics CT, Inc. – Exhibit C in the amount of \$1,500.00</b></p> <p><b>D. Approval of the Following Curricula</b></p> <ol style="list-style-type: none"> <li>1. Creative Writing</li> <li>2. Diverse Voices</li> </ol> <p><b>Motion made and passed unanimously to approve the following Curricula: 1. Creative Writing and 2. Diverse Voices</b></p>
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	<p>was an interesting topic and the course was well written. He felt the Diverse Voices course provided rigor. He wondered, however, why the Creative Writing course was not offered to 11<sup>th</sup> graders for college essay assistance.</p> <ul style="list-style-type: none"> <li>• Mr. Lawson said the English classes addressed the composition of the college essay early enough in the year for early admission if necessary.</li> </ul> <p><b>The motion passed unanimously.</b></p>	
<b>E.</b>	<p><b>Policy for Approval</b></p> <p><b>1. 3541 Transportation Services</b></p> <p><b>Mrs. Faulenbach moved to approve the following policy: 3541 Transportation Services, seconded by Mr. Lawson and passed unanimously.</b></p>	<p><b>E. Policy for Approval</b></p> <p><b>1. 3541 Transportation Services</b></p> <p><b>Motion made and passed unanimously to approve the following policy: 3541 Transportation Services</b></p>
<b>F.</b>	<p><b>Policies for Second Review</b></p> <p><b>1. 1250 Visits to the Schools</b></p> <p><b>2. 5131.111 Conduct: Camera Surveillance</b></p> <ul style="list-style-type: none"> <li>• Mrs. Shook noted these policies are not up for adoption this evening; this is only the second review.</li> <li>• Mr. Coppola said he had a problem with the language in policy 1250 in that it seemed less welcoming to volunteers. He felt the schools wanted volunteers and parents to visit and feel welcome doing so.</li> <li>• Mrs. Chastain said she felt the wording was not welcoming to parents visiting.</li> <li>• Mrs. Faulenbach said the Policy Sub-committee will look to see if they can make the wording more welcoming.</li> </ul>	<p><b>F. Policies for Second Review</b></p> <p><b>1. 1250 Visits to the Schools</b></p> <p><b>2. 5131.111 Conduct: Camera Surveillance</b></p>
<b>G.</b>	<p><b>Request for New Program or Course</b></p> <p><b>1. Civil Engineering and Architecture (CEA)</b></p> <p><b>2. AP Calculus BC</b></p> <p><b>Mr. Lawson moved to approve the following new courses: 1. Civil Engineering and Architecture (CEA) and 2. AP Calculus BC, seconded by Mr.</b></p>	<p><b>G. Request for New Program or Course</b></p> <p><b>1. Civil Engineering and Architecture (CEA)</b></p> <p><b>2. AP Calculus BC</b></p> <p><b>Motion made and withdrawn to approve the following new courses: 1. Civil Engineering and</b></p>

	<p><b>Shaffer.</b></p> <ul style="list-style-type: none"> <li>• Mr. Shaffer noted that the Board should be aware that the cost of the Civil Engineering and Architecture course, through Project Lead the Way, will require about \$34,000.00 in this upcoming budget. He also noted that the AP Calculus BC course will not run unless there are ten registered students and that this course will be similar to an ABC Calculus course taught at MIT.</li> <li>• Mr. Spatola suggested while the school can't dictate how many children have to take a course, a course with less than ten students is probably not acceptable. He suggested he could not vote for this course at this time.</li> <li>• Mr. Shaffer suggested that the Board might want to vote on each course separately.</li> </ul> <p><b>Mr. Lawson withdrew his motion and Mr. Shaffer withdrew his second.</b></p> <p><b>Mr. Lawson moved to approve the following new course: 1. Civil Engineering and Architecture (CEA), seconded by Mr. Shaffer.</b></p> <ul style="list-style-type: none"> <li>• Mr. Spatola asked if the technology grant could be used for the purchase of the needed equipment and Dr. Paddyfote said no, that the technology grant would be for equipment and programs to help the district administer the SBAC and state testing requirements.</li> <li>• Mr. Lawson said that the Goldring grant went to the current Project Lead the Way and that these courses are very successful and popular amongst students. He noted one of the good things about these courses is a student can take them at any time in their high school career.</li> </ul> <p><b>The motion passed 8-1.</b>  Aye: Mrs. Chastain, Mr. Coppola, Mrs. Faulenbach, Mr. Lawson, Mr. Littlefield, Mr. Shaffer, Mrs. Shook, Mrs. Volinski  No: Mr. Spatola</p>	<p><b>Architecture (CEA) and  2. AP Calculus BC</b></p> <p><b>Motion and second withdrawn.</b></p> <p><b>Motion made and passed to  approve the following new course:  1. Civil Engineering and  Architecture (CEA)</b></p>
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<p><b>Mr. Lawson moved to approve the following new course: AP Calculus BC, seconded by Mr. Littlefield.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Chastain said this course did provide rigor and that children at the top often feel left out. She felt this course should be offered regardless of a ten student enrollment or not.</li> <li>• Mr. Littlefield and Mrs. Faulenbach both felt this course needed to be offered.</li> </ul> <p><b>The motion passed 8-1.</b>  Aye: Mrs. Chastain, Mr. Coppola, Mrs. Faulenbach, Mr. Lawson, Mr. Littlefield, Mrs. Shook, Mr. Spatola, Mrs. Volinski  No: Mr. Shaffer</p>	<p><b>Motion made and passed to approve the following new course: AP Calculus BC</b></p>
<p><b>H. Five Year Curriculum Plan (2013 – 2018)</b></p> <p><b>Mrs. Chastain moved to approve the Five Year Curriculum Plan (2013-2018), seconded by Mrs. Faulenbach.</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola was concerned that the math program will be completely different and all new materials will be needed.</li> <li>• Mr. Lawson said presently the math coaches are making this program work. There might be a need for professional development for the future for teachers. He said the committee has not been satisfied with the materials being promoted by the large publishers.</li> <li>• Dr. Paddyfote said there will be placeholder materials in the K-6 budget.</li> <li>• Mr. Coppola asked if this plan was set in stone or a work in progress and Dr. Paddyfote said this is a concept which changes as new things are brought to the attention of the teachers and administrators including changes in common core standards.</li> <li>• Mr. Lawson said due to budget cuts curriculum writing has taken hits over the years. This is now in a five year review so that the Board can stay on top of the curriculum.</li> </ul>	<p><b>H. Five Year Curriculum Plan (2013 – 2018)</b></p> <p><b>Motion made and passed to approve the Five Year Curriculum Plan (2013-2018)</b></p>



	<ul style="list-style-type: none"> <li>• Mr. Littlefield said he felt he could not vote on this document without more details. Dr. Paddyfote noted that the curriculum guides are in the Assistant Superintendent's office and this is really a guide to help with budgeting.</li> <li>• Mr. Spatola felt that the Board needed to be sure there was funding available for the classes that are being taught today, and for implementing common core, getting teachers trained and getting the new standards in place. He did not think he could vote for this \$110,000.00 expenditure.</li> <li>• Mr. Lawson noted that as a teacher, he leans on curriculum, especially in changing times. He also said the New Milford curriculum has some unique features including character education built into each one.</li> <li>• Mr. Coppola said he did not feel this was a clear road map and so he would not support it.</li> <li>• Mrs. Faulenbach said that this is not an actual vote to spend the money, that everything is on the table during budget time, but this provides a concept, an idea of where the district is heading.</li> </ul> <p><b>The motion passed 7-2.</b> Aye: Mrs. Chastain, Mrs. Faulenbach, Mr. Lawson, Mr. Littlefield, Mr. Shaffer, Mrs. Shook, Mrs. Volinski No: Mr. Coppola, Mr. Spatola</p>	<p><b>The motion passed 7-2.</b></p>
<b>11.</b>	<p><b>Items for Information and Discussion</b></p> <p><b>A. Field Trip Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola asked if the field trip report was for information as the Board no longer voted on field trips and Dr. Paddyfote said the Board does not approve field trips.</li> <li>• Mr. Spatola asked if there was a way to know what the learning objective or fit with curriculum was and Dr. Paddyfote said there is a field trip policy and each field trip requires a form to be filled out for approval by the Assistant Superintendent.</li> </ul>	<p><b>Items for Information and Discussion</b></p> <p><b>A. Field Trip Report</b></p>



<p><b>B.</b></p>	<p><b>Technology Grant Update</b></p> <ul style="list-style-type: none"> <li>Mr. Coppola asked if there was a match required on these grants and Dr. Paddyfote said there was not on the technology grant but there was on the security grant which includes money already spent to upgrade school security.</li> </ul> <p><b>C. 2013 School Security Grant Program Update</b></p> <p><b>D. CT Community Foundation LitLinks Grant Update</b></p> <p><b>E. Minimum Wage Increase</b></p>	<p><b>B. Technology Grant Update</b></p> <p><b>C. 2013 School Security Grant Program Update</b></p> <p><b>D. CT Community Foundation LitLinks Grant Update</b></p> <p><b>E. Minimum Wage Increase</b></p>
<p><b>12.</b></p>	<p><b>Adjourn</b></p> <p>Mrs. Faulenbach moved to adjourn the meeting at 9:21 p.m., seconded by Mr. Littlefield and passed unanimously.</p>	<p><b>Adjourn</b></p> <p>Motion made and passed to adjourn the meeting at 9:21 p.m.</p>

Respectfully submitted:



Angela C. Chastain

Secretary

New Milford Board of Education

**New Milford Board of Education  
Special Meeting  
January 7, 2014  
Lillis Administration Building, Board Room**

Present: Mrs. Daniele Shook, Chairperson  
Mrs. Angela C. Chastain  
Mr. Robert Coppola  
Mrs. Wendy Faulenbach  
Mr. David A. Lawson  
Mr. Dave Littlefield  
Mr. David R. Shaffer  
Mr. John W. Spatola  
Mrs. Theresa Volinski

Also Present: Dr. JeanAnn C. Paddyfote, Superintendent of Schools  
Attorney William Connon, Pullman and Comley, LLC  
Attorney Michael McKeon, Pullman and Comley, LLC

LAURENCE P. BUCKBEE  
TOWN CLERK

2014 JAN -9 P 2:24

NEW MILFORD, CT

1.	<b>Call to Order</b> <b>A. Pledge of Allegiance</b> The Special Meeting of the New Milford Board of Education was called to order at 6:04 p.m. by Mrs. Shook. The Pledge of Allegiance immediately followed the call to order.	<b>Call to Order</b> <b>Pledge of Allegiance</b>
2.	<b>Public Comment</b> <ul style="list-style-type: none"> <li>None</li> </ul>	<b>Public Comment</b>
3.	<b>Discussion</b> <b>A. Presentation/discussion by Board of Education attorneys on Board members' roles and responsibilities and related legal issues.</b> <ul style="list-style-type: none"> <li>Mrs. Shook introduced Board attorneys Michael McKeon and William Connon of Pullman and Comley, LLC, who were present to provide general information to the Board as well as answer any questions. Mrs. Shook suggested the members use the meeting as an informal workshop, so to speak.</li> <li>Mr. McKeon and Mr. Connon distributed handouts to the Board designed to provide insight into the roles of the Board of Education and administration.</li> </ul>	<b>Discussion</b> <b>Presentation/discussion by Board of Education attorneys on Board members' roles and responsibilities and related legal issues.</b>


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	<ul style="list-style-type: none"> <li>• They described the scope of the legal services they provide to the Board, the scope of the Board's authority and possible liability issues that may arise over time.</li> <li>• Board members asked questions on various topics of interest.</li> <li>• Mr. McKeon and Mr. Connon stressed that they are here to support the Board in all ways.</li> <li>• Mrs. Shook thanked them on behalf of the Board for all the information they provided this evening.</li> </ul> <p>Mr. McKeon left the meeting at 8:20 p.m. Mr. Connon left the meeting at 8:40 p.m. Mr. Spatola left the meeting at 8:42 p.m. and returned at 8:47 p.m.</p> <p>The meeting recessed at 8:43 p.m. and reconvened at 8:47 p.m.</p>	
<b>4.</b>	<p><b>Executive Session</b></p> <p><b>A. Discussion of records, reports and statements pertaining to collective bargaining negotiations with New Milford Paraeducators Union, Chapter 136-09, Local 136, I.F.P.T.E., AFL-CIO</b></p> <p><b>Mr. Lawson moved that the Board enter into executive session in order to discuss the records, reports and statements pertaining to collective bargaining negotiations with New Milford Paraeducators Union, Chapter 136-09, Local 136, I.F.P.T.E., AFL-CIO and to invite into the session Dr. JeanAnn Paddyfote, Superintendent, seconded by Mr. Littlefield and passed unanimously.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Shook asked if there was any discussion on the motion. There was none.</li> </ul> <p><b>The Board and Dr. Paddyfote entered Executive</b></p>	<p><b>Executive Session</b></p> <p><b>A. Discussion of records, reports and statements pertaining to collective bargaining negotiations with New Milford Paraeducators Union, Chapter 136-09, Local 136, I.F.P.T.E., AFL-CIO</b></p> <p><b>Motion made and passed unanimously for the Board to enter into executive session in order to discuss the records, reports and statements pertaining to collective bargaining negotiations with New Milford Paraeducators Union, Chapter 136-09, Local 136, I.F.P.T.E., AFL-CIO and to invite into the session Dr. JeanAnn Paddyfote, Superintendent.</b></p>

New Milford Board of Education  
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	<p>Session at 8:48 p.m.</p> <p>The Board and Dr. Paddyfote returned to Public Session at 9:28 p.m.</p>	
<p>5.</p> <p>A.</p>	<p><b>Discussion and Possible Action</b></p> <p>Approval of successor collective bargaining agreement between the New Milford Board of Education and New Milford Paraeducators Union, Chapter 136-09, Local 136, I.F.P.T.E., AFL-CIO</p> <p>Mr. Coppola moved that the Board approve the successor collective bargaining agreement between the New Milford Board of Education and New Milford Paraeducators Union, Chapter 136-09, Local 136, I.F.P.T.E., AFL-CIO as discussed in executive session and to further move that the Board authorize the Board Chair to sign the agreement on its behalf, seconded by Mrs. Volinski.</p> <p>The motion passed unanimously.</p>	<p><b>Discussion and Possible Action</b></p> <p>A. Approval of successor collective bargaining agreement between the New Milford Board of Education and New Milford Paraeducators Union, Chapter 136-09, Local 136, I.F.P.T.E., AFL-CIO</p> <p>Motion made and passed unanimously that the Board approve the successor collective bargaining agreement between the New Milford Board of Education and New Milford Paraeducators Union, Chapter 136-09, Local 136, I.F.P.T.E., AFL-CIO as discussed in executive session and to further move that the Board authorize the Board Chair to sign the agreement on its behalf.</p>
<p>6.</p>	<p><b>Adjourn</b></p> <p>Mr. Coppola moved to adjourn the meeting at 9:29 p.m. seconded by Mr. Littlefield and passed unanimously.</p>	<p><b>Adjourn</b></p> <p>Motion made and passed unanimously to adjourn the meeting at 9:29 p.m.</p>

Respectfully submitted:

  
Angela C. Chastain, Secretary  
New Milford Board of Education

**New Milford Board of Education  
Budget Hearing & Meeting Minutes  
January 22, 23, 28 & 29, 2014  
Sarah Noble Intermediate School Library Media Center**

**Budget Hearing Minutes  
January 22, 2014  
Sarah Noble Intermediate School Library Media Center**

Present:	Mrs. Daniele Shook, Chairperson Mrs. Angela C. Chastain Mr. Robert Coppola Mrs. Wendy Faulenbach Mr. David A. Lawson Mr. Dave Littlefield Mr. David R. Shaffer Mr. John W. Spatola Mrs. Theresa Volinski
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TOWN CLERK  
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NEW MILFORD, CT

Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent of Schools Mr. Joshua Smith, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Gregg Miller, Director of Fiscal Services Mrs. Laura Olson, Director of Pupil Personnel and Special Services Ms. Roberta Pratt, Director of Technology Mr. John Calhoun, Facilities Manager Mr. Greg Shugrue, Principal, New Milford High School Mrs. Dana Ford, Principal, Schaghticoke Middle School Dr. Len Tomasello, Principal, Sarah Noble Intermediate School Mrs. Susan Murray, Principal, Northville Elementary School Mrs. Paula Kelleher, Principal, John Pettibone Elementary School Dr. Anne Stuhlman, Principal, Hill & Plain Elementary School Mrs. Joan Kick, Assistant Principal, Hill & Plain Elementary School
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1.	<b>Call to Order</b> <b>A. Pledge of Allegiance</b> The meeting of the New Milford Board of Education was called to order at 7:00 p.m. The Pledge of Allegiance immediately followed the call to order.	<b>Call to Order</b> <b>Pledge of Allegiance</b>
2.	<b>Presentation by Dr. JeanAnn C. Paddyfote of the 2014-2015 School Budget</b> <ul style="list-style-type: none"> <li>Dr. Paddyfote presented her \$61,785,615.00 budget which represents a \$2,151,467.00 increase or 3.61%.</li> <li>Dr. Paddyfote noted the budget development process is a collaborative effort with requests</li> </ul>	<b>Presentation by Dr. JeanAnn C. Paddyfote of the 2014-2015 School Budget</b>

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	<p>aligned with the strategic plan.</p> <ul style="list-style-type: none"><li>• She said the goal of the budget is to support the mission: The mission of the New Milford Public Schools, a collaborative partnership of students, educators, family and community, is to prepare each and every student to compete and excel in an ever-changing world, embrace challenges with vigor, respect and appreciate the worth of every human being, and contribute to society by providing effective instruction and dynamic curriculum, offering a wide range of valuable experiences, and inspiring students to pursue their dreams and aspirations.</li><li>• Accomplishments for 2012-2013 included a youth leadership grant through the United Way; four National Merit commended students; essay and poster contest winners; academic excellence; art and music excellence; and athletic championships. Other accomplishments and recognitions include Hill and Plain and Northville Elementary schools receiving School of Distinction honors from the State Department of Education; USDA Foods School Breakfast innovation award runner up; CAFE communications awards for the annual report and the NMHS student handbook/planner; and five elementary teachers graduating from the Danbury-Area Elementary STEM Instructional Coaching Academy.</li><li>• The budget priorities for 2014-2015 include adhering to reasonable class size guidelines to meet the instructional needs of students; providing professional development to support curriculum changes based on state and national standards; instructional improvement to increase student performance; providing services to address the mental health needs of students; and providing access to all athletic programs at no cost to students.</li><li>• Budget challenges include implementation of the new teacher and administrator evaluation system; incorporating state and national</li></ul>	
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	<p>standards into the curricula; acquiring technology to administer the smarter balanced assessments; providing classroom based professional development; maintaining school facilities; controlling labor costs and fringe benefits; providing safe school environments.</p> <ul style="list-style-type: none"> <li>• Some of the cost avoidance and cost containment efforts have included plan design changes to health insurance; purchasing oil, diesel fuel and unleaded gas with the town; and using a bid process to procure services.</li> <li>• Cost containment or cost avoidance initiatives to contain energy costs include Cenergistic membership; refrigeration and walk in cooler controls; digital controls; occupancy sensors; and water conservation measures among others.</li> <li>• The district also actively pursues grants including Medicaid reimbursement, excess cost reimbursement, E-Rate, and the pre-K transition grant through the Connecticut Community Foundation.</li> <li>• The proposed staffing in this budget is a reallocation of current staffing to add one data coach; two intervention coaches for New Milford High and Schaghticoke, each position will be 0.5 math and 0.5 English; one teacher for SAT prep at New Milford High, again 0.5 math and 0.5 English; and one district-wide social worker.</li> <li>• The professional development and curriculum design will include on-site professional development through the instructional coaches, analysis of student data, improving the teachers' ability to use the data to inform instruction and improve student achievement, and continuing to revise the curriculum to align with state and national standards.</li> <li>• Dr. Paddyfote noted the budget drivers are the certified and non-certified salaries, medical insurance and worker's compensation which account contractually for 2.99% of the 3.61% increase.</li> </ul>	
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	<ul style="list-style-type: none"> <li>• The enrollment in New Milford public schools has been declining since 2004-2005 when the total population was 5249 to a projected population of 4369 in 2014-2015. The class size projections for K-5 will range from 17 in kindergarten to 21 at grade three at Hill and Plain, 18.2 in kindergarten at Northville to 22 for grade three, and 18.3 in kindergarten at John Pettibone to 22.3 in grade three.</li> <li>• Dr. Paddyfote noted that the budget controls for class size but not for unfunded or partially funded mandates of which there are many.</li> <li>• Dr. Paddyfote thanked the teachers, administrators and support staff for the hard work they do every day and thanked the Central Office personnel for their assistance in preparing this budget.</li> </ul>	
3.	<p><b>Discussion of the 2014-2015 School Budget including, but not limited to, Elementary Schools and the Intermediate School</b></p> <ul style="list-style-type: none"> <li>• Dr. Len Tomasello, Principal of Sarah Noble Intermediate School, explained the budget process which begins in the spring of each year. In the summer the principals look at what new initiatives they want to put in the budget. Once the school year begins the school leaders meet monthly to discuss how to improve the academic performance and security for students and staff. New programming includes the IXL math program and Lexia which is related to literacy goals. Literacy has been identified as a school goal. This will include identifying struggling readers and tying classroom library budgets to literacy initiatives.</li> <li>• Dr. Anne Stuhlman, Principal of Hill and Plain Elementary School, noted that common core is intended to help children succeed in an uncertain future. The idea is to teach fewer concepts deeper and more thoroughly. Math concepts from grade 4 will now be taught in grade 3. Changes in math expectations require</li> </ul>	<p><b>Discussion of the 2014-2015 School Budget including, but not limited to, Elementary Schools and the Intermediate School</b></p>

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	<p>some new materials. After a review of inventories, some classes had materials and some needed new materials.</p> <ul style="list-style-type: none"><li>• Mrs. Susan Murray, Principal at Northville Elementary School, thanked the Board for the hiring of literacy and math coaches that are shared in the elementary schools and those dedicated to grades four through six. The instructional coaches consult with the teachers to help write curricula and provide professional development. The coaches provide modeling in the classroom and facilitate professional reflective conversations about the data. The coaches help keep the curriculum aligned with common core and national and district standards. They keep teachers focused on reading, writing and math. The proposed budget includes a data coach to measure the effectiveness of a teacher's instruction.</li><li>• Mrs. Paula Kelleher, Principal at John Pettibone Elementary School, spoke about the System for Educator Evaluation and Development (SEED) process as one measure of instruction but also noted that there are indirect measures from curriculum, materials and evaluation of student needs. She said the elementary schools have collaborated on curriculum among other items so that K-6 students receive equitable instruction across the buildings. Common core now defines what needs to be done in education. The SEED initiatives are being implemented in the buildings as K-6 staff work as a team for the students.</li><li>• Mr. Coppola asked if there was a decrease in administrators per the budget book and Dr. Paddyfote said the FTEs that were to the far left in the book were input last year after the proposed budget was adjusted. The reduction was 1.6 after budget adoption but there is no proposed reduction in this budget.</li><li>• Mr. Shaffer said he was watching a show where Barbara Bush was speaking about the</li></ul>	
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importance of remedial reading, yet this budget had two teachers at Hill and Plain, two at Northville, and one at John Pettibone since Pettibone was being reduced by one even though the enrollment was only down 23. Mr. Smith said the teacher ratio is closer at Pettibone in terms of the number of students served and there are fewer remedial readers identified there. He said the idea behind this budget is not to look at cookie cutter ways but to put the most resources where they are most needed.

- Mr. Lawson asked how the data coach would be utilized and Mr. Smith said all the coaches help teachers improve in instruction. He said if you compare the groups in New Milford's DRG the instructional support teachers in other districts have is far greater. He said the data shows that some students need intervention and also shows whether intervention is working or not. The data coach will help build capacity on a district level and also will help teachers utilize data in the classroom.
- Mr. Coppola asked if there would be one coach for K-12 and Mr. Smith said there would be. Mr. Coppola asked how the position would be utilized to ensure effectiveness and Mr. Smith said areas of weakness would be identified and then a priority focus area would be chosen to start on. Mr. Coppola asked if this person was only going to look at the Smarter Balanced data and Mr. Smith said multiple data sources would be used.
- Mr. Lawson asked each principal if they were finished with their teacher evaluations yet and each principal said they were not.
- Mr. Spatola asked what an intervention teacher's duties would be, what educational requirements they might have, etc. Mr. Smith said the role of the interventionist is to help structure the intervention process for a student. They are certified teachers. He said they will look for gaps of knowledge in current students

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	<p>to figure out what educational aspect needs to be filled in. Mr. Spatola asked how many students there might be and Mr. Smith estimated there might be 40 at the high school right now at risk.</p> <ul style="list-style-type: none"> <li>• Mr. Coppola asked if there were textbooks being purchased versus workbooks and Mr. Smith said the money was being reallocated to consumables. Mrs. Murray said with the IXL program various manipulatives need to be purchased. Mr. Smith said the K-6 math curriculum was not replaced last year and this is a transition year. No program has been selected yet until end of this year so there is no textbook per se for K-6.</li> <li>• Mr. Littlefield said the administration is emphasizing common core but he thought the town applied for state money but did not receive it. Mr. Smith said the district never applied for funding, that the state decided to implement common core standards in order to apply for Race to the Top money. He said common core and SEED are state mandates. He noted that 26 other states adopted the Smarter Balanced program as well.</li> <li>• Mr. Shaffer asked if the 0.5 guidance counselor was enough and Mrs. Kelleher said the guidance counselors deliver a developmental guidance program which has worked so far. Dr. Stuhlman noted that the school psychologists assist as well.</li> <li>• Mr. Shaffer said Schaghticoke was getting \$2,000.00 for extra help on the Smarter Balanced assessments but he didn't see it in the K-6 budgets. Mr. Smith said the \$2,000.00 was to administer the CMT Science test not the Smarter Balanced assessments. Dr. Tomasello said he did not think they would need it; he said they have three computer labs and an additional 50 laptops. Mrs. Kelleher also said just the third grade would be taking the test.</li> <li>• Mr. Shaffer asked what room dividers would be used for and Dr. Tomasello said they will be</li> </ul>	
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	<p>used to separate instructional space in special education rooms.</p> <ul style="list-style-type: none"><li>• Mrs. Chastain asked about the \$37,228.00 for supplies at John Pettibone which was higher than the other schools and Mrs. Kelleher said that was for crayons, index cards, files, etc. Also, she said copy paper is put in different lines at different schools.</li><li>• Mrs. Shook asked how the supply number was determined and Mr. Miller said the targets are developed based on going back to the previous year's budget and then using projected enrollment to determine cost per student. Each school is then given a target number which they break down into each line.</li><li>• Mrs. Chastain asked if the elimination of teacher clerks was having an impact on the schools and Dr. Tomasello said more copiers were bought at Sarah Noble so he did not think there were more breakdowns or problems.</li><li>• Mrs. Shook asked what a document camera was and Dr. Tomasello said it projected an image onto a screen.</li><li>• Mr. Shaffer asked when the collaborative periods were and Dr. Tomasello said they were the 15 minutes before and after school and 43 minute blocks every day.</li><li>• Mr. Littlefield noted that a lot of money was being put towards struggling students but asked what resources were being put towards the gifted students. Mrs. Murray said that is part of the general budget for differentiation and they have more specific activities for certain students. Mrs. Kelleher said there are WIN blocks – What I Need blocks – where students get more of what they need instructionally.</li><li>• Mr. Lawson noted that the talented and gifted program was discussed at the Committee on Learning and he suggested that document be given to Board members.</li><li>• Mr. Smith said the data coach would not just be for struggling students but also for those above grade level so they can be taught to their level</li></ul>	
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	<p>on a regular basis. Also, the IXL math program is online so problems can be from any level.</p> <ul style="list-style-type: none"><li>• Mr. Littlefield asked why these students were taught in the same classroom, why weren't the more advanced students placed into a separate math or reading classroom. Mr. Smith said flex grouping is hard to do because children develop cognitively at different rates. He said the coaches help to adapt technology and instruction for all students.</li><li>• Mr. Lawson said that teachers are currently being asked to do two things at once – fill gaps and initiate the new standards at the same time. He thanked the teachers for their work.</li></ul>	
<b>4.</b>	<b>Opportunity for the Public to be Heard</b>  No comments.	<b>Opportunity for the Public to be Heard</b>
	<b>The meeting recessed at 8:55 p.m. until Thursday, January 23, 2014.</b>	<b>The meeting recessed at 8:55 p.m. until Thursday, January 23, 2014.</b>

**Budget Hearing Minutes**

**January 23, 2014**

**Sarah Noble Intermediate School Library Media Center**

Present:	Mrs. Daniele Shook, Chairperson Mrs. Angela C. Chastain Mr. Robert Coppola Mrs. Wendy Faulenbach Mr. David A. Lawson Mr. Dave Littlefield Mr. David R. Shaffer Mr. John W. Spatola
Absent:	Mrs. Theresa Volinski

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Also Present:	<p>Dr. JeanAnn C. Paddyfote, Superintendent of Schools Mr. Joshua Smith, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Gregg Miller, Director of Fiscal Services Mrs. Laura Olson, Director of Pupil Personnel and Special Services Ms. Roberta Pratt, Director of Technology Mr. John Calhoun, Facilities Manager Mr. Greg Shugrue, Principal, New Milford High School Mr. Keith Lipinsky, Athletic Director, New Milford High School Dr. Christopher Longo, Asst. Principal, New Milford High School Mr. Marc Balanda, Asst. Principal, New Milford High School Mr. Daryl Daniels, Business Dept. Head Teacher, New Milford High School Dr. Kathleen DelMonico, English Dept. Chair, New Milford High School Mrs. Denise Duggan, Health Dept. Chair, New Milford High School Mr. Gregg Holmes, Social Studies Dept. Chair, New Milford High School Mrs. Lauren Iverson, World Lang. Dept. Chair, New Milford High School Mrs. Tracey Menzies, Special Ed. Supervisor, New Milford High School Mrs. Eileen Reed, Science Dept. Chair, New Milford High School Ms. Linda Scoralick, Math Dept. Chair, New Milford High School Mrs. Dana Ford, Principal, Schaghticoke Middle School Mrs. Suzi Greene, Asst. Principal, Schaghticoke Middle School Mrs. Jennifer Chmielewski, Asst. Principal, Schaghticoke Middle School Mrs. Joyce Johnson, Teacher, Schaghticoke Middle School Mrs. Susan Stoughton, Teacher, Schaghticoke Middle School</p>
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1.	<p><b>Call to Order</b> <b>A. Pledge of Allegiance</b> The meeting of the New Milford Board of Education was reconvened at 7:00 p.m. The Pledge of Allegiance immediately followed the call to order.</p>	<p><b>Call to Order</b> <b>Pledge of Allegiance</b></p>
2.	<p><b>Discussion of the 2014-2015 School Budget including, but not limited to, Middle School, High School, and the Department of Instruction</b></p> <p><b>Schaghticoke Middle School</b></p> <ul style="list-style-type: none"> <li>Mrs. Ford said Schaghticoke has adopted technology use including SmartBoard activities, document cameras, hover cameras, etc. She said common core standards and smarter balanced assessments are on the horizon. The literacy</li> </ul>	<p><b>Discussion of the 2014-2015 School Budget including, but not limited to, Middle School, High School, and the Department of Instruction</b></p> <p><b>Schaghticoke Middle School</b></p>

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	<p>coach has been a good support for the teachers and the teachers have been meeting with a consultant with the main goal of helping students demonstrate independence and comprehension in writing and reading.</p> <ul style="list-style-type: none"> <li>• Mr. Coppola asked if the reduction of the special education position by 0.5 was due to decreasing enrollment and Mrs. Ford said it was but also the classes have become more collaborative and teachers work together with special education teachers.</li> <li>• Mr. Shaffer asked why middle school students, especially 8<sup>th</sup> graders who were about to head to high school, needed the school to provide them with supplies. Mrs. Ford said that decision was made several years ago after some parents complained of the hardship of having to purchase supplies requested by teachers. She noted students are given one allotment of supplies and if they lose them it is their responsibility to replace them.</li> <li>• Mr. Lawson asked who does the data collection and Mrs. Ford said she does and the teachers do and then the teachers attempt to interpret the data.</li> <li>• Mr. Lawson asked when collaboration time occurs and Mrs. Ford said during teachers' prep times as well as during two planning periods per week. She said collaboration time is not separate from team planning time.</li> <li>• Mr. Shaffer asked when, for instance, the 7<sup>th</sup> grade math teachers might get together to collaborate and Mrs. Ford said during department meetings which occur two times per month.</li> <li>• Mr. Spatola asked about the equipment line, new English, Chromebooks and the \$3,600.00 under Technology for Chromebooks. Mrs. Ford said the World Language department was requesting Chromebooks as well.</li> <li>• Mr. Littlefield asked if Chromebooks were new and Mrs. Ford said they were. She said the Chromebooks will be used in a variety of ways including interactive textbooks so students can do work online. She said the students like the</li> </ul>	
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	<p>Chromebooks and they are not that expensive.</p> <ul style="list-style-type: none"> <li>• Mr. Lawson asked if the Chromebooks could be used for the state testing and Ms. Pratt said they could. Mr. Lawson asked if the Chromebooks could be transferred from building to building and Ms. Pratt said they could but each building would be getting its own set.</li> <li>• Mr. Spatola asked how the Chromebooks worked and Ms. Pratt said they are based on an android operating system and operate in the cloud. Each Chromebook costs \$278.00 plus \$30.00 for a three year licensing fee.</li> <li>• Mr. Shaffer asked why no money was budgeted for math books. Mr. Smith said the algebra books will be used so that a hard transition can be avoided. He noted the textbook supports the curriculum but is not curriculum itself. He said they do not want to buy textbooks until they know what they need.</li> <li>• Mr. Shaffer asked if this was going to be another year of one sheet at a time papers. Mrs. Johnson said the old high school algebra books will be moved down to 8<sup>th</sup> grade so they do have resources.</li> <li>• Mr. Littlefield asked if new Algebra 1 books were going to be purchased because he thought they already were. Mrs. Johnson said the Algebra 1 books are brand new.</li> <li>• Mr. Spatola asked if buying within our reference group would be more cost effective and Mr. Smith said New Milford already participates in consortium buying when it can.</li> <li>• Mr. Shaffer asked about the CAS membership and banquet number wondering what the banquet would be for. Mrs. Ford said the banquet is the scholar leader award banquet held at the Aqua Turf. She said the Connecticut Association of Schools sponsors the banquet for two students from the middle school and two from the high school to be honored.</li> <li>• Mr. Shaffer asked how the teachers were working without the teacher clerk position. Mrs. Ford said the teachers have been taught how to use the copiers and can send data directly from</li> </ul>	
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	<p>their computers so it has been working well.</p> <ul style="list-style-type: none"> <li>• Mr. Spatola asked if the intent was to get away from non-consumable classroom books as the number for textbooks is doubling from 2013-2014 to 2014-2015. Mrs. Stoughton said repeated supplies are used in science. Mrs. Ford also noted that students are taking more World Languages and 57% of 8<sup>th</sup> graders are taking starter Spanish so that's why there is a need for more workbooks.</li> </ul> <p><b>New Milford High School</b></p> <ul style="list-style-type: none"> <li>• Mr. Shugrue said the budget process is a collaborative effort and he said it is a pleasure to work with dedicated individuals every day. He noted some of the accomplishments for the high school include the reestablishment of the School Climate Committee, implementing and working with the SEED initiative, the accreditation self-study in anticipation of the NEASC visit in early May of 2015, implementing the 21<sup>st</sup> century learning expectations, and implementing rubrics to measure those same expectations.</li> <li>• He mentioned some new programs in the 2013-2014 budget included the pre-engineering courses which have proven to be very popular especially with female students and four additional AP courses.</li> <li>• The 2014-2015 budget includes an increase in technology and improvement of curriculum. He noted that three years ago the state raised the minimum credit requirement to graduate from high school to 25 and this Board voted to go to 26 which has staffing impacts. The school needs to have the structure in place to allow students to take 26 credits. Next year students will need 23.5 credits; the Class of 2016 will need 24.5 credits; and the Class of 2017 will need 26 credits. The Board will have to continue to address staffing needs going forward.</li> <li>• Mr. Shugrue noted that the Strategic Plan and the NEASC recommendations will be the</li> </ul>	
		<b>New Milford High School</b>

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	<p>blueprint for moving forward.</p> <ul style="list-style-type: none"> <li>• Mr. Coppola asked what the expenses associated with NEASC would be. Mr. Shugrue said he is budgeting \$24,000.00 which includes training sessions, Endicott survey, Visiting Committee expenses including overnight stays from Sunday to Wednesday, and clerical expenses.</li> <li>• Mr. Coppola asked what the expectations of the teachers would be and Mr. Shugrue said the staff and faculty are broken down into committees to cover seven standards with 16 members on each committee.</li> <li>• Mr. Lawson asked if this was extra duty for each faculty member and Mr. Shugrue said it is an expectation.</li> <li>• Mr. Shaffer asked about the SAT Math and English classes given the decreasing enrollment and wondered if the SATs could be addressed without adding staffing. Mr. Shugrue said there is no direct correlation in classroom size because the classroom may have dropped from 32 students to 27. Mr. Smith noted that this is an additional credit being added.</li> <li>• Mrs. Chastain asked if this would be a full credit course and Mr. Shugrue said it was 0.5 credit but it provides a great opportunity to 11<sup>th</sup> graders with SAT results having flattened or dipped in recent years.</li> <li>• Mr. Shaffer noted there is no money in the budget for books for the SAT classes and Mr. Shugrue said there will be no link for courses to any textbook.</li> <li>• Mr. Lawson asks who collects data and Mr. Shugrue said primarily teachers and the administration.</li> <li>• Mr. Lawson asked what data is being collected and Mr. Shugrue said MAP testing, common formative assessment testing written by the teachers, and smarter balanced assessment testing.</li> <li>• Mr. Lawson asked when collaborative time was allotted and Mr. Shugrue said teachers have one 81 minute prep period every four days.</li> </ul>	
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	<ul style="list-style-type: none"> <li>• Mr. Spatola asked what the average class sizes are for math and science given the decreased enrollment. Mr. Shugrue said the math class size is 27 to 28 and science is 26 to 28.</li> <li>• Mr. Littlefield asked about the future staffing needs and Mr. Shugrue said the school will have to offer more elective credits to get to 26. He said if enrollment keeps decreasing then it might be possible to redistribute FTEs. He noted the high school only has three art teachers and two music teachers. Also, more technology education will be needed. He said more businesses classes including financial literacy will be needed.</li> <li>• Mr. Littlefield asked if the expertise was currently in house and Mr. Shugrue said that was a question Ms. Baldelli would better be able to answer.</li> <li>• Mr. Smith said the possibility might be if a third grade teacher retires, that position might not be replaced but rather a 10<sup>th</sup> grade teacher might be hired.</li> <li>• Mr. Spatola said the United States ranks 22<sup>nd</sup> in math in the world and 19<sup>th</sup> in science and wondered if more STEM courses would be added as electives. Mr. Smith said this would have clear staffing implications.</li> <li>• Mrs. Faulenbach noted that the Board has been discussing this because they did not want to come in at the 11<sup>th</sup> hour to address these issues.</li> <li>• Mr. Lawson said this is another unfunded mandate and there would be a huge increase if the Board did not look at this ahead of time.</li> <li>• Mr. Coppola asked if textbooks for common core would be purchased at the high school and Mr. Shugrue said they will start purchasing textbooks for new courses and outdated courses.</li> <li>• Mr. Shaffer asked in regard to pay to play if football players went to camp did they have to pay themselves and Mr. Shugrue said camp expenses are incurred by the players and they run fundraisers to help offset.</li> <li>• Mrs. Chastain asked if there were any</li> </ul>	
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	<p>complaints about pay to play and Mr. Shugrue said no.</p> <ul style="list-style-type: none"> <li>• Mr. Spatola asked if staffing levels were increased at the high school and Mr. Shugrue said a Science teacher was added because of the addition of Project Lead the Way.</li> <li>• Mr. Spatola asked if there were any increases at the middle school and Mrs. Ford said no.</li> <li>• Mr. Lawson asked if the local foundations paid the pay to play fee if students could not afford it and Mr. Shugrue said if students qualified for free or reduced lunch their pay to play fee was waived or subsidized.</li> <li>• Mr. Spatola asked about MVP-SOS and Mr. Shugrue said they supported the schools and students, not just athletics.</li> <li>• Mr. Shaffer asked about new furnishings for the school library and Mr. Shugrue reminded the Board that the high school is not the “new” school anymore and this furniture will replace older furnishings and add new reading spots.</li> </ul> <p><b>Department of Instruction</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith noted that Department of Instruction provides guidance, direction and partnership with the schools. He described the magnitude of the change the school district is going through as “epic.” The change should allow the United States to compete in a global economy. Mr. Smith handed out a list of jobs from LinkedIn that didn’t even exist ten years ago. He said the district needs to be sure they are collecting data effectively and efficiently. He said the literacy and math coaches have graduate degrees but the data coach’s job description is still emerging. The coach will not use data to reduce the students down to any one point but rather will look at how the data is collected and used.</li> <li>• Mr. Smith said he hears anecdotal stories every day of the shift that education is undergoing. No one has experience with the common core and no one has taught with Chromebooks</li> </ul>	<p><b>Department of Instruction</b></p>
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	<p>before. He noted that he suggested summer school be removed last year because so few students were participating and he promised to come back with a solution which will be the after school intervention program with transportation. He said the district did not budget in any "knee jerk" reactions to SEED, NEASC or common core, rather sticking with the five year curriculum plan.</p> <ul style="list-style-type: none"><li>• Mr. Smith noted the mandate of the AED units at each school. He also said the district will be aligning the K-6 math curriculum with common core.</li><li>• Mr. Smith noted he was suggesting that tutors be reduced to help offset the cost of the interventionist. New programs such as NWEA will be offset by grants. The Adult Education program stipend has been increased in this budget from \$13,000.00 to \$30,000.00.</li><li>• Mr. Shaffer asked if this was one-on-one intervention or group work and Mr. Smith said it was group.</li><li>• Mrs. Faulenbach asked how many students might be impacted and Mr. Smith said probably 100 at the high school and 100 at the middle school.</li><li>• Mr. Spatola said from everything he read intervention was most effective for grades one, two or three and he didn't see any budget for the lower grades. Mr. Smith said there is currently intervention before school for elementary grades. He said there are students now in middle school who have not been caught and that needs to be fixed but intervention at the high school is obviously much more urgent.</li><li>• Mr. Lawson asked what would be in place to evaluate effectiveness and Mr. Smith said it would be a combination of screening, including MAP, reading teachers, and then the tools such as Lexia or Aimsweb. They will be looking for a linear growth pattern.</li><li>• Mr. Coppola asked if there was money coming from the state or federal government for this</li></ul>	
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	<p>testing and Mr. Smith said no one required MAP testing.</p> <ul style="list-style-type: none"> <li>• Mr. Coppola asked why we do MAP testing and Mr. Smith said it is used to build instructional programming around individualized student needs.</li> <li>• Mr. Coppola asked for the cost of MAP testing and Mr. Smith said it costs \$11.50 per student or \$36,450.00 per year, part of which is subsidized by some grants and some entitlement money.</li> <li>• Mr. Coppola asked about the other required tests and Mr. Smith said there was no direct cost to take the test as it was a national mandate.</li> <li>• Mr. Coppola asked how much of the substitute time was used for sick time, personal time or professional development. Ms. Baldelli said she had been working on that number for Mr. Spatola and would have it next week.</li> <li>• Mrs. Chastain asked if there was any attendance recognition or reward program and Dr. Paddyfote said that would be a contract negotiation.</li> </ul>	
3.	<p><b>Opportunity for the Public to be Heard</b></p> <p>No comments.</p>	<p><b>Opportunity for the Public to be Heard</b></p>
4.	<p><b>The meeting recessed at 9:14 p.m. until Tuesday, January 28, 2014.</b></p>	<p><b>The meeting recessed at 9:14 p.m. until Tuesday, January 28, 2014.</b></p>

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Present:	Mrs. Daniele Shook, Chairperson Mrs. Angela C. Chastain Mr. Robert Coppola Mrs. Wendy Faulenbach Mr. David A. Lawson Mr. Dave Littlefield Mr. David R. Shaffer Mr. John W. Spatola Mrs. Theresa Volinski
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Also Present:	Dr. JeanAnn Paddyfote, Superintendent of Schools Mr. Joshua Smith, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Gregg Miller, Director of Fiscal Services Ms. Roberta Pratt, Director of Technology Mr. John Calhoun, Facilities Manager Mrs. Laura Olson, Director of Pupil Personnel and Special Services Dr. Len Tomasello, Principal, Sarah Noble Intermediate School Mrs. Paula Kelleher, Principal, John Pettibone School Mr. William Knipple, Energy Manager
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1.	<b>Call to Order</b> <b>A. Pledge of Allegiance</b> The meeting of the New Milford Board of Education was reconvened at 7:00 p.m. The Pledge of Allegiance immediately followed the call to order.	<b>Call to Order</b> <b>Pledge of Allegiance</b>
2.	<b>Discussion of the 2014-2015 School Budget including, but not limited to, Pupil Personnel/Special Education, Department of Maintenance, Utilities, Department of General Administration, and Capital</b>  <b>Pupil Personnel/Special Education</b> <ul style="list-style-type: none"> <li>Mrs. Olson thanked the members of the Board</li> </ul>	<b>Discussion of the 2014-2015 School Budget including, but not limited to, Pupil Personnel/Special Education, Department of Maintenance, Utilities, Department of General Administration, and Capital</b>  <b>Pupil Personnel/Special Education</b>

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	<p>for their work. She said the majority of this department is based on the Individuals with Disabilities Education Act (IDEA). The Act is designed to allow students with disabilities to be supported educationally in a least restrictive environment.</p> <ul style="list-style-type: none"><li>• Pupil Personnel and Special Services works with the mental and physical health of the children while Special Education allows for extracurricular services and learning alongside a child's peers.</li><li>• Mrs. Olson highlighted some of the accomplishments for 2013 including the Excel pre-school program for ages three, four and five. This is a mandated early intervention service and offers high quality services and supports. The district-wide behavioral intervention program which is supported by outside behaviorists allows students to stay in this district. The reading program is allowing for consistency in reading instruction between all the schools.</li><li>• Sarah Noble has the highest number of special education students and many are fully mainstreamed in the classroom but require intervention services. Schaghticoke has a redesigned intervention program which has been able to bring a student back into the district from a private placement. New Milford High School last year graduated 28 students, 22 of whom received diplomas and are now serving in the marines, army, work force, or two or four year schools. Students have won Rotary awards, scholarships, been included in dance competitions, competed on the cross country team, swim teams, football, etc. The Best Buddies Club continues at the high school and is growing. There is a new Unified Sports program which is run through Special Olympics. The Litchfield Hills Transition Center, which is a mandated program for 18 to 21 year olds, has ten students from New Milford and there is a waiting list of students</li></ul>	
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	<p>from other districts. Tuition can be charged for out of district students but New Milford students are funded through the IDEA grant. The district is now offering a Physical Management Training course which is mandated.</p> <ul style="list-style-type: none"> <li>• Mrs. Olson said the department is focusing its efforts to monitor compliance on timelines and on implementing common core standards for all students.</li> <li>• Department 11 provides a mandated 0.4 nurse to Faith Academy. The department shows an increase of a 1.0 social worker who will be scheduled in all three elementary schools for earlier interventions. Mrs. Olson said the social workers manage almost all out of district placements and have been instrumental in bringing students back into the district.</li> <li>• Line 2130/323 is for independent evaluations which are required for the most complex students. The key is to diagnose and plan a program effectively. Fifty to seventy five evaluations are done per year for ages three to 21. The outside consultants also train our staff in dealing with families having complex behavioral issues and mental health issues. This line includes occupational and physical therapists and is in the first year of a three year contract. These are mandated services. Over 150 students receive occupational therapy/physical therapy services and over 60 receive consultations. There is a sign interpreter for students and staff identified as hearing impaired. Many of these services generate Medicaid and excess cost reimbursements. Overall, department 11 is down 0.49%.</li> <li>• Department 12 includes Excel, Special Education and Public and Private Placement. There are two clinicians who use the applied behavioral approach which seems to have some success on autistic students in particular. These services are year round for IPP and IPP staff</li> </ul>	
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	<p>works closely with the school staff. These are excess cost eligible expenditures. The contractor provides their own supervision, substitutes, training and workers compensation.</p> <ul style="list-style-type: none"><li>• Line 1212/111 has an increase because of the use of district coaches for the PMT training. Coaches need to be compensated for planning, preparing and delivering services. The 1212/112 non-certified personnel line has increased due to the IDEA grant decreasing by \$54,000 next year. There is a 0.49 Assistive Technology Consultant which is a mandated service for evaluation and consultation.</li><li>• Line 1212/339 Purchase Services includes 22 student case workers who assist the most complex students. There are also four IPP clinicians for school age children.</li><li>• The Litchfield Hills Transition Center is a mandated program and includes job coaches, stipends for working students. Home based instruction is provided for students who are hospitalized or are returning from hospitalization.</li><li>• The decrease in the transportation line is directly related to the number of students placed out of district. That number has decreased so the transportation number has decreased. New Milford also shares transportation with other school districts when it can and this is also excess cost eligible.</li><li>• Public and private tuition is very costly and very unpredictable. There are five students this year returning to the district and three students who were placed in the summer. They are placed by PPTs, by mediation, by due process or by the State through DCF. These are excess cost eligible.</li><li>• The IDEA grant is down \$54,000 and the excess cost reimbursement percentage has gone from 75% to 70% for this upcoming budget. But there have been cost savings in the summer school salary account due to a restructuring of the program and Litchfield Hills Transition has</li></ul>	
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	<p>allowed more students to stay in district.          Overall department 12 has increased by 0.15%.</p> <ul style="list-style-type: none"> <li>• Mr. Littlefield asked for the number of students covered by the student case workers and Mrs. Olson noted they are in all the buildings.</li> <li>• Mr. Coppola asked if the excess cost reimbursement still kicked in after the 4.5% was spent and Mrs. Olson explained that the per pupil expenditure for the district was multiplied by 4.5% giving the maximum number New Milford would have to spend; above that New Milford is reimbursed 70% by the state.</li> <li>• Mr. Shaffer asked how many students were placed out of district in private placement and Mrs. Olson said there were 33 currently in private placement. Mr. Shaffer asked if each placement was \$100,000 and Mrs. Olson said each placement varied in cost.</li> <li>• Mrs. Volinski asked if any students came into our district and Mrs. Olson said the Litchfield Hills Transition Center is the only program that takes students from other districts and collects tuition. Mrs. Volinski asked how many Excel students there are and Mrs. Olson said there are 49 this year all from within our district.</li> </ul> <p><b>Department of Maintenance &amp; Utilities</b></p> <ul style="list-style-type: none"> <li>• Mr. Calhoun said the Facilities, maintenance and custodial budgets have increased due to contractual negotiations. He noted the cost of maintenance rises each year but is essential to maintaining the buildings. Some of the new and continuing initiatives include increased air quality in the classrooms, increased recycling efforts, collaborations with other town agencies, performing formerly private contracted services in house with district staff in HVAC, plumbing, small construction projects, etc., and energy savings initiatives.</li> <li>• Mr. Spatola asked what the energy manager did and Energy Manager Mr. William Knipple said</li> </ul>	
		<p><b>Department of Maintenance &amp; Utilities</b></p>

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he has been involved with projects that have saved the district money through cost avoidance savings. He noted that since 2006, the district has saved almost \$2.3 million. He said by controlling the operations of the buildings and having lights and heat on only when needed during the day costs have been controlled. Also, the retrofits of lighting and the energy management system have helped.

- Mr. Lawson noted that the \$2.3 million in savings was a good deal for the district.
- Mr. Coppola asked if the energy avoidance program started as an offshoot of the CL&P audit done four years ago and Mr. Knipple said that the CL&P audit was actually an offshoot of the whole energy avoidance program.
- Mr. Shaffer asked how many hours a year or week Mr. Knipple took to do the energy manager job and Mr. Knipple said it was probably 10 – 12 hours per week with audits and input of CL&P bills.
- Mr. Coppola asked if the Board works with the Town to purchase oil and Mr. Miller said the Town handles the bidding of #2 fuel oil, diesel, and unleaded fuel so the two can piggyback on consumption. Currently the Board is getting an estimated price for fuel oil for 2014-2015 of \$3.25 per gallon because #2 fuel oil usually does not lock in until April or May.
- Mr. Coppola asked if the Board collaborated with the Town on electricity and Mr. Miller said the Town and schools use electricity at different times so it does not work out the same as oil. Also, each school is rated differently by CL&P and CL&P is regulated by the state.
- Mr. Spatola asked if Mr. Miller was concerned about the oil budget for 2014-2015 given the low degree days this year and Mr. Miller said he is optimistic the number is adequate for next year.
- Mrs. Volinski noted at one point Kimberly Clark was going to sell its excess electricity to the district and Mr. Calhoun said that never

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	<p>happened as the utility company would not allow it.</p> <ul style="list-style-type: none"> <li>• Mrs. Volinski asked if employees had gas cards and Mr. Calhoun said they have a fleet of trucks with gas fobs that track the vehicle and driver to guard against abuse. He noted that the district's procedure is the same as the Town's.</li> <li>• Mr. Spatola asked if there was a threshold amount before something was put out to bid and Mr. Calhoun said the Board policy is that \$5,000 requires a Request For Quotation (RFQ) and \$15,000 requires a Request For Proposal (RFP). Mr. Spatola asked if local vendors were used and Mr. Calhoun said the district tries to use local where possible.</li> <li>• Mrs. Faulenbach noted that the district collaborates with the town on refuse, diesel, #2 fuel oil, workers compensation, medical, pension and financial software.</li> </ul> <p><b>Department of General Administration</b></p> <ul style="list-style-type: none"> <li>• Mr. Miller said the DOGA budget is \$16,405,954 or 26% of the total operating budget. One of the items in the budget is the annual recurring cost of \$62,500 for the new Munis financial software. He noted that the Town has been discussing a new platform for several years and the Board and Town are collaborating on this software. The plan is to transfer over accounts payable and requisitions as of July 2014 and then payroll will be transferred in January 2015.</li> <li>• Mr. Spatola said there is a new law which allows non-educational services to be combined with the Town and Board of Education. He asked if it would be possible to combine the Finance departments.</li> <li>• Mr. Coppola suggested this idea should go to the Operations Sub-Committee.</li> <li>• Mrs. Chastain asked about line 2510/580, the district wide secretary, and Dr. Paddyfote noted this is a travel reimbursement line for the</li> </ul>	
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central office secretary because the auditor suggested that two people needed to count the money that comes in through various programs and clubs at the high school. The money is counted with both people present for double counting purposes and then brought to the Central Office.

- Mrs. Chastain noted the phone line of \$15,418 and said that seemed quite high; she asked if that was the whole system or just Central Office. Mr. Miller said that is Central Office only as each phone system is accounted for in each building. Mr. Smith said there are currently three phone systems and the district is looking to consolidate down to one system. Mrs. Faulenbach said the consolidation was brought up at Operations and it is a costly initiative.
- Mr. Littlefield asked about the \$144,000 copier expense and Mr. Miller said that is the rentals, leases, maintenance, repairs, etc. on 42 district wide copiers.
- Mr. Shaffer asked about the employee turnover line and Mr. Miller said the district knows turnover is going to happen and this line will be quantified as staff turns over in June. Dr. Paddyfote noted the end of year balance has ranged in the hundreds to the thousands over time which makes it difficult to manage turnovers.
- Mr. Miller said line 2710/511 has increased 3% and is contractual. Line 2950/200 is the medical line and the number comes from the insurance consultant. The Town and Board are self-insured and it is based on claims. The pay is based on usage and is paid out of the internal service fund which is maintained on the Town's side of the budget. The medical number is derived by the estimated claims cost of \$9,683,600 and then contributions are added back in – COBRA \$40,735, retired teachers \$417,992, and employee cost sharing of \$1,675,832 for a total of \$2,134,559 or net



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	<p>medical insurance budgeted cost of \$7,549,041. Mr. Miller noted this number will be looked at again around June before a referendum to create a final budget number.</p> <ul style="list-style-type: none"> <li>• Mr. Spatola noted that the internal service fund has allowed some budget relief over the last two years of \$1.15 million in 2012-2013 and \$125,000 for this budget. Mr. Miller said the Town got relief as well but none is expected in this budget cycle.</li> <li>• Mr. Miller said when one is self-insured there is no insulation for the ups and downs in claims. Mr. Spatola asked if the first stop gap of \$100,000 in protection was still in place and Mr. Miller said he thought the first stop gap was now \$150,000 per individual and there was a second stop gap of 120% of the aggregate for catastrophic.</li> <li>• Mrs. Volinski asked if everyone paid into the health insurance and Mr. Miller said they did, based on their bargaining unit. Ms. Baldelli said the administrators pay 20%, 21% and 22% per year over the next three, food service workers pay 7.5%, 8.5% and 9.5%, nurses pay 13%, 14% and 15%, paraeducators pay 6%, 7% and 8%, secretaries pay 11%, 12% and 13%, teachers pay 18%, 19% and 20%, and custodians pay 13%, 14% and 15%.</li> <li>• Mr. Miller said the line for unemployment compensation has been decreased because many who are let go can and do find work. He said this is also a self-insured line based on claims.</li> <li>• Line 2970/200 in the amount of \$967,310 is the last year of an early retirement package and of a workers' compensation increase because a large claim dating back almost 10 years has been settled and there are two or three more substantial pending claims that might settle in this budget cycle. Ms. Baldelli said it is the nature of the jobs in certain bargaining units that injury might occur but the district is offering training in each building to keep</li> </ul>	
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	<p>employees thinking about safety.</p> <ul style="list-style-type: none"><li>• Mr. Spatola asked if the workers' comp rating was increasing and Mr. Miller said he was not aware of that but it doesn't take a lot of incidences to drive exposure. He said the insurance is provided through CIRMA which is regulated by the state so that rates can't increase excessively.</li><li>• Mr. Miller said the pension figure is increasing by 6.4% and is provided by the Town's actuary. There are 235 active participants in the Town's pension plan and other sub groups including retired Board employees and vested employees who are not yet collecting.</li><li>• Mr. Coppola asked what the substitute dollar amount was for sick days, etc., and professional days. Ms. Baldelli said the substitute line is broken down for sick time, personal time, bereavement and jury duty and there is a separate budget line for professional development.</li><li>• Mr. Spatola had asked Ms. Baldelli a while ago for a breakdown of the 10,000 absentee days. Ms. Baldelli said the system does not allow them to pull the numbers the way Mr. Spatola wanted them so it took some time to come up with this information. She said the chart presented took about 120 hours to break down half day versus full day absences, professional development, early dismissals, etc. Mrs. Shook noted as a teacher they are exposed to lots of illnesses – children sneezing, fevers, etc. and these sick days cannot be compared to a factory or any other type of business. Mrs. Chastain pointed out that this spreadsheet produced by Ms. Baldelli at \$20 per hour for 120 hours cost around \$2,200.</li><li>• Mr. Coppola asked how the Chromebooks would be used in the Schaghticoke budget and Ms. Pratt said the licensing fee would be \$30 for three years and not \$100 for three years which she had said the other day. She said Chromebooks log onto the school network and</li></ul>	
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	<p>out to the internet so documents cannot be saved on the books but can be saved in the students' Google accounts. Programs are not installed on the books, rather apps are downloaded such as educational apps. They can be used for SBA testing and MAP testing. Chromebooks are more affordable than laptops.</p>	
	<p><b>Capital</b></p> <ul style="list-style-type: none"> <li>• Mr. Calhoun said all of the items requested for Facilities capital were for efficiency, safety, security and a cleaner environment. The request for this budget is \$261,630.</li> <li>• Mrs. Faulenbach asked what would be done with the Schaghticoke locker rooms and Mr. Calhoun said there is some ADA compliance work, some fixture upgrades and some issues with the rest rooms.</li> <li>• Mr. Shaffer asked if the high school ceiling was an issue with material flaking off the ceiling and Mr. Calhoun said the ceiling is an \$80,000 project but not a safety hazard. While the ceiling is unsightly, it is not a high priority item.</li> <li>• Mrs. Faulenbach asked if there might be grants upcoming for the security enhancements and Mr. Calhoun said while there might be future state grants they usually require a match.</li> <li>• Mr. Littlefield asked what might be done under the security enhancements and Mr. Calhoun said that had been discussed in an executive session so as to safeguard the district's security measures but some security items would include videos for surveillance, access controls, dual vestibules, etc.</li> <li>• Mrs. Faulenbach asked how old the front deck mower was and Mr. Calhoun said he started in 1995 and the mower was there then.</li> <li>• Ms. Pratt said the items under the Technology capital budget included additional Chromebooks, SmartBoards and mobile devices, and a network switch infrastructure</li> </ul>	<p><b>Capital</b></p>

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	<p>since the end of life on the current system will be January 30, 2014. The state did grant New Milford \$103,000 for technology.</p> <ul style="list-style-type: none"><li>• Mr. Shaffer asked if the parent portal was part of this Technology plan and Ms. Pratt said it was.</li><li>• Mrs. Volinski asked if someone did not have a computer could they still access the parent portal and Mr. Smith said it would be accessible via any web enabled computer.</li><li>• Mr. Coppola asked what the technicians in Ms. Pratt's office did and Ms. Pratt noted each of her staff members had defined duties including a network administrator who is the primary supporter for the student information system and a systems analyst who is in charge of the infrastructure.</li><li>• Mr. Coppola asked if the Chromebooks were student based and Mr. Smith said the primary use for Chromebooks was for classroom use for the students.</li><li>• Mrs. Faulenbach asked about the excess cost line on the revenue page and noted a decrease was expected. Mrs. Olson said the number of out of district placements was decreasing as well. Mr. Miller said it is possible the state could change the formula but currently the rate is 70%.</li><li>• Mrs. Shook asked why the Sherman tuition went to the Town's bottom line and Mr. Miller said he did not know but if the Board took the million, the Town would reduce its revenue by that amount anyway.</li><li>• Mr. Spatola said he did not appreciate being chastised by Mrs. Chastain for asking for information on the 10,000 absentee days and wondered if the Board members were not going to be allowed to ask for information because of the costs of those requests. Dr. Paddyfote explained that typically those requests would come through a sub-committee.</li><li>• Mr. Spatola asked if any thought had been put into the fact that there was a \$780,000 surplus</li></ul>	
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	in this past year's budget and did anyone look at the numbers to adjust. Dr. Paddyfote handed out a memo which explained why there was a surplus which included retirements, unfilled vacancies, lower electricity and oil usage but also noted there were some overages. She also said the Board can ask for the surplus to go to the capital reserve account.	
<b>3.</b>	<b>Opportunity for the Public to be Heard</b>  No comments.	<b>Opportunity for the Public to be Heard</b>
<b>4.</b>	<b>The meeting recessed at 10:19 p.m. until Wednesday, January 29, 2014.</b>	<b>The meeting recessed at 10:19 p.m. until Wednesday, January 29, 2014.</b>

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<b>Present:</b>	Mrs. Daniele Shook, Chairperson Mrs. Angela C. Chastain Mr. Robert Coppola Mrs. Wendy Faulenbach Mr. David A. Lawson Mr. Dave Littlefield Mr. David R. Shaffer Mr. John W. Spatola Mrs. Theresa Volinski
<b>Also Present:</b>	Dr. JeanAnn Paddyfote, Superintendent of Schools Mr. Joshua Smith, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Gregg Miller, Director of Fiscal Services Ms. Roberta Pratt, Director of Technology Mr. John Calhoun, Facilities Manager Mrs. Laura Olson, Director of Pupil Personnel and Special Services Dr. Len Tomasello, Principal, Sarah Noble Intermediate School Mrs. Paula Kelleher, Principal, John Pettibone School Mrs. Susan Murray, Principal, Northville Elementary School Mr. Greg Shugrue, Principal, New Milford High School

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1.	<p><b>Call to Order</b></p> <p><b>A. Pledge of Allegiance</b></p> <p>The meeting of the New Milford Board of Education was reconvened at 7:00 p.m. The Pledge of Allegiance immediately followed the call to order.</p>	<p><b>Call to Order</b></p> <p><b>Pledge of Allegiance</b></p>
2.	<p><b>Opportunity for the Public to be Heard</b></p> <ul style="list-style-type: none"> <li>• Denise Bard asked where the money would be coming from to implement common core. She said she heard that the smarter balanced assessment testing would cost \$27.50 per student and she felt the adoption of these standards was unacceptable since taxpayers did not get to vote on them. She also said the data coaches might help the teachers but she felt the students were the ones who needed help.</li> <li>• Roseann Petruso felt the increase of 3.16% was unacceptable given that the overall enrollment was declining. She, however, felt the classroom libraries in the elementary schools were essential and asked that resources be allocated to the advanced students. She also felt pay to play should be reinstated in this budget.</li> <li>• Paul Szymanski, a Town Council member, thanked this Board for its volunteer hours. He asked that each line be scrutinized for efficiencies.</li> <li>• Nicole Gregory, a teacher at John Pettibone, said she loves teaching because it puts the children first and foremost. She noted her responsibilities as a teacher have tripled with lunch duties, collaboration time and copier time, etc. She said she has 25 minutes a day to actually plan and now they have SEED duties, common core and IEP work. She felt someone to analyze data was not necessary but a reading specialist was needed. She felt the art teacher was the one teacher who was able to bring out the creativity in children. The scores keep</li> </ul>	<p><b>Opportunity for the Public to be Heard</b></p>



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	<p>going down in the schools because they keep losing the supports in the classroom.</p> <ul style="list-style-type: none"> <li>• Maria Doty, a mother of a fourth grader at Sarah Noble, noted there were no dollars in the budget for learning the new standards and asked why those parents who could afford to buy supplies were not being asked to do so.</li> </ul>	
3.	<p><b>Discussion of the 2014-2015 School Budget including, but not limited to, wrap-up issues and questions</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola asked for the job description for the interventionist and asked Mr. Smith to describe the duties. Mr. Smith said interventionists are certified teachers and so they can do far more than tutors can do. He said they would design, facilitate, administer, prepare and advise teachers where tutors could not do those same duties. He also noted there is no state certification at this time for intervention teachers or data coaches as they are emerging roles, though they have been in Connecticut schools for seven years. He said the skills required would be those of a certified teacher who has mastered a specific skill already, such as math or science. They would have a proven track record to demonstrate the work needed to be done in the district.</li> <li>• Mr. Lawson asked who would supervise and Mr. Smith he would as well as the principal in the building they were in. Mr. Smith would evaluate them.</li> <li>• Mrs. Volinski asked about the Chromebooks in the Technology capital request and Ms. Pratt said they will be needed for next year and they have been requested by the schools.</li> <li>• Mrs. Volinski asked if there was any federal funding to implement common core standards and Mr. Smith said there was no Race to the Top money awarded to the state.</li> <li>• Mr. Coppola asked about MAP assessments in terms of no state funding for them and Mr.</li> </ul>	<p><b>Discussion of the 2014-2015 School Budget including, but not limited to, wrap-up issues and questions</b></p>

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	<p>Smith said MAP is not required by the state but what is required is a response to intervention. In order to do an intervention there needs to be a measurement of the student's ability and it needs to be universal – MAP is that tool.</p> <ul style="list-style-type: none"> <li>• Mr. Shaffer asked if the intervention teacher would work with kids one-on-one or in groups and Mr. Smith said it would be both.</li> <li>• Mr. Spatola noted that enrollment in New Milford has dropped 710 students since the 2004-2005 school year. The budget, on the other hand, has increased by 31% over the same time period. The test scores are lagging behind the schools in this DRG and people keep asking him why the taxes keep going up and yet there has been a large surplus. The tax base 10 years ago was 60% residential and 40% commercial. It is now 80% residential and 20% commercial. The most recent revaluation was down \$200 million and the grand list is flat.</li> <li>• Mr. Coppola noted that Mr. Spatola had the right to make a motion to delete items from the budget.</li> <li>• Mr. Spatola noted that the flat grand list at the current mill rate meant only an available increase of \$150,000 in revenues.</li> <li>• Mr. Coppola appealed to the parliamentarian to have Mr. Spatola make a motion to discuss. Mrs. Faulenbach noted that the Board had the opportunity now to amend the superintendent's proposed budget by adding or taking dollars away. She suggested Mr. Spatola put a motion on the table. He then would have an opportunity to speak to that motion.</li> </ul>	
<b>4.</b>	<p><b>Vote on Adoption of the 2014-2015 School Budget</b></p> <p><b>Mr. Lawson moved to approve the Superintendent's proposed 2014-2015 budget in the amount of \$61,785,615, seconded by Mr. Coppola.</b></p>	<p><b>Vote on Adoption of the 2014-2015 School Budget</b></p> <p><b>Motion made to approve the Superintendent's proposed 2014-2015 budget in the amount of \$61,785,615</b></p>

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<p>Mr. Spatola moved to amend the Superintendent's proposed 2014-2015 budget by decreasing it by \$639,850 by reducing staff as follows: Hill &amp; Plain, one from kindergarten, one from first grade; Northville Elementary reduce kindergarten to four teachers, first grade to five teachers and second grade to five teachers; New Milford High School, reduce one guidance department person; Schaghticoke, reduce one guidance department person; reduce assistant principals to eight; eliminate the energy manager from the department of maintenance; reduce department of instruction line 1104/111 by \$20,000; reduce line 2211/339 by \$6,450; and reduce the budget by \$75,000 at the Superintendent's discretion, seconded by Mrs. Volinski.</p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach suggested Mr. Spatola withdraw his motion and reintroduce it with the correct number based on discussions with Mr. Miller.</li> </ul> <p>Mr. Spatola withdrew his motion and Mrs. Volinski withdrew her second.</p> <p>Mr. Spatola moved to amend the Superintendent's proposed 2014-2015 budget by decreasing it by \$602,276 by reducing staff as follows: Hill &amp; Plain, one from kindergarten, one from first grade; Northville Elementary reduce kindergarten to four teachers, first grade to five teachers and second grade to five teachers; New Milford High School, reduce one guidance department person; Schaghticoke, reduce one guidance department person; reduce assistant principals to eight; eliminate the energy manager from the department of maintenance; reduce department of instruction line 1104/111 by \$20,000; reduce line 2211/339 by \$6,450; and reduce the budget by \$75,000 at the Superintendent's discretion, seconded by Mrs. Volinski.</p> <ul style="list-style-type: none"> <li>• Mr. Spatola said he feels this will be a tough</li> </ul>	<p>Motion made and withdrawn to amend the Superintendent's proposed 2014-2015 budget by decreasing it by \$639,850 by reducing staff as follows: Hill &amp; Plain, one from kindergarten, one from first grade; Northville Elementary reduce kindergarten to four teachers, first grade to five teachers and second grade to five teachers; New Milford High School, reduce one guidance department person; Schaghticoke, reduce one guidance department person; reduce assistant principals to eight; eliminate the energy manager from the department of maintenance; reduce department of instruction line 1104/111 by \$20,000; reduce line 2211/339 by \$6,450; and reduce the budget by \$75,000 at the Superintendent's discretion.</p> <p>Motion made and failed to amend the Superintendent's proposed 2014-2015 budget by decreasing it by \$602,276 by reducing staff as follows: Hill &amp; Plain, one from kindergarten, one from first grade; Northville Elementary reduce kindergarten to four teachers, first grade to five teachers and second grade to five teachers; New Milford High School, reduce one guidance department person; Schaghticoke, reduce one guidance department person; reduce assistant principals to eight; eliminate the energy manager from the department of maintenance; reduce department of instruction line 1104/111 by \$20,000; reduce line 2211/339 by</p>
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	<p>budget to get passed. He looked through it and with this motion has not cut anything from mandated services, professional development, curriculum for common core, student data, and new testing requirements. This budget can still meet the instructional needs and health and safety of the students.</p> <ul style="list-style-type: none"> <li>• He suggested the cuts the Superintendent might wish to make included combining the Town and School Board Finance departments, combining the Maintenance departments, reducing the travel and maintenance line, and looking into savings on the phones.</li> <li>• Mrs. Faulenbach said she appreciated that Mr. Spatola was looking for reductions but she did not feel that she could cut personnel at this time.</li> <li>• Mr. Lawson said the foundation for students' learning careers occurred in the primary grades so he would not support this motion as in the best interest of the students or community.</li> <li>• Mrs. Shook said she would not support cutting from kindergarten.</li> </ul> <p><b>The motion failed 2 – 7.</b>  <b>Aye: Mr. Spatola, Mrs. Volinski</b>  <b>No: Mrs. Chastain, Mr. Coppola, Mrs. Faulenbach, Mr. Lawson, Mr. Littlefield, Mr. Shaffer, Mrs. Shook</b></p> <p><b>Mr. Littlefield moved to amend the Superintendent's proposed 2014-2015 budget by increasing the revenue line by \$79,457 to keep pay to play, seconded by Mrs. Chastain.</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola asked how much this was per student and Mr. Miller said for all sports except golf and hockey the cost is \$125 per year. Golf is \$165 and hockey is \$750.</li> <li>• Mr. Coppola said he was on the Board when this was first implemented but he has since come to learn that sports helps with the character initiatives that the school is trying to</li> </ul>	<p><b>\$6,450; and reduce the budget by \$75,000 at the Superintendent's discretion.</b></p> <p><b>The motion failed 2 – 7.</b></p> <p><b>Motion made and passed to amend the Superintendent's proposed 2014-2015 budget by increasing the revenue line by \$79,457 to keep pay to play.</b></p>
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	<p>instill including teamwork and respect so he would not support this motion.</p> <ul style="list-style-type: none"> <li>• Mr. Lawson agreed with Mr. Coppola and noted that the News Times editorial was supporting the Board in removing pay to play. He said students involved in sports and extracurricular activities do better in school. He also did not think parents would come forward and say they could not afford it.</li> <li>• Mrs. Chastain agreed that sports built character but she said pay to play would not diminish anyone's ability to play.</li> <li>• Mrs. Faulenbach said she would support the motion because the school already funds \$700,000 for sports programs.</li> <li>• Mr. Shaffer said he was opposed to this motion and did not know how many kids would not play because of this fee. He said if parents could not afford it they would not let their child play.</li> </ul> <p><b>The motion passed 6 – 3.</b>  <b>Aye: Mrs. Chastain, Mrs. Faulenbach, Mr. Littlefield, Mrs. Shook, Mr. Spatola, Mrs. Volinski</b>  <b>No: Mr. Coppola, Mr. Lawson, Mr. Shaffer</b></p> <p><b>Mr. Shaffer moved to amend the Superintendent's proposed 2014-2015 budget by decreasing it by \$24,000 in line 2212/322 course guides, seconded by Mr. Coppola.</b></p> <ul style="list-style-type: none"> <li>• Mr. Shaffer noted with the re-accreditation often the focus is on curriculum. He felt this amount could be cut from this budget as an offset for the cost of the NEASC visit and curriculum could be caught up after the re-accreditation.</li> <li>• Mr. Lawson said he was reluctant to support this since the Board was just getting back into the five year curriculum plan cycle.</li> <li>• Mr. Smith noted most of the money for curriculum is spent in the summer months</li> </ul>	<p><b>The motion passed 6 – 3.</b></p> <p><b>Motion made and passed unanimously to amend the Superintendent's proposed 2014-2015 budget by decreasing it by \$24,000 in line 2212/322 course guides.</b></p>
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<p>when curriculum writing is done.</p> <p><b>The motion passed unanimously.</b></p> <p><b>Mrs. Faulenbach moved to amend the Superintendent's proposed 2014-2015 budget by decreasing it by \$31,250 to remove the mower power deck from line 7001/734, seconded by Mr. Coppola.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said maintenance is important but this was not a safety priority. She also felt this request could come from capital reserve.</li> <li>• Mr. Lawson said the capital reserve account was really more for boilers.</li> <li>• Mr. Spatola noted it is often less expensive to buy new than to repair something old.</li> </ul> <p><b>The motion passed 7 – 2.</b>  <b>Aye: Mrs. Chastain, Mr. Coppola, Mrs. Faulenbach, Mr. Lawson, Mr. Littlefield, Mr. Shaffer, Mrs. Shook</b>  <b>No: Mr. Spatola, Mrs. Volinski</b></p> <p><b>Mr. Shaffer moved to amend the Superintendent's proposed 2014-2015 budget by decreasing it by \$55,600 to delete the extra 0.5 English teacher and 0.5 math teacher at the high school, seconded by Mr. Lawson.</b></p> <ul style="list-style-type: none"> <li>• Mr. Shaffer noted that these positions were being put in place to teach SAT prep courses at the high school. He said that in 2010-2011 the student enrollment was 1519 and there were 14 math teachers and 15 English teachers. He said the projected number of students in this budget year is 130 less and yet the teacher numbers remain the same. He felt the course could be offered without adding teachers.</li> <li>• Mr. Coppola asked if the course would be offered without these positions and Mr. Shugrue said it would not. He said class sizes are still 22 to 26 students.</li> </ul>	<p><b>The motion passed unanimously.</b></p> <p><b>Motion made and passed to amend the Superintendent's proposed 2014-2015 budget by decreasing it by \$31,250 to remove the mower power deck from line 7001/734.</b></p> <p><b>The motion passed 7 – 2.</b></p> <p><b>Motion made and failed to amend the Superintendent's proposed 2014-2015 budget by decreasing it by \$55,600 to delete the extra 0.5 English teacher and 0.5 math teacher at the high school.</b></p>
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<ul style="list-style-type: none"> <li>• Mr. Coppola said he could not support the motion in light of Mr. Shugrue's comments.</li> <li>• Mr. Shugrue noted there are 800 course offerings at the high school.</li> </ul> <p><b>The motion failed 1 – 8.</b>  <b>Aye: Mr. Shaffer</b>  <b>No: Mrs. Chastain, Mr. Coppola, Mrs. Faulenbach, Mr. Lawson, Mr. Littlefield, Mrs. Shook, Mr. Spatola, Mrs. Volinski</b></p> <ul style="list-style-type: none"> <li>• Mr. Littlefield asked Mr. Calhoun about the parking lot resurfacing at Northville and Schaghticoke and Mr. Calhoun said they are already beginning to crack and in one more season and they would have to be repaved.</li> </ul> <p><b>Mr. Lawson moved to approve the Superintendent's proposed 2014-2015 budget as amended in the amount of \$61,650,908, seconded by Mrs. Faulenbach.</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola said he would abstain from the vote because he could not support pay to play.</li> <li>• Mr. Lawson said he felt pay to play was a mistake and so he would not support this motion.</li> <li>• Mr. Shaffer echoed the comments of Mr. Coppola and Mr. Lawson.</li> <li>• Mrs. Volinski said she would not support this budget as she felt it was still too high.</li> </ul> <p><b>The motion failed 3 – 5 – 1.</b>  <b>Aye: Mrs. Chastain, Mrs. Faulenbach, Mrs. Shook</b>  <b>No: Mr. Lawson, Mr. Littlefield, Mr. Shaffer, Mr. Spatola, Mrs. Volinski,</b>  <b>Abstain: Mr. Coppola</b></p> <p>The meeting recessed at 8:42 p.m. and reconvened at 8:58 p.m.</p> <p><b>Mrs. Chastain moved to amend the Superintendent's proposed 2014-2015 budget by</b></p>	<p><b>The motion failed 1 – 8.</b></p> <p><b>Motion made and failed to approve the Superintendent's proposed 2014-2015 budget as amended in the amount of \$61,650,908.</b></p> <p><b>The motion failed 3 – 5 – 1.</b></p> <p><b>Motion made and failed to amend the Superintendent's proposed</b></p>
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<p><b>decreasing it by \$55,000 to eliminate the SAT prep classes, seconded by Mrs. Shook.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Chastain noted New Milford still has the haves and have nots and teachers could do the SAT prep on an informal basis in the classrooms.</li> <li>• Mr. Lawson noted that SAT scores have been declining. He said an SAT class could eliminate the inequities and a dedicated SAT course has a big impact on the future.</li> <li>• Mr. Coppola noted how expensive the SAT prep courses were when he had his daughter in them. He said the SAT prep classes were a measure of ability to help students.</li> <li>• Mr. Shaffer said he felt the course is needed but did not feel the added teachers were necessary.</li> <li>• Mrs. Faulenbach agreed the course was significant and would not support the motion if it meant the course would not exist.</li> <li>• Mrs. Shook said this is a program the school should have but the Board is at a standstill with this budget.</li> <li>• Mr. Shugrue said while the SAT scores are dipping the scores are still above the national average. He also noted in 2016 the test is going to be changing and tutoring may not work.</li> <li>• Mrs. Chastain said this course is an elective and there is no guarantee the students would all get in.</li> </ul> <p><b>The motion failed 4 – 5.</b>  <b>Aye: Mrs. Chastain, Mrs. Faulenbach, Mrs. Shook, Mrs. Volinski</b>  <b>No: Mr. Coppola, Mr. Lawson, Mr. Littlefield, Mr. Shaffer, Mr. Spatola</b></p> <p><b>Mr. Littlefield moved to amend the Superintendent's proposed 2014-2015 budget by decreasing it by \$163,878 to eliminate one assistant principal and one guidance counselor at the Superintendent's discretion for which school,</b></p>	<p><b>2014-2015 budget by decreasing it by \$55,000 to eliminate the SAT prep classes.</b></p> <p><b>The motion failed 4 – 5.</b></p> <p><b>Motion made and failed to amend the Superintendent's proposed 2014-2015 budget by decreasing it by \$163,878 to eliminate one assistant principal and one</b></p>
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<p><b>seconded by Mr. Spatola.</b></p> <ul style="list-style-type: none"> <li>• Mr. Littlefield said he understood the assistant principal was integral to SEED but this was an unfunded mandate and he did not feel if the deadline were not met that it would impact the schools.</li> <li>• Mr. Coppola asked why the assistant principal position was needed and Dr. Paddyfote said it was added for SEED and safety and security in the buildings. She said if a principal is sick or takes a personal day, then someone from one of the other schools or the central office would have to be brought in to fill in.</li> <li>• Mr. Smith said that in addition to SEED, New Milford is ranked 171 out of 193 school agencies in Connecticut in regard to administrator to teacher ratio. Also, in this DRG, New Milford ranks 20 out of 24. He also said the administration could not advise the Board to not comply with a state statute.</li> <li>• Mrs. Shook said as a teacher the SEED program will mean 12 full period meetings as well as informal observations and she felt the assistant principal position could not be eliminated.</li> <li>• Mr. Littlefield asked what the consequences were if New Milford did not comply and Mr. Smith said that was a question better posed to the Board's attorney but the State gives New Milford \$14 million and the Board serves at the pleasure of the Commissioner of Education who could come in and take over the Board.</li> <li>• Mr. Littlefield said he could not find the actual state law and Mr. Smith said it is federal law 20 U.S.C. § 6311(b)(3)(A) and Conn. Gen. Stat. §10-14n (b)(1).</li> </ul> <p><b>The motion failed 3 – 6.    Aye: Mr. Littlefield, Mr. Spatola, Mrs. Volinski    No: Mrs. Chastain, Mr. Coppola, Mrs. Faulenbach,    Mr. Lawson, Mr. Shaffer, Mrs. Shook</b></p>	<p><b>guidance counselor at the Superintendent's discretion for which school.</b></p> <p><b>The motion failed 3 – 6.</b></p>
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**New Milford Board of Education  
Budget Hearing & Meeting Minutes  
January 22, 23, 28 & 29, 2014  
Sarah Noble Intermediate School Library Media Center**

<p><b>Mr. Coppola moved to amend the Superintendent's proposed 2014-2015 budget by decreasing the revenue line by \$79,457 to eliminate pay to play, seconded by Mr. Lawson.</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola noted he was hoping to break the deadlock on the budget.</li> <li>• Mrs. Chastain said that students that get free lunch pay nothing for sports and those on reduced lunch pay \$19.</li> <li>• Mrs. Faulenbach said she would not support this motion but felt that Board members should not make this all or nothing to pass a budget.</li> </ul> <p><b>The motion failed 4 – 5.</b>  <b>Aye: Mr. Coppola, Mr. Lawson, Mr. Shaffer, Mr. Spatola</b>  <b>No: Mrs. Chastain, Mrs. Faulenbach, Mr. Littlefield, Mrs. Shook, Mrs. Volinski</b></p> <p><b>Mrs. Faulenbach moved to amend the Superintendent's proposed 2014-2015 budget by decreasing it by \$39,150 line 7001/720, the arena floor and the cupola, seconded by Mr. Coppola.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach noted there are challenges with personnel and these two items could potentially be done if there is an end of year surplus.</li> <li>• Mr. Littlefield asked about the cupola and Mr. Calhoun said it is currently an aesthetic issue but it will need repairs eventually. He also noted the Youth Agency was going to put half the cost of the repair in their budget.</li> <li>• Mr. Coppola said maintenance can no longer be neglected so he would not support this motion.</li> </ul> <p><b>The motion passed 7 – 2.</b>  <b>Aye: Mrs. Chastain, Mrs. Faulenbach, Mr. Lawson, Mr. Littlefield, Mr. Shaffer, Mrs. Shook, Mrs. Volinski</b>  <b>No: Mr. Coppola, Mr. Spatola</b></p>	<p><b>Motion made and failed to amend the Superintendent's proposed 2014-2015 budget by decreasing the revenue line by \$79,457 to eliminate pay to play.</b></p> <p><b>The motion failed 4 – 5.</b></p> <p><b>Motion made and passed to amend the Superintendent's proposed 2014-2015 budget by decreasing it by \$39,150 line 7001/720, the arena floor and the cupola.</b></p> <p><b>The motion passed 7 – 2.</b></p>
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**New Milford Board of Education  
Budget Hearing & Meeting Minutes  
January 22, 23, 28 & 29, 2014  
Sarah Noble Intermediate School Library Media Center**

<p><b>Mr. Shaffer moved to amend the Superintendent's proposed 2014-2015 budget by decreasing it by \$55,600 for the data coach position, seconded by Mr. Coppola.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Chastain said teachers are already doing it now and we can get volunteers to do copying.</li> <li>• Mr. Lawson said it is not an easy job, let's do it right. These are supports we need to help the teachers.</li> </ul> <p><b>The motion failed 4 – 4 - 1.</b>  <b>Aye: Mrs. Chastain, Mrs. Faulenbach, Mr. Shaffer, Mrs. Volinski</b>  <b>No: Mr. Lawson, Mr. Littlefield, Mrs. Shook, Mr. Spatola</b>  <b>Abstain: Mr. Coppola</b></p> <ul style="list-style-type: none"> <li>• Mr. Littlefield asked if this budget did not pass or the Town Council cut it what would happen and Dr. Paddyfote said it would come back to this Board after referendum to make final cuts.</li> </ul> <p><b>Mr. Lawson moved to approve the Superintendent's proposed 2014-2015 budget as amended in the amount of \$61,611,778, seconded by Mrs. Shook.</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson felt the Board had done its job and he was comfortable sending this budget on to the people.</li> <li>• Mrs. Volinski said she would vote for this motion but felt more could be cut.</li> <li>• Mrs. Faulenbach noted that no one is getting everything they want and there are many steps to go along in this process.</li> <li>• Mr. Coppola said he would again abstain due to the pay for play issue.</li> <li>• Mr. Littlefield said he would vote for the motion because there would be no consensus on staffing cuts with this Board.</li> </ul> <p><b>The motion passed 5 - 3 - 1.</b></p>	<p><b>Motion made and failed to amend the Superintendent's proposed 2014-2015 budget by decreasing it by \$55,600 for the data coach position.</b></p> <p><b>Motion made and passed to approve the Superintendent's proposed 2014-2015 budget as amended in the amount of \$61,611,778.</b></p> <p><b>The motion passed 5 – 3 - 1.</b></p>
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**New Milford Board of Education  
Budget Hearing & Meeting Minutes  
January 22, 23, 28 & 29, 2014  
Sarah Noble Intermediate School Library Media Center**

	<b>Aye: Mrs. Chastain, Mrs. Faulenbach, Mr. Littlefield, Mrs. Shook, Mrs. Volinski No: Mr. Lawson, Mr. Shaffer, Mr. Spatola Abstain: Mr. Coppola</b>	
<b>5.</b>	<b>Adjourn</b>  <b>Mr. Lawson moved to adjourn the meeting at 9:52 p.m., seconded by Mrs. Volinski and passed unanimously.</b>	<b>Adjourn</b>  <b>Motion made and passed unanimously to adjourn the meeting at 9:52 p.m.</b>

Respectfully submitted:



Angela C. Chastain

Secretary

New Milford Board of Education



**THE FOLLOWING ITEMS CAN BE FOUND ON THE  
OPERATIONS WEB PAGE UNDER FEBRUARY 4, 2014**

**10. DISCUSSION AND POSSIBLE ACTION**

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated February 11, 2014
- B. Bid Award
  - 1. Network Switches
- C. Monthly Reports
  - 1. Purchase Resolutions D-661: dated 12/31/13 and D-662: dated 1/31/14
  - 2. Budget Positions dated 12/31/13 and 1/31/14
  - 3. Requests for Budget Transfers dated 12/31/13 and 1/31/14
- D. Gifts & Donations
  - 1. PTO – Exhibit B

**THE FOLLOWING ITEM CAN BE FOUND ON THE  
FACILITIES WEB PAGE UNDER FEBRUARY 4, 2014**

- F. Use of Buildings: Fee Structure Adjustment

**Students****Conduct****Camera Surveillance**

The Board of Education recognizes the district's responsibility to maintain order and discipline on school property and in school vehicles. The Board also desires to afford students and staff privacy in respect to the records maintained by the district. The Board recognizes the value of electronic surveillance systems in monitoring activity on school property and in school vehicles in furtherance of protecting the health, welfare and safety of its students, staff and visitors as well as to safeguard district facilities and equipment.

The Board of Education having carefully weighed and balanced the rights of privacy of students and staff against the district's duty to maintain order and discipline, finds that it is appropriate to provide for the use of camera surveillance in its transportation vehicles and on school grounds as follows:

1. The district shall notify its students and staff on an annual basis that camera surveillance may occur on or in any school property or building or on any transportation vehicle. The district shall incorporate said notice in the student handbook and written notification to staff;
2. The use of camera surveillance equipment on transportation vehicles shall be supervised by the district transportation supervisor. The use of camera surveillance equipment on school grounds and on other district property shall be supervised and controlled by the building administrator or other responsible administrator;
3. The use of recordings from surveillance equipment shall be subject to the other policies of the district including policies concerning the confidentiality of student and personnel records;
4. Camera surveillance shall only be used to promote the health, welfare, safety and security of students, staff and property and safeguard district facilities and equipment. Evidence of student or staff misconduct may be used in disciplinary proceedings and, in appropriate cases, shared with law enforcement officials where there is evidence of criminal activity.
5. Cameras may be located on transportation vehicles or anywhere on school grounds provided that there will be no surveillance in areas where students and school personnel have a reasonable expectation of privacy, such as locker rooms and lavatories.
6. The retention of camera surveillance recordings shall be in accordance with the requirements of state and federal law as well as other district policies.

## Students

### Conduct

#### Camera Surveillance

Video recordings from which students may be identified shall be maintained as confidential educational records consistent with the requirements of the Family Educational Rights and Privacy Act and the Individuals with Disabilities Education Act.

As a general rule, video surveillance recordings need not be maintained in excess of two weeks. However, subject to applicable law, video recordings will be preserved for longer periods of time if any of the following circumstances exist:

1. The recording becomes an education record;
2. The recording contains information that is relevant to pending litigation for which the school district has received notice;
3. The recording is a public record that is subject to longer retention schedules;
4. The administration has had cause to review the recording as part of an investigation of any alleged accident, misconduct or criminal activity; or
5. As directed by the Superintendent of Schools or designee.

#### Legal Reference:

Individuals with Disabilities Education Act, 20 U.S.C. 1400 *et seq.*

Family Educational Rights and Privacy Act, sec. 438, 20 U.S.C. sec. 1232g (1988).

Conn. Gen. Laws § 31-48d

Conn. Gen. Laws § 7-109, Records Retention Act  
General Records Retention Schedule M01, "General Records Administration"

Policy adopted: June 12, 2001  
Policy revised: June 12, 2007

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut

## APPROVED FIELD TRIPS

### February 2014

<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>
SMS	Music	1/4/14	Saturday	32	2	Northern Regionals @ King Phillip Middle School - West Hartford, CT	No	\$0
SNIS	Music	1/4/14	Saturday	36	3	Northern Regionals @ King Phillip Middle School - West Hartford, CT	No	\$0
SMS/SNIS	Music	2/20/14	Thursday	55	2	New Milford High School - New Milford, CT	No	\$0
SMS/SNIS	Music	3/7/14	Friday	12	4	Regional Music Festival - CCSU - New Britain, CT	No	\$0
SMS/SNIS	Music	3/8/14	Saturday	12	4	Regional Music Festival - CCSU - New Britain, CT	No	\$0
NMHS	Business/11-12	3/31/14	Monday	15	1	FBLA State Leadership Conference @ Crowne Plaza - Cromwell, CT	Yes-1	\$0
NMHS	Science/9-12	4/2/14	Wednesday	25	2	Kellogg Environmental Center - Derby, CT	Yes-2	\$0
NMHS	Adult Education	4/2/14	Wednesday	22	2	College Fair @ Newtown High School - Newtown, CT	No	\$0
NMHS	Science/9-12	4/24/14	Thursday	25	2	Indian Rock Nature Center - Bristol, CT	Yes-2	\$0
NMHS	Drama Club/12	4/29/14	Tuesday	40	2	Hartford Stage - Hartford, CT	Yes-2	\$32
NMHS	Business/11-12	5/2-7/14	Friday-Wednesday	6	1	DECA International Conference - Atlanta, GA	Yes-1	\$960
SMS	7	5/7/14	Wednesday	280	20	Bushnell Theater - Hartford, CT	Yes-2	\$48
NMHS	Science/9-12	5/13/14	Tuesday	25	2	Indian Rock Nature Center - Bristol, CT	Yes-2	\$0
SMS	Music	5/16/14	Friday	150	12	Competition @ School TBD & Six Flags - Agawam, MA	Yes-2	\$0
NMHS	12	5/30/14	Friday	360	21	Six Flags - Agawam, MA	Yes-TBD	\$0
NMHS	Science/9-12	6/23-27/14	Monday-Friday	25	2	Sherman School - Sherman, CT	No	\$0

**New Milford Board of Education  
Facilities Sub-Committee Minutes  
February 4, 2014  
Lillis Administration Building, Room 2**

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TOWN CLERK  
2014 FEB -6 P 2:05

NEW MILFORD, CT

Present: Mr. Dave Littlefield, Chairperson  
Mrs. Angela C. Chastain  
Mr. Robert Coppola  
Mrs. Wendy Faulenbach

Also Present: Dr. JeanAnn C. Paddyfote, Superintendent of Schools  
Mr. Joshua Smith, Assistant Superintendent  
Mr. Gregg Miller, Director of Fiscal Services  
Ms. Ellamae Baldelli, Director of Human Resources  
Ms. Roberta Pratt, Director of Technology  
Mr. John Calhoun, Facilities Manager  
Mr. Joseph Olenik, Assistant Facilities Manager

1.	<b>Call to Order</b>  The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:45 p.m. by Mr. Littlefield	<b>Call to Order</b>
2&3.	<b>Public Comment</b> <ul style="list-style-type: none"> <li>Mr. Littlefield noted a typo on the agenda. Public Comment was incorrectly numbered twice.</li> <li>There was no public comment.</li> </ul>	<b>Public Comment</b>
4.	<b>Discussion and Possible Action</b>  A. <b>Use of Buildings: Fee Structure Adjustment</b> <ul style="list-style-type: none"> <li>Mr. Calhoun referred to the two appendices which showed the suggested changes highlighted in green. He said the goal was to address areas of overuse, give preference to New Milford groups, and recoup costs from out of town groups in particular. He is trying to protect district assets and cover repairs as needed. Appendix 2 had a new fee added for use of the parking lots only, similar to that which is charged for fields. It also has a</li> </ul>	<b>Discussion and Possible Action</b>  <b>Use of Buildings: Fee Structure Adjustment</b>

	<p>suggested increase in custodial rates to match the contractual rates. These are typically updated annually.</p> <ul style="list-style-type: none"><li>• Mr. Calhoun distributed a comparison of usage charges for what is considered New Milford's Group 3 to that of other towns in our DRG and a use of building analysis by group for the current fiscal year. The data showed a wide range. New Milford charges a flat fee; some other districts charge by the hour, some do not offer all services.</li><li>• Mr. Coppola asked if Group 2 paid a utility fee and Mr. Calhoun said they did but not a rental fee.</li><li>• Mr. Littlefield asked if groups must sign a damage waiver. Mr. Calhoun said groups are required to provide a \$1,000,000 liability policy.</li><li>• Mr. Calhoun said Appendix 1 suggested moving non-New Milford groups to Group 5 which would result in a large increase in rental fees for those groups. He said it would not affect a large number of groups based on current usage but might deter groups from out of town who are coming to New Milford instead of using their town facilities because they view New Milford use as a bargain.</li><li>• Mr. Coppola asked where the price list was for non-New Milford groups and Mr. Calhoun said it was on Appendix 2 under #5 commercial ventures.</li><li>• Mr. Coppola asked if a separate fee for parking would now be charged for groups using the theater and Mr. Calhoun said no that the parking fee was for events that use the parking lot only, for a flea market for example.</li><li>• Mrs. Chastain said she was concerned with the amount of the increase. She asked how much above covering costs this would be. She sees out of town rentals as a way of bringing people into New Milford who might not come otherwise and views that as a benefit.</li></ul>	
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- Mr. Calhoun said fee income shows up as a revenue line in the budget. This is used for repairs and overtime goes back into the custodial salary accounts.
- Mrs. Faulenbach asked how the suggested increases were determined and Mr. Calhoun said he went back to prior analysis of neighboring towns and took an area average.
- Mr. Littlefield asked how many seats the theater has. Mr. Calhoun said approximately 800. Mr. Littlefield said that worked out to \$1.50 a seat based on the recommended fee and he thought that was easily covered.
- Mr. Coppola said he liked the differentiation of town versus non-town but he was not comfortable with the doubling of the fee. He would like to see a list of what out of town groups have used the facilities in the past and where they are from before the Board considers the change. Mr. Calhoun said the groups primarily use the theater all year and high school rooms in the summer. Mr. Calhoun said the facilities are so popular that they are starting to have to turn groups away.
- Mr. Littlefield suggested changing Group 5 to commercial only and removing the non-New Milford language.
- Mr. Coppola asked if preference was always given to New Milford groups and Mr. Calhoun said it was.
- The consensus of the Sub-Committee was to leave Appendix 1 as is without any changes and to just consider changes to Appendix 2 as proposed. Mr. Calhoun said this would result to changes in parking and custodial fees primarily and result in a minimal increase in revenues.
- Mr. Littlefield said they could revisit it next year when we had data on this year's usage.

Mrs. Faulenbach moved to bring the Use of Buildings: Fee Structure Adjustment for Appendix 2 to the full Board for approval.

**Motion made and passed  
unanimously to bring the Use of  
Buildings: Fee Structure  
Adjustment for Appendix 2 to**

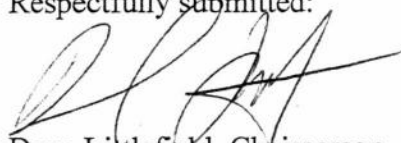
	<p>Motion seconded by Mr. Coppola.</p> <p>Motion passed unanimously.</p>	<p><b>the full Board for approval.</b></p>
<b>B.</b>	<p><b>Security Update</b></p> <ul style="list-style-type: none"> <li>• Mr. Calhoun said the district has done a lot of updating from the fall. He met with New Milford Police Department representatives today regarding sharing resources for security camera access in the event it is needed. His staff has been installing panic alarms, electronic door strikes and shatter proof window film at the schools. They are redoing the security cameras from analog to digital and adding additional cameras. Maintainers are working in teams on these and other projects such as door numbering and egress door security alarms.</li> <li>• Mr. Coppola asked if the security guards who he sees at the building entrance were hired internally or supplied by a company and if they are connected to the New Milford Police. Dr. Paddyfote said we have had security guards for many years at the high school and they are hired by the bid process. Last year's budget added one guard at each of the other schools. The current personnel are not guards but school safety monitors and are not always at the school's entry. They perform other tasks such as door and parking lot checks and recess area coverage. They are not connected with the Police; the School Resource Officers perform that function.</li> <li>• Mr. Coppola asked if the walkie talkies they use connect to the main office and Dr. Paddyfote said that was correct.</li> </ul>	<p><b>Security Update</b></p>
<b>C.</b>	<p><b>Winter Maintenance Update</b></p> <ul style="list-style-type: none"> <li>• Mr. Calhoun said as of January 31, 2013 his department has had 21 ice or snow related events. A staff of ten maintainers handle the</li> </ul>	<p><b>Winter Maintenance Update</b></p>

**New Milford Board of Education  
Facilities Sub-Committee Minutes  
February 4, 2014  
Lillis Administration Building, Room 2**

**Page 5**

	work with custodians helping as necessary. Other tasks performed in the winter include roof drain clearing, repair of equipment, monitoring of buildings over the weekend for issues, door projects and recycling of scrap materials.	
<b>5.</b>	<b>Adjourn</b>  Mrs. Faulenbach moved to adjourn the meeting at 7:30 p.m. seconded by Mrs. Chastain and passed unanimously.	<b>Adjourn</b>  <b>Motion made and passed unanimously to adjourn the meeting at 7:30 p.m.</b>

Respectfully submitted:



Dave Littlefield, Chairperson  
Facilities Sub-Committee

**New Milford Board of Education  
Operations Sub-Committee Minutes  
February 4, 2014  
Lillis Administration Building, Room 2**

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TOWN CLERK

2014 FEB -6 P 2:06

NEW MILFORD, CT

Present: Mrs. Wendy Faulenbach, Chairperson  
Mr. David R. Shaffer  
Mr. John W. Spatola  
Mr. Dave Littlefield, Alternate

Absent: Mrs. Theresa Volinski

Also Present: Dr. JeanAnn C. Paddyfote, Superintendent of Schools  
Mr. Joshua Smith, Assistant Superintendent  
Ms. Ellamae Baldelli, Director of Human Resources  
Mr. Gregg Miller, Director of Fiscal Services  
Ms. Roberta Pratt, Director of Technology  
Mrs. Laura Olson, Director of Pupil Personnel and Special Services

1.	<b>Call to Order</b> The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:32 p.m. by Mrs. Faulenbach. Mr. Littlefield was seated in the absence of Mrs. Volinski.	<b>Call to Order</b>
2.	<b>Public Comment</b> <ul style="list-style-type: none"> <li>None</li> </ul>	<b>Public Comment</b>
3.	<b>Discussion and Possible Action</b> A. <b>Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</b> <ul style="list-style-type: none"> <li>Ms. Baldelli said the exhibit showed a couple of teachers leaving, one part-timer for a full time position and one to a district that pays loans for teacher certification if the teacher stays three years. There are a few secretarial additions due to movement among five different secretarial positions. Some of the start dates are a little different due to the fact that there was no January meeting. There are coach resignations, one due to a move out of state and one due to a professional opportunity. The swim co-coaches are basically sharing four positions because of vacancies.</li> <li>Mr. Shaffer asked if Ms. Baldelli could talk</li> </ul>	<b>Discussion and Possible Action</b> <b>Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</b>

	<p>about the variety of band positions at the high school at a future meeting since there seemed to be a lot of them. Ms. Baldelli said she would and that she would contact Band Director David Syzdek for input.</p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach asked where we stood on coaching positions for the upcoming season and Ms. Baldelli said we were in good shape.</li> <li>• Mrs. Faulenbach asked if Ms. Baldelli anticipated any changes to the exhibit prior to the Board meeting next week and Ms. Baldelli said she did not.</li> </ul> <p>Mr. Shaffer 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. Littlefield.</p> <p>Motion passed unanimously.</p> <p><b>B. Bid Award</b></p> <p><b>1. Network Switches</b></p> <ul style="list-style-type: none"> <li>• Ms. Pratt said this bid resulted from the \$103,000 that the State awarded the district. There were five bidders with the lowest bidder only able to deliver the equipment and nothing else. Omni Data, the bidder being recommended, will deliver the equipment, provide ten hours of support for set up and provide needed cables.</li> <li>• Mr. Shaffer said he thought there were more switches in next year's budget and Ms. Pratt said that is correct. The switches provided through this bid are the foundation on which next year's purchases will build. These will do SNIS and SMS now and two main closets at the elementary level.</li> <li>• Mr. Spatola asked about warranties and Ms. Pratt said it was limited lifetime.</li> </ul> <p>Mr. Shaffer moved to bring the bid award for network switches to Omni Data, LLC, to the full Board for</p>	<p><b>Motion made and passed unanimously to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</b></p> <p><b>Bid Award</b></p> <p><b>1. Network Switches</b></p> <p><b>Motion made and passed unanimously to bring the bid award</b></p>
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<p>approval.</p> <p>Motion seconded by Mr. Littlefield.</p> <p>Motion passed unanimously.</p> <p><b>C. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Purchase Resolutions D-661: dated 12/31/13 and D-662: dated 1/31/14</b></li> <li><b>2. Budget Positions dated 12/31/13 and 1/31/14</b></li> <li><b>3. Requests for Budget Transfers dated 12/31/13 and 1/31/14</b></li> </ol> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach asked for questions regarding the purchase resolutions and Mr. Littlefield asked what and how many uniforms were being purchased on resolution D-661. Mr. Miller said 61 girls' basketball and approximately 160 boys' cross country.</li> <li>• Mr. Shaffer asked what colors they were and if any had black and Mr. Miller said white and green, no black mentioned.</li> <li>• Regarding purchase resolution D-662, Mr. Shaffer for information on Shi International and Ms. Pratt said it was for licensing for Microsoft and Adobe platforms.</li> <li>• Mr. Spatola asked about the additional request for Omni Data. Ms. Pratt said this was an additional \$50,000 from the technology capital account for switches in addition to those provided through the previously discussed bid.</li> <li>• Mr. Littlefield asked what the Adobe subscription was used for and Ms. Pratt said the high school uses it extensively. Mr. Smith said Cut, Paste &amp; Copy, the CAD labs, and engineering, business and English classes all use it. The license means it can be put on any computer.</li> <li>• Mr. Littlefield asked for more information on the Natchaug Hospital item and Mrs. Olson said it is an intensive psychiatric hospital and we are charged for the educational piece. The fee shown is for the entire year.</li> </ul>	<p><b>for network switches to Omni Data, LLC, to the full Board for approval.</b></p> <p><b>Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Purchase Resolutions D-661: dated 12/31/13 and D-662: dated 1/31/14</b></li> <li><b>2. Budget Positions dated 12/31/13 and 1/31/14</b></li> <li><b>3. Requests for Budget Transfers dated 12/31/13 and 1/31/14</b></li> </ol>
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- Mr. Miller provided information regarding the budget positions. He said the district is presently \$146,000 to the good which is on par with last year at this time. He is watching the sub account which is trending unfavorably and will likely bring a transfer request forward for that account in March. Fuel should be adequate to cover. He noted lines 6110 and 6130 in the program report and said while these tuition lines show large negatives now, that is expected to change in late February when excess cost revenue will be received from the state.
- Mr. Spatola asked for clarification of the 1124 code and Mr. Smith said that it was Marketing classes at the high school. Dr. Paddyfote said it was 100% teacher salary.
- Mr. Shaffer asked about legal services and Mr. Miller said the amount was due to several negotiations this year. Dr. Paddyfote said of the negotiations held, there were three mediations and two arbitrations. Thankfully there have been few expulsions.
- Mr. Littlefield asked about transportation showing at 102% and Mr. Miller said this program will also have excess cost reimbursement.
- Under Budget Transfers, Mr. Shaffer asked about the cost of the Chromebooks for HPS. Ms. Pratt said they were \$300 each including license.
- Mr. Spatola thanked Mr. Miller for providing the object codes and balances as requested since it made it much easier for him to digest the information. Mr. Miller cautioned that the balance is fluid and that this is just a snapshot in time.

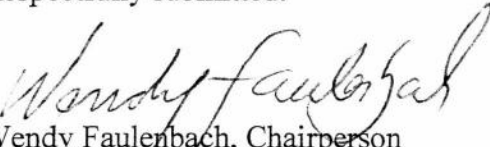
Mr. Shaffer moved to bring the monthly reports: Purchase Resolutions D-661: dated 12/31/13 and D-662: dated 1/31/14, Budget Positions dated 12/31/13 and 1/31/14 and Requests for Budget Transfers dated 12/31/13 and 1/31/14 to the full Board for approval.

**Motion made and passed unanimously to bring the monthly reports: Purchase Resolutions D-661: dated 12/31/13 and D-662: dated 1/31/14, Budget Positions**

	<p>Motion seconded by Mr. Littlefield.</p> <p>Motion passed unanimously.</p>	<p>dated 12/31/13 and 1/31/14 and Requests for Budget Transfers dated 12/31/13 and 1/31/14 to the full Board for approval.</p>
<b>D.</b>	<p><b>Gifts &amp; Donations</b></p> <p><b>1. PTO – Exhibit B</b></p> <ul style="list-style-type: none"> <li>Mrs. Faulenbach thanked the PTO for the donation.</li> </ul> <p>Mr. Shaffer moved to bring Gifts &amp; Donations: PTO – Exhibit B to the full Board for approval.</p> <p>Motion seconded by Mr. Littlefield.</p> <p>Motion passed unanimously.</p>	<p><b>Gifts &amp; Donations</b></p> <p><b>1. PTO – Exhibit B</b></p> <p><b>Motion made and passed unanimously to bring Gifts &amp; Donations: PTO – Exhibit B to the full Board for approval.</b></p>
<b>E.</b>	<p><b>Executive Session (anticipated)</b></p> <p><b>1. Discussion of possible legal action by Board to recover back tuition arising out of residency determination. Executive Session anticipated. The Committee may take action on this upon returning to open session.</b></p> <p>Mr. Shaffer moved to enter into executive session for the purpose of discussing possible legal action by the Board to recover back tuition arising out of residency determination and to invite into the session Dr. JeanAnn Paddyfote, Superintendent of Schools.</p> <p>Motion seconded by Mr. Littlefield.</p> <p>Motion passed unanimously.</p> <p>The Sub-Committee and Dr. Paddyfote entered Executive Session at 8:03 p.m.</p> <p>The Sub-Committee and Dr. Paddyfote returned to Public Session at 8:18 p.m.</p>	<p><b>Executive Session (anticipated)</b></p> <p><b>1. Discussion of possible legal action by Board to recover back tuition arising out of residency determination. Executive Session anticipated. The Committee may take action on this upon returning to open session.</b></p> <p><b>Motion made and passed unanimously to enter into executive session for the purpose of discussing possible legal action by the Board to recover back tuition arising out of residency determination and to invite into the session Dr. JeanAnn Paddyfote, Superintendent of Schools.</b></p>

	<p>Mr. Spatola moved to send a recommendation for possible legal action by the Board to recover back tuition arising out of residency determination to the full Board for approval.</p> <p>Motion seconded by Mr. Littlefield.</p> <p>Motion passed unanimously.</p>	<p><b>Motion made and passed unanimously to send a recommendation for possible legal action by the Board to recover back tuition arising out of residency determination to the full Board for approval.</b></p>
4.	<p><b>Adjourn</b></p> <p>Mr. Shaffer moved to adjourn the meeting at 8:20 p.m. seconded by Mr. Littlefield and passed unanimously.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 8:20 p.m.</b></p>

Respectfully submitted:

  
Wendy Faulenbach, Chairperson  
Operations Sub-Committee