

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

**OPERATIONS SUB-COMMITTEE**  
**MEETING NOTICE**

<b>DATE:</b>	<b>March 7, 2017</b>
<b>TIME:</b>	<b>7:30 P.M.</b>
<b>PLACE:</b>	<b>Lillis Administration Building—Room 2</b>

**AGENDA**

**New Milford Public Schools Mission Statement**

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

**1. Call to Order**

**2. Public Comment**

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

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

**3. Discussion and Possible Action**

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence
- B. Monthly Reports
  - 1. Budget Position dated 2/28/17
  - 2. Purchase Resolution D-696
  - 3. Request for Budget Transfers
- C. Gifts & Donations
  - 1. PTO — Exhibit B
- D. Bid Awards
  - 1. HPS Security System
  - 2. SNIS roof top air conditioning unit
- E. Certified Substitute Coverage
- F. Five Year Technology Capital Plan Update
- G. Request to Waive Turf Field Usage Fees

**4. Items of Information**

- A. Health Inspections
- B. Town of New Milford Audit Report dated June 30, 2016
- C. Special Education Reimbursement

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NEW MILFORD, CT

## **5. Public Comment**

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## **6. Adjourn**

**Sub-Committee Members: Wendy Faulenbach, Chairperson**  
**Angela C. Chastain**  
**Robert Coppola**  
**Brian McCauley**

**Alternates: Bill Dahl**  
**J.T. Schemm**

NEW MILFORD PUBLIC SCHOOLS

**EXHIBIT A**

Regular Meeting of the Board of Education  
Sarah Noble Intermediate School  
New Milford, Connecticut

March 14, 2017

\*\* as of March 7, 2017

ACTION ITEMS

A. Personnel

1. **CERTIFIED STAFF**

a. **RESIGNATIONS**

1. **Mrs. Linda Meeker**, Elementary Teacher, Hill and Plain School

Retirement

Move that the Board of Education approve the resignation, due to retirement, of **Mrs. Linda Meeker** as Elementary Teacher at Hill and Plain School effective June 30, 2017.

b. **NON-RENEWALS**

1. **None**

2. **CERTIFIED STAFF**

b. **APPOINTMENTS**

1. **None**

3. **NON-CERTIFIED STAFF**

a. **RESIGNATIONS**

1. **Mr. Peter Abate**, Groundskeeper, Hill and Plain School

Personal

Move that the Board of Education approve the resignation of **Mr. Peter Abate** as Groundskeeper at Hill and Plain School effective March 3, 2017.

2. **Mrs. Lorraine English**, Paraeducator, Hill and Plain School

Retirement

Move that the Board of Education approve the resignation, due to retirement, of **Mrs. Lorraine English** as a Paraeducator at Hill and Plain School effective June 30, 2017.

3. **\*\*Mrs. Rene Venezia**, Paraeducator, Hill and Plain School

Personal

Move that the Board of Education approve the resignation of **Mrs. Rene Venezia** as a Paraeducator at Hill and Plain School effective March 17, 2017.

4. **NON-CERTIFIED STAFF**

b. **APPOINTMENTS**

1. **Ms. Narcisa Penaranda**, Custodian, Sarah Noble Intermediate School

Hire Rate: \$22.14 per hour  
8 hours per day

Move that the Board of Education appoint **Ms. Narcisa Penaranda** as Custodian at Sarah Noble Intermediate School effective March 15, 2017.

2. **Mrs. Donna Ross**, Assistant Head Cook, New Milford High School

Move that the Board of Education appoint **Mrs. Donna Ross** as Assistant Head Cook at New Milford High School effective March 15, 2017.

Hire Rate: \$14.45 per hour  
6 ½ hours per day

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. **None**

9. **COACHING STAFF**

a. **RESIGNATIONS**

1. **Mr. Robert Burkhart**, Freshman Girls' Lacrosse Coach, New Milford High School

Move that the Board of Education approve the resignation of **Mr. Robert Burkhart** as Freshman Girls' Lacrosse Coach at New Milford High School effective February 13, 2017.

Personal Reasons

2. **Mr. Ryan Fitzsimmons**, Girls' Outdoor Track and Field Coach, New Milford High School

Move that the Board of Education approve the resignation of **Mr. Ryan Fitzsimmons** as Girls' Outdoor Track and Field Coach at New Milford High School effective February 6, 2017.

Personal Reasons

3. **Mr. Michael Nahom**, Assistant Girls' Outdoor Track and Field Coach, New Milford High School

Move that the Board of Education approve the resignation of **Mr. Michael Nahom** as Assistant Girls' Outdoor Track and Field Coach at New Milford High School effective January 30, 2017.

Personal Reasons

**10. COACHING STAFF**

**b. APPOINTMENTS**

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| <p>1. <b>Mr. Jason Arnauckas</b>, Girls' Varsity Tennis Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Jason Arnauckas</b> as Girls' Varsity Tennis Coach at New Milford High School effective March 15, 2017, pending receipt of Head Concussion and Sudden Cardiac Arrest certificates.</p> | <p>2016-17 Stipend: \$3,015<br/>Staff member</p> |
| <p>2. <b>Mr. Chris Bacich</b>, Assistant Boys' Track and Field Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Chris Bacich</b> as Assistant Boys' Track and Field Coach at New Milford High School effective March 15, 2017.</p>  | <p>2016-17 Stipend: \$3,028</p>                  |
| <p>3. <b>Mr. Lawrence Badaracco</b>, Boys' Varsity Tennis Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Lawrence Badaracco</b> as Boys' Varsity Tennis Coach at New Milford High School effective March 15, 2017.</p>  | <p>2016-17 Stipend: \$3,015<br/>Staff member</p> |
| <p>4. <b>Ms. Tricia Blood</b>, Boys' and Girls' Intramural Ultimate Frisbie Coach, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Tricia Blood</b> as Boys' and Girls' Intramural Ultimate Frisbie Coach at Schaghticoke Middle School effective March 15, 2017.</p>                              | <p>2016-17 Stipend: \$947<br/>Staff member</p>   |
| <p>5. <b>Ms. Tricia Blood</b>, Girls' Intramural Softball Coach, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Tricia Blood</b> as Girls' Intramural Softball Coach at Schaghticoke Middle School effective March 15, 2017.</p>  | <p>2016-17 Stipend: \$947<br/>Staff member</p>   |
| <p>6. <b>**Ms. Tricia Blood</b>, Co-ed Intramural Unified Sports Track and Field Coach, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Tricia Blood</b> as Co-ed Intramural Unified Sports Track and Field Coach at Schaghticoke Middle School effective March 13, 2017.</p>                      | <p>2016-17 Stipend: \$947<br/>Staff member</p>   |
| <p>7. <b>Mr. Frank Bonacci</b>, Girls' Varsity Softball Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Frank Bonacci</b> as Girls' Varsity Softball Coach at New Milford High School effective March 15, 2017.</p>  | <p>2016-17 Stipend: \$4,719</p>                  |

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| <p>8. <b>Mr. Evan Cassells</b>, Boys' Varsity Lacrosse Coach, New Milford High School<br/><b>Move</b> that the Board of Education appoint <b>Mr. Evan Cassells</b> as Boys' Varsity Lacrosse Coach at New Milford High School effective March 15, 2017, pending receipt of coaching permit.</p>   | <p>2016-17 Stipend: \$4,626<br/>Staff member</p> |
| <p>9. <b>Mr. Thomas Ferrell</b>, Assistant Girls' and Boys' Track and Field Coach, New Milford High School<br/><b>Move</b> that the Board of Education appoint <b>Mr. Thomas Ferrell</b> as Assistant Girls' and Boys' Track and Field Coach at New Milford High School effective March 15, 2017.</p>   | <p>2016-17 Stipend: \$1,804<br/>Staff member</p> |
| <p>10. <b>Mr. Ryan Fitzsimmons</b>, Assistant Girls' Track and Field Coach, New Milford High School<br/><b>Move</b> that the Board of Education appoint <b>Mr. Ryan Fitzsimmons</b> as Assistant Girls' Track and Field Coach at New Milford High School effective March 15, 2017, pending receipt of Head Concussion and Sudden Cardiac Arrest certificates.</p> | <p>2016-17 Stipend: \$3,028<br/>Staff member</p> |
| <p>11. <b>Mr. Terry Flynn</b>, Volunteer Boys' Freshman Baseball Coach, New Milford High School<br/><b>Move</b> that the Board of Education appoint <b>Mr. Terry Flynn</b> as Volunteer Boys' Freshman Baseball Coach at New Milford High School effective March 15, 2017.</p>  | <p>Volunteer</p>                                 |
| <p>12. <b>Mr. Peter Gawlak</b>, Girls' Outdoor Track and Field Coach, New Milford High School<br/><b>Move</b> that the Board of Education appoint <b>Mr. Peter Gawlak</b> as Girls' Outdoor Track and Field Coach at New Milford High School effective March 15, 2017.</p>  | <p>2016-17 Stipend: \$4,660</p>                  |
| <p>13. <b>Ms. Victoria Giudice</b>, Girls' and Boys' Unified Track and Field Coach, New Milford High School<br/><b>Move</b> that the Board of Education appoint <b>Ms. Victoria Giudice</b> as Girls' and Boys' Unified Track and Field Coach at New Milford High School effective March 15, 2017.</p>  | <p>2016-17 Stipend: \$947<br/>Staff member</p>   |
| <p>14. <b>Mr. Mark Grant</b>, Boys' JV Baseball Coach, New Milford High School<br/><b>Move</b> that the Board of Education appoint <b>Mr. Mark Grant</b> as Boys' JV Baseball Coach at New Milford High School effective March 15, 2017.</p>  | <p>2016-17 Stipend: \$3,068<br/>Staff member</p> |

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| <p><b>15. Mr. Rob Hibbard</b>, Boys' Intramural Baseball Coach, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Rob Hibbard</b> as Boys' Intramural Baseball Coach at Schaghticoke Middle School effective March 15, 2017.</p>  | <p>2016-17 Stipend: \$947<br/>Staff member</p>   |
| <p><b>16. Ms. Eileen Holden</b>, Girls' Interscholastic Softball Coach, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Eileen Holden</b> as Girls' Interscholastic Softball Coach at Schaghticoke Middle School effective March 15, 2017, pending receipt of Head Concussion and Sudden Cardiac Arrest certificates.</p>                         | <p>2016-17 Stipend: \$1,895<br/>Staff member</p> |
| <p><b>17. **Ms. Eileen Holden</b>, Co-ed Intramural Unified Sports Basketball Coach, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Eileen Holden</b> as Co-ed Intramural Unified Sports Basketball Coach at Schaghticoke Middle School effective March 13, 2017, pending receipt of Head Concussion and Sudden Cardiac Arrest certificates.</p> | <p>2016-17 Stipend: \$947<br/>Staff member</p>   |
| <p><b>18. Mr. Aaron Johnson</b>, Volunteer Boys' Varsity Baseball Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Aaron Johnson</b> as Volunteer Boys' Varsity Baseball Coach at New Milford High School effective March 15, 2017, pending receipt of coaching permit.</p>  | <p>Volunteer</p>                                 |
| <p><b>19. Mr. Ryan Johnson</b>, Boys' Varsity Baseball Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Ryan Johnson</b> as Boys' Varsity Baseball Coach at New Milford High School effective March 15, 2017, pending receipt of coaching permit.</p>  | <p>2016-17 Stipend: \$4,719</p>                  |
| <p><b>20. Mr. Mike Madden</b>, Boys' Freshman Baseball Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Mike Madden</b> as Boys' Freshman Baseball Coach at New Milford High School effective March 15, 2017.</p>  | <p>2016-17 Stipend: \$2,361</p>                  |

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| <p><b>21. Mr. Kevin Maxen</b>, Volunteer Boys' Lacrosse Strength &amp; Conditioning Coach, under the supervision of Varsity Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Kevin Maxen</b> as Volunteer Boys' Lacrosse Strength &amp; Conditioning Coach, under the supervision of Varsity Coach, at New Milford High School effective March 15, 2017.</p> | Volunteer                                |
| <p><b>22. Mrs. Theresa McGuinness</b>, Girls' Intramural Track and Field Coach, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Mrs. Theresa McGuinness</b> as Girls' Intramural Track and Field Coach at Schaghticoke Middle School effective March 15, 2017, pending receipt of Head Concussion and Sudden Cardiac Arrest certificates.</p>                       | 2016-17 Stipend: \$947<br>Staff member   |
| <p><b>23. Mrs. Theresa McGuinness</b>, Girls' Interscholastic Track Coach, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Mrs. Theresa McGuinness</b> as Girls' Interscholastic Track Coach at Schaghticoke Middle School effective March 15, 2017, pending receipt of Head Concussion and Sudden Cardiac Arrest certificates.</p>                                 | 2016-17 Stipend: \$1,895<br>Staff member |
| <p><b>24. Mr. Sean McMahon</b>, Volunteer Boys' Lacrosse Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Sean McMahon</b> as Volunteer Boys' Lacrosse Coach at New Milford High School effective March 15, 2017, pending receipt of coaching permit.</p>  | Volunteer                                |
| <p><b>25. Mr. Gary Millar</b>, Girls' JV Softball Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Gary Millar</b> as Girls' JV Softball Coach at New Milford High School effective March 15, 2017.</p>  | 2016-17 Stipend: \$3,068                 |
| <p><b>26. Mr. James Mullin</b>, Boys' Varsity Golf Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. James Mullin</b> as Boys' Varsity Golf Coach at New Milford High School effective March 15, 2017, pending receipt of Head Concussion and Sudden Cardiac Arrest certificates.</p>   | 2016-17 Stipend: \$2,999                 |

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| <p><b>27. Mr. David Mumma</b>, Boys' Interscholastic Baseball Coach, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Mr. David Mumma</b> as Boys' Interscholastic Baseball Coach at Schaghticoke Middle School effective March 15, 2017.</p>                                 | <p>2016-17 Stipend: \$1,895<br/>Staff member</p> |
| <p><b>28. Mr. Sean Murray</b>, Boys' Freshman Lacrosse Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Sean Murray</b> as Boys' Freshman Lacrosse Coach at New Milford High School effective March 15, 2017.</p>   | <p>2016-17 Stipend: \$2,361<br/>Staff member</p> |
| <p><b>29. Mr. Mike Nahom</b>, Volunteer Girls' Track and Field Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Mike Nahom</b> as Volunteer Girls' Track and Field Coach at New Milford High School effective March 15, 2017.</p>                                     | <p>Volunteer</p>                                 |
| <p><b>30. Mr. Craig Reardon</b>, Volunteer Girls' Softball Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Craig Reardon</b> as Volunteer Girls' Softball Coach at New Milford High School effective March 15, 2017, pending receipt of coaching permit.</p>         | <p>Volunteer</p>                                 |
| <p><b>31. Mr. Ryan Rebstock</b>, Boys' Varsity Track and Field Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Ryan Rebstock</b> as Boys' Varsity Track and Field Coach at New Milford High School effective March 15, 2017, pending receipt of coaching permit.</p> | <p>2016-17 Stipend: \$4,660<br/>Staff member</p> |
| <p><b>32. Mr. Matt Wall</b>, Boys' Interscholastic Track and Field Coach, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Matt Wall</b> as Boys' Interscholastic Track and Field Coach at Schaghticoke Middle School effective March 15, 2017.</p>                       | <p>2016-17 Stipend: \$1,895<br/>Staff member</p> |
| <p><b>33. Mr. Matt Wall</b>, Boys' Intramural Track and Field Coach, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Matt Wall</b> as Boys' Intramural Track and Field Coach at Schaghticoke Middle School effective March 15, 2017.</p>                                 | <p>2016-17 Stipend: \$947<br/>Staff member</p>   |

- 34. Mr. David Warren, Boys' JV Lacrosse Coach, New Milford High School** | 2016-17 Stipend: \$3,008  
**Move** that the Board of Education appoint **Mr. David Warren** as Boys' JV Lacrosse Coach at New Milford High School effective March 15, 2017 pending receipt of CPR/First Aid and Sudden Cardiac Arrest certificates.

**11. LEAVES OF ABSENCE**

- 1. Mrs. Emily Ferraiolo, Kindergarten Teacher, Northville Elementary School** | Unpaid leave of absence  
**Move** that the Board of Education extend an unpaid leave of absence for **Mrs. Emily Ferraiolo** from April 7, 2017 through the end of the 2016-17 school year.



### SUMMARY BY MOC (MAJOR OBJECT CODE)

RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	28,752,211	0	28,752,211	16,854,728	11,505,835	391,648	98.64%
100'S	SALARIES - NON CERTIFIED	9,375,406	-30,000	9,345,406	5,432,306	2,597,520	1,315,579	85.92%
200'S	BENEFITS	9,649,146	0	9,649,146	7,321,241	1,792,573	535,332	94.45%
300'S	PROFESSIONAL SERVICES	3,403,301	204,270	3,607,571	1,666,706	1,390,658	550,206	84.75%
400'S	PROPERTY SERVICES	866,089	6,360	872,449	427,300	301,841	143,309	83.57%
500'S	OTHER SERVICES	8,019,525	-200,000	7,819,525	3,726,747	3,589,884	502,894	93.57%
600'S	SUPPLIES	2,718,748	15,570	2,734,318	1,409,366	974,531	368,594	87.18%
700'S	CAPITAL	606,847	3,600	610,447	337,861	101,589	170,997	71.99%
800'S	DUES AND FEES	86,036	200	86,236	62,556	6,917	16,764	80.56%
900'S	REVENUE	-1,790,649	0	-1,790,649	-617,700	0	-1,172,949	34.50%
<b>GRAND TOTAL</b>		<b>61,686,660</b>	<b>0</b>	<b>61,686,660</b>	<b>38,424,844</b>	<b>20,768,926</b>	<b>2,492,890</b>	<b>95.96%</b>

### SALARIES - NON CERTIFIED BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51180	SALARIES - NON CERT - STIPENDS	518,527	0	518,527	202,253	4,978	311,296	39.97%
51201	SALARIES - NON CERT - PARA EDUCATORS	1,943,894	-46,409	1,897,485	1,059,676	670,857	166,952	91.20%
51202	SALARIES - NON CERT - SUBSTITUTES	858,200	0	858,200	408,769	0	449,431	47.63%
51210	SALARIES - NON CERT - SECRETARY	2,004,229	0	2,004,229	1,311,527	551,442	141,260	92.95%
51225	SALARIES - NON CERT - TUTORS	329,081	0	329,081	125,656	0	203,425	38.18%
51240	SALARIES - NON CERT - CUSTODIAL	1,906,093	-15,000	1,891,093	1,139,606	751,487	0	100.00%
51250	SALARIES - NON CERT - MAINTENANCE	976,839	-15,000	961,839	588,591	373,248	0	100.00%
51285	SALARIES - NON CERT - TECHNOLOGY	442,941	0	442,941	319,441	123,500	0	100.00%
51336	SALARIES - NON CERT - NURSES	395,602	46,409	442,011	276,788	122,008	43,215	90.22%
<b>TOTAL</b>		<b>9,375,406</b>	<b>-30,000</b>	<b>9,345,406</b>	<b>5,432,306</b>	<b>2,597,520</b>	<b>1,315,579</b>	<b>85.92%</b>

### BENEFIT BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	632,405	0	632,405	369,607	0	262,798	58.44%
52201	BENEFITS - MEDICARE	520,843	0	520,843	303,041	0	217,802	58.18%
52300	BENEFITS - PENSION	800,025	0	800,025	800,025	0	0	100.00%
52600	BENEFITS - UNEMPLOYMENT COMP	45,000	0	45,000	8,355	36,645	0	100.00%
52810	BENEFITS - HEALTH INSURANCE	6,732,477	0	6,732,477	5,207,724	1,524,752	0	100.00%
52820	BENEFITS - DISABILITY INSURANCE	94,236	0	94,236	79,974	14,262	0	100.00%
52830	BENEFITS - LIFE INSURANCE	102,744	0	102,744	53,347	49,397	0	100.00%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	721,416	0	721,416	499,168	167,517	54,731	92.41%
<b>TOTAL</b>		<b>9,649,146</b>	<b>0</b>	<b>9,649,146</b>	<b>7,321,241</b>	<b>1,792,573</b>	<b>535,332</b>	<b>94.45%</b>



EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	28,752,211	0	28,752,211	16,854,728	11,505,835	391,648	98.64%
51200	NON-CERTIFIED SALARIES	9,375,406	-30,000	9,345,406	5,432,306	2,597,520	1,315,579	85.92%
52000	BENEFITS	9,649,146	0	9,649,146	7,321,241	1,792,573	535,332	94.45%
53010	LEGAL SERVICES	181,000	0	181,000	180,206	0	794	99.56%
53050	CURRICULUM DEVELOPMENT	75,000	0	75,000	6,709	600	67,691	9.75%
53200	PROFESSIONAL SERVICES	1,843,656	2,870	1,846,526	870,706	671,001	304,820	83.49%
53201	MEDICAL SERVICES - SPORTS	28,000	0	28,000	20,000	0	8,000	71.43%
53210	TIME & ATTENDANCE SOFTWARE	12,874	0	12,874	11,284	0	1,590	87.65%
53220	IN SERVICE	114,260	0	114,260	78,442	4,047	31,770	72.19%
53230	PUPIL SERVICES	640,236	200,000	840,236	507,801	314,014	18,421	97.81%
53300	OTHER PROF/ TECH SERVICES	36,475	0	36,475	29,227	1,038	6,210	82.97%
53310	AUDIT/ACCOUNTING	36,050	0	36,050	36,050	0	0	100.00%
53500	TECHNICAL SERVICES	129,750	0	129,750	123,705	2,750	3,295	97.46%
53530	SECURITY SERVICES	195,000	0	195,000	99,014	95,079	907	99.53%
53540	SPORTS OFFICIALS SERVICES	111,000	0	111,000	91,422	695	18,883	82.99%
54101	CONTRACTUAL TRASH PICK UP	88,525	0	88,525	50,021	34,504	4,000	95.48%
54301	REPAIRS & MAINTENANCE	353,300	25,292	378,592	222,251	152,663	3,678	99.03%
54302	FIRE / SECURITY MAINTENANCE	1,450	0	1,450	1,102	0	348	75.98%
54303	GROUNDS MAINTENANCE	19,098	5,000	24,098	5,622	6,719	11,757	51.21%
54310	GENERAL REPAIRS	63,696	-25,471	38,225	18,776	6,218	13,232	65.39%
54320	TECHNOLOGY RELATED REPAIRS	45,645	-3,290	42,355	6,455	9,856	26,043	38.51%
54411	WATER	66,300	0	66,300	34,431	31,869	0	100.00%
54412	SEWER	20,100	2,189	22,289	22,289	0	0	100.00%
54420	LEASE/RENTAL EQUIP/VEH	207,975	1,540	209,515	112,362	63,682	33,470	84.02%
55100	PUPIL TRANSPORTATION - OTHER	129,550	0	129,550	64,017	59,383	6,150	95.25%
55101	PUPIL TRANS - FIELD TRIP	43,900	0	43,900	18,848	127	24,925	43.22%
55105	TRANSPORTATION - SUMMER	15,750	0	15,750	220	0	15,530	1.40%
55110	STUDENT TRANSPORTATION	4,716,744	-17,000	4,699,744	3,094,180	1,493,148	112,416	97.61%
55190	STUDENT TRANSPORTATION PURCHAS	1,500	0	1,500	291	0	1,209	19.37%
55200	GENERAL INSURANCE	337,135	0	337,135	334,527	0	2,608	99.23%
55300	COMMUNICATIONS	48,500	0	48,500	24,584	23,869	47	99.90%
55301	POSTAGE	37,331	0	37,331	14,234	21,467	1,630	95.63%
55302	TELEPHONE	51,948	0	51,948	35,721	15,700	528	98.98%



EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	3,950	0	3,950	2,714	1,236	0	100.00%
55505	PRINTING	53,738	500	54,238	29,304	16,003	8,932	83.53%
55600	TUITION	10,000	0	10,000	4,500	2,000	3,500	65.00%
55610	TUITION TO IN STATE DIST	788,802	-35,360	753,442	467,167	229,590	56,685	92.48%
55630	TUITION TO PRIVATE SOURCES	1,733,647	-147,640	1,586,007	689,676	769,271	127,060	91.99%
55800	TRAVEL	47,030	0	47,030	16,955	6,226	23,849	49.29%
56100	GENERAL INSTRUCTIONAL SUPPLIES	193,435	7,750	201,185	117,493	23,783	59,908	70.22%
56110	INSTRUCTIONAL SUPPLIES	490,012	-4,475	485,537	307,251	57,456	120,830	75.11%
56120	ADMIN SUPPLIES	35,436	-300	35,136	17,571	3,709	13,857	60.56%
56210	NATURAL GAS	201,000	0	201,000	99,650	101,350	0	100.00%
56220	ELECTRICITY	924,921	0	924,921	538,066	368,682	18,173	98.04%
56230	PROPANE	1,825	0	1,825	1,268	557	0	100.00%
56240	OIL	206,656	0	206,656	78,536	128,120	0	100.00%
56260	GASOLINE	32,250	0	32,250	6,619	17,881	7,750	75.97%
56290	FACILITIES SUPPLIES	208,830	28,350	237,180	156,579	67,046	13,554	94.29%
56291	MAINTENANCE COMPONENTS	29,335	-15,500	13,835	7,139	4,780	1,915	86.16%
56292	UNIFORMS/ CONTRACTUAL	3,320	0	3,320	0	2,700	620	81.33%
56293	GROUNDSKEEPING SUPPLIES	5,900	3,500	9,400	4,756	2,909	1,735	81.54%
56410	TEXTBOOKS	184,625	-3,375	181,250	133,805	6,416	41,029	77.36%
56411	CONSUMABLE TEXTS	75,566	-5,270	70,296	61,668	2,511	6,117	91.30%
56420	LIBRARY BOOKS	81,109	7,315	88,424	48,766	28,028	11,631	86.85%
56430	PERIODICALS	26,276	-1,135	25,141	15,849	4,824	4,467	82.23%
56460	WORKBOOKS	14,502	0	14,502	10,113	0	4,389	69.73%
56500	SUPPLIES - TECH RELATED	3,750	0	3,750	2,116	463	1,171	68.77%
57300	BUILDINGS	96,451	-47,251	49,200	33,725	0	15,475	68.55%
57340	COMPUTERS/TECH HARDWARE	4,425	2,400	6,825	1,190	3,576	2,059	69.84%
57345	INSTRUCTIONAL EQUIPMENT	84,713	860	85,573	62,557	1,103	21,914	74.39%
57400	GENERAL EQUIPMENT	120,088	48,191	168,279	147,974	10,392	9,913	94.11%
57500	FURNITURE AND FIXTURES	301,170	0	301,170	187,955	2,278	110,937	63.16%
58100	DUES & FEES	86,036	310	86,346	68,812	1,677	15,857	81.64%
<b>EXPENDITURE TOTAL</b>		<b>63,477,309</b>	<b>0</b>	<b>63,477,309</b>	<b>39,042,544</b>	<b>20,768,926</b>	<b>3,665,839</b>	<b>94.22%</b>



REVENUES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-1,051,239	0	-1,051,239	0	0	-1,051,239	0.00%
43105	MEDICAID REIMBURSEMENT	-49,575	0	-49,575	-1,845	0	-47,730	3.72%
44105	FOI & FINGERPRINTING FEES	-2,200	0	-2,200	-1,693	0	-508	76.93%
44705	BUILDING USE FEES	-55,000	0	-55,000	-40,000	0	-15,000	72.73%
44800	REGULAR ED TUITION FROM INDIVI	-82,000	0	-82,000	-59,000	0	-23,000	71.95%
44822	SPECIAL ED TUITION FROM OTHER	-19,910	0	-19,910	-20,556	0	646	103.24%
44860	ADMISSIONS/ATHLETIC GATE RECEI	-25,400	0	-25,400	-16,500	0	-8,900	64.96%
44861	PARKING PERMIT FEES	-36,224	0	-36,224	-41,050	0	4,826	113.32%
44862	SCHOOL MUSICAL TICKET SALES	-11,411	0	-11,411	0	0	-11,411	0.00%
49102	TRANSFER IN-OTHER	-27,619	0	-27,619	-6,986	0	-20,633	25.29%
49599	CAPITAL RESERVE	-430,071	0	-430,071	-430,071	0	0	100.00%
<b>REVENUE TOTAL</b>		<b>-1,790,649</b>	<b>0</b>	<b>-1,790,649</b>	<b>-617,700</b>	<b>0</b>	<b>-1,172,949</b>	<b>34.50%</b>

<b>GRAND TOTAL</b>		<b>61,686,660</b>	<b>0</b>	<b>61,686,660</b>	<b>38,424,844</b>	<b>20,768,926</b>	<b>2,492,890</b>	<b>95.96%</b>
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PURCHASE RESOLUTION D - 696

**REVISED** AGENDA ITEM 3B-2  
MARCH 7, 2017 MEETING

WHEREAS, the equipment, supplies and/or services for which the following Purchase Orders have been issued and deemed necessary by the Superintendent of Schools, and the cost, thereof, are within the budget appropriations approved by the voters of the Town, NOW, BE IT RESOLVED, that the said purchase orders and all disbursements in connection, thereof, are hereby approved.

Funding	Location	Vendor Name	Description	Amount
GENERAL	NMHS	CANTERBURY SCHOOL	POOL RENTAL FEE FALL GIRLS SWIM TEAM	\$9,800.00
GRANT - TITLE II	DISTRICT	REVISION LEARNING PARTNER	COLLEGIAL CALIBRATION SERVICES	\$7,500.00
GENERAL	NMHS	RIDDELL ALL AMERICAN	HELMETS AND SHOULDER PADS	\$5,483.75
GRANT - PERKINS	NMHS	GRIZZLY INDUSTRIAL INC.	JOINTER WITH SPIRAL CUTTERHEAD	\$5,340.00
GENERAL	NMHS	DOMENICA PISANI	NMHS GYMNASTICS TEAM USAGE 2016-17	\$5,000.00



BUDGET TRANSFER REQUESTS

AGENDA ITEM 3B-3  
MARCH 7, 2017 MEETING

DETAIL			FROM (-)			TO (+)		
#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
SPED-1	EVALS/CONSULTS USING O.D.P. SAVINGS	\$20,000.00	DISTRICT	ALTERNATIVE EDUCATION BSZ10028	TUITION-PRIVATE 55630	DISTRICT	HEALTH SERVICES BPZ21343	PROF. SERVICES 53230
NES-1	LIBRARY BOOK PURCHASE	\$1,400.00	NES	MATH BLB10007	PROF. SERVICES 53200	NES	ENGLISH/LANGUAGE ARTS BLB10002	LIBRARY BOOKS 56420
NMHS-1	DISCIPLINE FORM PURCHASE	\$900.00	NMHS	OFFICE OF THE PRINCIPAL BLE24143	TECH. REPAIRS 54320	NMHS	OFFICE OF THE PRINCIPAL BLE24143	PRINTING 55505
NMHS-2	PRINTER PURCHASE	\$200.00	NMHS	OTHER SCHOOL ADMIN BLE24943	TECH. REPAIRS 54320	NMHS	OTHER SCHOOL ADMIN BLE24943	GENERAL EQUIP 57400
NMHS-3	SCIENCE SUBSCRIPTION TO WEBASSIGN	\$110.00	NMHS	SCIENCE BLE10008	INSTR. SUPPLIES 56110	NMHS	SCIENCE BLE10008	DUES & FEES 58100

DETAIL			FROM (-)			TO (+)		
#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
FAC-1	EMERGENCY REPAIRS TO SNIS ROOF LEAK	\$2,900.00	HPS	MAINTENANCE & REPAIR BFA26243	GENERAL REPAIRS 54301	SNIS	MAINTENANCE & REPAIR BFF26243	GENERAL REPAIRS 54301
		\$971.02	NES	MAINTENANCE & REPAIR BFB26243		DISTRICT	MAINTENANCE & REPAIR BFY26243	
		\$324.50	NMHS	MAINTENANCE & REPAIR BFE26243		C.O.	MAINTENANCE & REPAIR BFZ26243	
NES-2	FIRE PROTECTION TEAM INSPECTIONS	\$1,300.00	NES	MAINTENANCE & REPAIR BFB26243	GENERAL REPAIRS 54301	SNIS	MAINTENANCE & REPAIR BFF26243	GENERAL REPAIRS 54301
SMS-1	CORRECT BUDGET FOR IN 16/17	\$2,189.00	SMS	MAINTENANCE & REPAIR BFD26243	GENERAL REPAIRS 54301	C.O.	MAINTENANCE & REPAIR BFZ26243	SEWER 54412
NES-3	LIBRARY BOOK PURCHASE	\$461.17	NES	SOCIAL STUDIES BLB10010	PERIODICALS 56430	NES	ENGLISH/LANGUAGE ARTS BLB10002	LIBRARY BOOKS 56420
		\$405.37		SOCIAL STUDIES BLB10010	LIBRARY BOOKS 56420			
		\$30.88		SCIENCE BLB10008	LIBRARY BOOKS 56420			
		\$27.74		MATH BLB10007	LIBRARY BOOKS 56420			
		\$4,636.87		MATH BLB10007	CONSUMABLE TEXTS 56411			
		\$173.23		ENGLISH/LANGUAGE ARTS BLB10002	CONSUMABLE TEXTS 56411			
NMHS-4	CLASSROOM TEACHING SUPPLIES	\$350.00	NMHS	SOCIAL STUDIES BLE10010	PERIODICALS 56430	NMHS	SOCIAL STUDIES BLE10010	INSTR. SUPPLIES 56110
NMHS-5	TABLE RENTALS FOR S.A.T. TESTING	\$400.00	NMHS	OTHER SCHOOL ADMIN BLE24943	TECH. REPAIRS 54320	NMHS	OTHER SCHOOL ADMIN BLE24943	LEASE/RENTAL 54420

**New Milford PTO**  
Parent Teacher Organization  
PO Box 1343  
New Milford, CT 06776

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March 3, 2017

Mr. Joshua Smith  
Superintendent  
50 East Street  
New Milford, CT 06776

Dear Mr. Smith:

The New Milford PTO is pleased to present the following gifts to the Board of Education for approval. Please arrange for these gifts to be placed on the agenda at the next Board of Education meeting.

**Northville Elementary School**

- \$1,575.00    Transportation to the Maritime Aquarium for a field trip for all kindergarten students.
  
- \$1,425.00    Transportation and ticket price for a field trip to the Beardsley Zoo for all kindergarten students.
  
- \$1,380.00    Transportation and activities at the Pratt Center/Sullivan Farm (Native American, Colonial and Civil War Era maple sugaring at the Pratt Center and modern-day sugar house at Sullivan Farm) for all 2<sup>nd</sup> grade students.

**Sarah Noble Intermediate School**

- \$5,335.00    Transportation to the Maritime Center in Norwalk for all 5<sup>th</sup> grade students.
  
- \$3,814.00    Transportation and activities for Pioneer Day at the Pratt Center for all 5<sup>th</sup> grade students.

**\$13,529.00    Grand Total**

Sincerely,  
Kathleen Lewis  
TW PTO President



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

## MEMORANDUM

### 3D-1

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**TO:** Joshua D. Smith, Superintendent  
**FROM:** Anthony J. Giovannone, Director of Fiscal Services and Operations  
**Date:** March 7, 2017  
**RE:** Request for Proposal – HPS Security

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On Wednesday, February 22, 2017, three (3) vendors attended a mandatory walkthrough for the HPS Security project. Two (2) vendors subsequently submitted bids on Tuesday, February 28, 2017 at 12:00 PM and the results are below:

- Bidder #1      OMNI DATA              \$13,906.35
- Bidder #2      TEC CONTROLS              \$12,639.26

Based on my conversations with Kevin Munrett, the Facilities Manager, and Roberta Pratt, the Technology Director, our recommendation would be to award the bid to Bidder #1, OMNI DATA for the following reasons:

- The Technology Department uses OMNI DATA for repairs and has favorable working relationship with the vendor.
- OMNI DATA did include a Brocade Switch for \$1,247.06, which was not needed as part of the bid package. If we delete this item from their total, the bids are identical.

I will be glad to discuss this at the Operations Sub-Committee meeting on March 7, 2017 along with Kevin Munrett, the Facilities Manager, and Roberta Pratt, the Technology Director, to answer any and all questions regarding this request for proposal.

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



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

## MEMORANDUM

### 3D-2

**TO:** Joshua D. Smith, Superintendent  
**FROM:** Anthony J. Giovannone, Director of Fiscal Services and Operations  
**Date:** March 7, 2017  
**RE:** Request for Proposal – SNIS A/C

---

On Tuesday, February 21, 2017, three (3) vendors attended a mandatory walkthrough for the SNIS A/C project. All three (3) vendors subsequently submitted bids on Monday, February 27, 2017 at 12:00 PM. We asked vendors to submit both a repair and a replacement cost and the results are below:

- Bidder #1 TRANE \$24,503.40 repair / \$39,987.65 replace
- Bidder #2 SAV MOR \$18,900.40 repair / \$44,300.00 replace
- Bidder #3 AIR TEMP \$14,900.00 repair / \$35,700.00 replace

*The existing unit is 17 years old. These units have a lifespan of 12-15 years.*

Repair of unit is expected to take one (1) day and installation of a new unit is expected to take two to three (2-3) days. The biggest concern after price is the lead time to get a new unit on site should the Board decide to choose this option.

Based on my conversations with Kevin Munrett, the Facilities Manager, we would recommend to the Board that they choose Bidder #3, AIR TEMP, for either repair or replacement as they are the lowest bidder of the three (3).

I will be glad to discuss this at the Operations Sub-Committee meeting on March 7, 2017 along with Kevin Munrett, the Facilities Manager, to answer any and all questions regarding this request for proposal.

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

# Memorandum from the Office of the Director of Human Resources

**TO:** Joshua D. Smith, Superintendent  
**FROM:** Ellamae Baldelli, Director of Human Resources   
**DATE:** March 3, 2017  
**RE:** Recommendation to hire an educational management and staffing firm

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At the November 1, 2016 Operations sub-committee meeting, a discussion occurred addressing sub rates and options. The sub-committee agreed to have two educational staffing services present at the next Operations sub-committee meeting in December.

Representatives from Kelly Services, Inc. and Source4Teachers attended and gave power point presentations. Over the next two months, I met individually with each firm's representatives, made follow-up calls, and checked references.

The rates for each firm are as follows:

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- **Kelly Services, Inc.**

For substitute teacher:

Daily Pay Rate	Markup	Daily Bill Rate
\$90/Day	1.39	\$125.10

For substitute paraeducator:

Daily Pay Rate	Markup	Daily Bill Rate
\$70.70/Day	1.39	\$98.27

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- **Source4Teachers**

For substitute teacher:

Daily Pay Rate	Markup	Daily Bill Rate
\$90/Day	1.36	\$122.40

For substitute paraeducator:

Daily Pay Rate	Markup	Daily Bill Rate
\$70.70/Day	1.36	\$96.15

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Both firms are qualified to meet the needs of the district. Based on my conversations with you, my recommendation is that the Board vote to approve Source4Teachers as the firm to manage our substitutes in partnership with us for 2017-2018 as they have a lower daily bill rate.

I will be available to answer any questions at the Operations sub-committee meeting on March 7, 2017.



**CAPITAL 5 YEAR PLAN - TECHNOLOGY & FACILITIES**

ITEM	DEPARTMENT	ORG	OBJ	SCHOOL	DESCRIPTION	2017/18	2018/19	2019/20	2020/21	2021/22
1	TECHNOLOGY	BZZ25847	57500	DW	COMPUTER REFRESH (INCLUDES PLTW)		\$106,000	\$119,000	\$130,000	\$129,074
2	TECHNOLOGY	BZZ25847	57500	DW	SMART BOARD REFRESH		\$98,400	\$107,400	\$107,400	\$71,000
4	TECHNOLOGY	BZZ25847	57500	DW	CHROME BOOK REFRESH		\$30,000	\$30,000	\$30,000	\$70,000
3	TECHNOLOGY	BZZ25847	57500	DW	NETWORK/SERVER INFRASTRUCTURE		\$47,050	\$47,050	\$47,050	\$45,000
5	TECHNOLOGY	BZZ25847	57500	DW	AV MEDIA REFRESH		\$30,000	\$0	\$0	\$0
6	FACILITIES	BZZ26846	57300	DW	ALARM PANEL UPGRADE'S		\$40,000	\$42,300	\$55,000	\$50,000
7	FACILITIES	BZZ26846	57300	DW	SECURITY ENHANCEMENTS DW		\$23,000	\$23,200	\$25,600	
8	FACILITIES	BZZ26846	57300	DW	RECURRING DOOR REPLACEMENTS		\$11,900	\$12,100	\$12,600	
9	FACILITIES	BZZ26846	57300	HPS	FLOORING REPLACEMENT		\$12,000	\$22,000	\$15,000	
10	FACILITIES	BZZ26846	57400	DW	VEHICLE REPLACEMENT		\$95,000	\$110,000	\$75,000	\$75,900
11	FACILITIES	BZZ26846	57400	DW	GROUNDS EQUIPMENT REPLACEMENT		\$17,500	\$27,000	\$28,450	\$28,450
12	FACILITIES	BZZ26846	57400	DW	CUSTODIAL EQUIPMENT REPLACEMENTS		\$14,200	\$21,500	\$22,600	\$22,900
13	FACILITIES	BZZ26846	57300	CO	SECURITY ENHANCEMENTS C/O					
14	FACILITIES	BZZ26846	57300	SMS	ATHLETIC FIELD UPGRADE					
15	FACILITIES	BZZ26846	57300	NMHS	HALLWAY DOOR REPLACEMENTS					
16	FACILITIES	BZZ26846	57300	DW	THERMAL SCANS & ROOF ASSESSMENTS					
23	FACILITIES	N/A	N/A	DW	ROOF REPAIRS		\$16,400	\$17,100		
25	FACILITIES	N/A	N/A	CO	ROOF REPAIRS		\$10,000	\$10,000	\$10,000	\$12,000
17	FACILITIES	N/A	N/A	CO	ENGINEERING STUDY - HEATING		\$5,500			
18	FACILITIES	N/A	N/A	CO	CHIP SEAL DRIVEWAY & LOT		\$25,000			
19	FACILITIES	N/A	N/A	CO	ENGINEERING STUDY - FOUNDATION		\$8,000			
20	FACILITIES	N/A	N/A	HPS	MAIN OFFICE HVAC		\$76,500			
21	FACILITIES	N/A	N/A	SMS	SIEMEN'S CONTROL UPGRADE		\$30,000			
24	FACILITIES	N/A	N/A	DW	REPLACE PNEUMATIC THERMOSTATS			\$13,500	\$16,000	
22	FACILITIES	N/A	N/A	SMS	REPLACE TUBE BOILERS			\$460,000		
26	FACILITIES	N/A	N/A	CO	HEATING SYSTEM REPLACEMENT			\$100,000		
27	FACILITIES	N/A	N/A	CO	STRUCTURAL REPAIR - FOUNDATION			\$55,000		
28	FACILITIES	N/A	N/A	CO	ELECTRICAL UPGRADE - PANEL / WIRING			\$22,000		
29	FACILITIES	N/A	N/A	NES	HEATING SYSTEM REPAIRS				\$45,000	
30	FACILITIES	N/A	N/A	DW	MECHANICAL SYSTEMS UPGRADES				\$555,000	
31	FACILITIES	N/A	N/A	SMS	SEPTIC TANK REPLACEMENT					\$62,000
32	FACILITIES	N/A	N/A	NMHS	LED SIGN REPLACEMENT					\$60,000
33	FACILITIES	N/A	N/A	DW	SECURITY CAMERA UPGRADE					\$100,000
					<b>TOTAL</b>		<b>\$696,450</b>	<b>\$1,239,150</b>	<b>\$1,174,700</b>	<b>\$726,324</b>

## **Request to Waive Turf Field Usage Fees**

**From:** Alanna Licursi-Rich [mailto:[Alanna.Licursi-Rich@abilitybeyond.org](mailto:Alanna.Licursi-Rich@abilitybeyond.org)]

**Sent:** Friday, February 17, 2017 1:53 PM

**To:** Munrett, Kevin

**Cc:** Michael Holland; DeBellis, Dennie

**Subject:** Ability Beyond Special Olympics Track and Field Usage

February 17, 2017

Dear Kevin Munrett,

I am writing in reference to a facilities request that I put in for the use of New Milford High School track & field for our Ability Beyond Special Olympics program. The request is for Sundays, April through June to prepare for the State Summer Olympics games. The Summer Games are held the second weekend in June. In January, I was contacted by Keith Lipensky who informed me I need to put in a facilities request for use of the track & field – but that we would be able to use the fields.

On 2/15, I received a phone call from Dennie DeBelus from the Facilities Department in New Milford letting me know that they received my request and that there would be charges associated with usage. She indicated that the charges would include: facilities charge of approximately \$110 (\$44 per hour) each time that we used the facility and that there would also be a one- time roster charge for each athlete (\$5.00 for New Milford Residents and \$10.00 for out of town residents) that attends. At that time, she also requested that I provide names and addresses of all individuals; due to HIPPA I would not be able to provide that.

Both Ability Beyond and Special Olympics CT are non-profit agencies with a limited budget that do not have a line item for facilities – we rely on the generosity of schools and organizations to allow us to practice and train with the athletes.

Currently, our track and field program serves 86 athletes. We would need to reconsider our track and field program if we have to pay for facilities. Your consideration to waive the fee would be greatly appreciated. This is a time-limited request for 8 weeks...upon completion of the Summer Games we will not need use of the facilities.

We value our relationship with New Milford schools and are thankful for your support of the athletes and the Special Olympic program over the years. I would be happy to meet with you, your supervisor, or the Board of Education to review the Special Olympics program, mission and vision.

I look forward to talking to you to review all options available to the athletes.

Sincerely,

Alanna Licursi-Rich  
Ability Beyond Special Olympics Local Coordinator

**Alanna Licursi-Rich**  
**Ability Beyond Day Program Manager & Special Olympics Local Coordinator**  
**203-994-5062**  
**[alanna.licursi-rich@abilitybeyond.org](mailto:alanna.licursi-rich@abilitybeyond.org)**

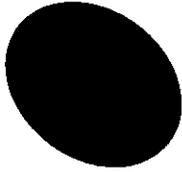
**NEW MILFORD PUBLIC SCHOOLS**

**Food and Nutrition Services Department**

**22 Hipp Road**

**New Milford, Connecticut 06776**

**(860) 354-3712 · FAX (860) 354-3712**



**Sandra Sullivan, RD, CD-N**  
**Director**

To: Anthony Giovannone  
From: Sandra Sullivan  
Date: February 7, 2017

Re: Health Inspections

The New Milford Health Department recently performed mid-year inspections of all kitchens in the school district. I am happy to report that all schools received exceptional scores.

New Milford High School	99
Schaghticoke Middle School	100
Sarah Noble Intermediate School	100
Northville School	100
Hill and Plain School	99



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

## ITEM OF INFORMATION

**4B**

**TO: Joshua D. Smith, Superintendent**  
**FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations**  
**Date: March 7, 2017**  
**RE: Town of New Milford Audit Report dated June 30, 2016**

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On Monday, February 27, 2017, the independent Auditor's report was presented by Mahoney Sabol during the Town Council meeting. An electronic copy in PDF format has been provided to the district. The important highlights of this Audit report can be found below:

### Weakness / Deficiency

- There were zero (0) material weaknesses identified but a single (1) deficiency identified concerning Bank Reconciliations that is tied to both the BOE & the Town.
- The deficiency is attributed to a combination of the transition of certain responsibilities within the Town Finance Department and the conversion by both the Town and Board of Education to a new accounting system.
- The auditors recommend that the Town implement formal closing procedures to ensure timely reconciliation of general ledger accounts.

### Expenses

- BOE expenses in 15/16 account for 69.5% of the total expenditures for all New Milford Governmental Activities.

### Fund balance at 15/16 FYE

- The budget surplus at the end of 15/16 for the BOE is \$264,406 or 0.43% of the original budget.

### Internal Service Fund

- The fund balance of the Internal Service Fund shown is \$3,523,510 as of June 30, 2016.

### Capital Reserve Fund

- The fund balance of the BOE Capital Reserve shown is \$1,433,355 as of June 30, 2016.

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



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50 East Street  
New Milford, Connecticut 06776

## ITEM OF INFORMATION

4C

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**TO:** Joshua D. Smith, Superintendent  
**FROM:** Anthony J. Giovannone, Director of Fiscal Services and Operations  
**Date:** March 7, 2017  
**RE:** Special Education Reimbursement

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On Friday, February 17, 2017, the State sent the district an updated 2016-17 Education Revenue estimate via memo. This includes updated information for revenue estimates for the Excess Costs grant. The February entitlements are based on data provided by our district in early December on the Special Education Excess Cost Grant Application (Formally SEDAC-G).

Since this is a capped entitlement grant, our district's entitlement is affected by what other districts file. Final entitlements will be available in April. While the capped percentage is currently at 23 percent, the State anticipates this percentage to increase to approximately 25 to 27 percent. The current State-wide capped percentage of 23 percent would generate payments to New Milford that are expected to be short \$231,358 of budget.

The first payment due to the district should be receipted during the month of March and will follow the 23 percent cap. The second payment in May is the payment that might be further adjusted from the 23 percent cap to approximately 25 to 27 percent cap.

Administration will continue to report any updates the State sends concerning the impact of the grant caps.

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