

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

BOARD OF EDUCATION
MEETING NOTICE

DATE:	October 16, 2018
TIME:	7:30 P.M.
PLACE:	Sarah Noble Intermediate School – Library Media Center

AGENDA

New Milford Public Schools Mission Statement

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

1. CALL TO ORDER

A. Pledge of Allegiance

2. RECOGNITION

A. NMPS Retirees: Helen Crossen and Kathleen Lazzaro

B. NMPS Stars of the Month: Michael Abraham, Nicole DuVerger, Meredith Jaskolka, Christy Martin, Cortni Muir, and Christine Talarico

3. PUBLIC COMMENT

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

A. A three-minute time limit may be allocated to each speaker with a maximum of twenty minutes being set aside per meeting. The Board may, by a majority vote, cancel or adjust these time limits.

B. If a member of the public comments about the performance of an employee or a Board member, whether positive, negative, or neutral, and whether named or not, the Board shall not respond to such comments unless the topic is an explicit item on the agenda and the employee or the Board member has been provided with the requisite notice and due process required by law. Similarly, in accordance with federal law pertaining to student confidentiality, the Board shall not respond to or otherwise discuss any comments that might be made pertaining to students.

4. PTO REPORT

5. STUDENT REPRESENTATIVES' REPORT

6. APPROVAL OF MINUTES

A. Approval of the following Board of Education Meeting Minutes

1. Regular Meeting Minutes September 18, 2018

2. Special Meeting Minutes October 2, 2018

7. SUPERINTENDENT'S REPORT

8. BOARD CHAIRMAN'S REPORT

9. COMMITTEE AND LIAISON REPORTS

A. Facilities Sub-Committee – Mr. McCauley

B. Operations Sub-Committee – Mrs. Faulenbach

C. Policy Sub-Committee – Mr. Schemm

D. Committee on Learning – Mrs. McInerney

E. EdAdvance – Mrs. Monaghan

RECEIVED
TOWN CLERK

2018 OCT 12 P 12:06

NEW MILFORD, CT

- F. Connecticut Boards of Education (CABE) – Mr. Lawson
- G. Negotiations Committee – Mrs. Faulenbach
- H. Magnet School – Mrs. Monaghan

10. DISCUSSION AND POSSIBLE ACTION

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated October 16, 2018
- B. Monthly Reports
 - 1. Budget Position
 - 2. Purchase Resolution: D-715
 - 3. Request for Budget Transfers
- C. Gifts and Donations
 - 1. PTO – Exhibit B
- D. Bid Awards
 - 1. Medical Advisor
 - 2. Lillis Oil Tank
- E. Activity Stipend Requests
 - 1. Schaghticoke Middle School
- F. Approval of Signatories for ED-099 Agreement for Child Nutrition Programs
- G. Approval of the Following Curricula
 - 1. Digital Photography
 - 2. Graphic Design
- H. Bus Service to Village Center for the Arts

11. ITEMS FOR INFORMATION AND DISCUSSION

- A. Field Trip Report
- B. BOE Annual Report 2017-18

12. ADJOURN

ITEMS OF INFORMATION

Policy Sub-Committee Minutes – October 2, 2018
 Committee on Learning Minutes – October 2, 2018
 Facilities Sub-Committee Minutes – October 9, 2018
 Operations Sub-Committee Minutes – October 9, 2018

Policy Sub-Committee Meeting November 6, 2018 – 6:45 p.m. Lillis Administration Building, Room 2	Operations Sub-Committee Meeting November 13, 2018 – 7:30 p.m. Lillis Administration Building, Room 2
Committee on Learning Meeting November 6, 2018 – 7:30 p.m. Lillis Administration Building, Room 2	New Milford Board of Education Workshop November 20, 2018 – 6:30 p.m. Sarah Noble Intermediate School, LMC
Facilities Sub-Committee Meeting November 13, 2018 – 6:45 p.m. Lillis Administration Building, Room 2	New Milford Board of Education Regular Meeting November 20, 2018 – 7:30 p.m. Sarah Noble Intermediate School, LMC

**New Milford Board of Education
Regular Meeting Minutes
September 18, 2018
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairman Mrs. Angela C. Chastain Mr. Bill Dahl Mr. Joseph Failla Mrs. Wendy Faulenbach Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Eileen P. Monaghan Mr. J.T. Schemm
----------	---

RECEIVED
TOWN CLERK

2018 SEP 20 A 8:51

NEW MILFORD, CT

Also Present:	Dr. Stephen Tracy, Interim Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Anthony Giovannone, Director of Operations and Fiscal Services Mrs. Laura Olson, Director of Pupil Personnel and Special Services Ms. Roberta Pratt, Director of Technology Mr. Kevin Munrett, Facilities Director Mr. Nestor Aparicio, Assistant Facilities Director Mrs. Anne Bilko, Sarah Noble Intermediate School Principal Mrs. Susan Murray, Northville Elementary School Principal Ms. Elizabeth Meskill, Student Representative Mr. Craig Benvenuti, Student Representative
---------------	--

1. A.	Call to Order Pledge of Allegiance The regular meeting of the New Milford Board of Education was called to order at 7:30 p.m. The Pledge of Allegiance immediately followed the call to order. <ul style="list-style-type: none"> Mr. Lawson moved Item 2 Recognition down on the agenda until Mr. Syzdek, the honoree, could arrive from band practice. 	Call to Order A. Pledge of Allegiance
3.	Public Comment <ul style="list-style-type: none"> Connie Williams said she was speaking on behalf of adding a grade 2 class at Northville Elementary School. She said the benefits of lower class sizes are well documented. She said 	Public Comment

the ranges of differentiation and special education inclusion are both positive in themselves but require support. She asked the Board to look forward and advocate for students.

- Carolyn Saitta said the district uses data and research to guide student learning and she asks that the Board look at all the data that supports smaller class size and follow Dr. Tracy's recommendation to hire another grade 2 teacher for NES.
- Doranne Koval said Dr. Tracy's recommendation to hire a grade 2 teacher is in the best interest of students in spite of the disruption the change will cause. She said the NES grade 2 student numbers are 25%-33% higher than those of HPS and the same growth will be required of both groups of students, putting the NES students at a disparate disadvantage. She said this is a hard choice but if approved, they will work as colleagues to make it work best for students.
- Caroline Hyde said she was speaking as a parent. She thanked Dr. Tracy for his leadership in this area and asked that the Board accepts his recommendation for another grade 2 classroom.
- Amy Davis said she is a parent and district substitute. She is speaking on behalf of another grade 2 classroom for all the reasons previously stated. She said she has heard some comments from parents about not moving their children but being in favor of the addition in general. She would be fine with her child moving if necessary to make this happen.
- Nancy Webb spoke about the policy up for approval regarding use of restraint. She said she thinks administration has dropped the ball in this area and that staff are not properly trained to do what the law requires. She is concerned some children are not receiving a fair and equitable education. She urged the Board to look into this to build back trust that has been lost.

<p>2.</p> <p>A.</p>	<p>Recognition</p> <p>Teacher of the Year for 2019 – David Syzdek</p> <ul style="list-style-type: none"> Dr. Tracy and Mr. Lawson publicly congratulated Mr. Syzdek, New Milford's Teacher of the Year for 2018-19. Dr. Tracy read a proclamation recognizing Mr. Syzdek's dedication to New Milford students. Mrs. Tracey O'Connor, from Ingersoll Automotive, announced that Mr. Syzdek will drive the Ingersoll Auto courtesy car for the month of October. Mr. Syzdek thanked the Board, administration, parents and students for their support over the years and said he looks forward to taking the program to the next level going forward. <p>The meeting recessed at 8:01 p.m. for a short reception and reconvened at 8:05 p.m.</p>	<p>Recognition</p> <p>A. Teacher of the Year for 2019 – David Syzdek</p>
<p>4.</p>	<p>PTO Report</p> <ul style="list-style-type: none"> Town-wide PTO president Mandi MacDonald said it has been a busy start to the year with several welcome back events held. The PTO is continuing its popular monthly spirit days at the K-5 level. Picture days are ongoing and family fun nights and fall book fairs are coming up as is the K-5 Apex Fun Run. This is a fundraiser for the PTO. They are selling discount cards to support scholarships and will host a fall craft and vendor fair in November. All school PTOs have Facebook pages; she encourages all to follow them. 	<p>PTO Report</p>
<p>5.</p>	<p>Student Representative's Report</p> <ul style="list-style-type: none"> Elizabeth Meskill introduced the new student representative who will be joining her this year, Craig Benvenuti, a junior. Elizabeth and Craig gave a summary of activities. They said the high school hosted Ed Gerety, an inspirational speaker. They had student photos last week. The 	<p>Student Representative's Report</p>

	<p>high school Open House took place last week. They reported on fall athletic happenings and said the band's Home Show is upcoming. Senior Guidance Night and Financial Aid Night will take place in October. Also next month, the Spanish Honor Society is hosting a Blood Drive and the National Honor Society is having its induction.</p> <ul style="list-style-type: none"> • Dr. Tracy welcomed Craig and Elizabeth and encouraged them to reach out to other students to come forward with agenda items from a student perspective. 	
6.	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Regular Meeting Minutes August 21, 2018</p> <p>Mr. McCauley moved to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes August 21, 2018, seconded by Mrs. McInerney and passed unanimously.</p>	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Regular Meeting Minutes August 21, 2018</p> <p>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes August 21, 2018.</p>
7.	<p>Superintendent's Report</p> <ul style="list-style-type: none"> • Interim Superintendent Dr. Steve Tracy said the school opening went very smoothly in spite of the hot weather. Convocation day was very productive and the teachers had engaging professional development as a result of Ms. DiCorpo's work. He has met with new teachers and visited all the schools. • He thanked Food Service and Facilities staff for their extra efforts during the hot weather days and families for their patience. • He said he, along with Board members, have had collaborative sessions with the Mayor regarding the school roofs and other topics. 	<p>Superintendent's Report</p>

	<ul style="list-style-type: none"> • He looks forward to presenting the Smarter Balanced results to the Board in collaboration with Ms. DiCorpo and the principals. • He met with Dr. Jeff Kitching of EdAdvance regarding what supports they offer. • He talked about the positive things he sees in the schools including a bulletin board at SNIS which gave examples of what students are excited about. He said their comments illustrate well the Choice Theory topics of Dr. William Glasser of which Dr. Tracy is a big proponent. Dr. Glasser says all human behavior is driven by five basic needs: safety and survival, love and belonging, power, freedom, and fun. Dr. Tracy says you can see them all in action on the bulletin board. 	
8.	Board Chairman's Report <ul style="list-style-type: none"> • Mr. Lawson said that he, Mrs. Faulenbach, Mrs. McInerney and members of the administrative team have been meeting with the Town to discuss insurance, for cost savings and to keep the quality. They have also discussed the roofs at SNIS and NMHS. There is a plan to temporarily fix and secure the high school roof for winter while the permanent solution is addressed. 	Board Chairman's Report
9.	Committee And Liaison Reports <p>A. Facilities Sub-Committee – Mr. McCauley</p> <ul style="list-style-type: none"> • Mr. McCauley said he was not at the meeting and he thanked Mrs. Chastain for chairing. Mrs. Chastain said the minutes reflect discussion and items were moved to the full Board as needed. <p>B. Operations Sub-Committee – Mrs. Faulenbach</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said they had a robust agenda with most items on tonight for discussion and action. Topics included the NES grade 2 request, tuition rates, the graduation date for the Class of 2019, the end of year balance placement, HPS oil 	Committee And Liaison Reports <p>A. Facilities Sub-Committee</p> <p>B. Operations Sub-Committee</p>

	<p>tank funding, turf field committee update and superintendent search.</p>	
C.	<p>Policy Sub-Committee – Mr. Schemm</p> <ul style="list-style-type: none"> Mr. Schemm said policies are on the agenda for approval per bylaw 9311. Four of the five are due to changes in public acts; the other is a language clean up. Revision to policy 4118.25/4218.25 includes a first in that it includes an option that is not active until October 2019. Legal suggested it be built in now. Policy 5141 includes a request for oral health assessment per public act. He said there was a lively discussion about policy 5141.21 which has bus drivers administering medication if needed. Mr. Failla helped clarify a change to language from “may” to “should” which makes a difference in liability. Regarding policy 5157, Mr. Schemm thanked the public for sharing perspective and concern during tonight’s public comment. The policy was new as of February 2016 to all schools across the state. All are working on training and implementation. He said it is important to keep the lines of communication open in this area among parents, staff, and administration. 	C. Policy Sub-Committee
D.	<p>Committee on Learning – Mrs. McInerney</p> <ul style="list-style-type: none"> Mrs. McInerney said there are two curricula for approval tonight. She said the committee had a discussion about the NES grade 2 class sizes. They heard a presentation from Ms. DiCorpo regarding the district Theories of Action progress and how they drive the work. Mrs. McInerney said she attended several of the curriculum nights/open houses and she was pleased to see the Theories of Action presented there as well. 	D. Committee on Learning
E.	<p>EdAdvance – Mrs. Monaghan</p> <ul style="list-style-type: none"> Mrs. Monaghan said she reviewed the most recent meeting minutes for highlights. The 	E. EdAdvance

	<p>Foothills adult education catalogue is out. She asked how the district could get it and distribute it. She said the sale of the catholic schools had gone through and EdAdvance would be moving programs there at a cost savings to them. They discussed the end of year budget and proposed budget for 2018-19. They are offering free workshops on Board rules and responsibilities if anyone is interested.</p> <p>F. Connecticut Boards of Education (CABE) – Mr. Lawson</p> <ul style="list-style-type: none"> Mr. Lawson said most news focuses on new mandates which Mr. Schemm has already discussed. <p>G. Negotiations Committee – Mrs. Faulenbach</p> <ul style="list-style-type: none"> Mrs. Faulenbach said they are in negotiations with three units: nurses, secretaries, and teachers. She said they hope to bring an agreement with the teachers to the Board. She thanked the committee and administration for the tremendous amount of work done in this area in the summer into this fall. <p>H. Magnet School – Mrs. Monaghan</p> <ul style="list-style-type: none"> Mrs. Monaghan said she called the school and they have 376 students this year which is about the same as last year. New Milford has 17 of its 18 slots filled. 	<p>F. Connecticut Boards of Education (CABE)</p> <p>G. Negotiations Committee</p> <p>H. Magnet School</p>
10.	<p>Discussion and Possible Action</p> <p>A. Policies for Approval</p> <ol style="list-style-type: none"> 4111/4211 Recruitment and Selection 4118.25/4218.25 Reporting Child Abuse and Neglect 5141 Student Health Services 5141.21 Administration of Medication 5157 Use of Physical Force 	<p>Discussion and Possible Action</p> <p>A. Policies for Approval</p> <ol style="list-style-type: none"> 4111/4211 Recruitment and Selection 4118.25/4218.25 Reporting Child Abuse and Neglect 5141 Student Health Services 5141.21 Administration of Medication

	<p>Mr. Dahl moved to approve the following policies, in accordance with Board Bylaw 9311:</p> <ol style="list-style-type: none"> 1. 4111/4211 Recruitment and Selection 2. 4118.25/4218.25 Reporting Child Abuse and Neglect 3. 5141 Student Health Services 4. 5141.21 Administration of Medication 5. 5157 Use of Physical Force <p>Seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> Mrs. Monaghan asked if bus drivers would be trained to administer medication. Mr. Schemm said yes; it would be required of the contractor. Mr. Failla said he had commented previously regarding policy 5141.21 that he has difficulty in obligating people to take action in very serious situations. He said that while bus drivers will do all they can to protect our students he thinks we should tread carefully in this area. Regarding policy 5157, he understands that it is mandated but is concerned about tonight's public comment. He knows administration will look into the concerns mentioned and hopes that the letter of the law is being followed to keep all safe. Mr. Schemm noted that four of the five policies fall under the umbrella of student safety. These are the non-negotiables and the right things to do. <p>The motion passed unanimously.</p> <p>B. Approval of the Following Curricula</p> <ol style="list-style-type: none"> 1. Computer Literacy 2. AP Computer Science Principles <p>Mr. McCauley moved to approve the following curricula:</p>	<p>5. 5157 Use of Physical Force</p> <p>Motion made and passed unanimously to approve the following policies, in accordance with Board Bylaw 9311:</p> <ol style="list-style-type: none"> 1. 4111/4211 Recruitment and Selection 2. 4118.25/4218.25 Reporting Child Abuse and Neglect 3. 5141 Student Health Services 4. 5141.21 Administration of Medication 5. 5157 Use of Physical Force <p>B. Approval of the Following Curricula</p> <ol style="list-style-type: none"> 1. Computer Literacy 2. AP Computer Science Principles <p>Motion made and passed unanimously to approve the following curricula:</p>
--	--	---

	<p>1. Computer Literacy 2. AP Computer Science Principles</p> <p>Seconded by Mr. Schemm.</p> <ul style="list-style-type: none"> Mr. Failla said the teachers for these classes presented at sub-committee. He said it was great to see these areas making progress with additional classes as this is where our society is going. Now they need to meet the challenge of getting young women more involved in this area. <p>The motion passed unanimously.</p>	<p>1. Computer Literacy 2. AP Computer Science Principles</p>
C.	<p>Tuition Rates for 2018-2019</p> <p>Mrs. Monaghan moved to approve the Tuition Rates for 2018-2019 as follows: New Milford High School: \$13,352.94 Schaghticoke Middle School: \$11,522.28 Sarah Noble Intermediate School and Elementary Schools: \$11,477.98 Seconded by Mrs. McInerney.</p> <ul style="list-style-type: none"> There was no discussion. <p>The motion passed unanimously.</p>	<p>C. Tuition Rates for 2018-2019</p> <p>Motion made and passed unanimously to approve the Tuition Rates for 2018-2019 as follows: New Milford High School: \$13,352.94 Schaghticoke Middle School: \$11,522.28 Sarah Noble Intermediate School and Elementary Schools: \$11,477.98.</p>
D.	<p>New Milford High School Graduation Date 2019</p> <p>Mrs. Faulenbach moved to approve the New Milford High School Graduation Date for 2019 for Saturday, June 22, 2019 at 2:00 p.m., seconded by Mrs. McInerney.</p> <ul style="list-style-type: none"> There was no discussion. <p>The motion passed unanimously.</p>	<p>D. New Milford High School Graduation Date 2019</p> <p>Motion made and passed unanimously to approve the New Milford High School Graduation Date for 2019 for Saturday, June 22, 2019 at 2:00 p.m.</p>
E.	<p>2017-18 Year End Balance</p> <p>Mr. Lawson moved to make a request to the Town that the Year End Balance for 2017-18, subject to</p>	<p>E. 2017-18 Year End Balance</p> <p>Motion made to make a request to the Town that the Year End Balance</p>

<p>final audit, go to capital reserve, seconded by Mr. McCauley.</p> <p>Mrs. Faulenbach moved to amend the motion to request that \$50,000 of the Year End Balance for 2017-18, subject to final audit, go to MUNIS account 43020000-49510-00006 for turf field replacement, with the remaining balance to capital reserve; seconded by Mr. Lawson.</p> <ul style="list-style-type: none"> • Mr. Failla said the year-end balance of \$346,753 was after the Board gave the requested \$450,000 contribution to the Town. If they had not, there would be a significantly higher balance to put in capital reserve. He said he finds it disheartening that the Town ended up \$1.5 million on the positive side, of which one third came from the BOE, and nothing was given back. • Mr. Failla said the Town's best assets are its children and buildings. The turf fields project, which included the track and LED lighting, was a Town of New Milford undertaking on school property. The Town should be proud of the project which came in under budget. He implored the Town to do what's right now and contribute to its eventual replacement. He said the BOE cannot be expected to fully fund it. • Mrs. McInerney said she will support the motion and amendment. She asked why Mrs. Faulenbach suggested \$50,000. • Mrs. Faulenbach said she struggled with the number and considered requesting a percentage instead. In the end, she looked at the difference between what the projected year-end balance was versus the actual unaudited figure. This was roughly \$52,000 so she looked at that. • Mr. Schemm asked what the balance in capital reserve is currently. Mrs. Faulenbach said it could be found on the memo and was over \$600,000. She said the remainder of the approximately \$296,000 would still go into capital reserve. Mr. Schemm said he would support this for the turf fields and said they spend a lot of time discussing them. Mrs. 	<p>for 2017-18, subject to final audit, go to capital reserve.</p> <p>Motion made and passed unanimously to amend the motion to request that \$50,000 of the Year End Balance for 2017-18, subject to final audit, go to MUNIS account 43020000-49510-00006 for turf field replacement, with the remaining balance to capital reserve.</p> <p>The original motion, as amended, passed unanimously.</p>
--	---

	<p>Faulenbach said this is the one time of year they have this opportunity with the end of year balance.</p> <p>The amendment passed unanimously.</p> <p>The original motion, as amended, passed unanimously.</p>	
F.	<p>Request for Capital Reserve Funds – HPS Oil Tank</p> <p>Mrs. Monaghan moved to approve the Request for Capital Reserve Funds – HPS Oil Tank in the amount of \$92,000, seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none"> Mrs. Faulenbach said oil tanks were discussed in May and it was determined that the HPS oil tank needed immediate action and it was ordered. The funding protocol was uncertain at that time and now needs to be determined. She hopes this motion passes so that the Town Council and Board of Finance can act on the request going forward. She said there was a different financial snapshot in May and the Town did not have \$1.5 million to use at that time. She said if they had perhaps the Town would have included the HPS oil tank with the other tanks at the time. She is hoping the Town will take a further look at this project in light of that. <p>The motion passed unanimously.</p>	<p>F. Request for Capital Reserve Funds – HPS Oil Tank</p> <p>Motion made and passed unanimously to approve the Request for Capital Reserve Funds – HPS Oil Tank in the amount of \$92,000.</p>
G.	<p>NMHS Roof</p> <ul style="list-style-type: none"> Dr. Tracy said no action is needed tonight just an update. Mr. Munnett said they met with the Mayor last week and the Town would be allocating funds for a better repair of the roof while final bonding possibilities are discussed. Dr. Tracy said they are looking at four options: replacement of damaged sections with asphalt, replacement of the entire roof with asphalt, replacement of the roof with metal, and solar 	<p>G. NMHS Roof</p>

	<p>panels on all or some. He said they are hoping to work through this process with the Town quickly to make the January bonding cycle.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said she wanted to thank administration and the Town personnel for their efforts regarding the emergency appropriation of \$200,000, which will be reimbursed from insurance, to allow for needed work for the winter. • Mr. Lawson asked that the Board be kept appraised of the project. 	
H.	<p>NES Grade 2 Enrollment/Staffing</p> <p>Mrs. McNerney moved to approve the addition of a Grade 2 teacher at Northville Elementary School, not to exceed \$60,000, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mrs. Chastain said it was unfortunate that this was not identified before the start of school. She said she toured the spaces at both schools and thought there was plenty of space in the classrooms. She said she was also surprised by the number of support staff coming in and out of the classrooms. She said if done, this sets a precedent. Grade 5 has an average of over 24 students per class. What will the Board do if they come forward? She said the Board knew the numbers would be high at budget time. She said she is also very concerned about uprooting students a month in and has already heard parents expressing concerns about moving students. She said she can see both sides. • Mr. McCauley said he agrees with a lot of what Mrs. Chastain said but has read many studies about class size. He said 23/24 students is just too large at this age. He will support hiring another teacher and thinks students are resilient enough to handle the change. • Mrs. McNerney said it was a shame that the change was not done in the summer when the numbers were there and perhaps a teacher could have been moved from HPS. She supports 	<p>H. NES Grade 2 Enrollment/Staffing</p> <p>Motion made and passed unanimously to approve the addition of a Grade 2 teacher at Northville Elementary School, not to exceed \$60,000.</p>

adding a teacher; students will adjust and the current teachers will help. She thanked Dr. Tracy for providing the historical background and said the disparity is just too much.

- Mr. Lawson said he regrets they are dealing with this now. He said class size is paramount.
- Mr. Schemm said he wanted to thank the grade 2 team for sharing their concerns tonight and at sub-committees. When reviewing he looks at the importance of parity between schools. New Milford has two elementary schools so this is really the only place parity becomes an issue. He looked at the turnover savings which is favorable at this time so funds are available. He looked at the passion of the grade 2 team. He is confident they will make it work and hopes parents see the larger good with adding another class.
- Mrs. Chastain asked how students would be identified to move if this motion passes.
- Dr. Tracy said he would talk to the principal. He said he assumes the creation of the new class would be done similar to the original six. They will look for balance in the mix of students. Perhaps they can incorporate some volunteers but it would not be driven solely by that.
- Mrs. Faulenbach said she was torn at Operations and wasn't going to support this coming in but now after listening she thinks the arguments for it exceed her concerns and she will support it. The Board is here for the students but she is not pleased with the timing and cautious about taking funds from the budget as it is early in the year for expenses.
- Mrs. Faulenbach said she wanted to be clear that even though we are talking about adding staff for this particular instance, the enrollment is still down overall. In 2003 there were 5240 students total; now we are down to 3972.
- Mrs. Chastain said enrollment is down 131 students just from last year.
- Mrs. Monaghan said she expects expediency to make the class happen if the motion passes. She also suggested, as Mr. Schemm suggested previously, that the Board take a look at moving

	<p>district lines in the future. Mr. Lawson said this could be addressed at committee.</p> <ul style="list-style-type: none"> • Dr. Tracy asked for clarity that the \$60,000 cap was for salary only and did not include benefits. Consensus agreed. He said administration would plan to move quickly. <p>The motion passed unanimously.</p> <p>I. Superintendent Search</p> <ul style="list-style-type: none"> • Mr. Lawson said he had provided the timeline from the last search to generate discussion. • Mrs. Chastain said the Board has a lot on its plate right now and suggested this wait until after budget. She said they should look at making accommodations with Dr. Tracy if needed. She wants a nationwide search and was torn on using the same firm again as she was not happy overall with the quality of the candidates. She thought the suggested budgeted amount of \$13,000 was too low. • Mrs. Faulenbach agreed. She said this is one of the biggest investments the district can make and the search should be nationwide. She is concerned with the timing right in the middle of budget. She said maybe an Ad-Hoc committee could do preliminary work at least and could filter information to the Board. • Mr. Schemm said the Ad-Hoc committee did a great job on securing an Interim Superintendent. He suggested they reach out to other local districts who have recently hired a superintendent to learn lessons from them. Mrs. McInerney agreed and suggested they adjust the timeline if Dr. Tracy is willing to stay. • Mr. Lawson asked for volunteers to let him know if they are willing to serve on the Ad-Hoc. 	
11.	<p>Items For Information And Discussion</p> <ul style="list-style-type: none"> • Mr. Lawson said these are items of information since the Board gave the superintendent the 	<p>Items For Information And Discussion</p>

	<p>authority over the summer. They would go back to approval next month.</p>	
A.	<p>Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated September 18, 2018</p> <ul style="list-style-type: none"> • Mr. Failla said he had a few high school students ask him about Exhibit A and why there was no Dance Coach on it when they have students interested. Ms. Baldelli said Mr. Lipinsky is looking diligently for an advisor for this stipend position but they are hard to find. • Mr. Lawson said he regrets the departure of Ms. Pratt. He thanked her for her service and achievements while here which include securing our network, opening up the “information highway”, and setting up a technology rotation. • Mr. Schemm asked about certified openings. Ms. Baldelli said she has two recommendations coming. There are still openings for a bilingual teacher at SMS, Spanish teacher at NMHS, and special education teacher. After tonight, there is an opening for Grade 2 as well. • Dr. Tracy thanked Ms. Baldelli and her team for all their efforts. He said there is nothing more important than the quality of staff. 	<p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated September 18, 2018</p>
B.	<p>Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position 2. Purchase Resolution: D-714 3. Request for Budget Transfers <ul style="list-style-type: none"> • Mrs. Faulenbach referenced the memo regarding tuition payments. She confirmed with Mr. Giovannone that this is revenue to the Town. She asked if revenue to the Town is captured in the budget book. Mr. Giovannone said it is not. She suggested that be considered; it had been done in the past. • Mrs. Faulenbach asked to see revenue projections versus actual for such items as gate receipts, parking fees and pay to play fees. Mr. Giovannone said those are posted quarterly and 	<p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position 2. Purchase Resolution: D-714 3. Request for Budget Transfers

	<p>will show in MUNIS in November but that he could do a snapshot in time in a separate memo.</p> <ul style="list-style-type: none"> • Mr. Failla asked for specific numbers as of today, this year to date, for parking and pay to play fees. Mr. Giovannone said he would bring it as an item of information to Operations. <p>C. SNIS A/C Condensation</p> <ul style="list-style-type: none"> • Mr. Munrett said they had issues at SNIS before school started with chilled water causing condensation on pipes. They cleaned it up and reinsulated the pipes. They are talking to enviroconsultants about what can be done for a long term fix and are managing for now. • Dr. Tracy thanked Mike Crespan from the New Milford Health Department for his independent evaluation. • Mr. Schemm asked if the system was separate from heating. Mr. Munrett said no the design is a two pipe system only. • Mr. McCauley said he appreciated how it was handled right away and that the district tested so quickly for safety. • Mrs. McInerney asked that a communication be sent to inform parents. Dr. Tracy agreed to do so. <p>D. Field Trip Report</p> <ul style="list-style-type: none"> • There was no discussion. 	<p>C. SNIS A/C Condensation</p> <p>D. Field Trip Report</p>
12.	<p>Adjourn</p> <p>Mrs. Faulenbach moved to adjourn the meeting at 9:34 p.m., seconded by Mrs. McInerney and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn at 9:34 p.m.</p>

Respectfully submitted:



Angela C. Chastain
Secretary
New Milford Board of Education

**New Milford Board of Education
Special Meeting Minutes
October 2, 2018
Lillis Administration Building – Room 2**

Present:	Mr. David A. Lawson, Chairman Mrs. Angela C. Chastain Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm
Absent:	Mr. Bill Dahl Mr. Joseph Failla Mrs. Wendy Faulenbach Mrs. Eileen P. Monaghan

RECEIVED
TOWN CLERK
2018 OCT -4 P 1:23

NEW MILFORD, CT

Also Present:	Dr. Stephen Tracy, Interim Superintendent of Schools Mr. Kevin Munrett, Facilities Director Ms. Ellamae Baldelli, Human Resources Director
---------------	--

1.	Call to Order A. Pledge of Allegiance The special meeting of the New Milford Board of Education was called to order at 8:15 p.m. by Mr. Lawson. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Discussion and possible action regarding the removal and replacement of the oil tanks at Hill & Plain Elementary School, Sarah Noble Intermediate School and the Lillis Administration Building Mr. McCauley moved that the Board approve funding for unanticipated additional costs associated with the oil tank project at Hill and Plain School and to make a	Discussion and Possible Action A. Discussion and possible action regarding the removal and replacement of the oil tanks at Hill & Plain Elementary School, Sarah Noble Intermediate School and the Lillis Administration Building Motion made that the Board approve funding for unanticipated additional costs associated with the oil tank project at Hill and Plain

	<p>request to the Town to take those funds from capital reserve, seconded by Mrs. McInerney.</p> <ul style="list-style-type: none">• Mr. Lawson referenced the Board minutes of September 18, 2018 and subsequent letter to the Town requesting \$92,000 from capital reserve to fund the Hill and Plain oil tank project. He said that is still valid and they hope the request will be on next Tuesday night's Town Council agenda. He said additional unanticipated difficulties have arisen with the project and additional funds are needed. The suggestion is that they too be taken from capital reserve.• Dr. Tracy said there were several surprises and there is urgency to complete the project with heating season upon us.• Mr. Munrett distributed a bullet point summary of the project so far and the difficulties encountered. He said there were no records of the tank so they were flying blind at excavation when they discovered that the building's transformer sat on top of the existing underground tank. This is resulting in changes to the scope of the project and unanticipated expenses.• Mrs. Chastain said the original project was discussed in January right after budget and asked why the tank was not ordered in February for summer installation. She suggested the ball was dropped on this project and didn't understand why checks were not done before digging started. She said it was unacceptable to add this expense to this year's tight budget.• Mr. Munrett said when the project was approved in May, and the tank ordered, there was a 12 week lead time for delivery. They did call "Call Before You Dig" and the professional opinion was that the tank was not facing the building so there would not be a problem. This turned out not to be the case.• Mr. Lawson said regardless of the conflicting opinions of how we got to this situation, the fact remains that we are here and action is needed.	<p>School and to make a request to the Town to take those funds from capital reserve.</p>
--	---	--

- Mrs. McInerney asked if the tank that would now be shifted to the Lillis Building would be covered by the Town and reimbursement given to the BOE. Mr. Munrett said the BOE will receive a credit.
- Mrs. Chastain asked if the Town was aware of the problem and Dr. Tracy said he had spoken to the Mayor. He said the Town will “purchase” the HPS tank and credit the HPS project.
- Mr. Lawson asked what the price was now for the HPS project. Dr. Tracy said the additional expense is currently \$62,434. They are asking for up to \$70,000 in funding so as to not have to come back to the Board for more should additional costs arise.
- Mrs. McInerney asked about disruption to students and staff. Mr. Munrett said there would be slight excavation noise but that is all.
- Mr. Lawson asked what the timetable is for the new tank to be online. Mr. Munrett said by mid-November. They will use a temporary tank for heat until then.
- Mr. Schemm referenced the propane tank that was discovered underground and asked if the Board was required to remove it. Mr. Munrett said it was. Mr. Schemm said he was floored that there were no markings or records that would have uncovered these issues.
- Mr. Schemm asked if an auxiliary power line could be used instead of a new above ground tank. Mr. Munrett said it would not provide enough power and to move the transformer is prohibitively expensive.
- Mrs. Chastain asked what the capital reserve balance will be after additional funding is approved. Dr. Tracy said there will be approximately \$743,000 after last year’s year-end balance is added in.
- Mrs. Chastain asked for confirmation that the capital expenses included in the budget are accounted for. Mr. Munrett confirmed that they are already reflected in the balance.
- Mr. Schemm asked about the footprint of the above ground tank. Mr. Munrett said it would

	<p>be about the size of a car. It is double walled and would be placed behind a privacy fence.</p> <ul style="list-style-type: none"> Mr. Schemm asked if the permitting is in order for the new plan and Mr. Munrett said it is. <p>Mr. McCauley withdrew his first and Mrs. McInerney withdrew her second. The motion was withdrawn.</p> <p>Mr. Schemm moved that the Board approve funding for unanticipated additional costs associated with the oil tank project at Hill and Plain School, not to exceed \$70,000, and to make a request to the Town to take those funds from capital reserve, seconded by Mr. McCauley.</p> <p>The motion passed unanimously.</p> <ul style="list-style-type: none"> Dr. Tracy thanked the Board for their support in keeping the project moving forward. <p>B. NES Grade 2 teacher appointment</p> <p>Mrs. McInerney moved to approve the appointment of the candidate for the NES Grade 2 teacher as recommended by the Interim Superintendent at salary step 8J, 6th year, prorated for expected start date of on or about October 3, 2018 seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> Mr. McInerney asked how many applicants there were and if any of them were below the \$60,000 previously approved. Ms. Baldelli said there were about 60 applicants and some were below the \$60,000. Mrs. McInerney asked why one of them was not chosen. Mr. Lawson said the emphasis is on the quality of the teacher. They need someone who can step in midstream and be successful without a learning curve. Mr. Schemm said the Board also has to be careful not to discriminate against a candidate solely based on cost, because their years of experience make them more expensive. Dr. Tracy said this is a very good candidate who has extensive experience. 	<p>Original motion withdrawn.</p> <p>Motion made and passed unanimously that the Board approve funding for unanticipated additional costs associated with the oil tank project at Hill and Plain School, not to exceed \$70,000, and to make a request to the Town to take those funds from capital reserve.</p> <p>B. NES Grade 2 teacher appointment</p> <p>Motion made and passed unanimously to approve the appointment of the candidate for the NES Grade 2 teacher as recommended by the Interim Superintendent at salary step 8J, 6th year, prorated for expected start date of on or about October 3, 2018.</p>
--	--	--

	<ul style="list-style-type: none">• Mrs. McInerney asked what the salary is and Ms. Baldelli said it is \$67,485.• Mrs. Chastain said she was pleased with the quality of the candidate and said if the Board was making the move, they should do it right.• Mr. McCauley said he agreed that it was important to have an experienced teacher who can jump into the school year.• Mrs. McInerney asked about the start date. Ms. Baldelli said the plan was to have transition days this week with the actual class starting next week once Mrs. Murray has officially notified parents. <p>The motion passed unanimously.</p>	
4.	Adjourn Mrs. Chastain moved to adjourn the meeting at 8:48 p.m., seconded by Mr. Schemm and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 8:48 p.m.

Respectfully submitted:



Angela C. Chastain
Secretary
New Milford Board of Education

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
Sarah Noble Intermediate School
New Milford, Connecticut
October 16, 2018
** as of October 12, 2018

ACTION ITEMS

A. Personnel

1. **CERTIFIED STAFF**

a. **RESIGNATIONS**

1. **None currently**

2. **CERTIFIED STAFF**

b. **NON-RENEWALS**

1. **None currently**

3. **CERTIFIED STAFF**

c. **APPOINTMENTS**

1. **Ms. Miranda Gursky**, Special Education Teacher, New Milford High School
Move that the Board of Education appoint **Ms. Miranda Gursky** as Special Education Teacher at New Milford High School effective October 17, 2018.
2018-2019 Salary – \$50,766 (Step 1B)

Education History:
BA: SCSU
Major: Special Education

Work Experience:
3 mos. Tutor, Danbury

Replacing: K. Roman

2. ****Mr. John Lee**, Acting Assistant Principal, New Milford High School
Move that the Board of Education appoint **Mr. John Lee** as Acting Assistant Principal at New Milford High School effective October 23, 2018 for four to six weeks.
2018-2019 Salary – \$538.95 per day (change from \$530)

Education History:
BA: University of Maine
Major: English
MS: WCSU
Major: English
6th Yr.: University of Bridgeport
Major: Administration

Work Experience:
34 yrs. New Milford PS

3. ~~****Ms. Amy Woronick**~~, Special Education Teacher, New Milford High School
~~Move that the Board of Education appoint **Ms. Amy Woronick** as Special Education Teacher at New Milford High School effective October 17, 2018.~~
~~2018-2019 Salary – \$73,538 (Step 10J)~~

~~*Education History:*
BA: University of St. Joseph
Major: English
MA: University of St. Joseph
Major: Special Education
MA: University of St. Joseph
Major: Secondary Reading & Lang. Arts
6th yr. pending: University of Bridgeport
Major: Educational Leadership~~

~~*Work Experience:*
4 yrs. Wallingford, 5 yrs. Vinyl Tech~~

~~Replacing: L. Badaracco~~

Declined position – 10/11/18

4. MISCELLANEOUS STAFF

a. RESIGNATIONS

1. None currently

5. MISCELLANEOUS STAFF

b. APPOINTMENTS

1. None currently

6. NON-CERTIFIED STAFF AND LICENSED STAFF

a. RESIGNATIONS

1. **Mr. Evan Cassells**, Paraeducator, Schaghticoke Middle School
Move that the Board of Education approve the resignation of **Mr. Evan Cassells** as Paraeducator at Schaghticoke Middle School effective September 28, 2018.
2. **Mrs. Bernadette Cecchini**, Paraeducator, New Milford High School
Move that the Board of Education approve the resignation of **Mrs. Bernadette Cecchini** as Paraeducator at New Milford High School effective October 10, 2018.

Took position elsewhere

Personal Reasons

7. NON-CERTIFIED AND LICENSED STAFF

b. APPOINTMENTS

1. ****Mrs. Paula Davenport**, Tutor, Sarah Noble Intermediate School
Move that the Board of Education appoint **Mrs. Paula Davenport** as Tutor at Sarah Noble Intermediate School effective October 17, 2018.
2. **Mrs. Maura McNulty**, Paraeducator, Schaghticoke Middle School
Move that the Board of Education appoint **Mrs. Maura McNulty** as Paraeducator at Schaghticoke Middle School effective October 17, 2018.
3. **Mr. Jeffrey Rich**, Paraeducator, Litchfield Hills Transition Center
Move that the Board of Education appoint **Mr. Jeffrey Rich** as Paraeducator at Litchfield Hills Transition Center effective October 17, 2018.

Education History:
BS: University of Ohio
Major: Elementary Education
MS: University of Bridgeport
Major: Elementary Education

\$16.00 per hour

\$14.21 per hour - Hire Rate
\$15.70 per hour – Job Rate
(after completion of probationary period)

Replacing: N. LaMonica

\$14.21 per hour - Hire Rate
\$15.70 per hour – Job Rate
(after completion of probationary period)

Replacing: A. Wiltshire

- | | |
|---|--|
| <p>4. Mrs. Pamela Zavarelli, Paraeducator, Sarah Noble Intermediate School
<u>Move</u> that the Board of Education appoint Mrs. Pamela Zavarelli as Paraeducator at Sarah Noble Intermediate School effective October 17, 2018.</p> <p>8. ADULT EDUCATION STAFF
a. RESIGNATIONS
1. None currently</p> <p>9. ADULT EDUCATION STAFF
b. APPOINTMENTS
1. None currently</p> <p>10. BAND STAFF
a. RESIGNATIONS
1. None</p> <p>11. BAND STAFF
b. APPOINTMENTS
1. None currently</p> <p>12. COACHING STAFF
a. RESIGNATIONS
1. Mr. Louis Alhage, Assistant Wrestling Coach, New Milford High School
<u>Move</u> that the Board of Education approve the resignation of Mr. Louis Alhage as Assistant Wrestling Coach at New Milford High School effective September 26, 2018.</p> <p>2. Mr. Andrew Bimonte, Freshman Boys' Basketball Coach, New Milford High School
<u>Move</u> that the Board of Education approve the resignation of Mr. Andrew Bimonte as Freshman Boys' Basketball Coach at New Milford High School effective October 4, 2018.</p> <p>13. COACHING STAFF
b. APPOINTMENTS
1. **Ms. Tricia Blood, Girls' Intramural Basketball Coach, Schaghticoke Middle School
<u>Move</u> that the Board of Education appoint Ms. Tricia Blood as Girls' Intramural Basketball Coach at Schaghticoke Middle School effective November 15, 2018.</p> | <p>\$14.21 per hour - Hire Rate
\$15.70 per hour – Job Rate
(after completion of probationary period)

Replacing: K. Lazzaro</p> <p>Personal Reasons</p> <p>Personal Reasons</p> <p>2018-2019 Stipend: \$992

Current staff member</p> |
|---|--|

- | | |
|--|---|
| <p>2. **Ms. Tricia Blood, Girls' Intramural Volleyball Coach, Schaghticoke Middle School
<u>Move</u> that the Board of Education appoint Ms. Tricia Blood as Girls' Intramural Volleyball Coach at Schaghticoke Middle School effective November 15, 2018.</p> | <p>2018-2019 Stipend: \$992
Current staff member</p> |
| <p>3. **Ms. Kelsey Heaton, Girls' Varsity Lacrosse Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Kelsey Heaton as Girls' Varsity Lacrosse Coach at New Milford High School effective March 16, 2019.</p> | <p>2018-2019 Stipend: \$4846</p> |
| <p>4. **Mr. Rob Hibbard, Boys' Intramural Basketball Coach, Schaghticoke Middle School
<u>Move</u> that the Board of Education appoint Mr. Rob Hibbard as Boys' Intramural Basketball Coach at Schaghticoke Middle School effective November 15, 2018.</p> | <p>2018-2019 Stipend: \$992
Current staff member</p> |
| <p>5. **Mr. Rob Hibbard, Girls' Interscholastic Basketball Coach, Schaghticoke Middle School
<u>Move</u> that the Board of Education appoint Mr. Rob Hibbard as Girls' Interscholastic Basketball Coach at Schaghticoke Middle School effective November 15, 2018.</p> | <p>2018-2019 Stipend: \$1985
Current staff member</p> |
| <p>6. Ms. Jessica Melendez, Dance Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Jessica Melendez as Dance Coach at New Milford High School effective October 17, 2018, pending receipt of coaching permit.</p> | <p>2018-2019 Stipend: \$1486</p> |
| <p>7. **Mr. David Mumma, Boys' Interscholastic Basketball Coach, Schaghticoke Middle School
<u>Move</u> that the Board of Education appoint Mr. David Mumma as Boys' Interscholastic Basketball Coach at Schaghticoke Middle School effective November 15, 2018.</p> | <p>2018-2019 Stipend: \$1985
Current staff member</p> |
| <p>8. **Mr. Lou Venezia, Boys' Assistant Football Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Lou Venezia as Boys' Assistant Football Coach at New Milford High School effective October 17, 2018.</p> | <p>2018-2019 Stipend: \$3965</p> |

9. ****Mr. Matt Wall**, Boys' Intramural Volleyball Coach,
Schaghticoke Middle School
Move that the Board of Education appoint **Mr. Matt Wall** as
Boys' Intramural Volleyball Coach at Schaghticoke Middle
School effective November 15, 2018.


2018-2019 Stipend: \$992

Current staff member

14. LEAVES OF ABSENCE

1. **None**

Memorandum from the Office of the Director of Human Resources

TO: Dr. Stephen Tracy, Interim Superintendent
CC: Mr. Anthony Giovannone, Director of Fiscal Services and Operations
FROM: Ellamae Baldelli, Director of Human Resources 
RE: Administrator Leave
DATE: October 10, 2018

Details regarding an administrative leave were requested from last evening's Operations' sub-committee meeting. See below.

- Mr. Shugrue, NMHS Principal, will be out on leave for approximately four to six weeks, beginning on October 25, 2018.
- Mr. Shugrue has recommended, based on seniority and experience, that Mrs. Elizabeth Curtis, current Assistant Principal, become Acting Principal in his absence.
- Dr. Tracy is recommending, for Board approval, Mr. John Lee, to act as "Acting Assistant Principal", in Mrs. Curtis' place.

Mrs. Curtis will be compensated the difference between the per diem rate of a building principal on her step and her per diem rate as Assistant Principal. The difference, per week, is \$433.00.

Mr. John Lee, if approved, will be compensated at the assistant principal per diem rate of \$538.95. This is a slight increase from what was listed on Exhibit A. The cost for a week is \$2,694.75.



PURCHASE RESOLUTION D - 715

REVISED AGENDA ITEM 3B-2
OCTOBER 2018 MEETING

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	Amount	Object Code
CAPITAL RESERVE	DISTRICT	ETT ENVIRONMENTAL SERVICES	HPS OIL TANK REPLACEMENT - ORIGINAL BID PLUS REVISED SCOPE	\$ 162,000.00	53204
GENERAL	SPED	INSTITUTE OF PROFESSIONAL PRACTICE	18/19 YEARLY - AUTISM CONSULTATION SERVICES	\$ 45,000.00	53230
GENERAL	DOGA	TELSERV	18/19 YEARLY - TELEPHONE MAINTENANCE CONTRACT	\$ 22,890.00	55302
GENERAL	TECHNOLOGY	WHALLEY COMPUTER ASSOCIATES	LASERJET TONER CARTRIDGES & SUPPLIES	\$ 21,216.00	56110
GENERAL	NMHS	BSN SPORTS	18/19 YEARLY - ATHLETIC SUPPLIES	\$ 20,000.00	56100
GENERAL	NMHS	TOWN OF NEW MILFORD	18/19 YEARLY - POLICE SUPERVISION FOR ATHLETIC EVENTS	\$ 20,000.00	53540
GENERAL	DISTRICT	ESS NORTHEAST, LLC	18/19 YEARLY - SUBSTITUTE SERVICES OTHER THAN TEACHER / PARA	\$ 20,000.00	53540
GENERAL	TECHNOLOGY	WHALLEY COMPUTER ASSOCIATES	EPSON POWERLITE PROJECTORS (18)	\$ 15,606.00	57400
GENERAL	TECHNOLOGY	GOGUARDIAN	GOGUARDIAN LICENSES	\$ 12,028.50	53500
GENERAL	TECHNOLOGY	CT BUSINESS SYSTEMS	DISTRICT LICENSING FOR SMART NOTEBOOK SOFTWARE - 3 YEAR	\$ 9,462.50	53500
GENERAL	SMS	PRINTWORKS	SMS STUDENT HANDBOOKS	\$ 5,750.00	55505
GENERAL	FACILITIES	FUSS & O'NEILL ENVIROSCIENCE	SNIS AIR QUALITY ASSESSMENT	\$ 5,595.00	54301
GENERAL	NMHS	WEB ASSIGN	WEB ASSIGN ONLINE INSTRUCTIONAL TOOLS - SCIENCE	\$ 5,508.50	58100



BUDGET TRANSFER REQUESTS

REVISED AGENDA ITEM 3B-3
OCTOBER 2018 MEETING

Requesting Approval Across MOC	DETAIL			FROM (-)			TO (+)		
	#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
	NMHS-1	SCIENCE CONFERENCE REGISTRATION FEE	\$40.00	NMHS	BLE10008 SCIENCE	56110 INSTRUCTIONAL SUPPLIES	NMHS	BLE10008 SCIENCE	53220 IN SERVICE
	LHTC-1	ADDITIONAL INSTRUCTIONAL SUPPLIES	\$450.00	LHTC	BSG10015 TRANSITION PROGRAM	57345 INSTRUCTIONAL EQUIPMENT	LHTC	BSG10015 TRANSITION PROGRAM	56110 INSTRUCTIONAL SUPPLIES

Informational Within Major Object Code	DETAIL			FROM (-)			TO (+)		
	#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
	FAC-1	SNIS A/C REPAIRS	\$12,000.00	NMHS	BFE26243 MAINTENANCE	54301 REPAIRS & MAINTENANCE	SNIS	BFF26243 MAINTENANCE	54301 REPAIRS & MAINTENANCE
	FAC-2	YEARLY OIL TANK- TESTING AT NES	\$4,000.00	NMHS	BFE26243 MAINTENANCE	54301 REPAIRS & MAINTENANCE	NES	BFB26243 MAINTENANCE	54301 REPAIRS & MAINTENANCE
	SPED-1	ADDITIONAL TRANSPORTATION	\$100,000.00	SPED	BSZ10028 SPED	55630 TUITION - PRIVATE	SPED	BTZ27111 SPED TRANSPORTATION	55110 TRANSPORTATION

10. DISCUSSION AND POSSIBLE ACTION

**THE FOLLOWING ITEMS CAN BE FOUND ON THE
OPERATIONS WEB PAGE UNDER OCTOBER 9, 2018**

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

- B. Monthly Reports
 - 1. Budget Position
- C. Gifts & Donations
 - 1. PTO – Exhibit B
- D. Bid Awards
 - 1. Medical Advisor
 - 2. Lillis Oil Tank
- E. Activity Stipend Requests
 - 1. Schaghticoke Middle School
- F. Approval of Signatories for ED-099 Agreement for Child Nutrition Programs

10. DISCUSSION AND POSSIBLE ACTION

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

- G. Approval of the Following Curricula
 - 1. Digital Photography
 - 2. Graphic Design



NEW MILFORD PUBLIC SCHOOLS

**Office of the Superintendent
50 East Street
New Milford, Connecticut 06776
(860) 355-8406 FAX (860) 210-4132**

**Dr. Stephen Tracy
Interim Superintendent of Schools**

October 12, 2018

To the Board of Education:

After conferring with Village Center for the Arts Executive Director Sharon Kaufman and hearing from some concerned parents at our recent Operations Committee meeting, I have decided to recommend that we re-establish after school transportation from the Hill and Plain School to the Center. Mr. Giovannone and I estimate that the cost of providing this service for the balance of the current school year will be \$7,500 or less. I consider that to be a relatively small price to pay in order to make the VCA program available to all of our elementary school students, regardless of where they live. This item has been included on the agenda for possible action on the Board's October 16 meeting.

My intention is to include discussion of this service in our FY20 Budget deliberations so that the district's intentions in this area can be clear prior to the start of the next school year.

Regards,

A handwritten signature in blue ink, appearing to read "Stephen Tracy", is written over a faint, larger blue ink signature that is partially visible underneath.

**Stephen Tracy
Interim Superintendent**

Approved Field Trips October 2018

<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	6	10/9/18	Tuesday	110	10	Eagle Rock Day Camp	8	\$35.50
SMS	6	10/10/18	Wednesday	110	10	Eagle Rock Day Camp	8	\$35.50
SMS	6	10-11-18	Thursday	100	10	Eagle Rock Day Camp	8	\$35.50
NMHS	9-12	10/13/18	Saturday	131	8	Rutgers Univ. (Band Competition)	0	\$25.00
NMHS	10-12	10/15/18	Thursday	12	1	Univ. of Hartford (Accounting)	1	\$21.00
NMHS	10-11	10-23-18	Tuesday	30	2	University of New Haven (DECA)	2	\$40.00
SMS	7	10-24-18	Wednesday	50	1	CT Audobon Point	1	0.00 (Blue Science Grant)
NMHS	11-12	10/26/18	Friday	31	1	Pratt Center (Child Development Class)	1	\$4.00
NMHS	9-12	11/3/2018	Saturday	40	2	Avon High School (Auditions for Music Festival)	0	\$0.00
NMHS	11-12	11/07/18	Wednesday	11	1	Full Circle Promotions	1	\$13.00
NMHS	10-12	11/07/2018	Wednesday	40	4	NYC (United Nations/Cathedral of St. John/The Met)	2	\$105.00
NMHS	9-12	11/08/18	Thursday	35	1	Northville Elementary (Chorus Performance)	1	\$0.00
NMHS	10-12	11/15-11/18/18	Thurs-Sunday	10	2	FBLA Fall Leadership Conference	2	\$800.00

NEW MILFORD BOARD OF EDUCATION



ANNUAL REPORT **2017 – 2018**

NEW MILFORD PUBLIC SCHOOLS
50 East Street
New Milford, Connecticut 06776

NEW MILFORD BOARD OF EDUCATION

Mr. David A. Lawson, Chairperson

Mrs. Tammy McInerney, Vice Chairperson

Mrs. Angela C. Chastain, Secretary

Mrs. Eileen P. Monaghan, Assistant Secretary

Mr. Bill Dahl

Mr. Joseph Failla

Mrs. Wendy Faulenbach

Mr. Brian McCauley

Mr. J.T. Schemm

Board of Education Annual Report 2017 – 2018

The New Milford Public Schools served 4,102 students in kindergarten through grade 12 during the 2017-18 academic year with a staff of 371.4 teachers, 17 building administrators, and 256.4 support staff (non-certified staff). The operating budget for the New Milford Public Schools for 2017-2018 totaled \$62,810,586.

July 2017

- The Board participated in a two day retreat on July 18 and 19. Facilitated by Nick Caruso, CABE Senior Staff Associate for Field Service, the workshop encompassed Board roles, responsibilities and goal setting.
- At a regular meeting on July 18, the Board approved policy 6141.321/4118.4/4218.4 Responsible Use of Technology, Social Media, and District Network Systems.
- The Board approved a motion to request that the End-of-Year Balance for 2017, subject to final audit, go to capital reserve.
- The Board discussed revised regulation 2400 Superintendent Evaluation Process.
- The Board approved a new, three-year contract for Mr. Joshua Smith, Superintendent of the New Milford Public Schools, and authorized the Board Chair to sign the contract on its behalf.

August 2017

- At a regular meeting on August 15, the Board approved Theories of Action to guide the work of the district.
- Teachers returned August 25, with staff meetings and open houses held on August 29. The All Staff Convocation took place on August 28 followed by professional development.
- Students returned August 30.

September 2017

- **Mrs. Denise Duggan** was recognized as New Milford's Teacher of the Year for 2017-18.



New Milford Teacher of the Year Denise Duggan

- The 2016-17 Annual Report of the Board was distributed.

- A donation of \$1,205.00 for Girls' Soccer was approved by the Board.
- The Board approved revisions to Policy 5113 Truancy.
- The following curricula were approved by the Board:
 - Kindergarten Art
 - Art Grade 1
 - Art Grade 2
 - Art Grade 3
- Tuition rates were established and approved for the 2017-2018 school year.
- The New Milford High School graduation date for 2018 was approved by the Board for Saturday, June 23, 2018 at 2:00 p.m.
- The Use of Facilities Fee Schedule was approved as proposed.
- The Board discussed the Lillis Building ADA Report, with further discussion to take place at future Facilities Sub-Committee meetings.
- Regulation 1325 Advertising and Promotion was discussed. This new regulation sets general parameters, primarily in regards to fundraising towards replacement of the turf fields.

October 2017

- The Board held a workshop on October 17, 2017 to review and discuss district assessments.
- At its regular meeting, the Board recognized:
 - NMPS Retiree **Marie Pomeroy** (not pictured) and



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



- New student representative **Elizabeth Meskill** joined current representative Gregory Winkelstern.



- On behalf of the Board, Chairperson David Lawson thanked outgoing Board member **Robert Coppola** for his dedication and service.
- The Board accepted the following donations:
 - New Milford PTO in the amount of \$10,240.00
 - New Milford Diamond Club in the amount of \$1,025.00
- The Board awarded the following bids:
 - Medical Advisor to Dr. Evan Hack
 - NES Fire System Device Replacement to Turri-Masterson
- The Board approved the following grant:
 - Pre-K/Kindergarten Transition Initiative Grant from the CT Community Foundation in the amount of \$4,060.00
- The Board approved activity stipend requests:
 - NAMES advisor for New Milford High School
 - Ecology Club advisor and Yoga/Mindfulness Club advisor for Sarah Noble Intermediate School
- The Board approved the following curricula:
 - Honor's Freshman World History
 - AP World History
 - Grade 6 Social Studies
 - Grade 7 Social Studies
 - Grade 8 Social Studies

- The Board approved the Teacher Evaluation Plan.
- The Board received a summary of Direct Donations and Anticipated Fundraisers.

November 2017

- The Board held a workshop on November 21, 2017 to review and discuss district enrollment and staffing.
- The Board of Education recognized the following:



- Commended Students - 2018 National Merit Program: NMHS students **Joseph Alexander** and **Jeffrey Schlyer** (not pictured)



- NMPS Stars of the Month: **Jane Cox** (not pictured), **Judy Grossenbacher**, **Susan Holland** (not pictured), **Al Marchena Rodriguez**, **Barbara Morris**, **Jennifer Tuozzoli**



- On behalf of the Board, Chairperson David Lawson thanked outgoing Board member **Dave Littlefield** for his dedication and service.
- The Board approved activity stipend requests for Schaghticoke Middle School for:
 - Unified Sports – Bowling advisor
 - Schaghticoke Allies for Equality (S.A.F.E.) advisor
- The Board approved the following curricula:
 - Conversational Spanish I
 - Conversational Spanish II
- The textbook *American History: Beginnings Through Reconstruction* was approved by the Board for Grade 8 use.
- The Board discussed a review of tobacco policies as they relate to vaping devices.
- Superintendent Smith presented some possible budget drivers and asked for Board input.
- The Board discussed prioritizations for the Lillis Building ADA Report.

December 2017

- The Board held its Annual meeting and elected the following officers:
 - Chairperson – **Mr. David A. Lawson**
 - Vice Chairperson – **Mrs. Tammy McInerney**
 - Secretary – **Mrs. Angela C. Chastain**
 - Assistant Secretary – **Mrs. Eileen P. Monaghan**



Newly elected Board members **Joseph Failla** and **Eileen P. Monaghan**



New Milford Board of Education, December 19, 2017

- At its regular meeting, the Board recognized:



- Peace Poster Contest winner
SMS student **Keira Sosbe**



- VFW Patriot's Pen Essay Contest winner:
SMS student **Claire Daniels**



- New Milford Public Schools Retirees: **Jody Altenhof** (not pictured),
Claudia Avery, Linda Mercier and Janet Natale



- NMPS Stars of the Month: **Karla Buffington, Lee Dovale, Allyson Drahota, Jennifer Okoski, Kathleen Taylor, and Ashley Vinhateiro**
- Mrs. Wendy Faulenbach was appointed Parliamentarian and Interim Operations Subcommittee Chair while subcommittee assignments are being considered.
- The Board accepted the following donations:
 - New Milford PTO in the amount of \$2,665.00
 - CAS/CIAC in the amount of \$1,500.00
- The Board approved the following curricula:
 - Health K-2
 - Health 7 & 8
- The Board approved the following new courses:
 - Digital Photography
 - AP Computer Science Principles
 - Computer Literacy
- The following entitlement grants were reviewed as items of information:
 - Bilingual Grant
 - ESSA Title IV: Student Support and Academic Enrichment Grant
- Mr. Smith continued previous discussion regarding possible budget drivers and asked the Board members to share any thoughts, concerns and suggestions.

January 2018

- The Board held a meeting on January 9, 2018 for a mid-year review of Board goals and Superintendent performance goals where they had informal discussion and feedback regarding Superintendent performance and adjustment of goals as needed.
- The Board of Education conducted three evenings of hearings and adopted a budget on the fourth night for the 2018-2019 school year in the amount of \$64,278,670.

- At the meeting on January 24, 2018, the Board unanimously passed a motion to rescind the motion and Board action taken at the July 18, 2017 meeting requesting that the End of Year balance for 2017, subject to final audit, go to capital reserve. This was followed by the approval of a motion to request and authorize the Town to use funds from the End of Year balance for 2017, as reflected in the final audit, to cover any budgetary shortfalls resulting from reduced State aide, grants and revenue during the 2017-2018 fiscal year.

February 2018

- The Board recognized the following students and staff:
 - National Geographic Geography Bee: SMS student **Brett Kornhaas**



Brett with BOE Chair David Lawson and Principal Chris Longo

- NMPS Stars of the Month: **Shannon Arcano, Victoria Giudice, Robyn Hicks, Roger Hill, Stephanie Sagaria, and Lynn Sheeran** (*pictured below*)



- The Board held a special meeting in executive session for the purpose of discussing a security strategy, as well as the deployment of security personnel, and/or devices affecting security, as well as emergency lockdown plans in the New Milford Public Schools. New Milford Police Chief Boyne was invited into the session.
- At the regular meeting, the Board gave out a summary security overview.
- Superintendent Smith discussed the Next Gen report.
- The Board of Education accepted the following Gifts:
 - New Milford PTO in the amount of \$8,967.00
 - Lowe's Toolbox for Education Program in the amount of \$2,000.00
- The Board approved the following policies:
 - 4112.5/4212.5 Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers
 - 4118.112/4218.112 Sexual and Other Unlawful Harassment
 - 5114 Removal/Suspension/Expulsion
 - 5157 Use of Physical Force
- The Board approved the following curricula: Physical Education K-12.
- The Board approved the Agreement between the New Milford Board of Education and the Sherman Board of Education and authorized the Board Chair to sign the agreement on its behalf.
- An Important Dates handout for New Milford Public Schools 2018-2019 was distributed.
- The Board discussed fuel tanks.

March 2018

- The Board held a special meeting on March 20, 2018 where they met in executive session for the purpose of discussing the pending Appellate court NMBOE v. NMEA case with the Board's attorney.
- The Board recognized the following students and staff:
 - The Board recognized **SMS chorus students Leah Lawson, Kayla Machado, Lucy McKay, Teagan Piskura, Paige Raffaele, Connor Sainz, and Cassandra Williams; SMS instrumental students Irene Chen, Charles Greiner, Madison Jewell, Evan Klimowich, Riley Mahlke, Stella Mahlke, Yae Young Min, Alexander Rogg, and Kelsey Stewart** for their selection to the CMEA Northern Region Middle School Music Festival.



CMEA Northern Region Middle School Festival Chorus and Band students pose with music teachers Mrs. Beddows, Mr. Gregory and Mr. Polhemus

- NMPS Stars of the Month: **Florence Hottes, Michelle Klee, Erin Moriarty, Tracy Nevins, Sandra Sullivan, Konnie Tlasky** (pictured below)



- Mr. Smith noted that March is Board Appreciation Month and thanked the Board members for their service to the community.
- Mr. Smith said the school health inspections for Food Services are complete for the year for 2017-2018 and all the schools achieved a score of either 99 or 100. He reported that the New Milford Police Department and New Milford Public Schools held a joint safety meeting on March 19, 2018 with about 75-100 people in attendance and the presentation and video will be posted on the district website.
- The Board of Education accepted the following Gifts and Donations:
 - New Milford PTO in the amount of \$15,927.00
- The Board approved the following policies:
 - 1140 Distribution of Materials to and by Students (Use of Students)
 - 6146.2 Statewide Mastery Examinations
- The Board approved the following curricula:
 - AP Human Geography
 - AP Environmental Science
 - AP US History
- The Board approved the Capital 5 Year Plan – Technology and Facilities.
- Mr. Smith said the district is preparing an RFP with the Town regarding fuel tanks. This is for a price estimate and to find out the scope of work needed.
- Mr. Smith updated the Board on an expected shortfall in excess cost reimbursement for special education funds that qualify.

April 2018

- There was a Board Workshop held on April 24, 2018 where the Board received an update on Special Education.
- At its regular meeting on April 24, 2018, the Board recognized the following students and staff:
 - NMHS Art Students: **Maya Addison, Fiona Alexander, Nicholas Arlands, Katherine Clawson, Jenna Epstein, Justin Forero, Kristen Kornhaas, Liam Lacey, Colleen Ryan, Hunter Sloane, Jefferson Vieira, Cassandra Way, Michaela Zegarelli, Karolina Zimny, and Emma Street**



NMHS Art teacher Annette Marcus and Principal Greg Shugrue pose with students.

- NMPS Stars of the Month: **Denise Ambrose-Arnauckas, Christine Benson, Jennifer Chmielewski, Jack Ducey, Theresa McGuinness, Ann Marie Tozzi**



- The Board of Education accepted the following Gifts and Donations:
 - PTO - \$10,121.27
- The Board approved the following curriculum:
 - AP Language and Composition
 - Writing Research and Workshop

May 2018

- The Board held a Meeting on May 3, 2018 to discuss the Superintendent's annual performance evaluation.
- John J. McCarthy Observatory Board members presented a status report along with their Annual Report to the BOE.

- At its regular meeting, the Board recognized:
 - New Milford High School student participants in CMEA Northern Region Music Festival events: **Joshua Abel, Hannah Arasim, Jessica Berkun, Michael Cavuoto, Nicholas Cavuoto, Jenna Drahota, Duncan Edel, Jessica Learson, Amanda Manaog, Ryan McNulty, Christina Onorato, Eliza Peery, John Santoro, Connor Stahl, Michael Tarby, and Terrell Williams**



CMEA participants

- NMPS Stars of the Month: **Jennifer Andrea, Gina Bernard, Kelly DeYorio** (not pictured), **Yvonne de St. Croix, Michael Fitzgerald** (not pictured), and **Shayna Sexton**



- The Board accepted the following Gifts and Donations:
 - PTO - \$6,400.00
- The Board approved the following curriculum:
 - Introduction to Engineering Design
- The following bids were awarded by the Board of Education:
 - Septic Cleaning – New Milford Septic
 - Boiler Cleaning – Pen Mar Boiler Cleaning
- The Board approved the following grants:
 - Adult Education – ED 244 grant in the amount of \$112,000.00
 - IDEA-611 grant in the amount of \$871,110.00 and the IDEA-619 grant in the amount of \$34,315.00
- The Board voted to continue its participation in the National School Lunch Program and adopted certifications for food items, school fundraisers, and beverages.
- The Board awarded the bid for the HPS fuel tank replacement to ETT Environmental Services.
- The Board authorized the Board Chair and its legal counsel to enter into discussions and/or negotiations with the Superintendent of Schools on a new, three-year contract, the final terms of which shall be subject to Board approval.
- The Board held a Special Meeting on May 29, 2018 to receive public comment regarding the proposed Board of Education budget as recommended by the Town Council on May 21, 2018 for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

JUNE 2018



June retirees in attendance at the annual Reception.

- The Board held a reception on June 19, 2018 to recognize the following:
 - New Milford Public School June Retirees: **Vicki Braucci, Karla Buffington, Antoinette Fortuna, Joyce Johnson, Corby Kennison, Mary Mercer, Suanne**

Merlino, Gary Molenaor, Cathy Neill, Jennifer Sheaffer, Lynn Singleton, Kathleen Taylor, and Karen Terhaar

- Winners of the 2018 CHET Dream Big! Competition: SNIS students **Annabella Gronbach** and **Maayan Rosenberg**
 - Winners of the HRRRA Billboard Contest: NES students **Emma Pollack** and **Brooke Buccieri**, SNIS student **Layla Colarusso**, SMS students **Diana Jara Pulla** and **Clarissa Garza**, and NMHS students **Catelyn D'Amato** and **Phair Haldin**
 - SMS Battle of the Books School Champions: for 6th grade **Shannon Conley, Quinn Geier, Alex Polo, Hannah Rainey, Trevor Sweet, and Francisco Vazquez**; for 7th grade **Allison Higgins, Evan Klimowich, Jmere Robinson-Witherspoon, Brinett Rodriguez, Owen Vaughan, and Christopher Wologodzew**; for 8th grade **Clarissa Garza, Kayla Machado, Trinity Mink, Joseph Sturino, and Evelyn Toth**
 - Place finishers at the FBLA State Leadership Conference: NMHS students **John Adams, Randall Davis, James Day, Evan Golembeske, Abby Hunniford, Lilly McDermott, Michael Milczarski, and Ryan Mondoneto**
 - Place finishers at the DECA State Leadership Conference: NMHS students **Mykenzee Baier, Jacob Berendsohn, Matthew Clarke, Kayla Foster, Kallie Johnson, Alicia Leno, Brianna LeRose, James Lewis, Kieth Manaog, Madisyn Martinelli, Vincent Rago, Taha Rao, Victoria Schmidt, and Emilia Tesoriero**. Also recognized for DECA for School Based Gold Certification for the NMHS School Store were **Davin Roberts** and **Olivia Thalassinis**
 - CAS Middle Level Scholar-Leaders: SMS students **Sarah Rondini** and **Dillon Thomas**
 - Connecticut Association of Boards of Education Leadership Award recipients: **Giovanna Esposito** and **Ishaani Pradeep** from SMS and **Davin Roberts** and **Olivia Thalassinis** from NMHS
 - Western Connecticut Superintendents Association 2017-18 Award recipients: **Annabelle Colonna** and **Jack Cossari** from SMS and **Katherine Grinnell** and **Derek Profita** from NMHS
 - The Board recognized the senior student representative to the Board of Education: **Gregory Winkelstern**
- At its regular meeting on June 19, 2018, the Board recognized and thanked outgoing Town-wide PTO President Kathleen Lewis for her leadership and volunteerism.
 - The Board approved an Eagle Scout project for Northville Elementary School which will convert two courtyards into outdoor classrooms.
 - The Board accepted the following Gifts and Donations:
 - PTO - \$13,873.54
 - New Milford River Trail Association - \$6,700.00
 - The Board approved new policy 3520 Student Data Privacy.
 - The following bids were awarded by the Board of Education:
 - Food and Nutrition Services – Milk to Wades Dairy Inc. for a one-year period
 - Food and Nutrition Services – Frozen Dessert to New England Ice Cream Corporation for a one-year period
 - Security Services to Securitas for a three year period

- The Board of Education approved the following Grants:
 - Carl D. Perkins Grant in the amount of \$34,500.00
 - Adult Education Grant: ESL for Life and Work Pathways to the Future in the amount of \$83,000.00
- The Board approved the appointment of the Assistant Superintendent, and in his/her absence, the Director of Human Resources, as the Designee for the Superintendent of Schools from July 1, 2018 through June 30, 2019.
- The Board approved authorization for the Superintendent to accept resignations and make appointments, excluding administrative appointments, from June 20, 2018 through September 18, 2018.
- The Board approved authorization for the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 20, 2018 through September 18, 2018.
- The Board approved the proposed five-year Contract, beginning July 1, 2018, between the New Milford Board of Education and All-Star Transportation for Pupil Transportation Services.
- The Board approved a motion to execute the Memorandum of Agreement with the New Milford School Administrators' Association to implement an early retirement incentive program and to authorize the Board Chair to execute, on the Board's behalf, the individual administrator's Election, Agreement, Release and Waiver Forms when returned to the Superintendent's office.
- The Board received the following annual reports:
 - Annual Emergency Preparedness Report
 - Annual Wellness Report
- The Board entered into Executive Session to discuss the proposed, three-year contract for the Superintendent of Schools.
- At a special meeting on June 21, 2018, the Board approved amending the 2018-19 Board of Education Adopted Budget from \$64,278,670 to \$63,010,586, as proposed by the Superintendent of Schools on Item 3A, "Proposed Adjustments to the 2018-2019 Budget", dated June 20, 2018.

Summary of 2017-2018 Assessments

Smarter Balanced Assessment Grades 3-8

In the spring of 2018 students across Connecticut and the Nation participated in the administration of the Smarter Balanced Assessment. The pilot assessment based on the new NGSS standards took place in lieu of a scored Science assessment. Participation in this assessment counted, even though the scores did not count.

The Smarter Balanced assessment provided district and student level results. In Mathematics, New Milford scored a 47.1% average overall, outperforming the state average of 46.7%. The DRG, however, scored an average of 56.6%. In Reading/Language Arts, New Milford's overall average was 58.3%, outperforming the state average of 55.3%. The DRG, however, outperformed New Milford's average with an overall score of 64.8%.

In 2015-2016 the State of Connecticut removed the Smarter Balanced Assessment from Grade 11 and replaced it with the administration of the SATs for Grade 11 students. Our students in New Milford have historically outperformed the state in terms of both the Math and Reading sections of the SATs. The last four years Connecticut students have averaged a combined score of 1010 (2015), 1023 (2016), 1030 (2017) and is now 1019 (2018). Comparatively, New Milford students have averaged a combined score of 1033 (2015), 1068 (2016) 1084 (2017) and 1060 (2018). The New Milford combined score of a 1060, was comprised of a 542 on the Reading section and a 518 on the Math section. Over the past 3 years, New Milford High School students have been averaging almost 40 points higher than from where we had been historically. The summer of 2017 saw the return of a support program for students with identified gaps in their learning. The program was well attended and resulted in clear gains in math and reading for those involved.

Advanced Placement Exams

In 2017-2018, New Milford High School students continued to increase their participation in Advanced Placement courses and more students elected to take the national proficiency exam. Students took a total of 666 exams in 2017 up from in 529 exams in 2016, and 67% scored a three or higher. A score of three or higher represents passing. The state average for 2017's administration was 71% and the national average was 61%. We expect both enrollment and student successes to continue as the district works to expand opportunities for students and provide professional development to the teachers.

Summary

The 2017-2018 school year saw a continued focus on student programing and academic performance. This was the fourth year of implementation of the math curriculum in grades K-6, year three of the program in grade 7 and year two in grade 8. Finally, we saw an increased enrollment in Advanced Placement courses while more students met the college and career readiness standards on the exam. At New Milford High School, students passed 433 AP exams up from 404 in 2016.

The Board of Education routinely recognized the talent and accomplishments of students and staff at its meetings and end-of-the-year reception. During the 2017-2018 school year the Board recognized **113** students and **61** staff members for outstanding achievement. Donations in excess of **\$148,489** were received from the PTO and other benefactors to benefit the New Milford Public Schools. The Board was awarded **\$1,447,068** in grants. The majority of funds were obtained through entitlement grants from the State Department of Education and the federal government. It should be noted that most grants cover a two-year period.

RECEIVED
TOWN CLERK
OCT -4 P 1:2L

Also Present: Dr. Stephen Tracy, Interim Superintendent of Schools
Ms. Alisha DiCorpo, Assistant Superintendent
Ms. Ellamae Baldelli, Director of Human Resources

NEW MILFORD, CT

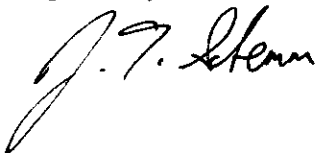
<p>1.</p>	<p>Call to Order</p> <p>The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mr. Schemm. Mr. McCauley was seated in the absence of Mrs. Faulenbach.</p>	<p>Call to Order</p>
<p>2.</p>	<p>Public Comment</p> <ul style="list-style-type: none"> There was none. 	<p>Public Comment</p>
<p>3.</p> <p>A.</p>	<p>Discussion</p> <p>Policies for Review:</p> <ul style="list-style-type: none"> Mr. Schemm said this continues the review of the 1000 series. He said they could consider three sides of each policy: they could review and make no changes, make suggestions for revision, or look to delete or combine the policy with another. <p>1. 1146 Recognition of Students, Citizens, Staff Members</p> <ul style="list-style-type: none"> Mr. Schemm said he liked how this policy clearly articulates what the Board does in this area. He said the recognition is nice and pulls the public in as well. Mrs. McNerney noted there was no statute 	<p>Discussion</p> <p>A. Policies for Review:</p> <p>1. 1146 Recognition of Students, Citizens, Staff Members</p>

	<p>cited and wondered if the policy could be married to another.</p> <ul style="list-style-type: none"> • It was agreed not to recommend any changes to this policy and to add the date of review. <p>2. 1150/1160 Communications with the Public</p> <ul style="list-style-type: none"> • Mrs. McNerney thought this was a very important policy in guiding the Board when they are asked questions. • Mr. McCauley said it served as a good reminder. • Mr. Schemm noted there were no crosslinks to Board bylaws cited but said that this topic is addressed in that series as well. • It was agreed to check with Legal to see if one should be added. <p>3. 1212 School Volunteers</p> <ul style="list-style-type: none"> • Mrs. McNerney asked who signed the attached forms. Ms. Baldelli said volunteers sign them when they come in to be fingerprinted and they are administered through her office. She said a volunteer only needs to fill them out again if there has been a gap in their continuous service of more than one year. • Mr. Schemm suggested Legal be consulted to see if there is a statutory definition of "continuous" that the district should use. If there is one, he would like it spelled out in the policy. He said, depending on the definition, this might also help cut down on the cost of fingerprinting. • Dr. Tracy noted that #6 seems to state that the form needs to be completed annually. Ms. Baldelli said that has not been the practice, and that it would be a huge administrative burden as they have several hundred volunteers per year. • Mr. Schemm said the money for fingerprinting is budgeted. Ms. Baldelli said it is and the cost is currently \$85.75 per volunteer. 	<p>2. 1150/1160 Communications with the Public</p> <p>3. 1212 School Volunteers</p>
--	---	---

<p>4. 1250 Visits to the Schools</p> <ul style="list-style-type: none"> • Mrs. McInerney said if the order of the bulleted list in this policy doesn't matter, she would like to see it reordered with student safety first and orderly process second. • Mr. Schemm said he would prefer to keep encouraging visits first to emphasize the positive. • It was agreed to check with Legal to see if there was any reason not to reorder the list • Mr. Schemm said he would also like to see the last sentence on 1250(a) made more positive. He suggested it be changed to "Since we strive to maintain continuity in instruction, while visiting in a classroom, a visitor must not interrupt the class in any way, nor speak to (unless invited to do so) or disturb the students or teacher." 	<p>4. 1250 Visits to the Schools</p>
<p>5. 1251 Loitering or Causing Disturbance</p> <ul style="list-style-type: none"> • Mr. Schemm suggested this policy could be rolled into 1250 since they are basically on the same topic. Legal will be consulted. If it is okay, then this policy could be deleted. 	<p>5. 1251 Loitering or Causing Disturbance</p>
<p>6. 1312 Public Complaints</p> <ul style="list-style-type: none"> • Mr. Schemm said this policy harkens back to 1150 but is more specifically geared towards complaints. • Mrs. McInerney said this is very important in helping the Board direct complaints. • Mr. Schemm asked if other layers should be added, such as the Assistant Superintendent, but Dr. Tracy said he thought it was fine as is. • Mr. Schemm noted that it only spoke to instruction or learning materials and not other issues such as buses or operations. • Mrs. McInerney suggested the sentence stop at complaints and the specificity be deleted. • Legal will be consulted. 	<p>6. 1312 Public Complaints</p>

	<p>7. 1313 Gifts to School Personnel</p> <ul style="list-style-type: none"> • Mrs. McInerney wondered if this policy in fact precludes teachers from accepting gifts. Mr. Schemm noted that it speaks to not encouraging or accepting those intending to influence. • Mr. Schemm noted that there is a piece to the common core of professional responsibility and wondered if there are any ethical guidelines there that should be added here. • Legal will be consulted. <p>8. 1321 Public Performances by Students</p> <ul style="list-style-type: none"> • Mr. Schemm noted that the policy refers to groups performing, "as authorized by the Superintendent's regulations," but he does not see any regulations attached to the policy. He suggested that phrase be removed and "consistent with Board guidelines and related regulations" be inserted instead, since the policies are more Board purview. • Legal will be consulted. 	<p>7. 1313 Gifts to School Personnel</p> <p>8. 1321 Public Performances by Students</p>
4.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	Public Comment
5.	<p>Adjourn</p> <p>Mr. McCauley moved to adjourn the meeting at 7:25 p.m. seconded by Mrs. McInerney and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:25 p.m.</p>

Respectfully submitted:



J.T. Schemm, Chairperson
Policy Sub-Committee

**New Milford Board of Education
Committee on Learning Minutes
October 2, 2018
Lillis Administration Building, Room 2**

Present: Mrs. Tammy McInerney, Chairperson
Mr. J.T. Schemm
Mr. Brian McCauley, Alternate

Absent: Mr. Bill Dahl
Mr. Joseph Failla

Also Present: Dr. Stephen Tracy, Interim Superintendent of Schools
Ms. Alisha DiCorpo, Assistant Superintendent of Schools
Ms. Ellamae Baldelli, Human Resources Director
Mr. Eric Williams, Assistant Principal, New Milford High School
Mrs. Alicia Daley, Art teacher, New Milford High School
Mr. James Wilson, Technology Education teacher, New Milford High School

RECEIVED
TOWN CLERK

2018 OCT -4 P 1:24

NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Committee on Learning was called to order at 7:30 p.m. by Mrs. McInerney. Mr. McCauley was seated in the absence of Mr. Dahl.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Review and Approval of Curriculum 1. Digital Photography • Ms. DiCorpo said Mrs. Daley and Mr. Wilson cowrote the Digital Photography curriculum. It is a new course started as a result of interest in new classes expressed in a student survey. • Mrs. Daley said it is half credit, half year course, open to grades 9-12. Students are not required to own a digital camera. They have a few for student use but most use their smart phones.	Discussion and Possible Action A. Review and Approval of Curriculum 1. Digital Photography

	<ul style="list-style-type: none"> • Mrs. McInerney asked if the phones allow as much adjustment as a digital camera would. Mrs. Daley said the phones have basic controls and there are several apps that supplement. The students also begin using Photoshop. • Mr. Wilson said Photoshop is a well-known product so it is intuitive for many students. He said they are creating digitally knowledgeable students and talking about career paths. He said the students also use their knowledge for other school assignments. • Mr. Schemm said he was happy to see the student survey used. He asked about enrollment. Mrs. Daley said there are three sections of 22 students, which is the maximum computers they have. Guidance told her over 200 students wanted to enroll in the class. • Mr. Schemm asked if the class was housed in the Art department and Mrs. Daley said it is, along with Graphic Design. Ms. DiCorpo said that had to do with teacher certification as well. • Mr. Schemm suggested cross linking be considered with Technology, possibly to open up funding streams. Mr. Williams said he could look into it. • Mrs. Daley said they currently combine with Video Production and Woodshop on some projects. • Mr. Wilson said he offers an after-school club with drones and is hoping for a Robotics course next year. • Ms. DiCorpo said Robotics is part of the Grade 8 PLTW curriculum and they are hoping to build interest in the area for high school. <p>Mr. McCauley moved to bring the curriculum for Digital Photography to the full Board for approval, seconded by Mr. Schemm and passed unanimously.</p> <p>2. Graphic Design</p> <ul style="list-style-type: none"> • Ms. DiCorpo said the former Cut, Paste and Copy (CPC) class has been revamped into Graphic Design, with more of an emphasis on 21st century skills. It is now one credit and the vocational component has been dropped. 	<p>Motion made and passed unanimously to bring the curriculum for Digital Photography to the full Board for approval.</p> <p>2. Graphic Design</p>
--	---	--

	<ul style="list-style-type: none"> • Mrs. Daley said there is a career component in that students use the skills they are learning to create a self-promotional portfolio. There is a business segment to the course too that is still called Cut, Paste and Copy. • Mr. Schemm asked what grade level can take the class. Mrs. Daley said grades 11 and 12. They suggest Advertising Art and/or Digital Photography as precursors. • Mrs. McInerney asked about enrollment. Mrs. Daley said it is a full year class and she has 11 students. They are hoping that the popularity of Digital Photography will begin to feed the program down the line. • Mr. Schemm said he would encourage Mrs. Daley to use the CPC alumni as a resource. She said the class is offered first block so the early morning hour factors into that. • Mr. Schemm said he was aware that singleton classes such as this are sometimes difficult to fit into the master schedule and can create hard choices for student schedules. Ms. DiCorpo said they are hopeful the new pathways will help in this area. <p>Mrs. McInerney moved to bring the curriculum for Graphic Design to the full Board for approval, seconded by Mr. McCauley and passed unanimously.</p>	<p>Motion made and passed unanimously to bring the curriculum for Graphic Design to the full Board for approval.</p>
4.	<p>Item of Information</p> <p>A. Fall Curriculum/Curriculum Update</p> <ul style="list-style-type: none"> • Ms. DiCorpo presented on Fall 2018 curriculum writing. She said the following were offered and accepted by teachers for writing: General Music Grades 6-8, Advanced Creative Writing, World Literature and Culture, Algebra II College Prep, Algebra II Honors, Geometry Honors, AP German, Allied Health Careers, Sports Medicine, and Health I. • Training was offered for three days, with impact to schedules minimized. 	<p>Item of Information</p> <p>A. Fall Curriculum/Curriculum Update</p>

	<ul style="list-style-type: none"> • Curriculum is due November 16, then will be vetted before being presented for approval beginning in February. Ms. DiCorpo said she will group the courses brought to COL by subject. • Spring curriculum is due in April. It is being prioritized from the five-year curriculum plan. Additional postings will be offered in the summer. • The Curriculum Council is looking at its next steps and will assemble vertical teams to make recommendations and support vertical articulation/progression of standards. • In the Instruction area, TEAM mentors, instructional coaches and department chairs have received training through ReVision Learning on how to provide specific feedback related to practice. Groups have spent time in classrooms in order to practice gathering data and to provide feedback to teachers. • Mr. Schemm said it was great to see staff stepping forward in this area, even during the busy school year. • Dr. Tracy thanked Ms. DiCorpo for all her work in the area of curriculum, praising her organization and the consistency of the program. 	
5.	Public Comment <ul style="list-style-type: none"> • There was none. 	Public Comment
6.	Adjourn Mr. McCauley moved to adjourn the meeting at 8:08 p.m., seconded by Mr. Schemm and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 8:08 p.m.

Respectfully submitted:




Tammy McInerney, Chairperson
Committee on Learning

**New Milford Board of Education
Facilities Sub-Committee Minutes
October 9, 2018
Lillis Administration Building—Room 2**

Present: Mr. Brian McCauley, Chairperson
Mrs. Angela C. Chastain
Mr. Bill Dahl
Mrs. Eileen P. Monaghan

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

1.	Call to Order The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:45 p.m. by Mr. McCauley.	Call to Order
2.	Public Comment • There was none	Public Comment
3.	Items of Information A. Oil Tanks <ul style="list-style-type: none"> Mr. Munrett thanked the Board for their assistance with additional funding for the HPS oil tank project. The request is on the Town Council agenda tonight. He said Mitchell Oil has provided a 1,000 gallon temporary tank free of charge to heat the building. It has been piped into the building and will be tested tonight. He said sign off on the above ground tank placement should happen in a few days, with the new above ground tank on site within a few weeks. They will use a prefab slab for placement. The same vendor was awarded the Lillis bid and is ready to start that project as well since the new underground tank purchased for HPS can be used. Mr. Dahl asked if looking back at the project's problems anything could have been done differently so as to identify the problems earlier. Mr. Munrett said it was tough to say. 	Items of Information A. Oil Tanks <div style="text-align: right;">  RECEIVED TOWN CLERK 2018 OCT 11 A 10:39 NEW MILFORD, CT </div>

	<p>There are processes that have to be followed in a project like this, and this was a big hiccup in the line; unfortunately the pricing reflects the difficulty.</p> <ul style="list-style-type: none"> • Mrs. Monaghan asked about the sizes of the various tanks. Mr. Munrett said the new underground tank is 10,000 gallons; the above ground is 6,000 gallons; and the temporary tank is 1,000 gallons. He said the above ground tank currently in place at NES is 10,000 gallons. • Dr. Tracy said the project clearly points out the need for “as built” plans going forward so we do not have this issue in the future. • Mrs. Monaghan asked about the status of the old underground tank. Mr. Munrett said it was filled with concrete last week and abandoned per code. • Mr. Dahl said he wonders what the vendor will find when they start the Lillis work. 	
B. NMHS Roof	<ul style="list-style-type: none"> • Mr. Munrett said as a result of funding approved by the Town Council, the district was able to start emergency roof repairs last week. Noisy work will start this week and Mr. Munrett will keep high school administration apprised. He said there was a pre-bid meeting and walkthrough for the full project with interested vendors last week. • Mr. Dahl asked about the status of the insurance reimbursement. Mr. Giovannone said the Town had provided \$135,000 in emergency funding while they wait for the insurance reimbursement check of \$279,000. The check will be payable to the Town and come to Mr. Giovannone’s attention at the BOE for deposit into a designated Town account. There will need to be discussion going forward as to what will be done with the surplus left in the account, since there will be \$144,000 left in funding towards full replacement. • Mr. Dahl asked why the repair has been so slow in getting done. Mr. Munrett said the 	B. NMHS Roof

	<p>insurer took time to send adjusters and estimators, and then the discussions with the Town took time as well.</p> <ul style="list-style-type: none"> • Mrs. Chastain said there was also a misunderstanding regarding the amount of insurance reimbursement. Mr. Giovannone said the \$1.5 million quoted was never referenced at any of the BOE meetings. It was mentioned by the Town Finance Director at a meeting and went from there. • Dr. Tracy asked when the bids are due for the two scenarios they are considering: asphalt or metal with solar. Mr. Munrett said on October 12 to Garland and then to the district on October 19. The Board will have them in place to discuss at November meetings in order to make a recommendation to the Town for their December meetings and the January bond cycle. 	
C. SNIS A/C Condensation		C. SNIS A/C Condensation
	<ul style="list-style-type: none"> • Mr. Munrett said this is not an uncommon situation in buildings where air conditioning has been added after the fact. The envirosience consultant Fuss and O'Neill is exploring options going forward. There are many different price options; it will depend on what the Board wants to do. • Mrs. Monaghan asked what the cost was of the temporary fix to get school open. Mr. Munrett said it was between \$6-7,000. • Mr. McCauley asked if this is a consideration for next year's budget. Mr. Munrett said if the Board wished to consider it. He said the report alone is costly. • Mrs. Monaghan asked if there were complaints from students and staff. Mr. Munrett said some, at the beginning. • Dr. Tracy said he heard from one parent and a few of the teachers who were in the affected area. Right now the district is band-aiding the situation. 	

<p>D. NES Eagle Scout project</p> <ul style="list-style-type: none"> • Mr. Munrett said Eagle Scout Matt Marano is now working on a compost bin for the NES garden. He said he thinks it is a great idea and the principal agrees. The project is under the dollar threshold that needs Board approval but he wanted to give it recognition. • Dr. Tracy said he would like to see pictures when it is done and some kind of thank you celebration. • Mr. McCauley suggested all the Eagle Scouts be recognized at a future BOE meeting. 	<p>D. NES Eagle Scout project</p>
<p>E. 5 Year Facilities Capital Plan</p> <ul style="list-style-type: none"> • Mr. Munrett said this is a living document and changes as needs changed. Some projects get pushed out or cut and pricing is adjusted when required. • Mrs. Chastain asked for a breakdown of what has been expended so far this year out of the \$325,000 capital included in the budget. She said she strongly suggests that we do not further deplete the capital reserve next year as it is getting low and is not the right call. It is not designed to fund the budget but for big projects. • She also said that she finds the plan somewhat uneven with big purchases some years and not others. She asked if there was a way to spread costs out equitably from year to year so that the budget is more stable. • Mr. Munrett said some years have big expenditures. For example he said a tractor costs \$110,000 but it is the heavy lifter for all district work. Mrs. Chastain asked if there was equipment that could be borrowed from the Town instead. Mr. Munrett said he will investigate and that they do share when they can. 	<p>E. 5 Year Facilities Capital Plan</p>
<p>F. Possible Budget Drivers</p> <ul style="list-style-type: none"> • Mr. Munrett said there is nothing unforeseen 	<p>F. Possible Budget Drivers</p>

New Milford Board of Education
Facilities Sub-Committee Minutes
October 9, 2018
Lillis Administration Building—Room 2

Page 5

	<p>right now besides what is in the five year plan. He would like to open up discussion with the Board members as to their thoughts.</p> <ul style="list-style-type: none">• Mrs. Chastain said the NES parking lot needs help regarding traffic flow.• Mr. Dahl said the same can be said for Schaghticoke's parking lot.	
4.	<p>Public Comment</p> <ul style="list-style-type: none">• There was none.	<p>Public Comment</p>
5.	<p>Adjourn</p> <p>Mrs. Monaghan moved to adjourn the meeting at 7:10 p.m., seconded by Mr. Dahl and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:10 p.m.</p>

Respectfully submitted:



Brian McCauley, Chairperson
Facilities Sub-Committee

**New Milford Board of Education
Operations Sub-Committee Minutes
October 9, 2018
Lillis Administration Building—Room 2**

Present: Mrs. Wendy Faulenbach, Chairperson
Mr. Brian McCauley
Mrs. Eileen P. Monaghan
Mr. Bill Dahl, Alternate

Also Present: Dr. Stephen Tracy, Interim Superintendent
Ms. Ellamae Baldelli, Director of Human Resources
Mr. Anthony Giovannone, Director of Fiscal Services and Operations
Mrs. Laura Olson, Director of Pupil Personnel and Special Services
Mr. Kevin Munrett, Facilities Director

1.	<p>Call to Order</p> <p>The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:30 p.m. by Mrs. Faulenbach. Mr. Dahl was seated due to a vacancy on the committee.</p>	<p>Call to Order</p>
2.	<p>Public Comment</p> <ul style="list-style-type: none"> • Kimberly LaPegna spoke on behalf of adding a bus stop for HPS students to attend the Village Center for the Arts (VCA) after school. She said this is a great opportunity for students and NES students are bussed there. It is not equitable for some students to have access and not others. • Mrs. Faulenbach thanked the speakers for coming and spoke to the process of public comment. She said technically Board members cannot engage in dialogue. Instead, they listen then vet concerns through the Superintendent and full Board for discussion. • Liberty Mahon said she had the same concerns with a bus stop for VCA. She said HPS had a bus last year but not this year. She said VCA offers a scholarship program for students. • Liza Basile said students are bussed to VCA from SNIS currently but she hears that may not continue and wants it to. • Kara Pfeifer said she feels the same about the 	<p>Public Comment</p> <div data-bbox="1128 1365 1242 1638" data-label="Text"> <p>RECEIVED TOWN CLERK</p> </div> <div data-bbox="1242 1365 1291 1701" data-label="Text"> <p>2018 OCT 11 A 10:39</p> </div> <div data-bbox="1404 1386 1453 1680" data-label="Text"> <p>NEW MILFORD, CT</p> </div>

	<p>bus from SNIS. Working parents have a need for this service.</p> <ul style="list-style-type: none"> • Kimberly LaPegna said this fills a passion of many students and should be offered. • Mrs. Faulenbach said she appreciates the comments and noted that transportation can be tricky. She said the Board will need data regarding the history and funding for discussion to take place. • Dr. Tracy said he met with the VCA Director last week and the bus came up then. He said he is working on this and may have to come to the Board if there will be an additional cost. 	
3.	<p>Discussion and Possible Action</p> <p>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</p> <ul style="list-style-type: none"> • Ms. Baldelli said she expects to have a revised Exhibit A for the full Board meeting. There are current openings in Bilingual and Math at SMS; Spanish, Special Ed and Computer Based Instruction at NMHS. Para vacancies are down to 4.5 from 7. • Dr. Tracy said Mr. Shugrue will be out for approximately six weeks starting the end of October and former Assistant Principal John Lee will be brought in during that time. • Ms. Baldelli said Mrs. Curtis will serve as Acting Principal and Mr. Lee will take her place as an assistant principal. • Mrs. Faulenbach asked how the decision was made. Ms. Baldelli said Mr. Shugrue made the recommendation for Mrs. Curtis based on seniority and experience. Mrs. Curtis' assignment is not on Exhibit A because it is an internal move. • Mrs. Faulenbach asked if there is a cost savings and Ms. Baldelli said no, there is a cost of between \$15-20,000 to the certified salary account. • Dr. Tracy said he would prepare details on the 	<p>Discussion and Possible Action</p> <p>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</p>

	<p>roles, reasons, dates and estimated costs for the Board prior to the October 16 meeting.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said all these \$15-20,000 costs here and there start to add up in the budget. • Mrs. Faulenbach asked if the “pending receipt of permit” note was new for coaches. Ms. Baldelli said it was not and is there while they wait for the state to affirm. She noted that a Dance Team coach is on for approval. <p>Mr. Dahl 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. McCauley.</p> <p>Motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 9/30/18 2. Purchase Resolution D-715 3. Request for Budget Transfers <ul style="list-style-type: none"> • Mr. Giovannone said next month the Operations agenda will include an item regarding budget drivers. He asked the Board to consider the budget format and give him feedback. He said the district is starting its yearly workers’ compensation review tomorrow. A new version of MUNIS was installed last week with no real substantive changes to the modules. • Mrs. Faulenbach commented on the capital reserve section of the budget. She said she would like a clear picture of why it is presented that way, how we currently budget and what we might do better in that area. She said there had been a lot of discussion about capital this year and what is drawn from the budget versus expenditures out of the reserve. She asked for a snapshot of what has been spent so far out of budget this year in capital. • Mr. Giovannone said they had projected a total 	<p>Motion made and passed unanimously to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 9/30/18 2. Purchase Resolution D-715 3. Request for Budget Transfers
--	---	--

this month of between \$300-400,000 in the certified salary line but it is at \$253,334. Mrs. Faulenbach asked if this included the new grade 2 teacher and Mr. Giovannone said he would have to check. Mrs. Faulenbach said this is an example of how the Board must be very cautious with budget this early in the year.

- Mr. Giovannone referenced the transportation line on page 2 of 4 and said there is a transfer request this month from the private tuition line to remedy that. Mrs. Faulenbach noted that this was the full transportation line for the district and Mr. Giovannone said yes, and that special education transportation was part of it.
- Mrs. Faulenbach asked what line MUNIS is tracked in and how much is owed. Mr. Giovannone said he would check and that another agreement would probably be required when this current one is done.
- Mr. Dahl asked how billing is done for sports officials and Mr. Giovannone said he would look into it.
- Mrs. Faulenbach asked if the \$20,000 for police at athletic events is higher than historical and Mr. Giovannone said he would check.
- Mrs. Faulenbach asked if there was a purchase order yet for the HPS oil tank. Mr. Giovannone said not yet because they are waiting on Town approval of requested funds. Once that is in place, the purchase order will follow and a revised Purchase Resolution will be generated for the full Board meeting.
- Mrs. Faulenbach asked why NES was underfunded for the yearly oil tank testing. Mr. Munrett said he would research but it could be due to roof repairs.
- Mrs. Faulenbach said the Facilities budget has taken several hits already this year and we are not even into winter yet.

Mr. Dahl moved to bring the monthly reports: Budget Position 9/30/18, Purchase Resolution D-715 and Request for Budget Transfers to the full Board for approval.

**Motion made and passed
unanimously to bring the monthly
reports: Budget Position dated
9/30/18, Purchase Resolution**

	<p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>C. Gifts & Donations 1. PTO — Exhibit B</p> <ul style="list-style-type: none"> Mrs. Faulenbach said the PTO provides amazing support overall. She said a total will be recognized at the end of the year. <p>Mr. McCauley moved to bring Gifts & Donations: PTO – Exhibit B to the full Board for approval.</p> <p>Motion seconded by Mrs. Monaghan.</p> <p>Motion passed unanimously.</p> <p>D. Bid Awards 1. Medical Advisor</p> <ul style="list-style-type: none"> Mrs. Faulenbach said Dr. Hack has been a longtime advisor and there is a good ongoing relationship. <p>Mr. McCauley moved to bring the bid award for the Medical Advisor to the full Board for approval.</p> <p>Motion seconded by Mrs. Monaghan.</p> <p>Motion passed unanimously.</p> <p>2. Lillis Oil Tank</p> <ul style="list-style-type: none"> Mrs. Faulenbach said she appreciates the detailed memo provided by Mr. Giovannone and finds it very helpful in providing history. She said there are lots of moving parts between the Board and the Town. She said the Board will be awarding the bid, but the Town has already approved the funding for the project. Mr. Giovannone said the approved Town motion does cover the projected cost of this project. 	<p>D-715, and Request for Budget Transfers to the full Board for approval.</p> <p>C. Gifts & Donations 1. PTO — Exhibit B</p> <p>Motion made and passed unanimously to bring Gifts & Donations: PTO – Exhibit B to the full Board for approval.</p> <p>D. Bid Awards 1. Medical Advisor</p>
	<p>2. Lillis Oil Tank</p> <ul style="list-style-type: none"> Mrs. Faulenbach said she appreciates the detailed memo provided by Mr. Giovannone and finds it very helpful in providing history. She said there are lots of moving parts between the Board and the Town. She said the Board will be awarding the bid, but the Town has already approved the funding for the project. Mr. Giovannone said the approved Town motion does cover the projected cost of this project. 	<p>Motion made and passed unanimously to bring the bid award for the Medical Advisor to the full Board for approval.</p> <p>2. Lillis Oil Tank</p>

<ul style="list-style-type: none">• Dr. Tracy said the cost had increased from the time of the bid six months ago but it is still under the threshold.• Mr. Giovannone said the cost of \$97,713 is lower than what the Town approved. He recommends asking the Town to fund the full amount they approved, which is over the cost, with the understanding that any funds not used will be returned. This way if additional costs come up, they will have funding for them.• Mrs. Faulenbach asked what the roll out is if the Board awards the bid. Mr. Giovannone said the purchase order would appear at the November meeting. <p>Mr. Dahl moved to bring the bid award for the Lillis Oil Tank to ETT Environmental to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>3. SNIS Oil Tank</p> <ul style="list-style-type: none">• Mrs. Faulenbach said this memo was very helpful in giving a snapshot of the increase in costs since the bid was made and what is needed in addition now, namely \$34,000, to what the Town funded. She said the choice is whether to award the bid and wonder where the additional money will come from or to go back to the bidder and ask for a rebid. Right now, the Town is aware and there is no guarantee they will pick up the difference. Mrs. Faulenbach said she thought it was important to show due diligence before asking for additional funds.• Mrs. Faulenbach asked what would happen if the January 1 deadline to remove the old tank is not met. Mr. Munrett said it shouldn't be an issue with the state as long as we can show a paper trail of "good faith effort" while we work through the bidding process. He said he had	<p>Motion made and passed unanimously to bring the bid award for the Lillis Oil Tank to ETT Environmental to the full Board for approval.</p> <p>3. SNIS Oil Tank</p>
--	---

	<p>approached the vendor and they were not interested in renegotiating. He said the oil tank at SNIS is a redundant system, and the building is heated through natural gas.</p> <ul style="list-style-type: none"> • Mrs. Monaghan asked why ETT Environmental, who was awarded the other two tanks, did not bid for SNIS. Mr. Munrett said at the time they were cautious of taking on too many projects at one time. He said they are interested in bidding now. • Mrs. Faulenbach said it is her recommendation that administration rebid the project to try and get it back under what the Town approved, so at this time she is recommending no action be taken to move this out of committee. • Consensus agreed. 	
E. Activity Stipend Requests	1. Schaghticoke Middle School	E. Activity Stipend Requests
	<ul style="list-style-type: none"> • Dr. Tracy said the change to Robotics will attract more students. • Ms. Baldelli said it is common to adjust activities from year to year such as the requested switch from ASL to Writing Lab. • Mrs. Faulenbach asked for a listing of all SMS activities. Ms. Baldelli said she is working on one for the whole district. <p>Mrs. Monaghan moved to bring the Activity Stipend Requests for Schaghticoke Middle School to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p>	1. Schaghticoke Middle School
F. Approval of Signatories for ED-099 Agreement for Child Nutrition Programs	<ul style="list-style-type: none"> • Mr. Giovannone said this updates the contract with the state for the first time in 20 years and adds signatories. The language requires nothing additional from what is currently required. The 	F. Approval of Signatories for ED-099 Agreement for Child Nutrition Programs

	<p>agreement is required by USDA and state agencies.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach asked what the monetary benefit is. Mr. Giovannone said he would check but he believes it is at least \$500,000 in reimbursements each year. <p>Mr. Dahl moved to bring the Approval of Signatories for ED-099 Agreement for Child Nutrition Programs to the full Board for approval.</p> <p>Motion seconded by Mrs. Monaghan.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring the Approval of Signatories for ED-099 Agreement for Child Nutrition Programs to the full Board for approval.</p>
4.	<p>Items of Information</p> <p>A. List of Teacher Substitutes</p> <ul style="list-style-type: none"> • Ms. Baldelli said she provides this list in October and February. • Mrs. Faulenbach said this was requested by a previous Board member and she wondered if it is still needed in light of all the reports and data required in general. She will add the topic to her report at the Board and suggest it be stopped unless anyone objects. <p>B. Updated Master Schedule for Bids and Proposals</p> <ul style="list-style-type: none"> • Mr. Giovannone said there are a few changes. The medical advisor was annual but technically it does not require a formal bid, only quotes, so he is changing it to every two years. The annual uniform order quote has been added. • Mrs. Faulenbach noted that the choice of a legal firm is bid “as requested” and not under a specific timeline. She said it was six or seven years ago that this was last done. Mr. Giovannone said it would need to be bid by December to be included in next year’s budget if changes are going to be made. • Mrs. Faulenbach asked if RFP’s appear on the website and Mr. Giovannone said they do. 	<p>Items of Information</p> <p>A. List of Teacher Substitutes</p> <p>B. Updated Master Schedule for Bids and Proposals</p>

	<p>C. Parking Permit and Pay to Participate Revenues</p> <ul style="list-style-type: none"> Mrs. Faulenbach said based on the document provided it looks like revenue will be down from projections. She said this is another area of concern for the budget. Money will need to be found for the Superintendent Search too. <p>D. Health Inspections</p> <ul style="list-style-type: none"> Dr. Tracy noted the very positive results of the health inspections. He said he had recently walked around the high school operation with Mrs. Sullivan and he was very impressed with the variety of food offered and the colorful setting. Mrs. Faulenbach reminded committee members that budget time is coming and encouraged them to let administration know if there was something they want to see addressed in any area. 	<p>C. Parking Permit and Pay to Participate Revenues</p> <p>D. Health Inspections</p>
<p>5.</p>	<p>Public Comment</p> <ul style="list-style-type: none"> There was none. 	<p>Public Comment</p>
<p>6.</p>	<p>Adjourn</p> <p>Mr. McCauley moved to adjourn the meeting at 8:50 p.m. seconded by Mrs. Monaghan and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 8:50 p.m.</p>

Respectfully submitted:



Wendy Faulenbach, Chairperson
 Operations Sub-Committee