

**New Milford Board of Education
 Board Workshop Minutes
 November 21, 2017
 Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairperson Mrs. Angela C. Chastain Mr. Bill Dahl (arrived at 6:57 p.m.) Mrs. Wendy Faulenbach Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm	RECEIVED TOWN CLERK 2017 NOV 27 P 12: 58 CT
Absent:	Mr. Robert Coppola Mr. Dave Littlefield	

NEW MILFORD, CT

Also Present:	Mr. Joshua Smith, Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mrs. Laura Olson, Director of Pupil Personnel and Special Services Ms. Roberta Pratt, Director of Technology Mr. Anthony Giovannone, Director of Operations and Fiscal Services Mr. Nestor Aparicio, Assistant Facilities Director Mr. Greg Shugrue, Principal, New Milford High School Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School
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1. A.	Call to Order Pledge of Allegiance The Board Workshop of the New Milford Board of Education was called to order at 6:31 p.m. by Mr. Lawson. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2. A.	Presentation District Enrollment and Staffing <ul style="list-style-type: none"> • Mr. Lawson said this workshop was regarding enrollment and staffing and he invited Mr. Smith to begin the presentation. 	Presentation A. District Enrollment and Staffing

	<ul style="list-style-type: none">• Mr. Smith said this is the first time they have done a presentation such as this and he wanted to thank Ms. Baldelli, Mrs. Silverman and Mr. Giovannone for their work in preparing the presentation. He said enrollment and staffing numbers change frequently over time and he said the numbers used for this report are of October 1 each year, which are the official numbers provided for state reporting.• He noted the first two pages showed actual and projected enrollments, with the second page chart showing how closely the projections and actuals are running.• Hill and Plain enrollment and staffing numbers show that the expected spike in kindergarten did not happen and as a result there has been a decrease of one staff member.• Northville has had one teacher added because of class size concerns and Sarah Noble is down four classroom positions as their enrollment is trending down.• Overall classroom teachers are down four and enrollment is down 52 in the K-5 grades.• Mr. Smith discussed the staffing, number of sections, and average course sizes for Schaghticoke Middle School and New Milford High School noting that student choice and scheduling complexities need to be taken into consideration when looking at overall courses offered.• Regarding district staffing, there are 617.29 positions total, not including athletic coaches, club and activity advisors and adult education staff.• Mrs. Chastain said she was disappointed not to see a detailed report of the number of students in each section. Mr. Smith said they did not include that information tonight in the interest of time but he had the information and he would forward it to the Board.	
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- Mr. Schemm asked about high school enrollment, student choice, staffing and budgeting and trying to meet student need. Mr. Smith said that is a huge issue especially for juniors and seniors who want to continue advanced classes. Mr. Shugrue said singletons are a challenge to scheduling as well.

Mr. Dahl arrived at 6:57 p.m.

- Mr. Lawson asked if electives could be offered every other year and Mr. Shugrue said they used to do that but he said for the higher level courses the students are usually seniors so that is not always practical.
- Mrs. Chastain said there are other options such as online and independent study and asked what the budget consequences would be for those.
- Mr. Smith said many courses have online options but there is a limit to how many credits can be transferred in.
- Mr. Smith said it would be helpful to have a conversation with the Board regarding parameters as to the number of students signed up for a course before running a section. Mrs. Chastain said her goal is to best serve the students and not set a minimum number.
- Mr. Lawson asked if a teacher might take an extra assignment for a stipend and Mr. Smith said they do that frequently in shortage areas.
- Mrs. Chastain asked if the elementary enrollment was actual numbers and Mr. Smith said it was, as of October 1st.
- Mrs. Faulenbach asked about the staffing levels and Mr. Smith said not all positions are funded through the operating budget.
- Mr. Schemm asked how special education personnel are utilized and Mr. Smith said these numbers are not captured since the majority of special education teachers are co-teaching and some are assigned case management work.

	<ul style="list-style-type: none">• Mr. McCauley asked how the projections were determined out to 2025 and Mr. Smith said generally consultants use birth rates, housing market information and trends. He said, for that reason, the numbers are typically accurate within the first five years and then less accurate the further out the projections go. He said Kindergarten is usually the hardest to predict but for New Milford there is not a lot of transitions after that as there are in some other towns.• Mr. Lawson told members if they had other questions after the meeting to direct them to the Superintendent's office.	
3.	Adjourn Mrs. Faulenbach moved to adjourn the meeting at 7:22 p.m., seconded by Mr. McCauley and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:22 p.m.

Respectfully submitted:



Tammy McInerney
Secretary
New Milford Board of Education