

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

BOARD OF EDUCATION
MEETING NOTICE

DATE: April 12, 2016
TIME: 7:30 P.M.
PLACE: Sarah Noble Intermediate School – Library Media Center

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2016 APR 11 P 12:12

NEW MILFORD, CT

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

A. Pledge of Allegiance

2. RECOGNITION

- A. CAS Arts Festival: SMS students **Annabelle Colonna** and **Jennifer Velez-Scuderi**
- B. National K12 Ceramic Exhibition: NMHS student **Kristen Kornhaas**
- C. Young Women Rising Essay Contest: NMHS student **Marissa Fugardi**
- D. Poetry Out Loud National Recitation Contest: NMHS student **Elizabeth Schlyer**
- E. NMPS Retiree: **Laura Hults**

3. PUBLIC COMMENT

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

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

4. PTO REPORT

5. STUDENT REPRESENTATIVES' REPORT

6. APPROVAL OF MINUTES

- A. Approval of the following Board of Education Meeting Minutes
 - 1. Board Workshop Minutes March 8, 2016
 - 2. Regular Meeting Minutes March 8, 2016
 - 3. Special Meeting Minutes March 17, 2016

7. SUPERINTENDENT'S REPORT

8. BOARD CHAIRMAN'S REPORT

9. COMMITTEE AND LIAISON REPORTS

- A. Facilities Sub-Committee – Mr. Coppola
- B. Operations Sub-Committee – Mrs. Faulenbach

- C. Policy Sub-Committee – Mr. Schemm
- D. Committee on Learning – Mr. Dahl
- E. Education Connection – Mr. Coppola
- F. Connecticut Boards of Education (CABE) – Mr. Coppola
- G. Negotiations Committee – Mr. Dahl
- H. Magnet School – Mr. Schemm

10. DISCUSSION AND POSSIBLE ACTION

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated April 12, 2016
- B. Monthly Reports
 - 1. Purchase Resolution: D-685
 - 2. Budget Position dated 3/31/16
 - 3. Request for Budget Transfers
- C. Gifts & Donations
 - 1. PTO-Exhibit B
- D. Approval of Curriculum
 - 1. Algebra I
 - 2. Development of Western Civilization
 - 3. Modern America 1945 to 1990
 - 4. Sociology
 - 5. AP Literature & Composition
 - 6. Public Speaking
 - 7. Modern and Contemporary Poetry
- E. Approval of New Program or Course
 - 1. Middle East Studies
 - 2. Literature and Media Study
- F. Request for Course Revision
 - 1. Introduction to Video Production
 - 2. Advanced Video Production
- G. Textbook Approvals: Grades 7 and 8
- H. Five Year Facilities Capital Plan 2016-2021
- I. New Milford High School Graduation Date 2016
- J. Exhibit C: Authorization of Signatories on the ED-099 Agreement for Child Nutrition Program

11. ITEMS FOR INFORMATION AND DISCUSSION

- A. Field Trip Report

12. ADJOURN

ITEMS OF INFORMATION

Policy Minutes – March 15, 2016

Committee on Learning Minutes – March 15, 2016

Facilities Sub-Committee Minutes – April 5, 2016

Operations Sub-Committee Minutes – April 5, 2016

Facilities Sub-Committee Meeting May 3, 2016 – 6:45 p.m. Lillis Administration Building, Room 2	New Milford Board of Education Regular Meeting May 10, 2016 – 7:30 p.m. Sarah Noble Intermediate School, LMC
Operations Sub-Committee Meeting May 3, 2016 – 7:30 p.m. Lillis Administration Building, Room 2	Policy Sub-Committee Meeting May 17, 2016 – 6:45 p.m. Lillis Administration Building, Room 2
New Milford Board of Education Workshop May 10, 2016 – 6:30 p.m. to 7:20 p.m. Sarah Noble Intermediate School, LMC	Committee on Learning May 17, 2016 – 7:30 p.m. Lillis Administration Building, Room 2

**New Milford Board of Education
Board Workshop Minutes
March 8, 2016
Sarah Noble Intermediate School Library Media Center**

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Present:	Mr. David A. Lawson, Chairperson Mrs. Angela C. Chastain Mr. Robert Coppola Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Dave Littlefield Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm
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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 Ms. 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 Mrs. Susan Brofford, K-5 Science Enrichment teacher Ms. Karyn Skinner, SMS Technology teacher
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1.	Call to Order A. Pledge of Allegiance The Workshop of the New Milford Board of Education was called to order at 6:30 p.m. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2.	Presentation Interim Superintendent Joshua Smith will present an update on district initiatives. <ul style="list-style-type: none"> Mr. Smith introduced Mrs. Brofford who was hired as the K-5 Science Enrichment teacher in this budget year. Mrs. Brofford said as this was a new position for the district she struggled briefly with where to start as she began the process of working towards the next generation of science standards. She said the first thing she did was look at available resources including the planetarium where she offered a class on the 	Presentation Interim Superintendent Joshua Smith will present an update on district initiatives.

Native American constellations and the moon phases. She introduced an Hour of Code using Blockly which helps get students started on the computer sciences. These are 21st century skills. Thanks to the PTO, she was able to bring a science cart into the classrooms. The K-2 science fair was quite successful. A Grade 3-5 science fair will be held in May. In Grade 4, teachers and administrators recommended students for the Pre-Project Lead the Way program and there are 30 students in that program now. The Grade 5 students are working on robotics and automation and their first build was a collaboration with other students. Their task is to build a robot to remove toxic waste from a site.

- Mr. Coppola asked if this is separate from the gifted program and Mrs. Brofford said that it is.
- Mr. Coppola asked how a student was chosen for the program and Mrs. Brofford said this year it was teacher and principal recommendations.
- Mr. Coppola asked if there was a magic number of students and Mrs. Brofford said there was not; there was no set limit. Mr. Smith said they were not excluding anyone.
- Mrs. McInerney said the students seem more energized thanks to this program. She noted there are science enrichment grants available through the PTO.
- Mr. Littlefield said he felt the gifted program (TAG) was “dead in the water” and Mr. Smith said the program is continuing and that many of the programs were coordinated by Dr. Cooper, but not run directly by her. They were continuing and the new gifted teacher has been hired and will start April 1st if the Board approves Exhibit A at their regular meeting. He said the district is continuing the programs started by Dr. Cooper for now and they will be able to reassess when the new person gets here.
- Mr. Littlefield said the plans were not specific to TAG and Mr. Smith said the debate club, the poetry program and the iPad robotics were TAG programs.

- Mr. Littlefield asked how many were in the TAG program and Mr. Smith said there were approximately 80 students K-12 but they are not identified formally until third grade.
- Mr. Lawson suggested this be referred to the Committee on Learning for further discussion.
- Mr. Schemm said he feels as if science is an add-on and wondered about the equity for all students, noting that science should be taught in all classrooms. Mrs. Brofford said she has reached out to teachers and offered resources, letting them know that science can be part of all curricula. She said the Mystery Science program is part of that effort.
- Mr. Smith said science is taught in all classrooms as they work on the science curriculum and the state standards. Although Mrs. Brofford is officially working in an enrichment capacity, her knowledge and lessons are improving our general science instruction as well. He introduced Ms. Skinner noting that she is a graphic designer by training so she incorporates both the art and the science part into Project Lead the Way.
- Ms. Skinner said while she is teaching Project Lead the Way which is a STEM course she is an artist as well. She said she is teaching design and modeling in every 7th grade class and half of the 8th grade classes. She said for tasks the 7th graders are designing bridges to hold 100 pennies. They are doing hands-on building and then they step back and design something on the computer. The individual students design a 3-D model Lego brick. She said her effort is to make students read, learn and do so they can become innovators. There are 550 students working on Eli Whitney museum projects. The group project includes designing a table or chair with six or less pieces.
- The 7th and 8th graders are also doing the Hour of Code or digital story telling and 8th graders are working with Vex robots.
- Mr. Smith said students are learning how to use tools such as hand drills and hammers as well. He said this is Industrial Arts for the non-

	<p>industrial age. He said the Board should be proud that they brought these two programs into existence.</p> <ul style="list-style-type: none"> • Mrs. McInerney asked how the 6th graders are being engaged and Ms. Skinner said they are just beginning to get a better understanding of Project Lead the Way. • Mrs. Chastain said it seems like the school is losing the shop aspect – saws, planers, etc. Ms. Skinner said power tools require two or three days of safety training so she is having students use hand tools instead to modify the kits. • Mr. Smith said the power tool equipment is still in the rooms and will be open to 8th graders as their skills develop and future scheduling changes allow more time for the safety instruction piece. • Mrs. Chastain said the different types of equipment require different skills and she is concerned those skills are being lost. Ms. Skinner said she only has the 7th graders for half a year so she sees them 15 times and the 8th graders will be seen 30 years in a full year. • Mr. Coppola suggested that the Odyssey of the Mind program would be useful as group work to learn the skills of today. • Mr. Schemm said the old industrial arts tools could be used for the “makers’ space” as a resource. 	
3.	<p>Adjourn</p> <p>Mr. Dahl moved to adjourn the meeting at 7:27 p.m., seconded by Mr. Coppola and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:27 p.m.</p>

Respectfully submitted:

Wendy Faulenbach

Wendy Faulenbach

Secretary

New Milford Board of Education

**New Milford Board of Education
Regular Meeting Minutes
March 8, 2016
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairperson Mrs. Angela C. Chastain Mr. Robert Coppola Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Dave Littlefield Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm
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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 Ms. 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 Eric Vazquez, Student Representative Kendall Stewart, Student Representative
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1.	Call to Order	Call to Order
A.	Pledge of Allegiance The regular meeting of the New Milford Board of Education was called to order at 7:31 p.m. The Pledge of Allegiance immediately followed the call to order.	A. Pledge of Allegiance
2.	Presentation	Presentation
A.	SMS students sing "Circle of Life" from The Lion King, Jr.	A. SMS students sing "Circle of Life" from The Lion King, Jr.
3.	Recognition	Recognition
A.	CMEA Northern Region Middle School Music Festival: SMS students Joshua Abel, Nicholas Bon Tempo, Emma Chamberlin, Sophia Delohery, Kasey Donnelly, Olivia Esposito, Brian Hinger, Corryn Ivey, Scott Klimowich, Madison Lafontan, Samantha Learson, Lorelai Lee Swanek, Allan	A. CMEA Northern Region Middle School Music Festival: SMS students Joshua Abel, Nicholas Bon Tempo, Emma Chamberlin, Sophia Delohery, Kasey Donnelly, Olivia Esposito, Brian

	<p>Lian, Madelyn Malinowski, Amanda Manaog, Lucy McKay, Gianna Militana, Sarah Morris, Eliza Peery, Teagan Piskura, Juliana Rella, Grace Schuette, Terrell Williams, Andrew Xu, and Grace Zona</p> <ul style="list-style-type: none"> • Diane Taylor, music teacher and chorale director for the middle school, said there were 13 chorus students chosen for the CMEA Northern Region Middle School Music Festival. She said students had to prepare a solo, sight read, and sing a scale. • Tim Polhemus, representing the instrumental program, said students also had to memorize scales, perform a solo, and do a sight reading. <p>The meeting recessed at 7:45 p.m. for a brief reception and reconvened at 7:52 p.m.</p> <p>B. Board of Education Appreciation for Service</p> <ul style="list-style-type: none"> • Mr. Smith noted that March is Board appreciation month and he thanked the Board members for the many nights, e-mails, packet read-throughs, etc. that they do throughout the year. 	<p>Hinger, Corryn Ivey, Scott Klimowich, Madison Lafontan, Samantha Learson, Lorelai Lee Swanek, Allan Lian, Madelyn Malinowski, Amanda Manaog, Lucy McKay, Gianna Militana, Sarah Morris, Eliza Peery, Teagan Piskura, Juliana Rella, Grace Schuette, Terrell Williams, Andrew Xu, and Grace Zona</p> <p>B. Board of Education Appreciation for Service</p>
4.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	<p>Public Comment</p>
5.	<p>PTO Report</p> <ul style="list-style-type: none"> • Kathleen Lewis said the focus for K-8 schools right now is reading. Schaghticoke is having a Battle of the Books and the other schools are having book fairs. Hill & Plain had a “s’mores night” where teachers and staff took turn reading to the children. • K-2 held a science fair and Grades 3-5 will do theirs in May. • Lifetouch will be used for the school pictures. • Students applying for the PTO scholarships should log into Naviance to apply. 	<p>PTO Report</p>

<p>6.</p>	<p>Student Representative's Report</p> <ul style="list-style-type: none"> • On March 11th the Math Honor Society will hold a Pi Day carnival and FBLA will hold a dodge ball tournament. • March 18th will be the first showing of Cinderella, the all school musical. • Conferences will be held March 23rd, 30th and April 6th. • On March 25th the school will be closed for Good Friday. • March 28th will be the college planning night. • April 4th is the school's winter sports awards. • The German Honor Society induction will be April 5th. • April 7th will be the sophomore class ring ceremony and a college fair. • March 9th is the German Honor Society ping pong tournament. 	<p>Student Representative's Report</p>
<p>7.</p> <p>A.</p>	<p>Approval of Minutes</p> <p>Approval of the following Board of Education Meeting Minutes</p> <p>1. Special Meeting Minutes February 9, 2016</p> <p>Mr. Coppola moved to approve the Special Meeting Minutes February 9, 2016, seconded by Mr. Dahl and passed 8-0-1.</p> <p>Aye: Mr. Littlefield, Mrs. Chastain, Mr. Schemm, Mr. Lawson, Mr. Dahl, Mr. McCauley, Mrs. McInerney, Mr. Coppola Abstain: Mrs. Faulenbach</p> <p>2. Regular Meeting Minutes February 9, 2016</p> <p>Mr. Coppola moved to approve the Regular Meeting Minutes of February 9, 2016, seconded by Mrs. Faulenbach and passed unanimously.</p>	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes</p> <p>1. Special Meeting Minutes February 9, 2016</p> <p>Motion made and passed to approve the following Board of Education Meeting Minutes: Special Meeting Minutes February 9, 2016.</p> <p>2. Regular Meeting Minutes February 9, 2016</p> <p>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes February 9, 2016.</p>

	<p>3. Special Meeting Minutes February 17, 2016</p> <p>Mrs. Chastain moved to approve the Special Meeting Minutes of February 17, 2016, seconded by Mr. Coppola and passed 8-0-1.</p> <p>Aye: Mr. Littlefield, Mrs. Chastain, Mr. Schemm, Mr. Lawson, Mr. Dahl, Mrs. Faulenbach, Mrs. McInerney, Mr. Coppola Abstain: Mr. McCauley</p>	<p>3. Special Meeting Minutes February 17, 2016</p> <p>Motion made and passed to approve the following Board of Education Meeting Minutes: Special Meeting Minutes of February 17, 2016.</p>
8.	<p>Superintendent's Report</p> <ul style="list-style-type: none"> Mr. Smith said the first phase of the new phone system installation was done at the Central Office during the President's Day break. The second phase will be done at the April break with the final phase done in the summer. High school course selection was done in February. March 2nd was Read Across America Day. The budget was presented to the Joint Town Council/Board of Finance on March 3rd and the next meeting for the town will be March 10th. The Silo will show select SMS student art work from March 12th through the 25th. The complete Schaghticoke performance of the Lion King, Jr. will take place next month. 	<p>Superintendent's Report</p>
9.	<p>Board Chairman's Report</p> <ul style="list-style-type: none"> Mr. Lawson said the budget presentation was well received and he hoped it would be approved on Thursday. 	<p>Board Chairman's Report</p>
10.	<p>Committee and Liaison Reports</p> <p>A. Facilities Sub-Committee — Mr. Coppola</p> <ul style="list-style-type: none"> Mr. Coppola invited Eagle Scout candidate Will Ginn up to speak about his proposed Eagle Scout project which will be to build two buddy benches at Northville. Will said he is from Troop 58 and this proposal has been 	<p>Committee and Liaison Reports</p> <p>A. Facilities Sub-Committee</p>

Regular Meeting Minutes

March 8, 2016

Sarah Noble Intermediate School Library Media Center

	<p>approved by the Eagle Scout Director, his troop, Mrs. Murray and now needs Board of Education approval. He hopes to complete it in early Spring.</p> <ul style="list-style-type: none"> • Mr. Coppola said two experts spoke to the Facilities sub-committee about the SMS roof project and PCB testing and they said to do nothing about the issue because doing anything could stir up more issues. • The turf field is on track per contract and will be done well in time for the high school students to use them in August for practice. 	
B.	Operations Sub-Committee — Mrs. Faulenbach <ul style="list-style-type: none"> • Mrs. Faulenbach said the usual items were on the agenda and she wanted to thank the PTO and the community for donations made. • The sub-committee discussed the legal fees regarding an FOI complaint and the early retirement incentive proposal. 	B. Operations Sub-Committee
C.	Policy Sub-Committee — Mr. Schemm <ul style="list-style-type: none"> • Mr. Schemm said the last meeting was snowed out and the next meeting will be March 15th. 	C. Policy Sub-Committee
D.	Committee on Learning — Mr. Dahl <ul style="list-style-type: none"> • Mr. Dahl said the Committee on Learning was snowed out as well so they will be discussing curriculum and new courses at the next meeting. 	D. Committee on Learning
E.	Education Connection — Mr. Coppola <ul style="list-style-type: none"> • Mr. Coppola said there is trouble with funding coming to education. He said the delegate assembly is a good time to present issues before May but noted the regional calendar is probably sticking since the Speaker of the House thought it was a good way to reduce costs. He also noted there are certification shortages throughout Connecticut. 	E. Education Connection

	<p>F. Connecticut Boards of Education (CABE) — Mr. Coppola</p> <ul style="list-style-type: none"> Mr. Coppola passed out information on the problems of education funding including the mandates passed down. He said the excess cost funding will probably be in the 60% range next year. The enrichment programming is being diminished. <p>G. Negotiations Committee — Mr. Dahl</p> <ul style="list-style-type: none"> Mr. Dahl said the contract currently being negotiated is for the Food Services workers. <p>H. Magnet School — Mr. Schemm</p> <ul style="list-style-type: none"> Mr. Schemm said the meeting will be held next month. 	<p>F. Connecticut Boards of Education (CABE)</p> <p>G. Negotiations Committee</p> <p>H. Magnet School</p>
<p>11.</p> <p>A.</p>	<p>Discussion and Possible Action</p> <p>Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated March 8, 2016</p> <ul style="list-style-type: none"> Ms. Baldelli said the changes to Exhibit A included a teacher at the high school leaving to become principal at Faith Academy and some paraeducator and athletic appointments. <p>Mrs. Faulenbach moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 8, 2016, seconded by Mr. Dahl.</p> <ul style="list-style-type: none"> Mr. Schemm asked why the ** symbols were on the Exhibit and Ms. Baldelli said that indicates a revision. <p>The motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> Purchase Resolution: D-684 Budget Position dated 2/26/16 	<p>Discussion and Possible Action</p> <p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated March 8, 2016</p> <p>Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 8, 2016.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> Purchase Resolution: D-684 Budget Position dated 2/26/16

	<p>3. Request for Budget Transfers</p> <p>Mr. Coppola moved to approve monthly reports - Purchase Resolution: D-684, Budget Position dated 2/26/16 and Request for Budget Transfers, seconded by Mr. Dahl.</p> <ul style="list-style-type: none"> Mr. Coppola said he spoke to Jay Hubelbank who said the budget is doing well. Mr. Coppola was pleased to see that the budget transfers are within the same departments. <p>The motion passed unanimously.</p>	<p>3. Request for Budget Transfers</p> <p>Motion made and passed unanimously to approve monthly reports - Purchase Resolution: D-684, Budget Position dated 2/26/16 and Request for Budget Transfers.</p>
C.	<p>Gifts & Donations</p> <p>1. PTO-Exhibit B</p> <p>Mrs. McInerney moved to accept Gifts and Donations: PTO - Exhibit B, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> Mr. Schemm thanked the PTO. <p>The motion passed unanimously.</p>	<p>C. Gifts & Donations</p> <p>1. PTO-Exhibit B</p> <p>Motion made and passed unanimously to accept Gifts and Donations: PTO - Exhibit B.</p>
D.	<p>Changes to Signatories on District Accounts – Exhibit C</p> <p>Mr. Coppola moved to approve Changes to Signatories on District Accounts - Exhibit C, seconded by Mrs. Faulenbach and passed unanimously.</p>	<p>D. Changes to Signatories on District Accounts – Exhibit C</p> <p>Motion made and passed unanimously to approve Changes to Signatories on District Accounts - Exhibit C.</p>
E.	<p>Textbook Approvals: Grade 10; Grades 11 and 12</p> <p>Mr. Coppola moved to approve, seconded by Mr. Schemm.</p> <ul style="list-style-type: none"> Mr. Schemm asked if these come up twice and Dr. Slone said yes, once for review then for approval. Mr. Coppola asked if the Economics course was an elective and Dr. Slone said yes. 	<p>E. Textbook Approvals: Grade 10; Grades 11 and 12</p> <p>Motion made and passed unanimously to approve textbooks.</p>

	<p>The motion passed unanimously.</p> <p>F. Five Year Technology Capital Plan 2016-2021</p> <p>Mrs. McInerney moved to accept the Five Year Technology Capital Plan 2016-2021, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach noted the Board was approving the concept and not necessarily the dollar amounts. • Mr. Lawson said this provides guidance for the Board. • Mr. Schemm said the refresh cycle is important. <p>The motion passed unanimously.</p> <p>G. Eagle Scout/Buddy Bench Project</p> <p>Mr. Coppola moved to approve the Eagle Scout/Buddy Bench Project, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mrs. McInerney said scout Will Ginn will do a fundraiser at the NES March Madness event as the benches are sorely needed. • Mr. McCauley said he was impressed with Will's presentation. <p>The motion passed unanimously.</p> <p>H. Early Retirement Incentive Program</p> <p>Mr. McCauley moved to discuss and act on an early retirement incentive program, seconded by Mrs. McInerney.</p> <ul style="list-style-type: none"> • At the request of the board, Mr. Smith said the administration put together some incentive options based on the 2011 incentive plan should the Board wish to offer them. This is 	<p>F. Five Year Technology Capital Plan 2016-2021</p> <p>Motion made and passed unanimously to accept the Five Year Technology Capital Plan 2016-2021.</p> <p>G. Eagle Scout/Buddy Bench Project</p> <p>Motion made and passed unanimously to approve the Eagle Scout/Buddy Bench Project.</p> <p>H. Early Retirement Incentive Program</p> <p>Motion made and seconded to discuss and act on an early retirement incentive program.</p>
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Regular Meeting Minutes

March 8, 2016

Sarah Noble Intermediate School Library Media Center

	<p>both a cost avoidance and cost savings opportunity. He said he anticipates replacing the positions and rehiring but perhaps at a lower salary. He said the difficulty is in the shortage areas where the rehire may be at a higher salary grade than current.</p> <ul style="list-style-type: none"> • Ms. Baldelli said the incentive payout could be over three years at \$10,000 per year or two years at \$15,000 per year. • Mrs. Chastain said she was unclear why this was being discussed now as this is typically done when a budget comes up short. • Mr. Lawson said the Board does not know what next year's budget is going to look like and this is a cost avoidance measure. • Mr. Coppola asked if there would be a limit of the number of teachers who could take this and Mr. Smith said there was a limit in 2011. • Mr. Coppola asked how many might be able to participate and Ms. Baldelli said maybe 15. She noted 28 were eligible in 2011 and 24 took the incentive including 20 teachers and four administrators. • Mr. Coppola said he did not want to see a maximum number set. • Mr. Dahl said he did not want to see this necessarily as a budget reducing move but more of an incentive and a thank you to long time employees. • Mrs. Faulenbach said she is not opposed to the concept since she has approved of them in the past. She said the Operations Sub-committee put this on the agenda for discussion only and there was no plan in place for action. She felt discussing this ten days after the budget discussion was completed was not transparent. She said some Board members are hearing about this for the first time and there is no approved budget yet. • Mr. Schemm felt more information was needed including whether this incentive actually is an incentive. He said he liked the idea of bringing new experiences with new teachers even though there is a loss of experience too. • Mr. Smith said they always work to hire the 	
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	<p>best candidate but the administration needs parameters and guidance from the Board for this incentive package. Ms. Baldelli noted the administration was asked to put together an incentive program but also said the shortage areas may require hiring someone at a higher step than 10.</p> <ul style="list-style-type: none"> • Mr. Coppola noted the internal service fund, which the Town took \$400,000 out of this year towards the health insurance, may not be available next year but said the Board needs a more concrete proposal. • Mr. Littlefield said this could be done at the end of the school year with a vote in the fall so that the Board does not incentivize those who are going to leave anyway. <p>Mr. McCauley withdrew his motion and Mrs. McInerney withdrew her second.</p> <p>Mr. Coppola moved to table the early retirement incentive discussion and send it back to the Operations Sub-committee, seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none"> • Mr. Smith said the administration needs to know what the Board's goal is for this plan, including whether it is to reduce the budget or act as an incentive. • Mrs. Faulenbach asked Board members to give input to her, the Board chair, or Pat Silverman to be discussed at the Operations Sub-committee meeting. <p>The motion passed unanimously.</p>	<p>Motion and second withdrawn.</p> <p>Motion made and passed unanimously to table the early retirement incentive discussion and send it back to the Operations Sub-committee.</p>
12.	<p>Items for Information and Discussion</p> <p>A. Field Trip Report</p> <p>Mrs. Chastain left the meeting at 8:58 p.m.</p> <ul style="list-style-type: none"> • Mr. Coppola once again congratulated the band on an outstanding competition and asked about the Elliot Pratt field trip. 	<p>Items for Information and Discussion</p> <p>A. Field Trip Report</p>

**New Milford Board of Education
Regular Meeting Minutes
March 8, 2016
Sarah Noble Intermediate School Library Media Center**

Page 11

	<ul style="list-style-type: none"> • Dr. Slone said the Pratt Center trip would be for the second grade. • Mr. Coppola pointed out how much the PTO is relied on for funding. • Mr. Schemm noted that the String Festival has become a new tradition and is funded by the Band-aids organization. <p>Mrs. Chastain returned to the meeting at 9:00 p.m.</p> <ul style="list-style-type: none"> • Mrs. McInerney asked if the Lake Compounce trip was where the students figured out the speed of the roller coaster, for instance. Mr. Schemm said this has been going on for a number of years and students do analyze the rides and gather data, etc. <p>B. Textbook Previews: Grades 7 and 8</p> <ul style="list-style-type: none"> • Mr. Lawson noted that these books can be previewed in the Office of the Assistant Superintendent. 	
13.	<p>Adjourn</p> <p>Mr. Dahl moved to adjourn the meeting at 9:01 p.m., seconded by Mr. Littlefield and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 9:01 p.m.</p>

Respectfully submitted:

Wendy Faulenbach

Wendy Faulenbach

Secretary

New Milford Board of Education

**New Milford Board of Education
Special Meeting Minutes
March 17, 2016
Lillis Administration Building – Room 2**

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2016 MAR 18 P 12:49

NEW MILFORD, CT

Present:	Mr. David A. Lawson, Chairperson Mrs. Angela C. Chastain Mr. Robert Coppola Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Dave Littlefield Mr. Brian McCauley Mrs. Tammy McInerney
Absent:	Mr. J.T. Schemm

Also Present:	Mr. Michael P. McKeon, Esq.
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1.	Call to Order	Call to Order
A.	Pledge of Allegiance The special meeting of the New Milford Board of Education was called to order at 6:15 p.m. by Mr. Lawson. The Pledge of Allegiance immediately followed the call to order.	A. Pledge of Allegiance
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action (Executive Session Anticipated)	Discussion and Possible Action (Executive Session Anticipated)
A.	Possible contract/terms of employment/employment of a new superintendent Motion made by Mr. Coppola that the Board enter into Executive Session to discuss possible contract/terms of employment/employment of a new superintendent and invite into the session Attorney McKeon. Motion seconded by Mrs. McInerney. Motion passed unanimously. The Board and Attorney McKeon entered executive	A. Possible contract/terms of employment/employment of a new superintendent Motion made and passed unanimously that the Board enter into Executive Session to discuss possible contract/terms of employment/employment of a new superintendent and invite into the session Attorney McKeon.

	<p>session at 6:16 p.m.</p> <p>The Board and Attorney McKeon returned to public session at 7:18 p.m.</p> <p>Motion made by Mr. Dahl that the Board authorize the Board Chair and the Board's legal counsel to negotiate with Joshua Smith the terms and conditions of a proposed draft Contract of Employment as Superintendent of the New Milford Public Schools in accordance with the draft terms discussed in executive session and further move to authorize the Board's legal counsel in consultation with the Board Chair to draft a proposed Contract of Employment as Superintendent of the New Milford Public Schools, subject to Board review, approval, finalization, and signature.</p> <p>Motion seconded by Mr. Coppola.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously that the Board authorize the Board Chair and the Board's legal counsel to negotiate with Joshua Smith the terms and conditions of a proposed draft Contract of Employment as Superintendent of the New Milford Public Schools in accordance with the draft terms discussed in executive session and further move to authorize the Board's legal counsel in consultation with the Board Chair to draft a proposed Contract of Employment as Superintendent of the New Milford Public Schools, subject to Board review, approval, finalization, and signature.</p>
4.	<p>Adjourn</p> <p>Mrs. McInerney moved to adjourn the meeting at 7:20 p.m., seconded by Mr. Littlefield and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:20 p.m.</p>

Respectfully submitted:



Wendy Faulenbach
Secretary
New Milford Board of Education

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
Sarah Noble Intermediate School
New Milford, Connecticut
April 12, 2016
**As of April 8, 2016

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

1. None

b. NON-RENEWALS

1. None

2. CERTIFIED STAFF

b. APPOINTMENTS

1. Ms. Kristen Backus, Special Education Teacher, Schaghticoke Middle School

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

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

Education History:

BA: Marist College

Major: Psychology/Special Education

MS: WCSU

Major: Education – Curriculum

Work Experience:

2 yrs. Bethel, 11 yrs. Darien

Replacing: K. Taylor

3. NON-CERTIFIED STAFF

a. RESIGNATIONS

1. None

4. NON-CERTIFIED STAFF

b. APPOINTMENTS

1. Mrs. Ann Swanson, Paraeducator, Northville Elementary School

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

\$13.04 per hour - Hire Rate

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

Replacing: E. DePalma

2. ****Ms. Donna Urban**, Accounting/Data Specialist, Central Office

Move that the Board of Education appoint **Ms. Donna Urban** as an Accounting/Data Specialist at Central Office effective April 27, 2016.

2015-2016 salary: \$51,590, pro-rated to start date

Education History:

BS: SCSU

Major: Special Education

Bridgeport Computer Institute:

Certification in Computer Programming

Work Experience:

6 yrs. Computer Programmer

8 yrs. Tech Aide – Danbury Schools

3 yrs. Data Technician – Danbury

Schools, 27 yrs. PT bookkeeper

Replacing: J. Fleet

5. **ADULT EDUCATION STAFF**

a. **RESIGNATIONS**

1. **None**

6. **ADULT EDUCATION STAFF**

b. **APPOINTMENTS**

1. **None**

7. **BAND STAFF**

a. **RESIGNATIONS**

1. **None**

8. **BAND STAFF**

b. **APPOINTMENTS**

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

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

2015-2016 Stipend: \$1,419

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

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

2015-2016 Stipend: \$1,419

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

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

2015-2016 Stipend: \$1,895

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

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

2015-2016 Stipend: \$3,749

9. COACHING STAFF

a. RESIGNATIONS

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

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

Personal Reasons

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

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

Took position elsewhere

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

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

Personal Reasons

10. COACHING STAFF

b. APPOINTMENTS

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

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

Volunteer

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

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

Volunteer

11. LEAVES OF ABSENCE

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

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

Unpaid leave of absence

**THE FOLLOWING ITEMS CAN BE FOUND ON THE
OPERATIONS WEBPAGE UNDER APRIL 5, 2016:**

10. DISCUSSION AND POSSIBLE ACTION

- B. Monthly Reports
 - 1. Purchase Resolution D-685
 - 2. Budget Position dated 3/31/16
 - 3. Request for Budget Transfers
- C. Gifts & Donations
 - 1. PTO-Exhibit B
- I. New Milford High School Graduation Date 2016

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

10. DISCUSSION AND POSSIBLE ACTION

- D. Approval of Curriculum
 - 1. Algebra I
 - 2. Development of Western Civilization
 - 3. Modern America 1945 to 1990
 - 4. Sociology
 - 5. AP Literature & Composition
 - 6. Public Speaking
 - 7. Modern and Contemporary Poetry

**THE FOLLOWING ITEMS CAN BE FOUND ON THE
COMMITTEE ON LEARNING WEBPAGE UNDER MARCH 15, 2016:**

10. DISCUSSION AND POSSIBLE ACTION

- E. Approval of New Program or Course
 - 1. Middle East Studies
 - 2. Literature and Media Study
- F. Request for Course Revision
 - 1. Introduction to Video Production
 - 2. Advanced Video Production

**THE FOLLOWING ITEM CAN BE FOUND ON THE
FACILITIES WEBPAGE UNDER APRIL 5, 2016:**


10. DISCUSSION AND POSSIBLE ACTION

- H. Five Year Facilities Capital Plan 2016-2021



NEW MILFORD PUBLIC SCHOOLS
Office of the Acting Assistant Superintendent

50 East Street
New Milford, Connecticut 06776
(860) 354-3235 FAX (860) 210-2643

TO: Joshua Smith, Interim Superintendent
FROM: Dr. Genie Slone, Acting Assistant Superintendent 
DATE: April 12, 2016
RE: Textbook Approvals – Grades 7-8

The textbooks listed below have been on review by the Board of Education. I ask that you recommend adoption of these books by the Board at the April meeting.

Connected Mathematics 2; Prentice Hall; Grade 7

The mathematical content developed in Connected Mathematics covers number, geometry, measurement, statistics, probability, and algebra appropriate for the middle grades. Connected Mathematics 2 provides 24 units (8 at each grade level). Three additional units continue to be available from the first edition of Connected Mathematics to meet specific state or local needs (1 at each grade level). Every unit develops a “big mathematical idea,” that is, an important cluster of related concepts, skills, procedures, and ways of thinking.

Connected Mathematics 3; Prentice Hall- Grade 8

The goal of Connected Mathematics 3 is to help students develop mathematical knowledge, conceptual understanding, and procedural skills, along with an awareness of the rich connections between math topics—across grades and across content areas. Through the “Launch-Explore-Summarize” model, students investigate and solve problems that develop rigorous higher-order thinking skills and problem-solving strategies.

Curriculum development for CMP3 has been guided by an important mathematical idea: All students should be able to reason and communicate proficiently in mathematics. They should have knowledge of and skill in the use of the vocabulary, forms of representation, materials, tools, techniques, and intellectual methods of mathematics. This includes the ability to define and solve problems with reason, inventiveness, and technical proficiency.

APPROVED FIELD TRIPS

April 2016

<u>School</u>	<u>Grade/Dept.</u>	<u>Trip Date</u>	<u>Day(s) of the Week</u>	<u># of Students</u>	<u># of Adults</u>	<u>Destination</u>	<u>Subs</u>	<u>Student Cost</u>
SMS	4	3/29/16	Tuesday	110	3	SMS- Joint rehearsal with SMS Band	2	\$0
NMHS	11	3/30/16	Wednesday	20	2	Masuk High School - Leadership Conference	0	\$0
SNIS	3	4/2/16	Saturday	26	6	New Haven Athletic Center- Unified Sports Tournament	0	\$0
NMHS	12	4/5/16	Tuesday	30	3	WCSU: Math Fair/Who wants to be a Mathematician	3	\$0 (Student Council)
NMHS	10-12	4/15/16	Friday	45	3	SMS- To Support NAMES transition to HS Program	1	\$0
HPS	K	4/27/16	Wednesday	53	8	Maritime Aquarium	0	\$0 (PTO Grant)
SMS	6-8	4/27/16	Wednesday	45	2	NMHS Jazz Fest	0	\$0
HPS	K	04/28/16	Thursday	71	10	Maritime Aquarium	0	\$0 (PTO Grant)
NMHS	11-12	4/29/16	Friday	26	1	Bantam Superior Court-Business Law Classes	1	\$10/rest of bus by Perkins Grant
SNIS	3	5/4/16	Wednesday	95	30	CT Science Center	0	\$10.00
HPS	1	5/5/16	Thurs	136	25	Pratt Center	7	\$20.00
SNIS	3	5/5/2016	Thursday	100	30	CT Science Center	0	\$10.00
SNIS	3	5/6/2016	Friday	121	30	CT Science Center	0	\$10.00
NES	2	5/12/16	Thursday	147	19	Ridgefield Playhouse ; "Amber Brown Is Not A Crayon"	3	\$0 (PTO Funded)
NES	2	5/13/16	Friday	50	1	Village Crest Senior Center-Music/Chorus performance	0	\$0 (PTO Funded)
NES	1	5/17/2016	Tuesday	135	25	Pratt Center	0	\$0
NMHS	9	5/17/16	Tuesday	50	2	Metropolitan Museum of Art	2	\$35.00
NMHS	11-12	5/19/16	Thursday	25	1	Bantam Superior Court-Business Law Classes	1	\$10/rest of bus by Perkins Grant
HPS	K	5/24/16	Tuesday	71	14	Beardsley Zoo	0	\$21.00
	11	5/25/16	Wednesday	50	2	Walter Kerr Theatre, NYC - The Crucible	2	\$100.00
HPS	K	5/26/16	Thursday	63	10	Beardsley Zoo	0	\$21.00
SMS	6-8	5/27/16	Friday	10	2	DATTO, Norwalk	2	\$0
HPS	1	05/31/16	Tuesday	137	17	Warner Theater Torrington: "Alexander Who's Not Not"	0	\$0 (PTO Funded)



Connecticut State Department of Education
Bureau of Health/Nutrition, Family
Services and Adult Education
25 Industrial Park Road
Middletown, CT 06457-1543

FOR STATE USE ONLY

Effective Date: _____

AGREEMENT NUMBERS:

School Programs _____

Child Day Care Centers _____

Adult Day Care Centers _____

Day Care Homes _____

Summer Food Service _____

AUTHORIZED SIGNATURES CHANGE FORM

Read the *Instructions to Complete the Authorized Signatures Change Form* before completing the form. Return this form to the CSDE Child Nutrition Programs at the address above.

This is to certify that on April 12, 2016, as shown in the minutes of
Date

the New Milford Board of Education

Name of Corporation, Board of Education or Governing Body

the following action was taken to revise the Authorized Signers of the **ED-099 Agreement for Child Nutrition Programs**.

1. The person designated below is authorized to sign this agreement and to sign claims for reimbursement.

<p>_____ <i>Signature</i> Dir. of Fiscal Services & Operations _____ <i>Title (Superintendent of Schools, Mayor, Selectman, President or Chairperson of the Board, Pastor or Commissioner)</i></p>	<p>Anthony J. Giovannone _____ <i>Printed Name</i> _____ <i>Date</i></p>
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2. In the absence or incapacity of the first designated individual, the second person designated below is authorized to sign claims for reimbursement.

<p>_____ <i>Signature</i> Interim Superintendent _____ <i>Title (Assistant Superintendent, Business Official, Principal, Headmaster, City or Town Manager, Executive Director or Deputy Commissioner)</i></p>	<p>Joshua D. Smith _____ <i>Printed Name</i> _____ <i>Date</i></p>
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3. The signature below certifies the above action.

<p>_____ <i>Signature</i> _____ <i>Title (Secretary of Corporation, Town Clerk, Secretary of the Board)</i></p>	<p>Secretary of the Board _____ <i>Title (Secretary of Corporation, Town Clerk, Secretary of the Board)</i></p>
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This form is available at www.sde.ct.gov/sde/lib/sde/pdf/deps/nutrition/forms/sigchange.pdf.
The instructions are available at www.sde.ct.gov/sde/lib/sde/pdf/deps/nutrition/forms/sigchangeinstr.pdf

**New Milford Board of Education
Policy Sub-Committee Minutes
March 15, 2016
Lillis Administration Building, Room 2**

Present: Mr. J.T. Schemm, Chairperson
Mrs. Wendy Faulenbach
Mr. Dave Littlefield
Mrs. Tammy McInerney

Also Present: Mr. Joshua Smith, Interim Superintendent of Schools

RECEIVED
TOWN CLERK *7/11/16*

2016 MAR 17 A 9:38

NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mr. Schemm.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> There was none. 	Public Comment
3.	Discussion A. Policies for Review 1. 1324 Fund-Raising by Students 2. 3280 Gifts to the School 3. 3281 School Fund Raisers 4. 3313 Relations with Vendors 5. 5131.6 Drugs Alcohol Tobacco B. Regulations for Review 1. 3280 Gifts to the Board 2. 3281 School Fundraisers <ul style="list-style-type: none"> Mr. Schemm said he had suggested to Mr. Smith that the committee discuss policies related to field trips and fundraising as a follow up to discussion that took place during budget meetings when field trip funding was added to next year's budget. Mrs. Faulenbach asked for clarification. Do the policies being discussed include suggested revisions or are they as currently written? Mr. Smith said they are current, with no 	Discussion A. Policies for Review 1. 1324 Fund-Raising by Students 2. 3280 Gifts to the School 3. 3281 School Fund Raisers 4. 3313 Relations with Vendors 5. 5131.6 Drugs Alcohol Tobacco B. Regulations for Review 1. 3280 Gifts to the Board 2. 3281 School Fundraisers

	<p>recommendation for revision unless the committee wishes to make any recommendations. In that case, suggested changes would be sent to legal counsel for review.</p> <ul style="list-style-type: none">• Mrs. McInerney asked if these are our district's internal policies or state requirements and Mr. Smith said they are internal to New Milford Public Schools but do incorporate state statutes were appropriate. Statutes are referenced at the end of any policy which incorporates them.• Mrs. McInerney said her biggest concern was defining supplementing the budget versus supplanting it as it pertains to gifts and donations and fundraising. She would like to see the two terms more specifically defined.• Mr. Schemm said he felt policy 1324 provided a definition where it reads "The anticipated gift or donation shall not supplant an item which had been part of the normal operational budget within the previous two fiscal years, nor the Board's responsibility for educational funding."• Mr. Smith said the state mandates appropriate educational materials. These are then defined by the district's budget.• Mr. Smith said he thought the supplanting issue went back several years when school lists were distributed to students. He said the feeling then from the State Department of Education was that if a district was requiring an item, then the district should provide it through budget. He said in the case of the field trip money being added, \$25,000 total for all schools was not a lot of money and there would still be opportunities to supplement.• Mrs. Faulenbach said it was her understanding that if there is a pattern of budgeting for an item then it cannot be supplanted by a donation or fundraising, but if funds had been fully expended and a need still remained then it could be supplemented.• Mr. Littlefield cautioned that a sticky situation	
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	<p>could arise where an item might be intentionally underfunded with the intention to supplement. He would not want to see supplementing used as a budgetary tool.</p> <ul style="list-style-type: none">• Mr. Smith said that is where it is important to look at the pattern of funding to make sure that does not occur.• Mr. Schemm said at the same time he would not like to impede community support.• It was agreed to bring this discussion to legal counsel for suggestions. <ul style="list-style-type: none">• Mr. Schemm said he had requested a discussion of policy 5131.6 as it relates to vaping and cigarettes and to see if it provided administrative guideline support. He thanked Mr. Smith for providing the SMS and NMHS handbook pages that related to discipline for this topic.• Mr. Littlefield said he was aware that this policy had been reviewed recently to add vaping and cigarette guidelines.• Mrs. Faulenbach said this policy is used heavily for expulsions so special attention is given to make sure it meets all current legal statutes. She said students and/or parents are required to sign off each year that they have reviewed this policy and the appropriate handbook.• Mrs. McInerney asked if the alcohol piece meant there is never alcohol allowed on school grounds for any reason, even outside functions, and Mr. Smith said that is correct. <ul style="list-style-type: none">• Mrs. Faulenbach asked where the committee was going for future meetings. Would they be reviewing random policies as they came up or starting general series reviews?• Mr. Schemm said he believes the policy series are pretty much up to date based on the work of previous committees with a few policies being recommended for revision in May. He said the	
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**New Milford Board of Education
Policy Sub-Committee Minutes
March 15, 2016
Lillis Administration Building, Room 2**

Page 4

	<p>plan would be to work on those for the final meeting and reconvene in the fall to discuss future action.</p> <ul style="list-style-type: none">• Mrs. Faulenbach said the attorney would keep an eye on policies for legal issues as well for the Board. She said it is important to remember that the policies guide Board actions.	
4.	Public Comment <ul style="list-style-type: none">• There was none.	Public Comment
5.	Adjourn <p>Mrs. McInerney moved to adjourn the meeting at 7:26 p.m. seconded by Mr. Littlefield and passed unanimously.</p>	Adjourn <p>Motion made and passed unanimously to adjourn the meeting at 7:26 p.m.</p>

Respectfully submitted:



J.T. Schemm, Chairperson
Policy Sub-Committee

**New Milford Board of Education
Committee on Learning Minutes
March 15, 2016
Lillis Administration Building, Room 2**

NEW MILFORD, CT
2016 MAR 17 A 4 38
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TOWN CLERK

Present: Mr. William R. Dahl, Chairperson
Mr. Dave Littlefield
Mr. Brian McCauley
Mrs. Tammy McInerney

Also Present: Mr. Joshua Smith, Interim Superintendent of Schools
Dr. Eugenia Slone, Acting Assistant Superintendent of Schools
Mrs. Laura Olson, Director of Pupil Personnel and Special Services
Mr. William Knipple, NMHS Math Department Head Teacher
Mr. Greg Holmes, NMHS Social Studies Department Chair
Mrs. Kathleen DelMonico, NMHS English Department Chair
Mr. Jeff Bronn, NMHS English Teacher
Mr. Alessandro Amenta, NMHS English Teacher

1.	Call to Order The meeting of the New Milford Board of Education Committee on Learning was called to order at 7:30 p.m. by Mr. Dahl.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action	Discussion and Possible Action
A.	Review and Approval of Curriculum • Mr. Dahl thanked the presenters for coming and said he would consider all the curricula together for a motion following the presentations.	A. Review and Approval of Curriculum
1.	Algebra I • Mr. Knipple said this curriculum was rewritten last summer by several math teachers working together. It follows the state Algebra I curriculum and used that high quality document as a template for the guide. The course covers eight to nine different topics; includes calculator and non-calculator activities; requires at least four performance tasks, one per marking period; models real life	1. Algebra I

	<p>situations with learning; ties to the SAT and ACT tests where appropriate; and includes data analysis and statistics.</p> <ul style="list-style-type: none"> • Mr. Littlefield asked if this is the same course as the one offered at SMS. Dr. Slone said not exactly, though they are moving in that direction. • Mr. Smith said this revised curriculum will be used at SMS going forward so that next year it is expected this will be the same course. 	
2.	<p>Development of Western Civilization</p> <ul style="list-style-type: none"> • Mr. Holmes said this is a full year freshman course in European History offered at both the honors and college preparatory level. It is very content heavy so the pacing guide is very important. • Mr. Dahl said he thought the teaching strategies included in the document were excellent. • Dr. Slone said the course also stresses use of technology. • Mr. Holmes said there was significant use of supplementary novels as well. 	<p>2. Development of Western Civilization</p>
3.	<p>Modern America 1945 to 1990</p> <ul style="list-style-type: none"> • Mr. Holmes said this is a junior/senior one semester elective. Page 3 gives a history of the course. The course targets current events as well, tying them into events from previous years in America. Students passing this class fulfill their Civics graduation requirement. 	<p>3. Modern America 1945 to 1990</p>
4.	<p>Sociology</p> <ul style="list-style-type: none"> • Mr. Holmes said this is a junior/senior one semester elective which is a little different from the others presented tonight in that it is not straight history. The table of contents referenced is very flexible; no particular order is required. It is also very current 	<p>4. Sociology</p>

	<p>event driven.</p> <ul style="list-style-type: none"> • Mr. McCauley asked if it was difficult to teach and Mr. Holmes said no that it was very enjoyable as the students find the content very easy to relate to. • Mr. Dahl noted that “identifying desired results” was the same for each unit here versus the different standards referenced in other guides. Mr. Holmes said core standards can be addressed constantly through all units of this course. 	
5. AP Literature & Composition	<ul style="list-style-type: none"> • Mrs. DelMonico said this revision aligned with core standards and serves as a guide for new teachers. The guide includes class activities and preparation for the AP test. There is a great deal of directed analysis of literature as well as group work. It is a very challenging course. • Mrs. McInerney said she sees this as very much a college preparatory course. • Mr. Dahl asked what takes place in class after the AP test and Mrs. DelMonico said each student chooses a book and prepares a complete project where the student teaches the book to the class. 	5. AP Literature & Composition
6. Public Speaking	<ul style="list-style-type: none"> • Mrs. DelMonico said this is a very popular performance based elective course to which seniors are given preference. It focuses on communication theory; students read and watch historic presentations. They study how a speech is constructed and the different types of speeches and then create from there. Students are required to present different types of speeches including persuasive and commemorative, in different venues such as the lecture hall and theatre, sometimes with a microphone, sometimes not. They receive feedback from the teacher and their peers. 	6. Public Speaking

	<ul style="list-style-type: none"> • Mrs. McInerney asked if students were required to complete a large project at the end of the course and Mrs. DelMonico said every senior English elective requires a research project. • Mr. Dahl said he would like to see this be a required course. 	
7.	<p>Modern and Contemporary Poetry</p> <ul style="list-style-type: none"> • Mrs. DelMonico said this is also a senior elective course. This year a new teacher has added a national competition piece with the Poetry Out Loud program and one of our students is a state finalist. Students in this course read, discuss, analyze and appreciate poetry that they hear, write and perform. • Mr. Littlefield asked how open students are to performing and Mrs. DelMonico said as this is an elective course students are very open to embracing that challenge. The school's Poetry SLAM has gotten so popular that it is now held in the theatre in front of a packed house every year. <p>Mrs. McInerney moved to bring the following curricula to the full Board for approval: Algebra I, Development of Western Civilization, Modern America 1945 to 1990, Sociology, AP Literature & Composition, Public Speaking, and Modern and Contemporary Poetry, seconded by Mr. McCauley and passed unanimously.</p>	<p>7. Modern and Contemporary Poetry</p> <p>Motion made and passed unanimously to bring the following curricula to the full Board for approval: Algebra I, Development of Western Civilization, Modern America 1945 to 1990, Sociology, AP Literature & Composition, Public Speaking, and Modern and Contemporary Poetry.</p>
B.	<p>Request for New Program or Course</p>	<p>B. Request for New Program or Course</p>
1.	<p>Middle East Studies</p> <ul style="list-style-type: none"> • Mr. Holmes said this junior/senior elective course will be similar to Russian Studies and Chinese Studies which are already in place. It will combine history with a study of culture, literature and language. 	<p>1. Middle East Studies</p>

	<ul style="list-style-type: none"> • Mrs. McNerney said she was very happy to see the addition of this course at this time. • Mr. McCauley said he would like to see this course required and asked how much history would be covered. Mr. Holmes said students have some background already from Global Studies but this class goes more in depth. • Mr. Littlefield asked if the course would be fluid regarding resources and Mr. Holmes said the teacher instructs this course at the college level as well and is very aware of what is out there to use; much of the instruction is done through the use of novels versus a text. • Mr. Smith said the funding provided for this course goes to the general Social Studies budget for next year and then may be moved within the department as needed. • Mr. Dahl said he can envision students choosing this course over another and asked what happens to the other courses if numbers drop. Mr. Holmes said it would not run. The department could explore offering courses every other year or semester if needed for variety and student option. 	
2. Literature and Media Study	<ul style="list-style-type: none"> • Mrs. DelMonico said she is very excited to be offering this course which represents a paradigm shift in the definition of reading for our students. The course will include student “reading” of text and film to analyze how text is adapted and interpreted for film. Technology will be part of the course base. • Mrs. McNerney asked if teachers were trained in the software and Mrs. DelMonico said there will be some learning as we go aspect but that the Technology department has been very helpful with this part. • Mrs. DelMonico said the course will culminate with students producing their own film. 	2. Literature and Media Study

<p>C.</p> <p>1.</p> <p>2.</p>	<p>Mr. McCauley moved to bring the request for new program or course: Middle East Studies and Literature and Media Study to the full Board for approval, seconded by Mrs. McInerney and passed unanimously.</p> <p>Request for Course Revision</p> <p>Introduction to Video Production</p> <p>Advanced Video Production</p> <ul style="list-style-type: none"> Mr. Bronn said the current course is year-long and requires two blocks; students earn two credits. The revision separates the program into two pieces: a semester long Introduction and another separate year-long one block, one credit Advanced course. Currently only 15 students can take the course. The new structure would allow for 45 total. The introductory piece would teach the fundamentals of camera and software usage and begin the process of artistic creation through writing, sound and lights. Students could then move right into higher level production in the advanced course including work with Green Wave TV and independent video projects. Mr. Amenta said the new format will allow students to work on portfolio creation for college acceptance in this career path. Mr. Littlefield asked what prohibits the class from growing beyond 15 students and Mr. Amenta said video lab space primarily but there are also some equipment constraints. Mr. Smith said the current two block set-up causes conflicts in many students' schedules so they are hoping splitting the course will alleviate some of that problem as well. Multiple sections will allow more students to enroll. <p>Mrs. McInerney moved to bring the request for course revision: Introduction to Video Production and Advanced Video Production to the full Board for</p>	<p>Motion made and passed unanimously to bring the request for new program or course: Middle East Studies and Literature and Media Study to the full Board for approval.</p> <p>C. Request for Course Revision</p> <p>1. Introduction to Video Production</p> <p>2. Advanced Video Production</p> <p>Motion made and passed unanimously to bring the request for course revision: Introduction to Video Production and</p>
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	approval, seconded by Mr. Littlefield and passed unanimously.	Advanced Video Production to the full Board for approval.
4.	Items of Information	Items of Information
A.	<p>The need for a program to support at risk high school students</p> <ul style="list-style-type: none"> • Mrs. Olson said they have been looking at programs for two years now to address the mental health and emotional/social needs of our at risk high school students and are getting closer to bringing a proposal to the Board for consideration. She believes the programs under review would allow the district to bring back some of our out of district students to the community which would benefit the students and help to fund the program. She is hoping to bring more information to the Board at the next Operations and COL meetings. • Mr. Dahl asked if Mrs. Olson was exploring programs at the middle school level as well where he sees a like need. Mrs. Olson said they are starting with the high school due to the need for graduation credits; if the pilot program is successful they will look to expand it further. • Mr. Dahl said he thought this was a very important program and hoped that Mrs. Olson would not limit herself to exploring only those which are cost neutral. • Mr. Smith said the district is locked in to next year's budget at this time so the program will need to be covered under those constraints. • Mr. McCauley asked how many students would be in the program and Mr. Smith estimated under 20 in the pilot year. • Mr. McCauley asked if the program would take place at the high school and Mrs. Olson said yes. • Mr. Smith said the intention is to try to integrate these students as much as possible back into a full educational high school 	<p>A. The need for a program to support at risk high school students</p>

	experience.	
B.	<p>November Professional Development: results of staff survey</p> <ul style="list-style-type: none"> • Mr. Smith distributed the results of a staff survey taken after the full day November professional development which was the first time the EdCamp model was used in this fashion. In general teachers reported that technology that day met their needs and Mr. Smith attributed that to the recent investment in technology approved by the Board. Most teachers said they liked the EdCamp model. Mr. Smith explained the PadLet software used for program sign ups comparing it to a big electronic sticky note board where teachers could post and see offerings. This same format will be available before teachers leave for the summer for next year's offerings. • Mr. Dahl said he would like to see the same survey done next year so that results could be compared from year to year. • Mr. Littlefield asked if there were any statistics as to who went to what session and Mr. Smith said only room sign-ins which were voluntary. • Mr. McCauley asked if expert staff were expected to present in an area. Mr. Smith said they did do some recruitment of staff for this first time but made sure to allow them a free session or two to attend other sessions. • Dr. Slone said some of our teachers now attend Regional EdCamp meetings as well. The Professional Development Committee has taken over the planning of next year's EdCamp with Dr. Slone facilitating. • Mr. Dahl found this model very exciting and appreciated the use of our exceptional teachers. 	<p>B. November Professional Development: results of staff survey</p>
C.	<p>Curriculum Council</p> <ul style="list-style-type: none"> • Dr. Slone said this is a new model for New Milford but one that many other districts already do systemically. She said this model 	<p>C. Curriculum Council</p>

	<p>looks to find the teacher voice in the development of curriculum. The Council as proposed will consist of representatives from each grade through Grade 8 working in a collaborative process. There will be an application process to show interest. Dr. Slone said the Council will provide a great opportunity to foster and nurture teacher leadership for the future as well. Future administrators should be instructional leaders.</p> <ul style="list-style-type: none"> • Mr. Smith said this is long overdue. He said the Council in no way usurps Board authority for approval of curriculum; it will just broaden the scope, vetting curriculum by a group before coming to the Board to clarify and standardize, and will serve teachers and the community. • Mr. Dahl asked what will happen if a volunteer does not come forward from a particular grade. Mr. Smith said there is no representation now so any is an improvement and that he thinks people will sign up. He said they might do some gentle recruiting as well regarding professional expectations. 	
D.	<p>Summer School Proposal</p> <ul style="list-style-type: none"> • Dr. Slone said this proposal had been fleshed out since the budget process. Teacher and assessment input will be used to select candidates for this three week, four day per week, program. They looked at who would benefit most from this program that is separate from the special education summer school program and focused on the student who is 20 – 40% at mastery. They will use MAP test scores from March to invite approximately 125 students to participate in both literacy and math instruction. A ½ hour recess will be included allowing students a break and prep time for teachers. Every parent of a participating student will get a basic progress report at the end. • Mr. McCauley said he was concerned that the program was only offered from 9 to noon each day and said that could be a hardship for 	D. Summer School Proposal

	<p>working parents. He suggested the Youth Agency or NMHS preschool program be contacted for possible before and after program care. Dr. Slone said she would follow up.</p> <ul style="list-style-type: none"> • Mr. Dahl said he thought the plan as presented incorporated well the concerns expressed during the budget meetings. 	
E.	<p>Schaghticoke Middle School: Daily schedule revisions for 2016-2017 – a preliminary look</p> <ul style="list-style-type: none"> • Dr. Slone said that SMS is looking at revising its daily schedule as a result of feedback from staff and administrators as they have worked with their reconfiguration. Details will be brought to the May COL meeting but she wanted to let the committee know it was coming. They are looking at more opportunities for Unified Arts, fewer study halls, less pullout for special education, and an increase in World Language opportunities. 	E. Schaghticoke Middle School: Daily schedule revisions for 2016-2017 – a preliminary look
F.	<p>Revisions of Math Curriculum for 7th grade pre-algebra and 8th grade algebra: a pilot for 2016-2017</p> <ul style="list-style-type: none"> • Dr. Slone said they are restructuring the middle school math program to bring it up to the rigor of upper level classes and to align it with standards. 	F. Revisions of Math Curriculum for 7th grade pre-algebra and 8th grade algebra: a pilot for 2016-2017
G.	<p>Revisions for 6th grade Health for 2016-2017</p> <ul style="list-style-type: none"> • Dr. Slone said the plan is to increase Health hours for Grade 6 to 30 hours in the new schedule proposed. 	G. Revisions for 6th grade Health for 2016-2017
5.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	Public Comment
6.	<p>Adjourn</p> <p>Mrs. McInerney moved to adjourn the meeting at 9:26</p>	<p>Adjourn</p> <p>Motion made and passed unanimously</p>

New Milford Board of Education
Committee on Learning Minutes
March 15, 2016
Lillis Administration Building, Room 2

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	p.m. seconded by Mr. Littlefield and passed unanimously.	to adjourn the meeting at 9:26 p.m.
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Respectfully submitted:



William R. Dahl, Chairperson
Committee on Learning

**New Milford Board of Education
Facilities Sub-Committee Minutes
April 5, 2016
Lillis Administration Building, Room 2**

NEW MILFORD, CT

2016 APR - 7 P 12:30

RECEIVED
TOWN CLERK

Present: Mr. Robert Coppola, Chairperson
Mrs. Angela C. Chastain
Mr. Bill Dahl
Mr. David A. Lawson

Also Present: Mr. Joshua Smith, Interim Superintendent of Schools
Mr. Anthony Giovannone, Director of Fiscal Services and Operations
Mr. Kevin Munrett, Facilities Manager
Mr. Nestor Aparicio, Assistant Facilities Manager
Ms. Roberta Pratt, Director of Technology

1.	Call to Order The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:45 p.m. by Mr. Coppola.	Call to Order
2.	Public Comment <ul style="list-style-type: none">There was none.	Public Comment
3.	Discussion and Possible Action A. Five Year Facilities Capital Plan 2016-2021 <ul style="list-style-type: none">Mr. Coppola said this plan is a projection of needs identified at this time but is a fluid document and may change as needs change.Mr. Coppola asked about the vehicle replacement line. Mr. Munrett said there are 27 vehicles in the fleet, of which 27% are 15 years or older. The plan recommends replacement of one heavy duty plow use vehicle per year for the next five years.Mr. Dahl asked if the surplus vehicles are sold. Mr. Smith said they are usually traded in which is cleaner for accounting purposes.Mr. Coppola said he would like to see security enhancements discussed at a future full Board meeting in executive session for all Board members to hear including the	Discussion and Possible Action A. Five Year Facilities Capital Plan 2016-2021

	<p>newly elected ones who may not have as much familiarity with procedures. He said this would also help make the community aware that the Board is constantly reviewing this important area.</p> <ul style="list-style-type: none"> • Mr. Dahl asked for clarification on the 2017-18 SMS athletic field update and Mr. Munrett said that was fencing replacement. • Mr. Coppola said he was concerned with the roof replacement line items and asked what roof was referenced. Mr. Munrett said it is the Northville roof and they have already started assessments based on the leaks being reported. Discussion will continue at future meetings. • Mr. Lawson said he did not see any items on the report for the Lillis Building and Mr. Munrett said that was correct; there is nothing capital related being proposed. <p>Mr. Dahl moved to bring the Five Year Facilities Capital Plan 2016-2021 to the full Board for approval.</p> <p>Motion seconded by Mr. Lawson.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring the Five Year Facilities Capital Plan 2016-2021 to the full Board for approval.</p>
<p>4.</p> <p>A. PCB Testing</p>	<p>Items of Information</p> <ul style="list-style-type: none"> • Mr. Coppola said two experts spoke to the committee at the last meeting and his takeaway from those conversations was that it is not necessary to do testing unless material is being disturbed. He asked for confirmation that the committee agreed that the SMS roof is being taken care of as appropriate and no further testing is needed beyond that. • Mrs. Chastain said she was surprised to see an article in the Spectrum that said the issue was already decided. She said she thought Mr. Lawson had said at the last meeting that the 	<p>Items of Information</p> <p>A. PCB Testing</p>

	<p>town was requiring testing and asked what had changed.</p> <ul style="list-style-type: none"> • Mr. Lawson said he cannot speak for the town. • Mrs. Chastain asked that follow up be done with the town to confirm one way or another. • Mr. Coppola asked Mr. Munrett to check and said he would put the item back on a future agenda if necessary. 	
	<p>B. Overtime Update</p> <ul style="list-style-type: none"> • Mr. Munrett highlighted the new format of the report and thanked Mr. Giovannone for its preparation. • Mr. Smith said the new report brings the maintenance and custodial information together on one sheet and adds the percentages from year to year for a more accurate overall picture. • Mr. Giovannone said the closing of JPS brought about additional expenses in these categories but the easy winter is helping to balance that out. • Mr. Smith said as new reports are suggested they will show the committee both old and new versions so they can decide which works better and make any suggestions for change. • Mr. Coppola said he prefers the new report which he finds very clear. 	<p>B. Overtime Update</p>
	<p>C. SNIS Catwalk Project</p> <ul style="list-style-type: none"> • Mr. Munrett said the bids are in for this project and only one was submitted. They are looking to use capital funds for this project. • Mr. Coppola asked if the bid was acceptable and Mr. Munrett said it was a little higher than the estimate but the estimate was a year old at this point and steel has gone up in price. He said this project has also been structured to allow the catwalk to be accessible in the summer so that factored into the cost. • Mr. Coppola asked what the next step is and 	<p>C. SNIS Catwalk Project</p>

	<p>Mr. Smith said the Board had approved a request for capital reserve funds from the town and now the mechanics of finalizing their use just need to be worked out.</p> <p>D. NMHS Chiller Project</p> <ul style="list-style-type: none">• Mr. Munrett said two bids were received for this project and he was pleased to see that the lower price was given by his preferred vendor.• Mr. Coppola asked if this would come out of capital reserve as well and Mr. Smith said it was his intention to make that request at the May meeting.• Mr. Coppola asked if the project would be done in the summer and Mr. Munrett said that is the hope.• Mr. Smith said there is a smaller chiller running now that will cover summer usage of the building until this project is complete.	<p>D. NMHS Chiller Project</p>
5.	<p>Public Comment</p> <ul style="list-style-type: none">• There was none.	<p>Public Comment</p>
6.	<p>Adjourn</p> <p>Mr. Lawson moved to adjourn the meeting at 7:06 p.m., seconded by Mr. Dahl and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:06 p.m.</p>

Respectfully submitted:



Robert Coppola, Chairperson
Facilities Sub-Committee

**New Milford Board of Education
Operations Sub-Committee Minutes
April 5, 2016
Lillis Administration Building, Room 2**

2016 APR - 7 P 12:30

RECEIVED
TOWN CLERK

Present: Mrs. Wendy Faulenbach, Chairperson
Mr. Robert Coppola
Mr. Brian McCauley
Mr. J.T. Schemm

Also Present: Mr. Joshua Smith, Interim Superintendent of Schools
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
Ms. Roberta Pratt, Director of Technology

1.	Call to Order The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:30 p.m. by Mrs. Faulenbach.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> There was none. 	Public Comment
3.	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence Mr. Coppola moved to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval. Motion seconded by Mr. McCauley. <ul style="list-style-type: none"> Mrs. Faulenbach asked if there was any discussion. Ms. Baldelli said the band staff appointments for December 3rd are on just now because they came in late to her office from the band director. She said that is also the case with the coaching resignation as that paperwork was just received from the athletic director. She said she may have a revised Exhibit A for next week's Board meeting depending on hiring for the rest of this week. 	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence Motion made and passed unanimously to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.

	<p>Motion passed unanimously.</p>	
B. Monthly Reports 1. Purchase Resolution D-685 2. Budget Position dated 3/31/16 3. Request for Budget Transfers	<ul style="list-style-type: none">• Mrs. Faulenbach welcomed Mr. Giovannone and asked for any questions on the purchase resolution.• Mr. Schemm asked how many Smartboards were being purchased and Mr. Smith said ten.• Mr. Giovannone said this month's budget position has salaries added as actuals through Munis and encumbering here is now for actual staff in place.• Mr. Coppola asked if the \$485,000 balance in the certified salary account would remain at the end of the year and Mr. Smith said it may change somewhat with any new hires for open positions but that it is a healthy account.• Mr. Coppola asked if it was the same with the \$897,000 in the non-certified salary account and Mr. Giovannone said no because this account includes substitutes and some hourly employees who are not encumbered.• Mr. Schemm asked if this encumberment was happening in other accounts as well and Mr. Giovannone said only payroll is actual. Encumberments in other accounts are based on projections for the year.• Mrs. Faulenbach said with the favorable reimbursement of excess costs this is a good budget picture.• Mr. Coppola asked about the \$12,000 substitute line and Mr. Smith said that was for the Aesop program not the actual substitutes.• Mr. Coppola asked about the excess costs line and Mr. Giovannone said another payment is expected next month. Mr. Smith said this account should end up on the plus side.• Mr. Giovannone said he may suggest more changes to the reports, such as grouping by major program codes, as we continue to work	B. Monthly Reports 1. Purchase Resolution D-685 2. Budget Position dated 3/31/16 3. Request for Budget Transfers

	<p>with Munis. The Board can review and give feedback to any suggestions.</p> <ul style="list-style-type: none">• Mr. Smith said a revised request for budget transfers report is suggested to replace the old version. The new report separates requests into transfers that, per policy, require Board approval and those that require Board notification only.• Mr. Giovannone said approval is required for items over \$5,000 or across major object codes. No change has been made to the past practice, they are just separated for more clarity and transparency.• Mr. Coppola asked for additional explanation. Mr. Smith said the requests on the bottom are within major object codes, but may be to different buildings. For example, building maintenance funds are transferred from the high school to HPS and the intent of the funds remains the same so policy says the Board must be informed of the transfer only. The requests at the top of the sheet are across major object codes so by policy the Board needs to approve the transfer before it takes place. For example, a laminator needs to be repaired and there is no money in the repair account so a transfer is requested from instructional supplies. It is a change in the intent of the use of the funds that the Board needs to approve.• Mrs. Faulenbach suggested perhaps color coding the different portion which requires approval versus notification. She said consensus seems to be to use the new format and it is greatly appreciated.• Mr. Giovannone said there will be several more transfer requests coming as this year's budget which was loaded in the AS400 is matched with the new format of Munis. <p>Mr. Coppola moved to bring the monthly reports: Purchase Resolution D-685, Budget Position dated 3/31/16 and Request for Budget Transfers to the full Board for approval.</p>	<p>Motion made and passed unanimously to bring the monthly reports: Purchase Resolution D-685, Budget Position dated 3/31/16 and Request for Budget</p>
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	<p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>C. Gifts & Donations 1. PTO – Exhibit B</p> <ul style="list-style-type: none"> • Mrs. Faulenbach thanked the PTO for their continued support. • Mr. Coppola said this month’s donation list is an amazing total. • Mr. Schemm said he appreciated the detailed format which makes it clear that these donations are supplements to the budget and said it is helpful to tell the story from a policy perspective. <p>Mr. Schemm moved to bring Gifts and Donations: PTO – Exhibit B to the full Board for approval.</p> <p>Motion seconded by Mr. Coppola.</p> <p>Motion passed unanimously.</p> <p>D. New Milford High School Graduation Date 2016</p> <ul style="list-style-type: none"> • Mr. Coppola asked if there was still an issue with reserving a specific slot at the O’Neill Center and Mr. Smith said yes it is a yearly battle to get the preferred date and time as we jockey with other districts for the space. He said this will become more difficult with the regional calendar’s impact. <p>Mr. McCauley moved to bring the New Milford High School Graduation Date 2016 of June 11, 2016 at 5:00 p.m. to the full Board for approval.</p> <p>Motion seconded by Mr. Coppola. Motion passed unanimously.</p> <p>E. Retirement Incentive Program</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said this topic was sent back 	<p>Transfers to the full Board for approval.</p> <p>C. Gifts & Donations 1. PTO – Exhibit B</p> <p>Motion made and passed unanimously to bring Gifts & Donations: PTO – Exhibit B to the full Board for approval.</p> <p>D. New Milford High School Graduation Date 2016</p> <p>Motion made and passed unanimously to bring the New Milford High School Graduation Date 2016 of June 11, 2016 at 5:00 p.m. to the full Board for approval.</p> <p>E. Retirement Incentive Program</p>
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	<p>to sub-committee by the Board at its last meeting for further discussion and thoughts on where the topic should go from here.</p> <ul style="list-style-type: none">• Mr. Coppola said he wanted to address a recent letter to the editor regarding a possible retirement incentive to clarify that New Milford teachers do not receive a pension from New Milford or social security. Nothing comes out of Board funds towards teacher pension.• Mr. Smith distributed a memo intended to generate discussion. The memo gives parameters and structure to a plan for 2017-18 based on the previous plan offered in 2011 and the potential impact of assumptions. He said it is important to note that shortage areas will affect potential savings.• Mr. Coppola noted that there is no budgetary savings under the suggested plan in year one. Mr. Smith said that is primarily due to the payout to the secretaries unit and replacement cost.• Mrs. Faulenbach noted that this plan is for 2017-18. She said at the Board meeting it appeared there was some thought to instituting a plan this year which she found troubling since this year's budget had already been approved and sent on to the town. In previous years, this discussion would take place in the fall when formulating the upcoming budget season.• Mr. Smith said any inclusion of the plan in the 2016-17 budget would require finding an offset to accommodate it.• Mr. Giovannone said the budget year and what the Board is trying to accomplish should drive the plan parameters not the other way around.• Mr. Coppola said he could not support offering any plan that did not result in cost savings.• Mrs. Faulenbach said that consensus appears to be that the 2016-17 budget will not be modified for a retirement incentive and that any plan going forward must show cost savings. She asked if there was any interest in exploring plans in the fall for the 2017-18 budget.	
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	<ul style="list-style-type: none"> • Mrs. Faulenbach asked the committee for leeway to revisit a topic that she had forgotten to address earlier. She asked if the capital reserve request for approximately \$230,000 had been acted on by the town yet. She had reviewed the town minutes and saw that the audit report was acted on but not the capital request. At the request of Mrs. Faulenbach, Mr. Smith agreed he would check the status before the next Board meeting. • Mr. Schemm said he was uncomfortable with the incentive plan being floated when it was this year. He appreciates the information provided regarding the eligibility of participants in shortage areas as he has concerns about being able to find replacements. He said he was also nervous about creating an artificial bubble where people who want to retire are not doing so with the possibility of an incentive plan being offered in the near future. He is also concerned with the volatility of the numbers over three years. Insurance changes so much, will this incentive be enough to sway people as presented? In spite of that he said he would be interested in revisiting the discussion in September. • Mrs. Faulenbach said she thought the discussion could be continued in the fall to show due diligence but can only support it for cost savings. These conversations are done prior to formulating and presenting a budget. She wanted to make clear the possibility that a plan might not be offered at all. • No further action was taken on this topic. 	
4.	Items of Information	Items of Information
A.	Certified Substitute Coverage <ul style="list-style-type: none"> • Ms. Baldelli distributed a revised handout with additional months added. She said she had looked at data but had no explanation for why the fill rate fell in March. 	A. Certified Substitute Coverage

	<ul style="list-style-type: none"> Mr. Schemm asked if the Aesop feedback feature is helpful and Ms. Baldelli said it can be and she does review it. 	
B.	<p>Draft 2016-2017 District Calendar</p> <ul style="list-style-type: none"> Mrs. Faulenbach said the Board does not approve the calendar so it is provided as an item of information only. Mr. Smith said that all public school district calendars in western Connecticut were reviewed. He discussed options with various stakeholders and consulted the regional calendar in preparing this calendar. He highlighted the major shifts which include an extended break in October; K-12 professional development after school the first Thursday of each month except November; condensing parent conferences into fewer days while maintaining the same number of sessions and total hours for parents; accounting for possible snow days to allow the setting of the NMHS graduation date in September; and an early release day for students on the last student day in June. Mr. Coppola noted the back to back conference day and PD afternoon in April and suggested teachers might find that tiring. Mr. Smith said that was the only instance of it happening. He tried to avoid that in general while aligning with the instructional calendar. Mrs. Faulenbach said she was thrilled to be able to give more notice on the graduation date and appreciated the collaboration that went into this calendar. 	<p>B. Draft 2016-2017 District Calendar</p>
C.	<p>Potential Impact of Proposed State Budget Cuts</p> <ul style="list-style-type: none"> Mr. Smith said there is lots of talk about possible cuts and it is plausible at the moment that the state funding for the CEN line of approximately \$13,500 will be pushed back to the district. There is also talk of special education being adjusted to 60-65%. The 	<p>C. Potential Impact of Proposed State Budget Cuts</p>

	<p>district budgeted at 70% so may need to make an adjustment in June.</p> <ul style="list-style-type: none"> • Mr. Schemm asked if the district was required to use CEN and Ms. Pratt said no but it was the best deal. <p>D. Update on State Technology Grant</p> <ul style="list-style-type: none"> • Mr. Smith said that our request had been submitted and approved by the state but then the state pulled the funding. The funds were supposed to be used to move the CEN line to SNIS so when the funding was pulled that needed project was funded out of capital reserve. Now the state is funding the grant after all and allowing districts to submit modifications which New Milford is doing. <p>E. Program to Support At-Risk High School Students</p> <ul style="list-style-type: none"> • Mrs. Olson distributed a handout regarding the components, recommendations and funding for a program to support at-risk students at the high school level. She said the needed program should be cost neutral as it will allow some ODP students to be brought back into district. • Mr. Smith said there will be some budget line adjustments proposed in May or June regarding this program. • Mr. McCauley asked if there were 15-18 students as proposed that meet the profile and Mrs. Olson said that number is probably higher. He asked if it was self-contained and Mrs. Olson said that it would be integrated into classrooms with support. Critical wraparound services would also be provided. • Mr. Schemm asked what the \$265,000 cost covered. Mrs. Olson said it was to hire staff and provide support training and development. Mr. Schemm said he thought it was great to have experts under our own roof. • Mr. Schemm asked if we can tuition in other students to the program and Mrs. Olson said yes eventually. 	<p>D. Update on State Technology Grant</p> <p>E. Program to Support At-Risk High School Students</p>
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	<ul style="list-style-type: none">• Mr. Smith said they would prefer to start small and build success even if it meant just breaking even budget-wise before opening up the program.• Mrs. Faulenbach asked if the \$265,000 included reimbursements. Mr. Smith said no, it was harder to quantify since it does not include potential future outplacements either.• Mrs. Faulenbach said she was in favor of the program but cautioned against cost neutral guarantees.• Mr. Coppola said he is glad to see us looking at meeting needs that are not presently being served. We put a lot of money in security and he was glad to see us working on help for students too.	
5.	Public Comment <ul style="list-style-type: none">• Mr. Bill Dahl said he would like to comment on the retirement incentive plan from a different perspective than what he had heard so far. He said with enrollment continuing to decline it is not unrealistic to think teacher layoffs could be possible in the future. Retirement incentives can sometimes help alleviate that. He agreed with the consensus that no plan should be offered this year.	Public Comment
6.	Adjourn <p>Mr. McCauley moved to adjourn the meeting at 9:38 p.m. seconded by Mr. Coppola and passed unanimously.</p>	Adjourn <p>Motion made and passed unanimously to adjourn the meeting at 9:38 p.m.</p>

Respectfully submitted:



Wendy Faulenbach, Chairperson
Operations Sub-Committee