

**New Milford Board of Education  
Regular Meeting Minutes  
February 9, 2016  
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairperson Mrs. Angela C. Chastain Mr. Robert Coppola Mr. Dave Littlefield Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm Mrs. Wendy Faulenbach (arrived at 8:02 p.m.)	RECEIVED TOWN CLERK 2016 FEB 12 A 8:56
Absent:	Mr. Bill Dahl	

NEW MILFORD, CT

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Also Present:	Mr. Joshua Smith, Interim Superintendent of Schools Dr. Eugenia Slone, Acting Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Jay Hubelbank, Director of Fiscal Services and Operations Mrs. Roberta Pratt, Director of Technology Mr. Kevin Munrett, Facilities Manager Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School Dr. Len Tomasello, Principal, Schaghticoke Middle School Mrs. Paula Kelleher, Principal, Hill & Plain Elementary School  Mr. Eric Vasquez, Student Representative (arrived at 7:36 p.m.)
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1.	<b>Call to Order</b> <b>A. Pledge of Allegiance</b> 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.	<b>Call to Order</b> <b>A. Pledge of Allegiance</b>
2.	<b>Recognition</b> <b>A. VFW Patriot's Pen Essay Contest: SMS students Katherine Lukens, Helen Ma and Kaley Toth</b> <ul style="list-style-type: none"> <li>Mr. Smith invited Mrs. Solomon up to present the awards. Mrs. Solomon noted that Katherine Lukens received first place recognition while Helen Ma and Kaley Toth received honorable mention.</li> </ul> <b>B. National Geographic Geography Bee: SMS student Ryan Murphy</b> <ul style="list-style-type: none"> <li>Dr. Tomasello said there were 1000</li> </ul>	<b>Recognition</b> <b>A. VFW Patriot's Pen Essay Contest: SMS students Katherine Lukens, Helen Ma and Kaley Toth</b>  <b>B. National Geographic Geography Bee: SMS student Ryan Murphy</b>

	<p>participants total and Ryan Murphy won the SMS building level competition and has taken the state test from which 100 students will be chosen.</p> <p><b>C. NMPS Retiree: Ms. Joanna Desmarais</b></p> <ul style="list-style-type: none"> <li>Mr. Smith noted that Ms. Desmarais started her career in New Milford in 1988 teaching transitional first grade and has taught at all three of the elementary schools. He invited Mrs. Kelleher up and she said that Ms. Desmarais was always concerned with teaching the students well and she taught them to be respectful and kind to each other too.</li> </ul> <p>The meeting recessed at 7:36 p.m. for a brief reception and reconvened at 7:49 p.m.</p>	<p><b>C. NMPS Retiree: Ms. Joanna Desmarais</b></p>
<b>3.</b>	<p><b>Public Comment</b></p> <p>There was none.</p>	<p><b>Public Comment</b></p>
<b>4.</b>	<p><b>PTO Report</b></p> <ul style="list-style-type: none"> <li>Kathleen Lewis reported that the K-5 holiday shops were held in December and were successful.</li> <li>She noted that the K-5 Readathons are going on at Northville, Hill &amp; Plain, and Sarah Noble and the Schaghticoke PTO will kick off the Battle of the Books before their Readathon.</li> <li>The PTO is looking for a new photographer for the K-8 photos.</li> <li>Seniors can look for the PTO scholarship on Naviance – last year they budgeted for 17 and gave out 13.</li> <li>The PTO and the Grad Party have merged in an effort to breathe some new life into the Grad Party.</li> </ul>	<p><b>PTO Report</b></p>
<b>5.</b>	<p><b>Student Representative's Report</b></p> <ul style="list-style-type: none"> <li>Winter recess will be held this weekend with no school on Monday or Tuesday.</li> </ul>	<p><b>Student Representative's Report</b></p>

	<ul style="list-style-type: none"> <li>February 24<sup>th</sup> will be an open house for Project Lead the Way for all students.</li> <li>February 25<sup>th</sup> the chorus will have a concert.</li> <li>February 26<sup>th</sup> will be the Mr. Green Wave competition which is a talent show.</li> <li>The Spring sports information meeting is February 29<sup>th</sup>.</li> <li>On March 2<sup>nd</sup> the science CAPT and SATs will be conducted with freshmen taking a practice CAPT, sophomores taking the actual test, and juniors taking the SATs.</li> <li>March 3<sup>rd</sup> Students Against Destructive Decisions will hold an Open Mic night.</li> </ul>	
<b>6.</b>	<p><b>Approval of Minutes</b></p> <p><b>A. Approval of the following Board of Education Meeting Minutes</b></p> <ol style="list-style-type: none"> <li>1. Annual Meeting Minutes December 8, 2015</li> <li>2. Regular Meeting Minutes December 8, 2015</li> <li>3. Special Meeting Minutes December 14, 2015</li> <li>4. Special Meeting Minutes December 17, 2015</li> <li>5. Special Meeting Minutes December 28, 2015</li> <li>6. Budget Hearing/Adoption Minutes January 19, 20, 26 and 27, 2016</li> </ol> <p><b>Mr. Coppola moved to approve the following Board of Education Meeting Minutes: Annual Meeting Minutes December 8, 2015, Regular Meeting Minutes December 8, 2015, Special Meeting Minutes December 14, 2015, Special Meeting Minutes December 17, 2015, Special Meeting Minutes December 28, 2015 ,Budget Hearing / Adoption Minutes January 19, 20, 26 and 27, 2016, seconded by Mrs. McNerney and passed unanimously.</b></p>	<p><b>Approval of Minutes</b></p> <p><b>A. Approval of the following Board of Education Meeting Minutes</b></p> <ol style="list-style-type: none"> <li>1. Annual Meeting Minutes December 8, 2015</li> <li>2. Regular Meeting Minutes December 8, 2015</li> <li>3. Special Meeting Minutes December 14, 2015</li> <li>4. Special Meeting Minutes December 17, 2015</li> <li>5. Special Meeting Minutes December 28, 2015</li> <li>6. Budget Hearing/Adoption Minutes January 19, 20, 26 and 27, 2016</li> </ol> <p><b>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Annual Meeting Minutes December 8, 2015, Regular Meeting Minutes December 8, 2015, Special Meeting Minutes December 14, 2015, Special Meeting Minutes December 17, 2015, Special Meeting Minutes December 28, 2015, Budget Hearing/Adoption Minutes January 19, 20, 26 and 27, 2016.</b></p>

7.	<p><b>Superintendent's Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith thanked the Board for all of their hard work as evidenced in the sets of minutes just approved.</li> <li>• February 3<sup>rd</sup> was the 100<sup>th</sup> day of school and as of that date there were no snow days. The elementary school students dressed like centenarians in honor of the 100<sup>th</sup> day.</li> <li>• The Food Services audit, which is done every three years, was complete and the report was favorable.</li> <li>• The first snow day of the year was Friday, February 5<sup>th</sup> so the last day of school is currently projected at June 9<sup>th</sup>.</li> <li>• Mr. Smith is working on a district calendar summary per last year where the important dates are listed. This page will be available by the end of February with the full calendar available by the end of March.</li> </ul>	<p><b>Superintendent's Report</b></p>
8.	<p><b>Board Chairman's Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson said a memo had gone out to Board members to create an advisory personnel committee to screen candidates for various positions and three members had expressed interest so far.</li> <li>• Next week there will likely be a special meeting on Wednesday, February 17<sup>th</sup> to appoint a Director of Fiscal Services and Operations.</li> <li>• The adopted budget will be delivered to the Mayor's office and Town Council/Board of Finance.</li> </ul>	<p><b>Board Chairman's Report</b></p>
9.	<p><b>Committee and Liaison Reports</b></p> <p><b>A. Facilities Sub-Committee</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola thanked Mr. Munrett for adjusting quickly to his position.</li> <li>• Luke McCoy who is the architectural engineer for the turf fields gave a report to the committee. Mr. Munrett is in constant contact</li> </ul>	<p><b>Committee and Liaison Reports</b></p> <p><b>A. Facilities Sub-Committee</b></p>

	<p>with the builders even though the Town is building the field. The fields will need to be replaced in 10-12 years and the original turf field committee will try to raise funds to rebuild at that time. Also the water main issue was discussed. The two fields should be turned over to the schools in June or sometime this summer.</p> <ul style="list-style-type: none"> <li>• The roof work at Schaghticoke was discussed with the Board overseeing the work and the Town funding the work. There is some asbestos removal that needs to be done and so the work is on hold until the students are out of school. The PCB issue was discussed.</li> <li>• The overtime update will be discussed at the next meeting.</li> </ul>	
<b>B. Operations Sub-Committee</b>	<ul style="list-style-type: none"> <li>• Mr. Lawson noted, in the absence of Mrs. Faulenbach, that items were on the agenda tonight for approval.</li> </ul>	<b>B. Operations Sub-Committee</b>
<b>C. Policy Sub-Committee</b>	<ul style="list-style-type: none"> <li>• Mr. Schemm said the group had not met yet but would do so on February 23<sup>rd</sup> and will probably look at the field trip policy right away.</li> </ul>	<b>C. Policy Sub-Committee</b>
<b>D. Committee on Learning</b>	<ul style="list-style-type: none"> <li>• Mr. Lawson noted, in the absence of Mr. Dahl, that the Committee on Learning had not met yet.</li> </ul>	<b>D. Committee on Learning</b>
<b>E. Education Connection</b>	<ul style="list-style-type: none"> <li>• Mr. Coppola said Education Connection had hired a replacement for the retiring Director who will start on April 16<sup>th</sup>.</li> </ul> <p>Mrs. Faulenbach arrived at 8:02 p.m.</p> <ul style="list-style-type: none"> <li>• Mr. Coppola handed out a map of the Education Connection territory noting it goes</li> </ul>	<b>E. Education Connection</b>

	<p>from the Danbury border up to the Massachusetts line and over to the Waterbury border.</p> <ul style="list-style-type: none"> <li>• He noted that Education Connection had attempted to fight the regional calendar but was unsuccessful but there are five flex days built in for each school to use for their own purposes such as starting date.</li> </ul> <p><b>B. Operations Sub-Committee</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach, having joined the meeting, said the Operations Committee also discussed the new reports that are available for budget purposes and said if any Board member had a report request they should bring that forward to her.</li> </ul> <p><b>G. Negotiations Committee</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson reported, in the absence of Mr. Dahl, that there are currently no ongoing negotiations.</li> </ul> <p><b>F. Connecticut Boards of Education (CABE)</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola said there is a CABE Day on the Hill event upcoming and Board members should let Mrs. Silverman know if they would like to go. Also, there is a regional CABE meeting on February 24<sup>th</sup>.</li> </ul> <p><b>H. Magnet School</b></p> <ul style="list-style-type: none"> <li>• Mr. Schemm said he had not been to a meeting as of yet.</li> </ul>	<p><b>B. Operations Sub-Committee</b></p> <p><b>G. Negotiations Committee</b></p> <p><b>F. Connecticut Boards of Education (CABE)</b></p> <p><b>H. Magnet School</b></p>
<b>10.</b>	<p><b>Discussion and Possible Action</b></p> <p><b>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated February 9, 2016</b></p>	<p><b>Discussion and Possible Action</b></p> <p><b>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated February 9, 2016</b></p>

<p><b>Mrs. Faulenbach moved to approve, seconded by Mr. Littlefield.</b></p> <ul style="list-style-type: none"><li>• Mr. Coppola said he was sorry to see teachers such as Joanna Desmarais go who had such empathy for students.</li></ul> <p><b>The motion passed 7-0-1.</b> <b>Aye: Mr. Littlefield, Mrs. Chastain, Mrs. Faulenbach, Mr. Schemm, Mr. Lawson, Mr. McCauley, Mrs. McInerney</b> <b>Abstain: Mr. Coppola</b></p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"><li><b>1. Purchase Resolution: D-683</b></li><li><b>2. Budget Position dated 1/29/16</b></li></ol> <p><b>Mrs. Faulenbach moved to approve monthly reports - Purchase Resolution: D-683 and Budget Position dated 1/29/16, seconded by Mr. McCauley.</b></p> <ul style="list-style-type: none"><li>• Mr. Coppola asked how the district was doing and Mr. Hubelbank said we are doing okay including on the fuel account because the weather has been good and on the overtime because the custodians have not been brought in to clean up from the snow.</li><li>• Mr. Coppola thanked Mr. Hubelbank and wished him well on his retirement.</li><li>• Mr. Schemm thanked Mr. Hubelbank for walking them through the new budget reports.</li></ul> <p><b>The motion passed unanimously.</b></p> <p><b>C. Gifts &amp; Donations</b></p> <ol style="list-style-type: none"><li><b>1. PTO-Exhibit B</b></li></ol> <p><b>Mr. Schemm moved to accept Gifts and Donations: PTO - Exhibit B, seconded by Mrs. McInerney.</b></p> <ul style="list-style-type: none"><li>• Mrs. Chastain said as PTO President she would be abstaining from the vote.</li><li>• Mr. Lawson thanked the PTO.</li></ul> <p><b>The motion passed 7-0-1.</b></p>	<p><b>Motion made and passed to approve.</b></p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"><li><b>1. Purchase Resolution: D-683</b></li><li><b>2. Budget Position dated 1/29/16</b></li></ol> <p><b>Motion made and passed unanimously to approve monthly reports - Purchase Resolution: D-683 and Budget Position dated 1/29/16.</b></p> <p><b>C. Gifts &amp; Donations</b></p> <ol style="list-style-type: none"><li><b>1. PTO Exhibit B</b></li></ol> <p><b>Motion made and passed to approve.</b></p>
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	<p><b>Aye: Mr. Littlefield, Mrs. Faulenbach, Mr. Schemm, Mr. Lawson, Mr. McCauley, Mrs. McNerney, Mr. Coppola</b>  <b>Abstain: Mrs. Chastain</b></p> <p><b>2. Goldring Family Foundation - Exhibit C (revised 2/3/16)</b></p> <p><b>Mr. Lawson moved to accept Gifts and Donations: Goldring Family Foundation - Exhibit C (revised 2/3/16), seconded by Mr. Coppola.</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola asked how many years this donation had been ongoing and Mr. Hubelbank said four.</li> <li>• Mr. Coppola said he appreciated this donation that helped to support Project Lead the Way and the scholarships.</li> <li>• Mr. Lawson echoed Mr. Coppola's appreciation.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>D. Policies for Approval</b></p> <ol style="list-style-type: none"> <li><b>1. 3240 Tuition Fees</b></li> <li><b>2. 5157 Use of Physical Force</b></li> </ol> <p><b>Mrs. McNerney moved to approve the following policies: 3240 Tuition Fees and 5157 Use of Physical Force, seconded by Mr. McCauley and passed unanimously.</b></p>	<p><b>2. Goldring Family Foundation - Exhibit C (revised 2/3/16)</b></p> <p><b>Motion made and passed unanimously to approve.</b></p> <p><b>D. Policies for Approval</b></p> <ol style="list-style-type: none"> <li><b>1. 3240 Tuition Fees</b></li> <li><b>2. 5157 Use of Physical Force</b></li> </ol> <p><b>Motion made and passed unanimously to approve the following policies: 3240 Tuition Fees and 5157 Use of Physical Force.</b></p>
<b>11.</b>	<p><b>Items for Information and Discussion</b></p> <p><b>A. Field Trip Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola asked what the leadership conference was all about and Mr. Smith said that was for the Future Business Leaders of America statewide conference.</li> <li>• Mr. Coppola asked who was paying for the music festival field trips and Mr. Smith said the music department has a line item for transportation.</li> </ul>	<p><b>Items for Information and Discussion</b></p> <p><b>A. Field Trip Report</b></p>



	<p><b>B. Textbook Previews – Grade 10; Grades 11 and 12</b></p> <ul style="list-style-type: none"> <li>• Mr. Littlefield asked about the Scrapbook of Frankie Pratt and Dr. Slone said it is an early part of the 20<sup>th</sup> century coming of age novel that is written in scrapbook form and is a supplemental book for English 10.</li> <li>• Mr. Coppola asked about the Economics textbook and asked if this was a general course and Mr. Smith said there is a Personal Finance course offered as well.</li> <li>• Mr. Schemm asked what the cost was and Dr. Slone said it was \$102.</li> </ul> <p><b>C. Town of New Milford Audit Report dated June 30, 2015</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said the audit was a good report and she was pleased there were no material weaknesses sited.</li> <li>• Mr. Coppola said the Board has taken a hit with audit reports in the past so it is nice to have a positive one.</li> </ul> <p><b>D. Board of Education Adopted 2016-2017 Budget</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith noted that Mr. Hubelbank had prepared replacement pages as needed for the budget books.</li> <li>• Mrs. Faulenbach asked if the website has been updated and Mr. Hubelbank said it had.</li> <li>• Mrs. Faulenbach said it would be good if the Board was reminded of the date of the presentation to the Town Council/Board of Finance as the date came closer. Mr. Smith said the date was March 3<sup>rd</sup> and he would send a reminder.</li> </ul>	<p><b>B. Textbook Previews – Grade 10; Grades 11 and 12</b></p> <p><b>C. Town of New Milford Audit Report dated June 30, 2015</b></p> <p><b>D. Board of Education Adopted 2016-2017 Budget</b></p>
<p><b>12.</b></p>	<p><b>Discussion and Possible Action (Executive Session Contemplated)</b></p> <p><b>Discussion of written legal opinion from the Board's attorney pertaining to Superintendent's contract and/or formation of same and related legal</b></p>	<p><b>Discussion and Possible Action (Executive Session Contemplated)</b></p> <p><b>Discussion of written legal opinion from the Board's attorney pertaining to Superintendent's</b></p>

	<p>issues. Action may be taken by the Board upon its return to Open Session.</p> <p><b>Mrs. Faulenbach moved that the Board enter into Executive Session for the purposes of reviewing and discussing a written legal opinion from the Board's attorney pertaining to the Superintendent's contract and/or formation of same and related legal issues and invite into the session Attorney Michael McKeon, seconded by Mr. Littlefield and passed unanimously.</b></p> <p>The Board and Attorney McKeon entered executive session at 8:30 p.m.</p> <p>The Board returned to public session at 9:03 p.m.</p>	<p>contract and/or formation of same and related legal issues. Action may be taken by the Board upon its return to Open Session.</p> <p><b>Motion made and passed unanimously that the Board enter into Executive Session for the purposes of reviewing and discussing a written legal opinion from the Board's attorney pertaining to the Superintendent's contract and/or formation of same and related legal issues and invite into the session Attorney Michael McKeon.</b></p>
13.	<p><b>Adjourn</b></p> <p><b>Mr. Littlefield moved to adjourn the meeting at 9:12 p.m., seconded by Mrs. Chastain and passed unanimously.</b></p>	<p><b>Adjourn</b></p> <p><b>Motion passed unanimously to adjourn the meeting at 9:12 p.m.</b></p>

Respectfully submitted:



Tammy McInerney  
Assistant Secretary  
New Milford Board of Education