NEW MILFORD BOARD OF EDUCATION

New Milford Public Schools 50 East Street New Milford, Connecticut 06776

OPERATIONS SUB-COMMITTEE MEETING NOTICE

DATE: April 5, 2016 TIME: 7:30 P.M.

PLACE: Lillis Administration Building – Room 2

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

2. Public Comment

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

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

3. Discussion and Possible Action

- A. Exhibit A: Personnel Certified, Non-Certified Appointments, Resignations and Leaves of Absence
- B. Monthly Reports
 - 1. Purchase Resolution D-685
 - 2. Budget Position dated 3/31/16
 - 3. Request for Budget Transfers
- C. Gifts & Donations
 - 1. PTO Exhibit B
- D. New Milford High School Graduation Date 2016
- E. Retirement Incentive Program

4. Items of Information

- A. Certified Substitute Coverage
- B. Draft 2016-2017 District Calendar
- C. Potential Impact of Proposed State Budget Cuts
- D. Update on State Technology Grant
- E. Program to Support At-Risk High School Students

TOWN CLERKY

MEW MILFORD, C

5. Public Comment

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6. Adjourn

Sub-Committee Members: Wendy Faulenbach, Chairperson

Robert Coppola Brian McCauley J.T. Schemm

Alternates: Angela C. Chastain

Bill Dahl

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education Sarah Noble Intermediate School New Milford, Connecticut April 12, 2016

ACTION ITEMS

- A. Personnel
 - 1. CERTIFIED STAFF
 - a. RESIGNATIONS
 - 1. None
 - b. NON-RENEWALS
 - 1. None
 - 2. CERTIFIED STAFF
 - **b. APPOINTMENTS**
 - Ms. Kristen Backus, Special Education Teacher, Schaghticoke Middle School

<u>Move</u> that the Board of Education appoint **Ms. Kristen Backus** as Special Education Teacher at Schaghticoke Middle School effective April 13, 2016.

2015-2016 Salary: \$81,866 (step 14F), pro-rated to start date

Education History:
BA: Marist College
Major: Psychology/Special

Education MS: WCSU

Major: Education - Curriculum

Work Experience:

2 yrs. Bethel, 11 yrs. Darien

Replacing: K. Taylor

- 3. NON-CERTIFIED STAFF
 - a. RESIGNATIONS
 - 1. None
- 4. NON-CERTIFIED STAFF
 - **b. APPOINTMENTS**
 - **1. Mrs. Ann Swanson,** Paraeducator, Northville Elementary School

<u>Move</u> that the Board of Education appoint **Mrs. Ann Swanson** as a Paraeducator at Northville Elementary School effective April 13, 2016.

\$13.04 per hour - Hire Rate \$13.38 per hour – Job Rate (after completion of probationary period)

Replacing: E. DePalma

- 5. ADULT EDUCATION STAFF
 - a. RESIGNATIONS
 - 1. None
- 6. ADULT EDUCATION STAFF
 - **b. APPOINTMENTS**
 - 1. None

7. BAND STAFF

a. RESIGNATIONS

1. None

8. BAND STAFF

b. APPOINTMENTS

 Mr. Konrad Dziemian, Winter Percussion – Pit Instructor, New Milford High School

<u>Move</u> that the Board of Education appoint **Mr. Konrad Dziemian** as Winter Percussion – Pit Instructor at New Milford High School effective December 3, 2015.

2. Ms. Jennifer Ortiz, Winter Percussion – Visual Tech, New Milford High School

<u>Move</u> that the Board of Education appoint **Ms. Jennifer Ortiz** as Winter Percussion – Visual Tech at New Milford High School effective December 3, 2015.

3. Mr. Bryson Teel, Winter Percussion – Assistant Director, New Milford High School

<u>Move</u> that the Board of Education appoint **Mr. Bryson Teel** as Winter Percussion – Assistant Director at New Milford High School effective December 3, 2015.

4. Mr. Kevin Thompson, Winter Percussion – Director, New Milford High School

<u>Move</u> that the Board of Education appoint **Mr. Kevin Thompson** as Winter Percussion – Director at New Milford High School effective December 3, 2015.

9. COACHING STAFF

a. RESIGNATIONS

1. Mr. Blair Hamilton, Boys' JV Soccer Coach, New Milford High School

<u>Move</u> that the Board of Education accept the resignation of **Mr. Blair Hamilton** as Boys' JV Soccer Coach at New Milford High School effective September 26, 2015.

2. Mr. Antony Howard, Boys' Varsity Soccer Coach, New Milford High School

<u>Move</u> that the Board of Education accept the resignation of **Mr. Antony Howard** as Boys' Varsity Soccer Coach at New Milford High School effective March 7, 2016.

2015-2016 Stipend: \$1,419

2015-2016 Stipend: \$1,419

2015-2016 Stipend: \$1,895

2015-2016 Stipend: \$3,749

Personal Reasons

Took position elsewhere

3. Ms. Dawn Shiffman, Girls' Assistant Cross Country Coach, New Milford High School

<u>Move</u> that the Board of Education accept the resignation of **Ms. Dawn Shiffman** as Girls' Assistant Cross Country Coach at New Milford High School effective February 29, 2016.

Personal Reasons

10. COACHING STAFF

b. APPOINTMENTS

1. Mr. Craig Reardon, Volunteer Girls' Softball Coach, New Milford High School

<u>Move</u> that the Board of Education appoint **Mr. Craig Reardon** as Volunteer Girls' Softball Coach at New Milford High School effective April 13, 2016, pending receipt of coaching permit.

Volunteer

2. Mr. Kurt Wiercinski, Volunteer Boys' Lacrosse Coach, New Milford High School

<u>Move</u> that the Board of Education appoint **Mr. Kurt Wiercinski** as Volunteer Boys' Lacrosse Coach at New Milford High School effective April 13, 2016, pending receipt of coaching permit.

Volunteer

11. LEAVES OF ABSENCE

1. Mrs. Rebecca Eannacony, Paraeducator, Sarah Noble Intermediate School

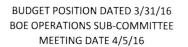
<u>Move</u> that the Board of Education approve an unpaid leave of absence for **Mrs. Rebecca Eannacony** from April 26, 2016 through May 6, 2016.

Unpaid leave of absence

PURCHASE RESOLUTION D - 685 BOE OPERATIONS SUB-COMMITTEE MEETING DATE 4/5/16

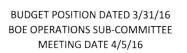
WHEREAS, the equipment, supplies and/or services for which the following Purchase Orders have been issued and deemed necessary by the Superintendent of Schools, and the cost, thereof, are within the budget appropriations approved by the voters of the Town, NOW, BE IT RESOLVED, that the said purchase orders and all disbursements in connection, thereof, are hereby approved.

Funding	Location	Vendor Name	Description	Am	ount
Cap Res	СО	CT BUSINESS SYSTEMS	Smart 4070 LED Smart Board	\$	16,792
Gen Fund	DOI	BRAIN POP	Computer Program for General Studies	\$	6,696
	<u> </u>				





OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	28,367,176	-31,422	28,335,754	18,820,521	9,030,034	485,199	98.29%
51200	NON-CERTIFIED SALARIES	9,161,646	-35,606	9,126,040	6,395,007	1,833,613	897,419	90.17%
52000	BENEFITS	9,290,014	0	9,290,014	7,370,972	1,192,563	726,479	92.18%
53010	LEGAL SERVICES	181,000	0	181,000	161,019	0	19,981	88.96%
53050	CURRICULUM DEVELOPMENT	109,637	0	109,637	2,596	0	107,041	2.37%
53200	PROFESSIONAL SERVICES	1,769,439	53,499	1,822,938	1,037,380	504,640	280,918	84.59%
53201	MEDICAL SERVICES - SPORTS	28,000	0	28,000	18,000	8,500	1,500	94.64%
53210	SUBSTITUTES	12,641	0	12,641	11,974	0	667	94.73%
53220	IN SERVICE	107,435	20,000	127,435	43,338	18,246	65,851	48.33%
53230	PUPIL SERVICES	583,733	0	583,733	342,153	-1,200	242,780	58.41%
53300	OTHER PROF/ TECH SERVICES	43,625	9,000	52,625	42,379	5,239	5,007	90.48%
53310	AUDIT/ACCOUNTING	35,000	0	35,000	35,000	0	0	100.00%
53500	TECHNICAL SERVICES	117,745	-2,520	115,225	101,388	0	13,837	87.99%
53530	SECURITY SERVICES	187,500	0	187,500	127,333	58,880	1,287	99.31%
53540	SPORTS OFFICIALS SERVICES	114,000	0	114,000	114,047	-86	39	99.97%
54101	CONTRACTUAL TRASH PICK UP	85,988	0	85,988	58,050	25,773	2,165	97.48%
54300	REPAIRS & MAINTENANCE	0	380	380	0	380	0	100.00%
54301	BLDG MAINTENANCE	406,250	-20,192	386,058	326,541	52,355	7,162	98.14%
54302	FIRE / SECURITY MAINTENANCE	1,450	0	1,450	1,267	0	183	87.39%
54303	GROUNDS MAINTENANCE	19,098	0	19,098	3,996	11,004	4,098	78.54%
54310	GENERAL REPAIRS	64,852	-500	64,352	30,893	15,762	17,697	72.50%
54320	TECHNOLOGY RELATED REPAIRS	48,645	6,000	54,645	26,076	7,064	21,505	60.65%
54411	WATER	69,370	0	69,370	37,746	31,624	0	100.00%
54412	SEWER	17,265	-132	17,133	20,930	0	-3,797	122.16%
54420	LEASE/RENTAL EQUIP/VEH	345,658	-10,200	335,458	255,988	37,400	42,070	87.46%
55100	PUPIL TRANSPORTATION - OTHER	133,800	-385	133,415	85,831	42,108	5,475	95.90%
55101	PUPIL TRANS - FIELD TRIP	17,650	285	17,935	15,781	275	1,879	89.52%
55105	TRANSPORTATION - SUMMER	15,750	0	15,750	0	0	15,750	0.00%
55110	STUDENT TRANSPORTATION	4,761,754	0	4,761,754	3,719,604	1,022,249	19,901	99.58%
55190	STUDENT TRANSPORTATION PURCHAS	1,500	0	1,500	196	0	1,304	13.05%
55200	GENERAL INSURANCE	348,250	0	348,250	350,415	0	-2,165	100.62%
55300	COMMUNICATIONS	34,124	14,750	48,874	38,014	10,136	724	98.52%





OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55301	POSTAGE	37,231	0	37,231	19,795	16,743	693	98.14%
55302	TELEPHONE	49,234	0	49,234	38,359	13,531	-2,655	105.39%
55400	ADVERTISING	3,800	0	3,800	874	302	2,625	30.93%
55505	PRINTING	54,370	917	55,287	28,469	10,961	15,857	71.32%
55600	TUITION	10,000	0	10,000	0	0	10,000	0.00%
55610	TUITION TO IN STATE DIST	675,609	0	675,609	579,230	186,766	-90,387	113.38%
55630	TUITION TO PRIVATE SOURCES	1,748,001	0	1,748,001	1,125,681	662,173	-39,853	102.28%
55800	TRAVEL	41,313	-280	41,033	21,222	5,671	14,140	65.54%
56100	GENERAL INSTRUCTIONAL SUPPLIES	220,163	2,956	223,119	135,329	19,456	68,334	69.37%
56110	INSTRUCTIONAL SUPPLIES	548,516	10,702	559,218	356,854	56,571	145,793	73.93%
56120	ADMIN SUPPLIES	42,453	-17,380	25,073	10,790	2,320	11,963	52.29%
56210	NATURAL GAS	211,100	0	211,100	102,359	108,741	0	100.00%
56220	ELECTRICITY	912,548	0	912,548	657,855	254,693	0	100.00%
56230	PROPANE	1,825	0	1,825	912	651	262	85.66%
56240	OIL	268,964	0	268,964	101,555	167,409	0	100.00%
56260	GASOLINE	32,786	0	32,786	17,391	11,109	4,286	86.93%
56290	FACILITIES SUPPLIES	205,945	5,575	211,520	179,562	17,642	14,316	93.23%
56291	MAINTENANCE COMPONENTS	29,335	0	29,335	11,430	15,388	2,517	91.42%
56292	UNIFORMS/ CONTRACTUAL	3,320	0	3,320	100	0	3,220	3.01%
56293	GOUNDSKEEPING SUPPLIES	4,585	425	5,010	3,558	1,452	0	100.00%
56410	TEXTBOOKS	154,671	9,945	164,616	147,903	2,600	14,113	91.43%
56411	CONSUMABLE TEXTS	61,489	4,804	66,293	54,797	318	11,178	83.14%
56420	LIBRARY BOOKS	86,828	-77	86,751	48,655	7,966	30,129	65.27%
56430	PERIODICALS	25,075	-734	24,341	18,246	377	5,717	76.51%
56460	WORKBOOKS	15,961	0	15,961	14,559	0	1,402	91.22%
56500	SUPPLIES - TECH RELATED	3,750	0	3,750	3,145	223	382	89.83%
57300	BUILDINGS	69,350	0	69,350	51,727	0	17,623	74.59%
57340	COMPUTERS/TECH HARDWARE	4,425	0	4,425	3,463	328	634	85.67%
57345	INSTRUCTIONAL EQUIPMENT	76,074	-2,716	73,358	43,777	3,162	26,419	63.99%
57400	GENERAL EQUIPMENT	139,881	-17,412	122,469	89,727	6,140	26,602	78.28%
57500	FURNITURE AND FIXTURES	264,763	-618	264,145	155,218	36,108	72,819	72.43%
58100	DUES & FEES	80,087	937	81,024	68,885	729	11,410	85.92%
EXPENDI	TURE TOTAL	62,563,447	0	62,563,447	43,685,863	15,516,087	3,361,497	94.63%

BUDGET POSITION DATED 3/31/16 BOE OPERATIONS SUB-COMMITTEE MEETING DATE 4/5/16

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-1,072,835	0	-1,072,835	-909,230	0	-163,605	84.75%
43105	MEDICAID REIMBURSEMENT	-49,575	0	-49,575	-39,050	0	-10,525	78.77%
44105	FOI FEES	-2,272	0	-2,272	-1,809	0	-463	79.61%
44705	BUILDING USE FEES	-52,000	0	-52,000	-24,000	0	-28,000	46.15%
44800	REGULAR ED TUITION FROM INDIVI	-82,000	0	-82,000	-45,000	0	-37,000	54.88%
44822	SPECIAL ED TUITION FROM OTHER	-19,910	0	-19,910	0	0	-19,910	0.00%
44860	ADMISSIONS/ATHLETIC GATE RECEI	-26,626	0	-26,626	-13,000	0	-13,626	48.82%
44861	PARKING PERMIT FEES	-36,224	0	-36,224	-31,000	0	-5,224	85.58%
44862	SCHOOL MUSICAL TICKET SALES	-12,000	0	-12,000	0	0	-12,000	0.00%
49102	TRANSFER IN-OTHER	-31,197	42,614,652	-31,197	-8,123	0	-23,075	26.04%
REVENU	E TOTAL	-1,384,639	42,614,652	-1,384,639	-1,071,211	0	-313,428	77.36%
	GRAND TOTAL	61,178,808	42,614,652	61,178,808	42,614,652	15,516,087	3,048,069	95.02%

NEW MILFORD PUBLIC SCHOOLS BUDGET TRANSFER REQUESTS – RECOMMENDED BOE MEETING DATE: 4/5/16

March 2015-2016

				CH 2015-2016	Trans	
	Transfer#	Description	From: Account #	Amount	To: Account #	Amount
880	CO001	Purchase Folding Machine	BAZ25143-56120 (CO)	\$480.00	BAZ25143-57500 (CO)	\$480.00
] - Acr	CO002	Purchase Recognition award	BAZ23243-56120 (s (CO)	\$2,000.00	BAZ25643-53200 (CO)	\$2,000.00
proval Ject C	CO003	Adult Ed instruct. Outsourced	BDZ33037-51115 (CO)	\$4,000.00	BDZ33037-53200 (CO)	\$4,000.00
ssting Approval - Ad Major Object Gode	HPS001	Laminator Repair	BLA22335-56110 (HPS)	\$380.16	BLA22335-54300 (HPS)	\$380.16
Requestling Approval - Across Major Object Gode	FAC007	Cleaning Supplies	BFY26243-53300 (FAC/CO)	\$4,137.95	BFY26143-56290 (FAC/CO)	\$4,137.95
	FAC008	Cleaning Supplies	BFY26243-53300 (FAC/CO)	\$1,862.05	BFF26143-56290 (FAC/SNIS)	\$1,862.05
	SMS001	Transportation Extra Bus	BLD32042-55100 (SMS)	\$385.00	BLD10025-55101 (SMS)	\$385.00
) 9	SMS002	LMC Books To supplies	BLD22235-56420 (SMS)	\$327.00	BLD22235-56100 (SMS)	\$327.00
With God	FAC001	Repairs	BFA26143-54310 (FAC/HPS)	\$689.93	BFE26143-54310 (FAC/NMHS)	\$689.93
nal - Ject	FAC002	Repairs	BFE26243-54301 (FAC/NMHS)	\$1,200.00	BFA26243-54301 (FAC/HPS)	\$1,200.00
formational - Withi Major Object Code	FAC003	Repairs	BFD26243-54301 (FAC/SMS)	\$1,176.49	BFA26243-54301 (FAC/HPS)	\$1,176.49
Informational - Within Major Object Code	FAC004	Supplies to Grounds keeping	BFY26243-56290 (FAC)	\$425.10	BFY26243-56293 (FAC)	\$425.10
	FAC005	Supplies to Grounds keeping	BFZ26143-54310 (FAC/CO)	\$412.54	BFB26143-54310 (FAC/NES)	\$412.54
	FAC006	General Repairs	BFY26243-54301 (FAC/CO)	\$500.00	BFA26243-54301 (FAC/HPS)	\$500.00

Org	Description	Object	Description
25143	Fiscal Services	56120	Non Instructional Supplies
23243	Central Administration	57500	Furniture and Fixtures
25643	Communications/Staff Relations	53200	Professional Services
33037	Adult Ed Basic Program	51115	Certified Teacher Salaries

CURRENT FORMAT

22335	Audio-Visual Services	56110	Instructional Supplies
32042	Other Student Activities	54300	Repair and Maintenance
10025	Music	55100	Pupil Transportation-Other
Org	Description	Object	Description
22235	Library	55101	Pupil Transportation-Field Trip
26143	Custodial & Housekeeping	56420	Library Books
26243	Maintenance & Repair	56100	General Supplies
		54310	General Repairs
		54301	Building Maintenance
		56290	Facilities Supplies
		56293	Grounds Keeping Supplies
		53300	Other Prof/Tech Services



BUDGET TRANSFER REQUESTS BOE OPERATIONS SUB-COMMITTEE MEETING DATE 4/5/16

e	υ DETAIL FROM (-)				FROM (-)			TO (+)	
Code	#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
Object C	CO-01	FOLDING MACHINE PURCHASE	\$480.00	CENTRAL	FISCAL SERVICES BAZ25143	NON INSTRUCTIONAL SUPPLIES 56120	CENTRAL	FISCAL SERVICES BAZ25143	FURNITURE AND FIXTURES 57500
Major	CO-02	RECOGNITION AWARDS PURCHASE	\$2,000.00	CENTRAL	CENTRAL ADMIN BAZ23243	NON INSTRUCTIONAL SUPPLIES 56120	CENTRAL	COMMUNICATIONS BAZ25643	PROFESSIONAL SERVICES 53200
- Across	CO-03	OUTSOURCED ADULT ED INSTRUCTOR	\$4,000.00	CENTRAL	ADULT ED BASIC BDZ33037	CERTIFIED TEACHERS SALARIES 51115	CENTRAL	ADULT ED BASIC BDZ33037	PROFESSIONAL SERVICES 53200
pproval	HPS-01	LAMINATOR REPAIR	\$380.16	HPS	AUDIO-VISUAL BLA22335	INSTRUCTIONAL SUPPLIES 56110	HPS	AUDIO-VISUAL BLA22335	REPAIR AND MAINTENANCE 54300
sting Ap	FAC-07	CLEANING SUPPLIES	\$4,137.95	DISTRICT	CUSTODIAL & HOUSEKEEPING BFA26143	OTHER PROF/TECH SERVICES 53300	DISTRICT	MAINTENANCE & REPAIR BFY26143	FACILITIES SUPPLIES 56290
Reque	FAC-08	CLEANING SUPPLIES	\$1,862.05	DISTRICT	CUSTODIAL & HOUSEKEEPING BFA26143	OTHER PROF/TECH SERVICES 53300	SNIS	CUSTODIAL & HOUSEKEEPING BFA26143	FACILITIES SUPPLIES 56290

	DETAIL			FROM (-)				TO (+)			
	SMS-01	TRANSPORTATION FOR	\$385.00	SMS	STUDENT ACTIVITIES	PUPIL TRANS. OTHER	SMS	MUSIC	PUPIL FIELD TRIP		
		EXTRA BUS			BLD32042	55100		BLD10025	55101		
ode	SMS-02	LMC BOOKS TO SUPPLIES	\$327.00	SMS	LIBRARY	LIBRARY BOOKS	SMS	LIBRARY	GENERAL SUPPLIES		
ŭ			,		BLD22235	56420		BLD22235	56100		
	EAC 01	GENERAL REPAIRS	\$689.93	HPS	CUSTODIAL & HOUSEKEEPING	GENERAL REPAIRS	NMHS	CUSTODIAL & HOUSEKEEPING	GENERAL REPAIRS		
Obje	PAC-UI	GENERAL REPAIRS	\$005.55	1115	BFA26143	54310	INIVITIS	BFA26143	54310		
Major O	FAC-02	GENERAL REPAIRS	\$1,200.00	NHMS	MAINTENANCE & REPAIR	BUILDING MAINTENANCE	HPS	MAINTENANCE & REPAIR	BUILDING MAINTENANCE		
ž					BFE26243	54301		BFA26243	54301		
Vithin					MAINITENIANICE & DEDAID	BUILDING		MAINTENIANCE & DEDAID	BUILDING		
표	FAC-03	GENERAL REPAIRS	\$1,176.49	SMS MAINTENANCE & REPAIR	MAINTENANCE	I I HPS	MAINTENANCE & REPAIR	MAINTENANCE			
					BFD26243	54301		BFA26243	54301		
-		GROUNDSKEEPING			CLISTODIAL & HOLISEKEEDING	EACHITIES SLIDBLIES		CUSTODIAL & HOUSEKEEPING	GROUNDS KEEPING		
0	FAC-04		\$425.10	DISTRICT	RICT CUSTODIAL & HOUSEKEEPING	FACILITIES SUPPLIES	DISTRICT		SUPPLIES		
ati		SUPPLIES			BFA26143	56290		BFA26143	56293		
ΙE		GROUNDSKEEPING	4		CUSTODIAL & HOUSEKEEPING	GENERAL REPAIRS		CUSTODIAL & HOUSEKEEPING	GENERAL REPAIRS		
Informationa	FAC-05	SUPPLIES	\$412.54	CENTRAL	BFA26143	54310	NES	BFB26143	54310		
					CUSTODIAL & HOUSEKEEPING	BUILDING		MAINTENIANICE & DEDAID	BUILDING		
	FAC-06	FNERAL REPAIRS \$500.00 DISTRICT			MAINTENANCE	HPS	MAINTENANCE & REPAIR MAINTENAN MAINTENAN				
					BFA26143	54301		BFA26243	54301		

PROPOSED FORMAT

New Milford PTO

Parent Teacher Organization PO Box 1343 New Milford, CT 06776

March 30, 2016

Mr. Joshua Smith Superintendent 50 East Street New Milford, CT 06776

Dear Mr. Smith:

The New Milford PTO is pleased to present the following gifts to the Board of Education for approval. Please arrange for these gifts to be placed on the agenda at the next Board of Education meeting.

Northville Elementary School

\$1665.66	First Grade field trip to the Pratt Center.
\$1500.00	Author Elise Brach visit for Literature Week.
\$2606.00	Author David Adler visit for Literature Week for all NES students.
\$1200.00	History of Maple Sugaring for all 2 nd grade students at the Pratt Center.
\$2440.00	Second Grade field trip to The Ridgefield Playhouse to see Amber Brown
\$9411.66	is Not a Crayon.

Hill and Plain Elementary School

\$2310.00	First Grade field trip to the Warner Theatre to see a live performance of
	Alexander Who is Not, Not Going to Move.
\$2169.70	Kindergarten field trip to the Maritime Aquarium in Norwalk, CT.
\$1500.00	Author Helen Lester visit for Literature Week for all HPS students.
\$1200.00	Author Shelly Rotner visit for Literature Week for all HPS students.
\$7179.70	

Sarah Noble Intermediate School

Caran Nobic	s intermediate concor
\$1000.00	Funds to help benefit the vegetable garden (lumber, soil, seeds and
	misc. tools) for all grades.
\$5625.00	Third Grade field trip to CT Science Center in Hartford, CT.
\$3030.00	High Touch, High Tech science enrichment program for Third Grade.
\$5947.00	Fourth Grade field trip to the Bronx Zoo.
\$2020.00	High Touch, High Tech science enrichment program for Fourth Grade
	students.
\$3514.32	Fifth Grade field trip to the Pratt Center for Pioneer Day and to release the
	trout.
\$4725.00	Fifth Grade field trip to the Maritime Museum in Norwalk, CT.
AOF 004 00	

\$25,861.32

Schaghticoke Middle School

\$1012.50	Sixth Grade Social Studies students' enrichment with the Pratt Center
	speaking about "importance of buying local and natural".
\$2150.00	Assembly for the Brain Show to present to all three grade levels to
\$3,162.50	promote school climate with a fun and educational experience.

\$45,615.18 TOTAL

Sincerely, Kathleen Lewis TW PTO President

NMHS Office of the Principal

Memo

To:

Josh Smith

From:

Greg Shugrue

Date:

3/23/2016

Re:

Graduation date for the Class of 2016

Based on the current 2015-2016 school calendar, it is my recommendation that we set the date and time of graduation for the Class of 2016 as Saturday, June 11, 2016 at 5:00pm.

Once the Board of Education has approved this date, we will enter into a contract with the O'Neill Center at WCSU to hold the event there, as we have the past several years.

Memorandum from the Office of the Director of Human Resources

TO:

Joshua Smith, Interim Superintendent

CC:

Anthony Giovannone, Director of Fiscal Services and Operations

FROM:

Ellamae Baldell

RE:

Update on Fill Rate for Teacher Substitutes

DATE:

April 1, 2016

Fill Rates

	March 2015	March 2016	
Teacher	80%	77%	
Teacher – Sped	72%	65%	

Memorandum from the Office of Human Resources and Fiscal Services and Operations

TO:

Joshua Smith, Interim Superintendent

FROM:

Ellamae Baldelli and Anthony Giovannone

RE:

Retirement Incentive Program Parameters 2017-2018

DATE:

Tuesday, April 5, 2016

Upon the request of the Board, the following information is provided for discussion of a retirement incentive program for 2017-2018:

Parameters for Teachers and Administrators:

- Eligible for normal, pro-rated or early retirement benefits under Section 10-183f of the Connecticut General Statutes
- Employed by the Board with no less than thirty (30) years of service in New Milford on payroll (on payroll since on or before July 1, 1987)
- Age 55 years or more as of June 30, 2017
- On maximum step on any track of the salary schedule
- Must resign and retire from his/her employment with the Board effective June 30, 2017

Payment Option: \$10,000 per year; over 3 years.

Parameters for Secretaries:

- Employed by the Board with no less than twenty years of service in New Milford on payroll (on payroll since on or before July 1, 1987)
- Age 55 years or more as of June 30, 2017
- Must resign and retire from his/her employment with the Board effective June 30, 2017

Payment Option: 25% of base salary one payment

Time Line for all three (3) of the bargaining units above:

1. Retirement Incentive Program must be accepted by each collective bargaining unit through a Memorandum of Agreement, whose purpose is to offer members of the bargaining unit a one-time opportunity to elect to participate in a Retirement Incentive

- "Program", between Board of Education and each collective bargaining unit
- 2. Letters sent to eligible members on September 19, 2016 (21 days to decide whether to execute)
- 3. Election, Agreement, Release and Waiver forms returned by October 14, 2016 (plus 7 days waiting period to revoke)

Supporting Documentation and Impact

Upon validation of possible eligible members, once the parameters of each Retirement Incentive Program are defined, the possible number of eligible members may be as follows:

For Administrators and Teachers Bargaining Unit Members:

Administrators (1) member

Teachers (25) members - We were asked to provide the following information as to the number of possible eligible members at each level and each school:

- At the elementary level, grades Pre K 5: (9) members
 HPS (3), NES (4), SNIS (2) members
 Of the possible nine (9) members, there are (7) members in identified shortage areas HPS (3), NES (4), SNIS (0) members
- At the secondary level, grades 6 12: (16) members
 SMS (6), NMHS (10) members
 Of the possible sixteen (16) members, there are ten (10) members in identified shortage areas SMS (4), NMHS (6)

Note: The total numbers of possible eligible members in shortage areas is seventeen out of twenty-five (17/25): 68%.

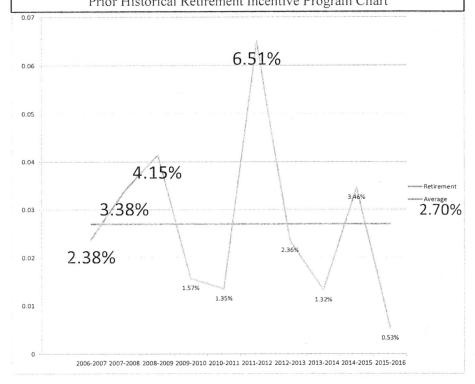
For Secretary Bargaining Unit Members:

Secretaries: (13)

<u>Prior Historical Retirement Incentive Programs and details of Proposed</u> Retirement Incentive Program for 2017-2018

PLEASE SEE ATTACHED

Retirement Year	# Teachers	# Retired	# RIP	% Normal Retirement
2006-2007	378	9	6	2.38%
2007-2008	385	13	6	3.38%
2008-2009	386	16	15	4.15%
2009-2010	382	6	0	1.57%
2010-2011	370	5	0	1.35%
2011-2012	384	25	22	6.51%
2012-2013	382	9	0	2.36%
2013-2014	378	5	0	1.32%
2014-2015	376	13	0	3.46%
2015-2016	378	2	0	0.53%
Avera	ge Retirement	% over last 10 y	ears	2.70%
Actual	Retirement %	in an incentive	year	
		200	6-2007	2.38%
		200	7-2008	3.38%
		200	8-2009	4.15%
		201	1-2012	6.51%



Proposed Re	etirement Incen	tive Program 2	017-2018
_	17-18	18-19	19-20
Туре	Year One	Year Two	Year Three
Existing Employees Salary	\$2,973,752	\$3,067,465	\$3,160,208
Replacement Salary	-\$2,554,085	-\$2,683,996	-\$2,798,297
Incentive Payout	-\$462,842	-\$260,000	-\$260,000
Savings by Year	-\$43,176	\$123,469	\$101,912
	TOTA	AL .	
	\$182,2	205	

Memorandum from the Office of the Director of Human Resources

TO:

Joshua Smith, Interim Superintendent

CC:

Anthony Giovannone, Director of Fiscal Services and Operations

FROM:

RE:

Ellamae Baldel Update on Fill Rate for Teacher Substitutes - REVISED

DATE:

April 1, 2016

Fill Rates

	March 2015	March 2016	
Teacher	80%	77%	
Teacher - Sped	72%	65%	

	February 2015	February 2016	
Teacher	82%	89%	V 4
Teacher - Sped	55%	72%	

	January 2015	January 2016	
Teacher	77%	81%	
Teacher - Sped	62%	63%	



NEW MILFORD PUBLIC SCHOOLS

Office of the Superintendent 50 East Street New Milford, Connecticut 06776 Telephone (860)-355-8406

MEMORANDUM

TO:

Board of Education

FROM:

Joshua Smith, Interim Superintendent

DATE:

April 5, 2016

RE:

NMPS 2016-2017 School Calendar

Please find attached the New Milford Public Schools 2016-2017 School Calendar. This final form is the result of collaborative discussions with administrators, parents, Board of Education members, PTO and representatives from the teacher's union. The regional calendar was also taken into account.

Items of note include:

- Schools are closed October 10-12 to accommodate Columbus Day and Yom Kippur and to allow for an extended break.
- K-12 professional development has been adjusted from this year's schedule. It will be held the first Thursday of each month (with the exception of November). This consistent schedule will allow for more focused, targeted work over the course of the year.
- The number of days for parent conferences has been condensed to fewer days, with sessions in the afternoon and evening on the same day, with a break for teachers in between. The number of sessions and total hours for parents to meet has not changed in any way.
- Possible snow days have been accounted for at the end of the year so that by statute
 a graduation date for New Milford High School may be set by the Board of
 Education at its September 2016 meeting.
- The last student day in June is an early release day for students only.

NEW MILFORD PUBLIC SCHOOLS 2016 – 2017 School Calendar

Αu	gust 2016		1	Day
Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

- 25 Teacher Work Day
- 26 Staff Meetings/K-5 Open House
- 29 Convocation/Prof. Dev.
- 30 Prof. Dev.
- 31 Students Return

Septem	ber	21	Days	
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Mon	Tue	Wed	Thu	Fri
		- 07 - 3	(1)	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

- 1 K-12 PD after school
- 5 Labor Day

Curriculum Night - date TBD by principal

0	October			ays
Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

- 3 Rosh Hashanah
- 6 K-12 PD after school
- 10 Columbus Day
- 11 Schools Closed
- 12 Yom Kippur
- 27 Gr. 6-12 Parent/Teacher confs

November 17 Days

Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

- Gr. 6-12 Parent/Teacher confs
 - Prof. Dev.
- 11 Veterans Day Observed
- 23-25 Thanksgiving Recess

December 16 Days

Mon	Tue	Wed	Thu	Fri
- X - 1 1 1 1			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

- K-12 PD after school
- 6 K-5 Parent/Teacher confs 8 K-5 Parent/Teacher confs
- 23 Holiday Recess
- 26-30 Holiday Recess

January 2017 20 Days

Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

- 2 Holiday Recess
- K-12 PD after school
- 16 Martin Luther King Day

February 18 Days

Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

2 K-12 PD after school 20&21 Winter Recess

March 23 Days

Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

- Kindergarten Parent Orientation
- K-12 PD after school
- 30 K-12 Parent/Teacher confs

April 15 Days

3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

- K-12 Parent/Teacher confs
- 6 K-12 PD after school
- 10-14 Spring Recess (includes Good Fri)

May		22 Days				
Mon	Tue	Wed	Thu	Fri		
1	2	3	4	5		
8	9	10	11	12		
15	16	17	18	19		
22	23	24	25	26		
29	30	31				

- 4 K-12 PD after school 29 Memorial Day
- Spring evening event TBD

June * 11 Days Mon Tue Wed Thu Fri 5 6 7 8 9 12 13 14 15 16 19 20 24 22 23 26 27 28 29 30

- 1 K-12 PD after school
- 15 Last Day of School (early dismissal for students)

- First Day of School
- Schools Closed
- Schools Closed for PD or pre-opening activities
- Last Day of School
- Contingency for snow days

* NMHS Graduation Date will be set by the Board of Education at its September 2016 Meeting.

After School PD Hours

K-5 3:25 p.m. to 4:35 p.m. 6-12 2:30 p.m. to 3:40 p.m.

Parent/Teacher Conference Hours

K-5 3:35 p.m. to 5:20 p.m.

6:00 p.m. to 8:15 p.m. 6-12 2:35 p.m. to 4:20 p.m.

5:00 p.m. to 7:15 p.m.

181 Student Days Total 186 Teacher Days Total

June 16-23 Snow days to be added at end of year (if needed). Any additional days required will be taken from the April Spring Recess. Any additional days required in excess of those indicated will be taken from the remaining days in June.

NMHS A Therapeutic Intervention Model

Why...What...When...How...

Why is there a need?

- Increased mental health problems
- more school avoidant students
- · Depression, anxiety, aggression, substance abuse
- Attendance issues
- Discipline problems
- Graduation rates
- NEASC Review area of need for greater interventions, 2015
- Increased out-of-district placements for mental health needs

What is needed?

- Therapeutic interventions throughout the school day
- · Clinically trained staff
- Improve academic success
- therapy on site
- group and individual counseling
- Create positive partnerships between the school and family
- support for parents
- in-home support (wrap around)
- training for staff
- Training for parents

When did the research begin?

- Almost two years of traveling, inquiring, meeting with other schools
- Bethel, Ansonia, Newtown
- New Jersey, New York
- Daniel Hand High School, Madison, CT
- Thomaston High School, Thomaston

How will it be funded?

- Approximately \$265,000. per year
- Services 15-18 students, general ed and special ed
- Bring back 2-3 ODP students
- Tuition and transportation costs

The goal?

- Keep students in district
- Reduced clinical needs (outside evaluations, consultants)
- Increase student success: graduation rates, attendance, grades
- Reduce mental health issues, discipline problems, school avoidance
- Reduce out-of-district placements for mental health issues