

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

**BOARD OF EDUCATION**  
**SPECIAL MEETING NOTICE**

<b>DATE:</b>	<b>June 22, 2016</b>
<b>TIME:</b>	<b>6:30 P.M.</b>
<b>PLACE:</b>	<b>Sarah Noble Intermediate School – Library Media Center</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**

A. Pledge of Allegiance

**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. Adjustments to 2016-2017 Board of Education Adopted Budget and anticipated transfers

**4. ITEMS OF INFORMATION**

A. 2015-2016 Closeout

B. Turf Field Administration and Facility Use Manual

**5. ADJOURN**

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TOWN CLERK

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NEW MILFORD, CT



POSSIBLE ADJUSTMENTS  
TO THE 2016-2017 BUDGET

BOE SPECIAL MEETING  
JUNE 22, 2016

BOE ADOPTED 16-17 BUDGET \$62,183,950

**TOWN COUNCIL ADJUSTMENTS**

ORG	OBJ	MAJOR OBJECT CODE	DESCRIPTION	RATIONALE	AMOUNT
BAZ2504	52900	BENEFITS	WORKERS COMPENSATION	CIRMA REDUCTION AS PER TOWN HALL	-\$53,730
BAZ2594	55200	OTHER SERVICES	PROPERTY LIABILITY		-\$16,665
ORG	OBJ	MAJOR OBJECT CODE	DESCRIPTION	RATIONALE	AMOUNT
BAZ2504	52900	BENEFITS	MEDICAL INSURANCE	REDUCTION TO HEALTH INSURANCE	-\$115,975

**SUGGESTED ADJUSTMENTS FOR BOE DISCUSSION**

ORG	OBJ	MAJOR OBJECT CODE	DESCRIPTION	RATIONALE	AMOUNT
BAZ25999	51115	SALARIES	SALARY CONTROL ACCOUNT <b>*SEE BACK OF SHEET FOR GREATER DETAIL*</b>	AMOUNT OVER THE CURRENT 16/17 BUDGET OF \$120,000 WHICH BRINGS THE TOTAL 16/17 BUDGET TO \$260,920. THE 15/16 BUDGET AMOUNT WAS \$170,570.	-\$140,920
BTZ27143	55110	OTHER SERVICES	TRANSPORTATION <b>*SEE MEMO FOR GREATER DETAIL*</b>	REMOVAL OF ONE (1) VAN NOT NEEDED DUE TO ROUTING FOR A \$36,000 SAVINGS. PLUS AN ADDITIONAL REDUCTION TO THE TOTAL CONTRACT PRICE IN YEAR 2016-2017 OF OUR CURRENT CONTRACT BY \$36,000.00.	-\$72,000
BSZ10011	53200	PROFESSIONAL SERVICES	SPED CONTRACTED SERVICES	EVALUATION AND CONSULTATION REDUCTION BASED ON YEAR END ACTUALS.	-\$28,000
BGZ25843	53500	PROFESSIONAL SERVICES	TECHNOLOGY PURCHASED SERVICES	RE-ALIGNMENT OF TECH BOND GRANT FUNDING AFTER C.E.N. WAS ALREADY PAID FOR WHICH FREED UP CURRENT FUNDS TO SUPPORT THIS.	-\$25,000
BDZ10026	57400	CAPITAL	TECHNOLOGY - EQUIPMENT, OTHER	ACCELERATED REPLACEMENT OF A SERVER, SMARTBOARDS AND WIRELESS ACCESS POINTS USING CURRENT FUNDS REALIZED THROUGH OPERATIONAL EFFICIENCIES AND EQUIPMENT MAINTENANCE.	-\$20,000
BDZ10026	57345	CAPITAL	TECHNOLOGY - EQUIPMENT		-\$10,000
BLZ10000	56100	SUPPLIES	GENERAL SUPPLIES	NON-INSTRUCTIONAL OFFICE SUPPLY REDUCTION BASED ON YEAR END ACTUALS.	-\$15,000
					<b>-\$310,920</b>

**\*TURN OVER FOR EXHIBIT 1\***

FINAL BOE 16-17 BUDGET \$61,686,660



POSSIBLE ADJUSTMENTS  
TO THE 2016-2017 BUDGET

BOE SPECIAL MEETING  
JUNE 22, 2016

EXHIBIT 1					
SALARY CONTROL ACCOUNT REDUCTION DETAIL					
ORG	OBJ	MAJOR OBJECT CODE	DESCRIPTION	RATIONALE	AMOUNT
BAZ25999	51115	SALARIES	AMOUNT TOTALS THE \$140,920 REDUCTION ON PREVIOUS PAGE WHICH IS IN ADDITION TO THE \$120,000 ALREADY BUDGETTED IN 2016/2017.	ADDITIONAL <u>ANTICIPATED</u> REPLACEMENT SAVINGS	-\$65,002
				ADDITIONAL <u>ACTUAL</u> REPLACEMENT SAVINGS	-\$75,918
					<b>-\$140,920</b>



## FY 16-17 KNOWN BUDGET ADJUSTMENTS

\* AS OF JUNE 22, 2016 \*

	DESCRIPTION OF ADDITIONAL ADJUSTMENTS	DOLLAR CHANGE add / (cut)	FTE CHANGE add / (cut)
1	Music (Band) at SMS	\$ 26,651	0.5
2	French at SMS / NMHS	\$ 9,000	0.4
3	Spanish at SMS	\$ 23,339	0.4
4	Special Education at LHTC	\$ 62,707	1.0
5	Reserve (hold) at SMS	\$ (70,000)	(1.0)
<b>Sub Total</b>		<b>\$ 51,697</b>	<b>1.3</b>
6	CEN Funding	\$ 12,500	Tech Budget Re-align
		\$ (12,500)	
<b>TOTAL ADJUSTMENTS</b>		<b>\$ 51,697*</b>	<b>1.3*</b>



# MEMORANDUM

**TO:** Joshua D. Smith, Superintendent - Elect  
**FROM:** Anthony J. Giovannone, Director of Fiscal Services and Operations  
**Date:** June 22, 2016  
**RE:** Item of Information – 15/16 Fiscal Year End Adjustments

The fiscal year-end closing process routinely continues through the summer months between the regularly scheduled Board meetings from 6/14/16 through 9/13/16. Requirements will include budget adjustments to balance department, program and or location accounts line item accounts.

The administration will provide the Board with a complete listing of budget adjustments for 15/16 Fiscal Year End to review at the first regular BOE meeting of the new fiscal year on 9/13/16. The below chart is the most up to date snapshot of our General Ledger before any year-end adjustments:

MAJOR OBJECT CODE	POSITION DATE		ADDITIONAL EXPENSES
	5/31/2016	6/22/2016	
SALARY	978,482	637,412	\$89,000 ROUTINE - SPENDING OF UNENC. SALARIES
BENEFITS	317,019	57,625	\$57,625 ROUTINE - COINCIDES WITH SALARIES ABOVE
PROFESSIONAL SERVICES	425,145	255,883	
PROPERTY SERVICES	46,301	-90,493	\$12,000 SAFETY - ASBESTOS ABATEMENT @ HPS
OTHER SERVICES	-100,363	-160,818	
SUPPLIES	128,073	89,485	\$13,500 SAFETY - BLEACHERS @ NMHS NORTH FIELD
CAPITAL	2,462	-14,678	\$6,500 SECURITY - TURF EQUIPMENT SHED @ NMHS
DUES AND FEES	9,697	9,542	
<b>TOTAL AVAILABLE</b>	<b>1,806,816</b>	<b>783,957</b>	<b>605,332</b>
<b>TOTAL REVENUE</b>	<b>-252,077</b>	<b>-17,937</b>	<b>-17,937</b>
<b>PERCENT OF BUDGET</b>	<b>2.54%</b>	<b>1.25%</b>	<b>0.96%</b>

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