

**NEW MILFORD BOARD OF EDUCATION**

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

**BOARD OF EDUCATION  
MEETING NOTICE**

**DATE:** April 28, 2020  
**TIME:** 7:30 P.M.  
**PLACE:** By Zoom Virtual Meeting

RECEIVED  
TOWN CLERK  
2020 APR 27 P 2:37

NEW MILFORD, CT

To join the meeting:

<https://us02web.zoom.us/j/85949602159?pwd=WjFBbUo3aDVpWHhmaDU1bmFoYmJUT09>

Meeting ID: 859 4960 2159

Password: 6uQhwz

**REVISED AGENDA**

**New Milford Public Schools Mission Statement**

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

**1. CALL TO ORDER**

**2. PUBLIC COMMENT**

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

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

**3. APPROVAL OF MINUTES**

- A. Approval of the following Board of Education Meeting Minutes
  - 1. Special Meeting Minutes March 19, 2020

**4. SUPERINTENDENT'S REPORT**

- A. Distance Learning Update
- B. Special Education Update

**5. BOARD CHAIRMAN'S REPORT**

**6. DISCUSSION AND POSSIBLE ACTION**

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated April 28, 2020
- B. Monthly Reports
  - 1. Budget Position dated March 31, 2020
  - 2. Purchase Resolution: D-733
  - 3. Request for Budget Transfers

C. Grant Approval

1. Adult Education ED 244

D. Audit Adjustment to 19-20 Budget from 18-19 Fiscal Year End Balance

E. Policies for Second Review

1. 5117 School Attendance Areas
2. 5118.1 Homeless Students

7. **ITEMS FOR INFORMATION AND DISCUSSION**

A. Update on 2019-2020 Budget

B. Update on 2020-2021 Budget

8. **DISCUSSION AND POSSIBLE ACTION\***

A. Discussion of records concerning strategy and negotiations with respect to collective bargaining with CEA New Milford. \*Executive Session anticipated.

B. Discussion of draft proposals/responses and written attorney-client privileged communications concerning bus contract vendor payments. \*Executive Session anticipated.

C. Discussion of employment status/payment of student care workers. \*Executive Session anticipated.

9. **ADJOURN**

**ITEMS OF INFORMATION**

Facilities Sub-Committee Minutes – April 21, 2020

Operations Sub-Committee Minutes – April 21, 2020

**New Milford Board of Education  
Special Meeting Minutes  
March 19, 2020  
BY TELECONFERENCE**

RECEIVED  
TOWN CLERK  
2020 MAR 20 A 8 11

NEW MILFORD, CT

Present:	Mrs. Angela C. Chastain Mr. Joseph Failla Mrs. Wendy Faulenbach Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Eileen P. Monaghan Mrs. Cynthia Nabozny Mrs. Olga I. Rella
Absent:	Mr. Pete Helmus

Also Present:	Dr. Kerry Parker, Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent Mr. Anthony Giovannone, Director of Operations and Fiscal Services Ms. Ellamae Baldelli, Director of Human Resources Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Kevin Munrett, Director of Facilities Mrs. Patricia Silverman, Board Clerk
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1.	<b>Call to Order</b>  By teleconference, the special meeting of the New Milford Board of Education was called to order at 3:00 p.m. by Mrs. Chastain. Mrs. Chastain asked speakers to identify themselves by name each time they spoke for clarity. She said the meeting was being recorded.	<b>Call to Order</b>
2.	<b>Public Comment</b>  <ul style="list-style-type: none"> <li>There were no comments.</li> </ul>	<b>Public Comment</b>
3.	<b>Approval of Minutes</b>  A. <b>Approval of the following Board of Education Meeting Minutes:</b>  1. <b>Regular Meeting Minutes February 25, 2020</b>	<b>Approval of Minutes</b>  A. <b>Approval of the following Board of Education Meeting Minutes:</b>  1. <b>Regular Meeting Minutes February 25, 2020</b>

	<b>Mrs. Rella moved to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes February 25, 2020, seconded by Mrs. Monaghan and passed unanimously.</b>	<b>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes February 25, 2020.</b>
<b>4.</b>	<b>Superintendent's Report</b> <ul style="list-style-type: none"> <li>Dr. Parker thanked Board members for their help with Chromebook distribution this morning. She said there is a community volunteer who will be setting up Lending Libraries for students. The "grab and go" lunch program was approved in record time and information will be going out to parents today. She said the district's Distance Learning Plan was distributed to all staff and the BOE this afternoon. Principals will meet virtually with staff groups tomorrow and professional development will take place Monday and Tuesday before the launch to students on Wednesday. She said this is all very new, and there may be snags as the process evolves. She is so proud of the administrative team's work. She said there was a group conversation among area superintendents this morning, and New Milford is right in the mix with all.</li> </ul>	<b>Superintendent's Report</b>
<b>5.</b>	<b>Board Chairman's Report</b> <ul style="list-style-type: none"> <li>Mrs. Chastain said she appreciates the Board stepping up to help out in the community. She welcomes suggestions for additional support. She thanked the administration and staff for their planning and said they have already done amazing work in the few days schools have been out.</li> </ul>	<b>Board Chairman's Report</b>
<b>6.</b>	<b>Discussion and Possible Action</b>	<b>Discussion and Possible Action</b>
<b>A.</b>	<b>Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated March 17, 2020</b>	<b>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated March 17, 2020</b>

	<p><b>Mr. McCauley moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 17, 2020, seconded by Mrs. Faulenbach.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach asked if this list was up to date since things are changing daily. Ms. Baldelli said yes, and that they are bringing appointments forward, including those for spring coaches, so they will be ready when schools reopen.</li> <li>• Mr. McCauley asked if the search for the math teacher at the high school is still ongoing. Ms. Baldelli said it is but they have no one yet to recommend.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position dated February 29, 2020</b></li> <li><b>2. Purchase Resolution: D-732</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <p><b>Mrs. Rella moved to approve monthly reports: Budget Position dated February 29, 2020; Purchase Resolution D-732; and Request for Budget Transfers, seconded by Mrs. McInerney.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach asked if the line item adjustment would balance out by the end of the year. Mr. Giovannone said it will.</li> <li>• Mr. Giovannone said the excess cost payment was received on March 11, 2020 after this report was produced. The amount received was \$553,320, which is greater than the \$533,633 that was budgeted for the full year. This is very good news since there is no way of knowing what, if any, funds will be credited in May.</li> <li>• Mrs. Monaghan said this is excellent news and provides some security.</li> <li>• Mrs. Faulenbach asked for confirmation that the turf field account includes money received from advertising and banners. Mr. Giovannone said it does: \$7,675.00 from roster fees and \$2,550.00 from banner fees for a total of \$10,225.00.</li> </ul>	<p><b>Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 17, 2020.</b></p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position dated February 29, 2020</b></li> <li><b>2. Purchase Resolution: D-732</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <p><b>Motion made and passed unanimously to approve monthly reports: Budget Position dated February 29, 2020; Purchase Resolution: D-732; and Request for Budget Transfers.</b></p>
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	<p><b>The motion passed unanimously.</b></p> <p><b>C. Gifts &amp; Donations</b>  <b>1. PTO – Exhibit B</b></p> <p><b>Mrs. Monaghan moved to accept Gifts and Donations: PTO – Exhibit B in the amount of \$17,848.97, seconded by Mr. McCauley.</b></p> <p><b>The motion passed unanimously.</b></p> <p><b>D. Activity Stipend Request</b>  <b>1. Schaghticoke Middle School</b></p> <p><b>Mrs. Nabozny moved to approve the stipend position of <i>Skills21</i> advisor for Schaghticoke Middle School, seconded by Mr. McCauley.</b></p> <ul style="list-style-type: none"> <li>• Mrs. McInerney asked if the approval is for this year. Ms. Baldelli said it is; they would like the position approved so it is ready when schools start again. She said it is funded by a two year grant.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>E. Food and Nutrition Services – Exhibit C</b></p> <p><b>1. Healthy Food Certification Statement</b></p> <p><b>Mrs. McInerney moved that the New Milford Board of Education continue its participation in the National School Lunch Program and pursuant to Section 10-215f of the C.G.S., certify that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2020, through June 30, 2021. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but</b></p>	<p><b>C. Gifts &amp; Donations</b>  <b>1. PTO – Exhibit B</b></p> <p><b>Motion made and passed unanimously to approve Gifts &amp; Donations: PTO – Exhibit B in the amount of \$17,848.97.</b></p> <p><b>D. Activity Stipend Request</b>  <b>1. Schaghticoke Middle School</b></p> <p><b>Motion made and passed unanimously to approve the stipend position of <i>Skills21</i> advisor for Schaghticoke Middle School.</b></p> <p><b>E. Food and Nutrition Services – Exhibit C</b></p> <p><b>1. Healthy Food Certification Statement</b></p> <p><b>Motion made and passed unanimously that the New Milford Board of Education continue its participation in the National School Lunch Program and pursuant to Section 10-215f of the C.G.S., certify that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut</b></p>
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not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups, seconded by Mr. McCauley.

The motion passed unanimously.

**2. Food Certification Exemptions for School Fundraisers**

Mrs. Nabozny moved that the New Milford Board of Education allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The "regular school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held, and must be the same place as the food sales, seconded by Mrs. McInerney.

The motion passed unanimously.

Nutrition Standards during the period of July 1, 2020, through June 30, 2021. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups.

**2. Food Certification Exemptions for School Fundraisers**

Motion made and passed unanimously that the New Milford Board of Education allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The "regular school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held, and must be the same place as the food sales.

	<p><b>3. Beverage Certification Exemptions</b></p> <p>Mrs. Nabozny moved that the New Milford Board of Education allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held, and must be the same place as the beverage sales, seconded by Mrs. Monaghan.</p> <p>The motion passed unanimously.</p>	<p><b>3. Beverage Certification Exemptions</b></p> <p>Motion made and passed unanimously that the New Milford Board of Education allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held, and must be the same place as the beverage sales.</p>
F.	<p><b>Approval of the Following Curricula</b></p> <ol style="list-style-type: none"> <li>1. Accounting I</li> <li>2. AP Psychology</li> <li>3. Child Development</li> <li>4. Children’s Lit CP</li> <li>5. Children’s Lit Honors</li> <li>6. Design Foundations I</li> <li>7. Design Foundations II</li> <li>8. German III CP</li> <li>9. German III Honors</li> <li>10. Intellectual History</li> <li>11. Personal Finance II</li> <li>12. SAT Reading &amp; Writing</li> </ol>	<p><b>F. Approval of the Following Curricula</b></p> <ol style="list-style-type: none"> <li>1. Accounting I</li> <li>2. AP Psychology</li> <li>3. Child Development</li> <li>4. Children’s Lit CP</li> <li>5. Children’s Lit Honors</li> <li>6. Design Foundations I</li> <li>7. Design Foundations II</li> <li>8. German III CP</li> <li>9. German III Honors</li> <li>10. Intellectual History</li> <li>11. Personal Finance II</li> <li>12. SAT Reading &amp; Writing</li> </ol>



	<p><b>Mrs. McInerney moved to approve the following curricula:</b></p> <ol style="list-style-type: none"> <li><b>1. Accounting I</b></li> <li><b>2. AP Psychology</b></li> <li><b>3. Child Development</b></li> <li><b>4. Children's Lit CP</b></li> <li><b>5. Children's Lit Honors</b></li> <li><b>6. Design Foundations I</b></li> <li><b>7. Design Foundations II</b></li> <li><b>8. German III CP</b></li> <li><b>9. German III Honors</b></li> <li><b>10. Intellectual History</b></li> <li><b>11. Personal Finance II</b></li> <li><b>12. SAT Reading &amp; Writing</b></li> </ol> <p><b>Seconded by Mr. McCauley</b></p> <ul style="list-style-type: none"> <li>• Mrs. Rella asked why approval is requested for SAT Reading &amp; Writing since the course was eliminated at budget time.</li> <li>• Ms. DiCorpo said it was part of the Five Year Curriculum Plan and had been written before budget action. It is adaptable and can be narrowed down for the after school course that is now proposed.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>G. Policies for First Review</b></p> <ol style="list-style-type: none"> <li><b>1. 5117 School Attendance Areas</b></li> <li><b>2. 5118.1 Homeless Students</b></li> </ol> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said these are up from committee for first review and discussion to keep them moving along the timeline. She encouraged Board members to read through them and bring any questions as the policies move through the process.</li> </ul> <p><b>H. SNIS Elevator</b></p> <p><b>Mrs. Rella moved to approve mandated work on the SNIS elevator in the amount of \$49,000.00 through the U.S. Communities purchasing agreement, and to request that amount from capital reserve, seconded by Mr. McCauley.</b></p>	<p><b>Motion made and passed unanimously to approve the following curricula:</b></p> <ol style="list-style-type: none"> <li><b>1. Accounting I</b></li> <li><b>2. AP Psychology</b></li> <li><b>3. Child Development</b></li> <li><b>4. Children's Lit CP</b></li> <li><b>5. Children's Lit Honors</b></li> <li><b>6. Design Foundations I</b></li> <li><b>7. Design Foundations II</b></li> <li><b>8. German III CP</b></li> <li><b>9. German III Honors</b></li> <li><b>10. Intellectual History</b></li> <li><b>11. Personal Finance II</b></li> <li><b>12. SAT Reading &amp; Writing</b></li> </ol> <p><b>G. Policies for First Review</b></p> <ol style="list-style-type: none"> <li><b>1. 5117 School Attendance Areas</b></li> <li><b>2. 5118.1 Homeless Students</b></li> </ol> <p><b>H. SNIS Elevator</b></p> <p><b>Motion made and passed unanimously to approve mandated work on the SNIS elevator in the amount of \$49,000.00 through the U.S. Communities purchasing</b></p>
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	<ul style="list-style-type: none"> <li>Mrs. Faulenbach said this was presented at Facilities, then at Operations. They felt the need to bring it forward now, keeping in mind the steps needed for requests to Town Council and Board of Finance. She encouraged the Board to keep the request moving forward to the Town.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>I. SNIS Air Conditioner - Cafeteria</b></p> <p><b>Mrs. Monaghan moved to approve the replacement of the SNIS roof top unit in the amount of \$66,000.00 through the U.S. Communities purchasing agreement, and to request that amount from capital reserve, seconded by Mr. McCauley.</b></p> <ul style="list-style-type: none"> <li>Mrs. Faulenbach said this is the same situation as with the elevator. She said, for the record, information was requested regarding the warranty and that had been received.</li> <li>Mr. McCauley said they discussed at Facilities that this project was too late for Celtic Energy consideration, as the Celtic project is moving slower than had been planned.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>J. Textbook Approval</b></p> <p><b>Mrs. McInerney moved to approve the following textbook: Understanding Comics: The Invisible Art – Grade 12, reference for grades 9-12, seconded by Mrs. Rella.</b></p> <p><b>The motion passed unanimously.</b></p>	<p><b>agreement, and to request that amount from capital reserve.</b></p> <p><b>I. SNIS Air Conditioner – Cafeteria</b></p> <p><b>Motion made and passed unanimously to approve the replacement of the SNIS roof top unit in the amount of \$66,000.00 through the U.S. Communities purchasing agreement, and to request that amount from capital reserve.</b></p> <p><b>J. Textbook Approval</b></p> <p><b>Motion made and passed unanimously to approve the following textbook: Understanding Comics: The Invisible Art – Grade 12, reference for grades 9-12.</b></p>
<b>7.</b>	<b>Items For Information And Discussion</b>	<b>Items For Information And Discussion</b>
<b>A.</b>	<b>Field Trip Report</b> <ul style="list-style-type: none"> <li>Dr. Parker said all field trips are cancelled for now.</li> </ul>	<b>A. Field Trip Report</b>

**New Milford Board of Education  
Special Meeting Minutes  
March 19, 2020  
BY TELECONFERENCE**

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	<ul style="list-style-type: none"><li>• Ms. DiCorpo said they are sharing information with staff regarding virtual field trip links.</li></ul> <p><b>B. Excess Cost</b></p> <ul style="list-style-type: none"><li>• Mr. Giovannone said this was discussed under the monthly reports.</li></ul> <p><b>C. BOE 2020-2021 Budget Update</b></p> <ul style="list-style-type: none"><li>• Mr. Giovannone said the Town Council passed the adopted Board budget of a 2.2% increase. The Town requested it in a format for publishing and Mr. Giovannone supplied that on Monday by Town deadline.</li><li>• Mrs. Chastain said she understands that the Town intends to keep to the original schedule for now. The Board of Finance usually meets the last week of April.</li><li>• Mrs. Faulenbach said, per Town charter, referendum must take place by the third week of May.</li><li>• Mrs. Chastain said she would keep Board members informed of pertinent dates.</li></ul>	<p><b>B. Excess Cost</b></p> <p><b>C. BOE 2020-2021 Budget Update</b></p>
<b>8.</b>	<p><b>Adjourn</b></p> <p><b>Mr. McCauley moved to adjourn the meeting at 3:34 p.m., seconded by Mrs. McInerney and passed unanimously.</b></p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn at 3:34 p.m.</b></p>

Respectfully submitted:



Wendy Faulenbach  
Secretary  
New Milford Board of Education

NEW MILFORD PUBLIC SCHOOLS

**EXHIBIT A**

Regular Meeting of the Board of Education  
New Milford, Connecticut

April 28, 2020

ACTION ITEMS

A. Personnel

**1. CERTIFIED STAFF**

**a. RESIGNATIONS**

- |   |                    |
|---|--------------------|
| <p><b>1. Mrs. Michelle Bouchard</b>, School Psychologist, New Milford High School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Mrs. Michelle Bouchard</b> as School Psychologist at New Milford High School effective March 28, 2020.</p>                                      | Took job elsewhere |
| <p><b>2. Mrs. Denise Duggan</b>, Health Teacher, New Milford High School<br/><u>Move</u> that the Board of Education approve the resignation, due to retirement, of <b>Mrs. Denise Duggan</b> as Health Teacher at New Milford High School effective June 30, 2020.</p>                                     | Retirement         |
| <p><b>3. Mr. Gregory Holmes</b>, Social Studies Teacher, New Milford High School<br/><u>Move</u> that the Board of Education approve the resignation, due to retirement, of <b>Mr. Gregory Holmes</b> as Social Studies Teacher at New Milford High School effective June 30, 2020.</p>                     | Retirement         |
| <p><b>4. Mrs. Barbara Hubbard</b>, Science Teacher, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education approve the resignation, due to retirement, of <b>Mrs. Barbara Hubbard</b> as Science Teacher at Schaghticoke Middle School effective June 30, 2020.</p>                         | Retirement         |
| <p><b>5. Mrs. Kristine Kivela</b>, Elementary Teacher, Sarah Noble Intermediate School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Mrs. Kristine Kivela</b> as Elementary Teacher at Sarah Noble Intermediate School effective June 30, 2020.</p>                             | Personal           |
| <p><b>6. Mrs. Darcey Markelon</b>, Special Education Teacher, Northville Elementary School<br/><u>Move</u> that the Board of Education approve the resignation, due to retirement, of <b>Mrs. Darcey Markelon</b> as Special Education Teacher at Northville Elementary School effective June 30, 2020.</p> | Retirement         |

- |   |                   |
|---|-------------------|
| <p><b>7. Mr. John Wrenn</b>, Math Teacher, New Milford High School<br/><u>Move</u> that the Board of Education approve the resignation,<br/>due to retirement, of <b>Mr. John Wrenn</b> as Math Teacher at<br/>New Milford High School effective June 30, 2020.</p> <p><b>2. CERTIFIED STAFF</b><br/><b>b. NON-RENEWALS</b><br/>1. None</p> <p><b>3. CERTIFIED STAFF</b><br/><b>c. APPOINTMENTS</b><br/>1. None</p> <p><b>4. MISCELLANEOUS STAFF</b><br/><b>a. RESIGNATIONS</b><br/>1. None</p> <p><b>5. MISCELLANEOUS STAFF</b><br/><b>b. APPOINTMENTS</b><br/>1. None</p> <p><b>6. NON-CERTIFIED STAFF AND LICENSED STAFF</b><br/><b>a. RESIGNATIONS</b><br/>1. None</p> <p><b>7. NON-CERTIFIED AND LICENSED STAFF</b><br/><b>b. APPOINTMENTS</b><br/>1. None</p> <p><b>8. ADULT EDUCATION STAFF</b><br/><b>a. RESIGNATIONS</b><br/>1. None</p> <p><b>9. ADULT EDUCATION STAFF</b><br/><b>b. APPOINTMENTS</b><br/>1. None</p> <p><b>10. BAND STAFF</b><br/><b>a. RESIGNATIONS</b><br/>1. None</p> <p><b>11. BAND STAFF</b><br/><b>b. APPOINTMENTS</b><br/>1. None</p> | <p>Retirement</p> |
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**12. COACHING STAFF**

**a. RESIGNATIONS**

**1. None**

**13. COACHING STAFF**

**b. APPOINTMENTS**

**1. None**

**14. LEAVES OF ABSENCE**

**1. None**



## SUMMARY BY MOC (MAJOR OBJECT CODE)

RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	28,786,342	-1,360	28,784,982	20,457,326	8,362,076	-34,421	100.12%
100'S	SALARIES - NON CERTIFIED	9,334,085	0	9,334,085	6,895,890	1,637,413	800,782	91.42%
200'S	BENEFITS	11,327,946	0	11,327,946	8,696,987	2,278,278	352,681	96.89%
300'S	PROFESSIONAL SERVICES	4,087,606	27,440	4,115,046	2,752,204	946,348	416,495	89.88%
400'S	PROPERTY SERVICES	969,278	-209	969,069	630,080	186,749	152,239	84.29%
500'S	OTHER SERVICES	7,628,684	-28,813	7,599,871	5,198,597	1,955,769	445,505	94.14%
600'S	SUPPLIES	2,626,716	3,418	2,630,134	1,694,647	633,448	302,039	88.52%
700'S	CAPITAL	84,047	0	84,047	40,452	10,675	32,920	60.83%
800'S	DUES AND FEES	88,621	-476	88,145	83,380	795	3,970	95.50%
900'S	REVENUE	-892,633	0	-892,633	-737,679	0	-154,954	82.64%
<b>GRAND TOTAL</b>		<b>64,040,692</b>	<b>0</b>	<b>64,040,692</b>	<b>45,711,886</b>	<b>16,011,551</b>	<b>2,317,256</b>	<b>96.38%</b>

## SALARIES - NON CERTIFIED BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51180	SALARIES - NON CERT - STIPENDS	565,784	0	565,784	240,415	0	325,369	42.49%
51201	SALARIES - NON CERT - PARA EDUCATOR	2,009,328	0	2,009,328	1,397,457	524,520	87,351	95.65%
51202	SALARIES - NON CERT - SUBSTITUTES	854,478	0	854,478	792,478	0	62,000	92.74%
51210	SALARIES - NON CERT - SECRETARY	1,888,333	0	1,888,333	1,457,797	376,843	53,693	97.16%
51225	SALARIES - NON CERT - TUTORS	300,695	0	300,695	206,669	0	94,026	68.73%
51240	SALARIES - NON CERT - CUSTODIAL	1,891,646	0	1,891,646	1,396,319	419,996	75,330	96.02%
51250	SALARIES - NON CERT - MAINTENANCE	920,746	0	920,746	659,459	169,312	91,976	90.01%
51285	SALARIES - NON CERT - TECHNOLOGY	457,410	0	457,410	347,525	98,848	11,037	97.59%
51336	SALARIES - NON CERT - NURSES	445,665	0	445,665	397,772	47,894	0	100.00%
<b>TOTAL</b>		<b>9,334,085</b>	<b>0</b>	<b>9,334,085</b>	<b>6,895,890</b>	<b>1,637,413</b>	<b>800,782</b>	<b>91.42%</b>

## BENEFIT BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	638,931	-360	638,571	426,927	0	211,644	66.86%
52201	BENEFITS - MEDICARE	534,567	0	534,567	376,631	0	157,936	70.46%
52300	BENEFITS - PENSION	840,836	360	841,196	841,696	0	-500	100.06%
52600	BENEFITS - UNEMPLOYMENT COMP	15,000	0	15,000	38,701	0	-23,701	258.01%
52810	BENEFITS - HEALTH INSURANCE	8,572,329	0	8,572,329	6,409,842	2,162,487	0	100.00%
52820	BENEFITS - DISABILITY INSURANCE	125,000	0	125,000	76,799	48,201	0	100.00%
52830	BENEFITS - LIFE INSURANCE	121,000	0	121,000	78,908	42,092	0	100.00%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	480,283	0	480,283	447,483	25,498	7,302	98.48%
<b>TOTAL</b>		<b>11,327,946</b>	<b>0</b>	<b>11,327,946</b>	<b>8,696,987</b>	<b>2,278,278</b>	<b>352,681</b>	<b>96.89%</b>

**EXPENDITURES**

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	28,786,342	-1,360	28,784,982	20,457,326	8,362,076	-34,421	100.12%
51200	NON-CERTIFIED SALARIES	9,334,085	0	9,334,085	6,895,890	1,637,413	800,782	91.42%
52000	BENEFITS	11,327,946	0	11,327,946	8,696,987	2,278,278	352,681	96.89%
53010	LEGAL SERVICES	213,500	0	213,500	223,659	0	-10,159	104.76%
53050	CURRICULUM DEVELOPMENT	75,000	0	75,000	28,516	0	46,484	38.02%
53200	PROFESSIONAL SERVICES	2,020,502	-55,520	1,964,982	1,132,224	659,059	173,699	91.16%
53201	MEDICAL SERVICES - SPORTS	30,500	0	30,500	19,667	0	10,833	64.48%
53210	TIME & ATTENDANCE SOFTWARE	10,500	0	10,500	3,596	42	6,862	34.64%
53220	IN SERVICE	118,560	-1,000	117,560	52,533	1,287	63,740	45.78%
53230	PUPIL SERVICES	931,976	82,360	1,014,336	786,409	202,716	25,210	97.51%
53300	OTHER PROF/ TECH SERVICES	65,215	0	65,215	42,124	1,697	21,394	67.19%
53310	AUDIT/ACCOUNTING	45,000	0	45,000	45,000	0	0	100.00%
53500	TECHNICAL SERVICES	260,690	1,600	262,290	189,430	10,212	62,648	76.11%
53530	SECURITY SERVICES	206,163	0	206,163	134,828	71,335	0	100.00%
53540	SPORTS OFFICIALS SERVICES	110,000	0	110,000	94,218	0	15,782	85.65%
54101	CONTRACTUAL TRASH PICK UP	92,995	0	92,995	56,335	20,614	16,046	82.75%
54301	REPAIRS & MAINTENANCE	455,243	0	455,243	316,712	104,152	34,379	92.45%
54302	FIRE / SECURITY MAINTENANCE	2,500	0	2,500	1,203	0	1,297	48.11%
54303	GROUPS MAINTENANCE	14,028	0	14,028	7,025	2,175	4,828	65.58%
54310	GENERAL REPAIRS	48,446	-844	47,602	19,122	11,064	17,415	63.42%
54320	TECHNOLOGY RELATED REPAIRS	36,430	0	36,430	18,314	0	18,116	50.27%
54411	WATER	68,195	0	68,195	41,872	26,323	0	100.00%
54412	SEWER	22,900	0	22,900	22,025	184	691	96.98%
54420	LEASE/RENTAL EQUIP/VEH	228,541	635	229,176	147,471	22,236	59,468	74.05%
55100	PUPIL TRANSPORTATION - OTHER	106,250	0	106,250	74,033	29,342	2,875	97.29%
55101	PUPIL TRANS - FIELD TRIP	23,000	-2,813	20,187	19,686	0	501	97.52%
55105	TRANSPORTATION - SUMMER	16,000	0	16,000	0	0	16,000	0.00%
55110	STUDENT TRANSPORTATION	4,560,865	0	4,560,865	3,183,076	1,300,476	77,314	98.30%
55190	STUDENT TRANSPORTATION PURCHAS	1,500	0	1,500	0	0	1,500	0.00%
55200	GENERAL INSURANCE	279,746	0	279,746	279,746	0	0	100.00%
55300	COMMUNICATIONS	48,668	0	48,668	36,735	11,933	0	100.00%
55301	POSTAGE	35,531	0	35,531	17,450	18,081	0	100.00%
55302	TELEPHONE	77,145	0	77,145	71,143	6,002	0	100.00%



*EXPENDITURES*

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	5,000	0	5,000	2,867	0	2,133	57.35%
55505	PRINTING	51,372	0	51,372	33,991	4,228	13,153	74.40%
55600	TUITION	35,000	0	35,000	1,858	4,750	28,392	18.88%
55610	TUITION TO IN STATE DIST	796,641	-26,000	770,641	478,910	38,139	253,592	67.09%
55630	TUITION TO PRIVATE SOURCES	1,540,697	0	1,540,697	978,416	535,441	26,841	98.26%
55800	TRAVEL	51,269	0	51,269	20,686	7,378	23,205	54.74%
56100	GENERAL INSTRUCTIONAL SUPPLIES	168,242	-635	167,607	102,240	13,889	51,478	69.29%
56110	INSTRUCTIONAL SUPPLIES	415,078	8,927	424,006	286,376	16,052	121,578	71.33%
56120	ADMIN SUPPLIES	28,397	0	28,397	15,617	605	12,176	57.12%
56210	NATURAL GAS	194,960	0	194,960	124,203	70,757	0	100.00%
56220	ELECTRICITY	964,971	0	964,971	635,321	329,650	0	100.00%
56230	PROPANE	4,500	0	4,500	1,690	1,189	1,620	63.99%
56240	OIL	205,437	0	205,437	136,330	69,107	0	100.00%
56260	GASOLINE	33,246	0	33,246	9,001	16,707	7,538	77.33%
56290	FACILITIES SUPPLIES	308,111	0	308,111	203,660	77,366	27,084	91.21%
56291	MAINTENANCE COMPONENTS	15,000	0	15,000	14,650	43	307	97.95%
56292	UNIFORMS/ CONTRACTUAL	14,200	0	14,200	8,941	3,000	2,259	84.09%
56293	GROUNDSKEEPING SUPPLIES	22,750	0	22,750	5,264	11,780	5,706	74.92%
56410	TEXTBOOKS	60,228	245	60,473	54,616	2,359	3,497	94.22%
56411	CONSUMABLE TEXTS	55,481	-5,040	50,440	10,067	13,301	27,072	46.33%
56420	LIBRARY BOOKS	58,696	520	59,216	39,775	6,474	12,968	78.10%
56430	PERIODICALS	19,157	-475	18,682	14,601	0	4,081	78.15%
56460	WORKBOOKS	13,916	0	13,916	13,732	172	12	99.92%
56500	SUPPLIES - TECH RELATED	44,346	-124	44,222	18,563	996	24,663	44.23%
57340	COMPUTERS/TECH HARDWARE	14,100	0	14,100	9,853	32	4,214	70.11%
57345	INSTRUCTIONAL EQUIPMENT	8,140	0	8,140	2,788	440	4,912	39.66%
57400	GENERAL EQUIPMENT	49,683	0	49,683	24,301	10,203	15,180	69.45%
57500	FURNITURE AND FIXTURES	12,124	0	12,124	3,510	0	8,614	28.95%
58100	DUES & FEES	88,621	-476	88,145	83,380	795	3,970	95.50%
<b>EXPENDITURE TOTAL</b>		<b>64,933,325</b>	<b>0</b>	<b>64,933,325</b>	<b>46,449,564</b>	<b>16,011,551</b>	<b>2,472,210</b>	<b>96.19%</b>



## REVENUES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-533,633	0	-533,633	-553,320	0	19,687	103.69%
43105	MEDICAID REIMBURSEMENT	-51,000	0	-51,000	-31,286	0	-19,714	61.35%
44105	FOI & FINGERPRINTING FEES	-1,900	0	-1,900	0	0	-1,900	0.00%
44705	BUILDING USE FEES (BASE RENTAL)	-55,000	0	-55,000	-22,826	0	-32,174	41.50%
49102	BUILDING USE FEES (CUSTODIAL)	-27,951	0	-27,951	-17,247	0	-10,704	61.70%
44800	REGULAR ED TUITION	-104,725	0	-104,725	-43,000	0	-61,725	41.06%
44822	SPECIAL ED TUITION	-18,200	0	-18,200	0	0	-18,200	0.00%
44860	ADMISSIONS/ATHLETIC GATE RECEIPTS	-25,400	0	-25,400	-17,000	0	-8,400	66.93%
44861	PARKING PERMIT FEES	-64,824	0	-64,824	-53,000	0	-11,824	81.76%
44862	SCHOOL MUSICAL TICKET SALES	-10,000	0	-10,000	0	0	-10,000	0.00%
<b>REVENUE TOTAL</b>		<b>-892,633</b>	<b>0</b>	<b>-892,633</b>	<b>-737,679</b>	<b>0</b>	<b>-154,954</b>	<b>82.64%</b>

<b>GRAND TOTAL</b>	<b>64,040,692</b>	<b>0</b>	<b>64,040,692</b>	<b>45,711,886</b>	<b>16,011,551</b>	<b>2,317,256</b>	<b>96.38%</b>
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<u>BOE Capital Reserve Acct #43020000-10101</u>	
Total as of 4/15/20	548,943

<u>BOE Turf Field Replacement Acct #43020000-10130</u>	
CONTRIBUTION - <u>FROM BOE 17.18 FYE BALANCE</u>	50,000
CONTRIBUTION - <u>FROM BOE 18.19 FYE BALANCE</u>	50,000
CONTRIBUTION - <u>FROM BOE COLLECTED TEAM FEE'S &amp; BANNER SALES</u>	10,225
Total as of 4/15/20	110,225



## PURCHASE RESOLUTION D - 733

AGENDA ITEM 3B-2  
APRIL 2020 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
5 YEAR CAPITAL	FACILITIES	TRANE COMPANY	SNIS ROOF TOP A/C UNIT #1 (funding for this project was already withdrawn from BOE Capital Reserve account after approval by BoF on 4.7.20)	\$66,000.00	53204
5 YEAR CAPITAL	FACILITIES	KONE, INC.	SNIS ELEVATOR (funding for this project was already withdrawn from BOE Capital Reserve account after approval by BoF on 4.7.20)	\$49,000.00	53204
GENERAL	SPED	*NAME WITHHELD*	TUITION REIMBURSEMENT PER SETTLEMENT AGREEMENT	\$45,000.00	55630
5 YEAR CAPITAL	TECHNOLOGY	WHALLEY COMPUTER ASSOCIATES, INC	SMARTBOARDS FOR THE DISTRICT - 10 UNITS (funding for this project was already withdrawn from BOE Capital Reserve account after approval by BoF on 10.9.19)	\$23,448.00	57340
GENERAL	NES	THE BOOKSOURCE, INC	TEXTBOOK REPLACEMENT	\$12,746.04	56411
<b>GRANT- TITLE 1</b>	<b>DISTRICT</b>	<b>AMY TEPPER CONSULTING</b>	<b>ADMIN CONSULTING SERVICES</b>	<b>\$12,559.30</b>	<b>57310</b>
<b>GRANT- TITLE 1</b>	<b>DISTRICT</b>	<b>CONNECT KIDS CT</b>	<b>TRANSPORTATION FOR HOMELESS STUDENTS PRIOR TO CLOSURE</b>	<b>\$8,142.25</b>	<b>55500</b>
<b>GRANT- AE</b>	<b>ADULT ED</b>	<b>ROBOTICS AND BEYOND, INC.</b>	<b>8 CLASS SERIES ON 21st CENTURY TECHNOLOGY TRADE SKILLS</b>	<b>\$6,200.00</b>	<b>51115</b>
<b>GRANT- IDEA</b>	<b>SPED</b>	<b>PATRICIA E. BRADBURY, BCBA</b>	<b>BCBA SERVICES FOR PARENT ACTIVITIES / TRAINING</b>	<b>\$6,000.00</b>	<b>53200</b>

GRANT EXPENDITURES ARE PRESENTED IN BOLD AND ITALICIZED FONT IN THE ABOVE LISTING



# BUDGET TRANSFER REQUESTS

AGENDA ITEM 3B-3  
APRIL 2020 MEETING

Requesting Approval Across WOC	DETAIL			FROM (-)			TO (+)		
	#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
				NONE AT THIS TIME					

Informational Within Major Object Code	DETAIL			FROM (-)			TO (+)		
	#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
				NONE AT THIS TIME					



**NEW MILFORD PUBLIC SCHOOLS**  
**Office of the Assistant Superintendent**  
50 East Street  
New Milford, Connecticut 06776  
(860) 354-3235 FAX (860) 210-2643

**Ms. Alisha DiCorpo**  
**Assistant Superintendent of Schools**

TO: Dr. Kerry Parker  
FROM: Alisha DiCorpo  
DATE: April 14, 2020  
RE: Adult Education ED-244 Grant

The Adult Education ED-244 Grant is reflective of what New Milford is required by law to provide to the community.

Grant ED-244 covers the basic cost of running a minimal Adult Education program serving High School Completion (through High School Diploma Classes or GED Prep Classes), English as a second Language and Citizenship Classes.

The ED 244 is the combination of State and local funds for Adult Ed for the 20-21 school year. Our service area includes all of New Milford and Region 12. New Milford's population has changed over the past several years and with it the needs of its adult population. An increase in ESL and ESL transitioning to High School diploma with huge gaps in basic skills requiring more educational support is one major change. The requirements of State and Federal guidelines for Adult Education is another component that drives this budget. As New Milford follows the College and Career readiness standards and prepares all our students for the future as productive employees, parents and community members we continually need to be offering relevant, challenging programming that move our students forward.

The figures are based on:

1. What our local BOE budgets: \$119,319
2. What our cooperating district (Region 12) pays us: \$2,400.00
3. The percentage of this amount that the State contributes (varies year to year), usually \$24,000-\$30,000
4. Supplements from the Enrichment funds

This grant is used to pay for direct instruction, Guidance, Program Manager, Facilitator Office staff, Security, materials and textbooks.

The ability to leverage more State dollars to support our local funds expended, the increased diversity and needs of our adult population resulted in a budget revision for this current year of \$135,400. Our budget for 20-21 school year is \$150,000. This increase reflects the concern we have that the Federal grants which we have utilized to enhance our programs are changing in availability and amount and should they disappear will leave our students without the educational opportunities they deserve.

The received amount fluctuates each year depending on BOE funding, which affects the state dollar amount as it is based on a percentage of local funding.



Office of Fiscal Services & Operations  
50 East Street  
New Milford, Connecticut 06776

Operations Sub-Committee

**April 2020**

**3D**

**TO: Kerry Parker, Superintendent**  
**FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations**  
**Date: April 17, 2020**  
**RE: Audit Adjustments to 19-20 Budget from 18-19 Fiscal Year End Balance**

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Discussed during Budget Adopted for 2020-2021 and again at both the February and March Operations meetings of the Board of Education but remaining unresolved, is the important matter for the 2019-2020 Budget related to 2018-2019 Fiscal Year End Balance.

\$199,999 of the 2018-2019 Fiscal Year End Balance was approved and designated for use to offset the 2019-2020 operating budget for the Board of Education. As per the Town Finance Director of the Town, and our audit firm, this will still require an application to the Town Council and Board of Finance as a supplemental appropriation in order to repurpose the \$199,999 of the Board of Education's 2018-2019 fiscal year end balance toward the 2019-2020 operating budget for the Board of Education. This is not a supplemental appropriation in the sense that the Board of Education overspent its budget. The mechanic being employed is similar to a supplemental appropriation because if approved, the additional \$199,999 towards the 2019-2020 Budget will show up under the revised budget only; not original.

To get the 2019-2020 Board of Education budget to meet the referendum number back in June 2019, our audit firm was consulted and advised us to budget \$-199,999 in a new and isolated salary line that would then be back filled during the year after an approved application to the Town Council and Board of Finance. This line was established correctly at that time and it is now proper to move ahead with applications to both the Town Council and the Board of Finance so the Town Finance Director can post the corresponding transfer in MUNIS along with auditor approval/guidance.

*Sincerely,*  
*Anthony J. Giovannone*  
*Director of Fiscal Services and Operations*

## FOR SECOND REVIEW

*COMMENTARY: The suggested changes throughout are designed to give administrators clear direction when considering school attendance area waiver requests. The law itself is very general on this topic. School attendance area policies are not mandatory for Boards of Education. However, for Boards with multiple elementary (and other grade level schools), clear policy direction is important in order to avoid claims of bias or preferential treatment with respect to waiver requests.*

*A few points to note: 1. The policy does not necessarily need to designate the Board as the entity determining school attendance areas, but given the potential impact to the community at large it makes sense for the Board to be the entity making such a decision; 2. The policy does not need to reference SPED/PPT considerations. The IDEA supersedes BOE policy so if an IEP provides that a student receive instruction in a classroom/facility that only one elementary school has, then the student will likely be placed in that setting regardless of any attendance area considerations; 3. The parental disagreement section addresses the issue of when parents with joint custody have different opinions on which school the child should attend. In such cases, the administration shouldn't be in the position of trying to pick sides or mediate disputes. The best solution is to keep the child in the designated school unless both parents agree to request that the child attend a school outside of their designated attendance area. If one parent feels strongly that the child should attend a different school and the other parent disagrees, then the ultimate recourse of the parent who wants the child to attend the school outside of their designated school attendance area is to go to court to get a modified custody order that gives sole educational decision making authority to the requesting parent; 4. Racial imbalance does not necessarily need to be explicitly addressed in the policy, but it is something to be aware of in this area. Under state law if a school has 25% more or less students from a racial minority group in a given grade within a school versus the district as a whole, the school is "racially imbalanced." Additional revisions in purple from legal based on committee discussion at Policy meeting of March 3, 2020.*

**5117(a)**

### **Students**

#### **School Attendance Areas**

The New Milford Board of Education shall establish school attendance areas to facilitate educational programming, to ensure equity and balance, and to use existing facilities with optimal effectiveness and efficiency. Students shall attend the school(s) designated in their school attendance area unless a waiver is granted by an authorized administrator pursuant to the terms of this policy.

#### **Designation of School Attendance Areas**

The Board of Education shall designate school attendance areas to facilitate educational programs and to use existing facilities to maximize effectiveness and efficiencies. The Superintendent shall propose school attendance areas to the Board in accordance with the following criteria:

## Students

### School Attendance Areas

1. Safety of students;
2. Student educational needs;
3. Educational programs housed in school facilities;
4. Optimum use of existing facilities;
5. Student **and municipal** residential patterns;
6. Ages of students served;
7. Racial/ethnic balance as required by state law.

Once designated by the Board, school attendance areas may only be changed by subsequent Board action.

### **Waivers -- Attendance Outside of Assigned Area**

Parents ~~or guardians who desire~~ requesting that their children ~~may~~ attend a school other than the one assigned to their school attendance area ~~in the area in which they are living must file a statement to this effect on a form provided by the school or central office.~~ ~~may request a school attendance area waiver from the Superintendent or his or her designee.~~ Such waivers must be requested by parents or guardians on an annual basis.

In general, ~~permission or refusal will be based on whether or not~~ approval or denial of a waiver request shall be based on the following considerations:

1. Documented educational needs of the student;
2. ~~There is~~ Available room within the grade and/or school which the parent/guardian has requested;
3. Parent/guardian commitment to furnish transportation to and from the school requested; ~~will be responsible for transportation.~~
4. **Whether** the request is justified by good and sufficient (educational or medical) reason. Supportive data such as recommendations from professional sources must be provided by the parent(s) or guardian(s).



## Students

### School Attendance Areas

Waiver requests shall not be based on the following factors:

1. Previous attendance by the student at the desired school except in the case of mid-year changes in school attendance area and except where otherwise stated herein;
2. School attendance of brothers, sisters or friends;
3. Place or time of employment of parent/guardian;
4. School start or end time preference;
5. Personal convenience of family or student (i.e. to facilitate day-care or after-school arrangements);
6. Athletic team preference;
7. Preferred school, program, or staff;
8. Availability of space in the preferred school as sole reason.

No request shall be granted if it would result in an overcrowded classroom or program, would cause a racial/ethnic imbalance as defined by state law or would require the District to hire additional staff.

### Revocation of Waiver

An out-of-attendance area student must remain in good standing at his or her non-designated school or the privilege of out-of-area attendance shall be revoked by the Superintendent or his or her designee. In order to remain in good standing the out-of-attendance area student must:

1. Not be subject to discipline for inappropriate conduct as set forth in Board policy;
2. Remain in good academic standing;
3. Not have a record of excessive absenteeism;
4. Not be habitually tardy.

~~Such permission, if granted, shall be in keeping with the guidelines established under the accompanying guidelines to this policy. (cf. 5117—School Attendance Areas)~~

~~Once a student enters grade nine and thereafter if he/she is granted an out of area transfer request that results in a change of school, the same athletics restrictions shall apply as in the change in high school district residency policy (cf. 6145.2—Interscholastic Athletics)~~

## Students

### School Attendance Areas

~~The Planning and Placement Team, of which the parent of a special education student is a part, is responsible for determining on at least an annual basis what constitutes an appropriate placement in the least restrictive environment for the student. Therefore, parents of students who are receiving special education services must raise any requests with respect to school placement with the Planning and Placement Team.~~

### **Mid-year Transfers and Requests to Remain in a Previously Designated Attendance Area**

Any student who begins an academic year within their designated attendance area school but who then moves to another school attendance area within the District (i.e. family moves within Town, change in parent custody, etc.) may be allowed to finish the school year in their initially assigned school provided that there is space permitting. In such circumstances, the parents/guardians of such student must submit a school attendance area waiver request in accordance with this policy. **Should such request be granted, the District shall not be responsible for transportation to and from the non-designated school attendance area school.**

### **Parental Disagreement Regarding Waiver Requests**

In most cases school attendance waiver request forms shall be signed by all parents or guardians who have legally-designated educational decision making authority regarding the student. Consent from parents without educational decision making authority regarding the student shall not be required for school attendance waiver requests made by parents or guardians with sole educational decision making authority.

Where a school attendance area waiver request is made by only one parent and both parents share educational decision making authority, the Superintendent or his or her designee shall attempt to contact the student's other parent or guardian to determine if that parent or guardian consents to the waiver request. School attendance area waiver requests shall only be considered where all parents/guardians with educational decision making authority consent to the request. Where such consent is denied or cannot be determined the waiver request shall not be considered.

### **Racial Imbalance**

As required by state law, on an annual basis the Board submits data to the State Board of Education regarding the total number of students and teachers of racial minorities and the total number of students eligible for free or reduced price lunches in each of the District's schools. As set forth above, school attendance area waiver requests may be denied in the event that the Superintendent or his or her designee determines that granting a waiver may cause a District's school to be "racially imbalanced" as that term is defined under state law. Pursuant to Conn. Gen. Stat. § 10-226b a "racial imbalance" is defined as a condition in which the proportion of students of racial minorities in all grades of a public school substantially exceeds or substantially falls short of the proportion of such public school pupils in all of the same grades as the school district.

## Students

### School Attendance Areas

#### Homeless Students

Homeless students who secure temporary housing outside of their previously designated school attendance area may remain enrolled in their school of origin in accordance with federal law.

Legal Reference: Connecticut General Statutes

10-76d Duties and powers of boards of education to provide special education programs and service

10-221(b) Boards of education to prescribe rules.

10-226a Documentation of pupils and teachers of racial minorities and pupils eligible for free or reduced price lunches

10-226b Existence of racial imbalance

United States Code

20 U.S.C. §1412(a)(5)

20 U.S.C. §1414(e)

42 U.S.C. §11301 et seq. McKinney-Vento Homeless Assistance Act

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

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut

## FOR SECOND REVIEW

*COMMENTARY: The below change regarding reporting incidents of child homelessness to the Department of Children and Families (“DCF”) reflects new, informal guidance from the State Department of Education emphasizing that reporting to DCF should be done on a case-by-case basis. This guidance is appropriate and should be followed since there may be situations where a student’s “homelessness” by itself does not constitute “physical neglect” under the law, and therefore would not require mandatory reporting of abuse or neglect to DCF.*

*The definition of “homelessness” under the law – specifically the federal McKinney-Vento Homelessness Assistance Act -- is very broad and includes students who are forced to live with relatives, friends, etc. Accordingly, there may be situations where a student loses their regular housing and becomes “homeless” under the law, but then starts living in a situation that is perfectly safe (i.e. a family that loses their apartment but then moves in with relatives). Such situations would typically not constitute physical neglect, so the below change is an appropriate amendment to the policy.*

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*In response to the Policy Committee’s questions/suggestions following the March 3, 2020 meeting, legal has made the following additional suggested revisions to the policy, added in purple:*

*1. Amended the paragraph on the second page that addresses mandated reporting to DCF to provide that the Assistant Superintendent has “primary responsibility” for reporting suspected abuse/neglect involving homeless children to DCF, but that all other District mandated reporters maintain their legal duty to report to DCF regardless of the Assistant Superintendent’s responsibility. Assigning primary responsibility to the Asst. Superintendent is appropriate here because he or she is acting as the District’s Homeless Liaison and therefore has general responsibilities for overseeing the District’s response in McKinney-Vento matters and that should remain clear in the policy.*

*2. Added language to number 6 on the third page that indicates that the District’s medical advisor may assist the Asst. Superintendent in securing immunizations and needed medical records for homeless children. The McKinney-Vento regulations specifically state that a district’s homeless liaison is responsible for locating medical records and/or ensuring proper immunization. Based on that language the District’s policy should clearly indicate that the Homeless Liaison (i.e. Asst. Superintendent) is responsible for such efforts, however, nothing prohibits a Homeless Liaison from seeking assistance from a medical advisor so that has been added. Since the medical advisor is now being included in the policy, references to BOE Policy 5141 – Student Health Services and Conn. Gen. Stats. § 10-205 and 10-207, which outline the duties of school medical advisors have also been added. Under these statutes, boards of education and medical advisors can mutually agree on the scope of the medical advisor’s duties. Accordingly, this proposed change should be discussed with the district’s medical advisor.*

**5118.1(a)**

**Students**

**Homeless Students**

## Students

### Homeless Students

The Board of Education shall make reasonable efforts to identify homeless children residing within the district, encourage their enrollment and eliminate any existing barriers to their education.

The Board of Education shall ensure that homeless students are not stigmatized, segregated or discriminated against on the basis of their status as homeless. Homeless students, as defined by law, residing within the New Milford Public School District or residing in shelters within the school district shall be entitled to free school privileges.

Homeless students within the district not placed in a shelter remain the district's responsibility to provide continued educational services. Such services for the child may be:

1. Continued in the school that the student attended when permanently housed or the school of last enrollment ["school of origin"]; or
2. Provided in the school that is attended by other students living in the same attendance area where the homeless child lives.

To the extent feasible, a homeless child will be kept in the student's school ~~of~~ of origin, unless it is against the wishes of the parent/guardian.

Homeless children shall be provided with educational services that are comparable to those provided to other students enrolled in the district, including but not limited to: Title I, transportation services, compensatory educational programs, gifted and talented, special education, ESL, health services and food and nutrition programs. Homeless children not in the physical custody of a parent or guardian shall be entitled to knowledge of and have access to all educational, medical or similar records in his or her cumulative record.

The Assistant Superintendent of Schools shall coordinate such efforts and be designated as the District's Homeless Liaison. **As the District's Homeless Liaison, the** The Assistant Superintendent shall **assume primary responsibility for** ~~refer~~ **referring** identified homeless children under the age of eighteen who may reside within the school district ~~unless such children are emancipated minors~~ to the State of Connecticut Department of Children and Families ["DCF"], **when there is reasonable suspicion of neglect or abuse. Such referrals to DCF shall always be made on a case-by-case basis since homelessness by itself does not automatically constitute abuse or neglect. Nothing in this policy shall be deemed to limit or impair the legal obligations of the District's mandated reporters to report incidents of suspected abuse or neglect to DCF.**

The administration shall attempt to remove existing barriers to school attendance by homeless emancipated minors of school age as follows:

1. The selected school for the homeless child shall enroll the child, even in the absence of records normally required for enrollment. The last school enrolled shall be contacted immediately to obtain records.

## Students

### Homeless Students

2. Other enrollment requirements that may constitute a barrier to education of the homeless child may be waived at the discretion of the Superintendent. If the school district is unable to determine the student's grade level due to missing or incomplete records, the district shall administer tests or utilize other reasonable means to determine the appropriate grade level for the child.
3. Fees and charges, which may present a barrier to the enrollment or transfer of a homeless child, may be waived at the Superintendent's discretion.
4. Transportation services must be comparable to those provided other students in the selected school. Transportation shall be provided to the student's school of origin in compliance with federal and state regulations.
5. Official school records policies and regulations shall be waived at the Superintendent's discretion in compliance with federal and state statutes.
6. The school district shall make a reasonable effort to locate immunization records from available information. The Assistant Superintendent shall assist the parent/guardian in obtaining the necessary immunizations and records. **The District's medical advisor may assist the Assistant Superintendent in such efforts.**

Students residing in a temporary shelter are entitled to free school privileges from the district in which the shelter is located or from the school district where they would otherwise reside if not for the placement in the temporary shelter. The district in which the temporary shelter is located shall notify the district where the student would otherwise be attending. The district so notified may choose to either:

1. Continue to provide educational services, including transportation between the temporary shelter and the school in the home district; or
2. Pay tuition to the district in which the temporary shelter is located.

If a homeless child is denied school accommodations on the basis of residency, he or she shall be entitled to a hearing in accordance with state law and Board policy.

If the school district where the child would otherwise be located cannot be identified, the school district in which the temporary shelter is located shall be financially responsible for the child's educational costs, except that if DCF places a student who requires special education and related services in a temporary shelter, the school district in which the child resided immediately prior to the DCF placement shall be responsible for the cost of such special education and related services.

If a student requiring special education has been placed in an out-of-district program by either a school board or by a state agency, the school district in which the child would otherwise reside shall continue to be responsible for the child's education until such time as a new residence is established, even though the child or the child's family resides in a temporary shelter.

## Students

### Homeless Students

The Superintendent of Schools or the Superintendent's designee, shall develop administrative regulations, including a procedure for mediation of disputes, to ensure compliance with this policy and applicable law.

**(cf. 5141 – Student Health Services)**

(cf. 5143 – Student Health Assessments and Immunizations)

(cf. 5146 – Child Abuse and Neglect)

(cf. 5118 – Nonresident Students)

Legal Reference: Connecticut General Statutes  
**10-205 Appointment of school medical advisors**  
**10-207 Duties of medical advisors**  
10-253(e) School privileges for children in certain placements, non resident children and children in temporary shelters.  
17a-101 Protection of children from abuse. Reports required of certain professional persons. When child may be removed from surrounding without court order.  
17a-102 Report of danger of abuse.  
17a-103 Reports by others.  
17a-106 Cooperation in relation to prevention, identification and treatment of child abuse and neglect.  
  
46b-120 Definitions.  
Public Act 19-179 An Act Concerning Homeless Students' Access to Education  
  
United States Code  
42 U.S.C. §11432 Grants for state and local activities for the education of homeless children and youths.

Policy adopted: June 10, 2003  
Policy revised: June 12, 2007  
Policy revised: September 17, 2019

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut



Office of Fiscal Services & Operations  
50 East Street  
New Milford, Connecticut 06776

**Operations Sub-Committee**

**April 2020**

**4B**

**TO: Kerry Parker, Superintendent**  
**FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations**  
**Date: April 17, 2020**  
**RE: Update on 2019-2020 Budget**

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The school closure due to COVID-19 in conjunction with the several executive orders that followed have many financial exposures and savings possibilities that impact several areas of the 2019-2020 Budget.

Working with district administrative staff, Town of New Milford staff, vendors that provide the district with goods and services as well as both the Connecticut Association of School Business Officials (CASBO) and Connecticut Association of Public School Superintendents (CAPSS) is an ongoing and daily process.

Another big piece of the puzzle concerns how much the district is required to pay for staffing and services related to the Connecticut Governor's Executive Order 7R and the guidance given therein, along with its relationship to the Federal Coronavirus Aid, Relief, and Economic Security Act (CARES Act). New Milford Board of Education staff have been utilizing our legal counsel extensively to navigate those intricate issues as they pertain to expenses, including but not limited to Transportation and Special Education.

As many of those issues are still ongoing there is not a solid end of the year fund balance I can reliably release at this time. CASBO and CAPSS collaborated on collecting financial data to determine the impact of COVID-19 recently and the New Milford Board of Education did participate along with 46 other school districts.

Potential COVID-19 financial exposures and savings possibilities to school districts was analyzed through CASBO and CAPSS across many budget areas and can be found in the chart on the 2<sup>nd</sup> page of this memo.





Potential Costs	Potential Savings	Potential Lost Revenues
<u>Distance learning costs</u> <ul style="list-style-type: none"> <li>Computer hardware/software</li> <li>Devices for families and hotspots where there is no internet</li> <li>Printing and mailing for learning packets pre-k to 3<sup>rd</sup> grade</li> </ul> <u>Feeding Programs</u> <ul style="list-style-type: none"> <li>More lunches, no receipts</li> <li>Food preparation and distribution costs, no receipts</li> </ul> <u>Site Costs</u> <ul style="list-style-type: none"> <li>Cleaning of buildings</li> </ul> <u>Personnel</u> <ul style="list-style-type: none"> <li>Continuing to pay full and part time staff</li> <li>Unemployment compensation, 26 weeks to 36 weeks</li> <li>Legal Services</li> <li>Lost collectability on insurance cost shares/insurance switches for district employees and families</li> <li>Insurance claims/Workers Compensation/life insurance</li> </ul>	<u>Personnel:</u> <ul style="list-style-type: none"> <li>Substitutes &amp; Tutors</li> <li>Monitors</li> <li>Coaches stipends</li> <li>Extended Duty</li> <li>Overtime</li> <li>FICA and Medicare</li> <li>Professional</li> </ul> <u>Development</u> <ul style="list-style-type: none"> <li>General and Special</li> </ul> <u>Transportation</u> <ul style="list-style-type: none"> <li>General (with fuel)</li> <li>Special Education</li> <li>Athletic</li> </ul> <u>Plant and Utility Costs</u> <ul style="list-style-type: none"> <li>Maintenance projects</li> </ul> <u>Other</u> <ul style="list-style-type: none"> <li>Field Trips</li> <li>Postage</li> <li>Travel reimbursement</li> <li>Office and</li> </ul> Instructional Supplies <ul style="list-style-type: none"> <li>Furniture &amp; Equipment</li> <li>Dues &amp; Fees</li> </ul>	<u>Lost Federal/State Grants</u> <ul style="list-style-type: none"> <li>Medicaid</li> <li>Excess Cost Grant</li> <li>Pre-K Tuition</li> <li>Magnet Transportation</li> <li>Adult Education</li> <li>TEAM mentor reimbursement</li> </ul> <u>Other Revenues</u> <ul style="list-style-type: none"> <li>Building Use revenues</li> </ul>

To be clear, for New Milford Public Schools, there is not a reliable fiscal year end projection to release at this time. The CASBO and CAPSS collaboration continues to map and collect data from 47 districts in the above categories for any and all COVID-19 financial exposures and savings possibilities. If there is an update by the time the full Board of Education meets on April 28, 2020, I would be happy to provide one.

Sincerely,  
Anthony J. Giovannone  
Director of Fiscal Services and Operations

**New Milford Board of Education  
Facilities Sub-Committee Minutes  
April 21, 2020  
By Zoom Virtual Meeting**

**Present:** Mr. Brian McCauley, Chairperson  
Mrs. Eileen P. Monaghan  
Mrs. Olga I. Rella  
Mrs. Angela C. Chastain, Alternate

**Absent:** Mr. Pete Helmus (joined meeting late so was not seated)

**Also Present:** Dr. Kerry Parker, Superintendent  
Mr. Kevin Munrett, Facilities Director  
Mr. Anthony Giovannone, Director of Operations and Fiscal Services

RECEIVED  
TOWN CLERK  
2020 APR 22 P 12:52

NEW MILFORD, CT

<b>1.</b>	<b>Call to Order</b>  The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:45 p.m. by Mr. McCauley, via Zoom Virtual Meeting. Mr. McCauley seated Mrs. Chastain as an alternate. He asked participants to identify themselves for the record and by name each time they spoke, for clarity. He said the meeting was being recorded. The Chat feature has been disabled for transparency of conversation.	<b>Call to Order</b>
<b>2.</b>	<b>Public Comment</b>  • There was none.	<b>Public Comment</b>
<b>3.</b>	<b>Items of Information</b>  <b>A. NV5 (formerly Celtic Energy) Update</b>  • Mr. Munrett said Celtic Energy had been bought out and was now NV5. Four vendors out of six were interviewed and ESC was the vendor recommended to the Town purchasing authority. Mr. Munrett said they are working with them remotely to provide data from Eversource for review. Within the next week or two, they will go into district buildings, look at equipment, and begin to formulate plans.  • On a separate note, Mrs. Monaghan thanked the Facilities crew for all their help with student book distribution at the SNIS pickup site.	<b>Items of Information</b>  <b>A. NV5 (formerly Celtic Energy) Update</b>

	<p><b>B. SNIS Elevator</b></p> <ul style="list-style-type: none"> <li>Mr. Munrett said the Board's request for capital reserve funds had been approved through the Town. The funding request is on this month's Purchase Resolution for consideration at Operations. This work can be done while schools are closed once the purchase order is generated.</li> </ul> <p><b>C. SNIS Air Conditioner - Cafeteria</b></p> <ul style="list-style-type: none"> <li>Mr. Munrett said this was also approved through capital reserve. He has been in contact with the vendor and this request is on the Purchase Resolution. He is working closely with Eversource as well to make sure we receive the energy efficiency reimbursement of \$6,250.</li> </ul> <p><b>D. Municipal Building Committee (MBC) Projects</b></p> <ul style="list-style-type: none"> <li>Mr. Munrett said the MBC received only one bid on the RFP for the oil tank replacement design and rejected it due to pricing concerns. A new RFP was sent out April 20 with an award date of June 4.</li> <li>Mrs. Monaghan asked what they are looking at. Mr. Munrett said they are investigating what the design should be for the replacement, whether it should be above or below ground, how big etc. The current tank is a 10,000 gallon underground tank.</li> <li>Mr. Munrett said the high school roof design has been awarded to Silver Petrocelli.</li> <li>Mrs. Monaghan asked about the status of the state reimbursement grant for the roof, as she is aware there is a deadline.</li> <li>Mr. Munrett said the Mayor requested that the Town grant writer begin the process back in January.</li> </ul>	<p><b>B. SNIS Elevator</b></p> <p><b>C. SNIS Air Conditioner - Cafeteria</b></p> <p><b>D. Municipal Building Committee (MBC) Projects</b></p>
<b>4.</b>	<b>Discussion and Possible Action</b>	<b>Discussion and Possible Action</b>
	<b>A. NMHS Tennis Courts</b>	<b>A. NMHS Tennis Courts</b>

	<ul style="list-style-type: none"> <li>• Mr. Munrett said repair of the tennis courts has been on the Capital Five Year Plan for two years now. They did a combined bid with the Town, because the Town wanted to do Youngsfield courts too. The Board had budgeted \$24,000 in the Capital Plan in 2019-20 and the bid for the school courts came in at \$80,000. Mr. Munrett was bringing it forward here to see if the Board wanted to explore other options such as use of Waste Management funds, or a different method of repair, like concrete, that would have a longer life span.</li> <li>• Mr. McCauley said he has used the high school courts and they are in awful shape right now. He said they will have to be done if the school is to have a competitive team.</li> <li>• Mrs. Chastain said she had spoken to the Mayor previously about the courts and that follow up is needed.</li> <li>• Mrs. Rella asked about the pricing on the Town side. Mr. Munrett said the Town is doing their courts one at a time and they do not need extensive repair. Pricing was comparable but the district has six courts and they are all in rough shape. The damage has become more extensive over time. This is to patch and repaint. Concrete would be more expensive but longer lasting and more durable.</li> <li>• The consensus of the committee was to explore more options before bringing the topic forward for discussion at the full Board level. Mr. McCauley will put it on the next Facilities agenda.</li> <li>• Mrs. Rella had questions about the high school gym. Mr. McCauley said they would put the topic on a future agenda for discussion.</li> </ul>	
<b>5.</b>	<b>Public Comment</b> <ul style="list-style-type: none"> <li>• There was none.</li> </ul>	<b>Public Comment</b>
<b>6.</b>	<b>Adjourn</b>  Mrs. Monaghan moved to adjourn the meeting at	<b>Adjourn</b>  <b>Motion made and passed</b>

**New Milford Board of Education  
Facilities Sub-Committee Minutes  
April 21, 2020  
By Zoom Virtual Meeting**

**Page 4**

	7:12 p.m., seconded by Mrs. Rella and passed unanimously.	<b>unanimously to adjourn the meeting at 7:12 p.m.</b>
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Respectfully submitted:



Brian McCauley, Chairperson  
Facilities Sub-Committee

**New Milford Board of Education  
Operations Sub-Committee Minutes  
April 21, 2020  
By Zoom Virtual Meeting**

**Present:** Mrs. Wendy Faulenbach, Chairperson  
Mr. Pete Helmus  
Mrs. Eileen P. Monaghan  
Mrs. Olga I. Rella

**Also Present:** Dr. Kerry Parker, Superintendent  
Ms. Alisha DiCorpo, Assistant 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  
Mr. Brandon Rush, Director of Technology

RECEIVED  
TOWN CLERK

2020 APR 22 P 12:52

NEW MILFORD, CT

<b>1.</b>	<b>Call to Order</b>  The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:30 p.m. by Mrs. Faulenbach, via Zoom Virtual Meeting. Mrs. Faulenbach asked participants to identify themselves for the record and by name each time they spoke, for clarity. She said the meeting was being recorded.	<b>Call to Order</b>
<b>2.</b>	<b>Public Comment</b>  <ul style="list-style-type: none"> <li>Mrs. Faulenbach said the Committee welcomes comment but reminded attendees that public comment is not a dialogue from committee members to the public.</li> <li>There were no comments.</li> </ul>	<b>Public Comment</b>
<b>3.</b>	<b>Discussion and Possible Action</b>  <b>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</b>  <ul style="list-style-type: none"> <li>Mrs. Faulenbach asked if there would be a revised Exhibit A for the full Board meeting. Ms. Baldelli said no.</li> </ul> Mrs. Monaghan moved to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.  Motion seconded by Mrs. Faulenbach.	<b>Discussion and Possible Action</b>  <b>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</b>  <b>Motion made and passed unanimously to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board</b>

	<p>Motion passed unanimously.</p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position dated March 31, 2020</b></li> <li><b>2. Purchase Resolution D-733</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <ul style="list-style-type: none"> <li>• Mr. Giovannone said the Budget Position is as of March 31 and there are not many changes from the previous month. He said page 4 of 4 reflects the excess cost received. Another payment is due in May. The fact that it came in higher than budgeted is partly a tribute to the work done by the Special Education department to capture all billing.</li> <li>• Mrs. Monaghan asked how much is expected in May. Mr. Giovannone said the first payment is usually 70% of the total amount but the other 30% is affected by state caps, so the actual total is unknown at this time.</li> <li>• Mr. Giovannone said page 4 also shows an updated capital reserve total.</li> <li>• Mrs. Faulenbach noted the two capital reserve requests on the Purchase Resolution. She said there were no Budget Transfers requested.</li> </ul> <p>Mrs. Rella moved to bring the monthly reports: Budget Position March 31, 2020, Purchase Resolution D-733 and Request for Budget Transfers to the full Board for approval.</p> <p>Motion seconded by Mrs. Monaghan.</p> <p>Motion passed unanimously.</p> <p><b>C. Grant</b></p> <ol style="list-style-type: none"> <li><b>1. Adult Education ED 244</b></li> </ol> <ul style="list-style-type: none"> <li>• Ms. DiCorpo said the BOE contribution was upped in the operating budget due to a loss of \$38,000 in federal funding. The grant includes Region 12 tuition. The state funding is on a sliding scale; New Milford is around 32% but the actual funding won't be known until the</li> </ul>	<p><b>for approval.</b></p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position dated March 31, 2020</b></li> <li><b>2. Purchase Resolution D-733</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <p><b>Motion made and passed unanimously to bring the monthly reports: Budget Position dated March 31, 2020, Purchase Resolution D-733, and Request for Budget Transfers to the full Board for approval.</b></p> <p><b>C. Grant</b></p> <ol style="list-style-type: none"> <li><b>1. Adult Education ED 244</b></li> </ol>
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	<p>fall. The grant has been submitted for approval at this time.</p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach asked for clarification of the fiscal year. Ms. DiCorpo said it is for 2020-2021.</li> </ul> <p>Mrs. Rella moved to bring the Adult Education ED 244 Grant to the full Board for approval.</p> <p>Motion seconded by Mrs. Monaghan.</p> <p>Motion passed unanimously.</p> <p><b>D. Audit Adjustment to 19-20 Budget from 18-19 Fiscal Year End Balance</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach noted the detailed memo on this topic.</li> <li>• Mr. Giovannone said they are trying to tie up action by the Town to last fiscal year's budget which is creating a current negative to the salary account this year.</li> <li>• Mrs. Faulenbach said this action was approved by Town Council and Board of Finance in concert with the auditors and this is now needed housekeeping to close out the \$199,999 used to offset this year's budget.</li> </ul> <p>Mrs. Rella moved to bring a request to the full Board for approval that the Town Council and Board of Finance close out the Audit Adjustment to the 19-20 Budget from the 18-19 Fiscal Year End Balance.</p> <p>Motion seconded by Mrs. Monaghan.</p> <p>Motion passed unanimously.</p>	<p><b>Motion made and passed unanimously to bring the Adult Education ED 244 Grant to the full Board for approval.</b></p> <p><b>D. Audit Adjustment to 19-20 Budget from 18-19 Fiscal Year End Balance</b></p> <p><b>Motion made and passed unanimously to bring a request to the full Board for approval that the Town Council and Board of Finance close out the Audit Adjustment to the 19-20 Budget from the 18-19 Fiscal Year End Balance.</b></p>
<b>4.</b>	<p><b>Items of Information</b></p> <p><b>A. NMPS 2020-2021 School Calendar</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said this is an item of information, as the Board does not approved the calendar.</li> <li>• Dr. Parker said the calendar mirrors this year's</li> </ul>	<p><b>Items of Information</b></p> <p><b>A. NMPS 2020-2021 School Calendar</b></p>



	<p>calendar; there are no significant changes.</p> <ul style="list-style-type: none"> <li>• Mrs. Rella said she was aware that a committee had been formed to discuss possible changes to the calendar going forward and she asked what the status of that was.</li> <li>• Dr. Parker said they had two large meetings with stakeholders from many different groups in attendance. Because of current agreements in place, and teacher negotiations happening this summer, the focus was on the 2021-22 calendar for any changes. They were getting ready to survey about possible changes when schools closed, and they ran out of time.</li> <li>• Mrs. Rella said the paraeducators would like more professional development. Dr. Parker said that is important for all groups.</li> </ul>	
<b>B. Update on 2019-2020 Budget</b>	<ul style="list-style-type: none"> <li>• Mrs. Faulenbach said the Board is looking as it always does at this time, and throughout the year, as to where we will be financially at fiscal year end. This year, there are global components that are having additional impacts. The Board reviews all line items, expenditures and revenues. The memo provided highlights some areas of review. She said it is a snapshot in time and a fluid work in progress.</li> <li>• Mrs. Rella asked if there was any discussion on the state level, in these circumstances, to allow carryover to next year.</li> <li>• Mr. Giovannone said all professional organizations in the area are having this conversation. Right now, it would require an executive order by the Governor and that has not happened yet.</li> <li>• Dr. Parker said professional organizations, the Commissioner of Education and the Governor continue to work together. Many of the executive orders produced so far are a result of that collaborative feedback. She said it is critical to remember when discussing any perceived savings that schools are only officially closed until May 20. Funds may still</li> </ul>	<b>B. Update on 2019-2020 Budget</b>

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	<p>be needed; it is just an unknown at this time.</p> <ul style="list-style-type: none"><li>• Mrs. Faulenbach said for now it is business as usual, while at the same time continuing to work through the process and identify numbers where we can for planning purposes.</li></ul>	
<b>5.</b>	<p><b>Public Comment</b></p> <ul style="list-style-type: none"><li>• Kim Foss, an 8<sup>th</sup> grade Science teacher at SMS, asked the district to consider early release days or a later start for the 2020-2021 school year since there may be high temperatures and not all rooms are air conditioned.</li><li>• Tammy McInerney asked if the calendar was official for release or if it needed to go to the full Board for review.</li><li>• As a point of clarification, Mrs. Faulenbach said all agenda attachments, of which the calendar is one, are public records and already posted on the district website as such.</li></ul>	<p><b>Public Comment</b></p>
<b>6.</b>	<p><b>Adjourn</b></p> <p>Mrs. Monaghan moved to adjourn the meeting at 8:08 p.m. seconded by Mrs. Rella and passed unanimously.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 8:08 p.m.</b></p>

Respectfully submitted:



Wendy Faulenbach, Chairperson  
Operations Sub-Committee