

**New Milford Board of Education  
 Operations Sub-Committee Minutes  
 May 11, 2021  
 Sarah Noble Intermediate School Library Media Center**

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 2021 MAY 13 A 7:54

NEW MILFORD, CT

<b>Present:</b>	Mrs. Wendy Faulenbach, Chairperson Mr. Pete Helmus Mrs. Eileen P. Monaghan Mrs. Cynthia Nabozny
<b>Also Present:</b>	Ms. Alisha DiCorpo, Superintendent Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mrs. Laura Olson, Director of Pupil Personnel and Special Services Ms. Jamie Terry, Director of Technology Mrs. Catherine Calabrese, Interim Assistant Superintendent Mr. Nestor Aparicio, Interim Facilities Director

<b>1.</b>	<b>Call to Order</b>  The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:35 p.m. by Mrs. Faulenbach.	<b>Call to Order</b>
<b>2.</b>	<b>Public Comment</b>  <ul style="list-style-type: none"> <li>There was none.</li> </ul>	<b>Public Comment</b>
<b>3.</b>	<b>Discussion and Possible Action</b>  <b>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</b>  <ul style="list-style-type: none"> <li>Ms. DiCorpo said there will be a revised Exhibit A for the full Board meeting.</li> </ul> <p>Mrs. Nabozny moved to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</p> <p>Motion seconded by Mr. Helmus.</p> <p>Motion passed unanimously.</p> <b>B. Monthly Reports</b> <b>1. Budget Position dated April 30, 2021</b> <b>2. Purchase Resolution D-746</b>	<b>Discussion and Possible Action</b>  <b>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</b>  <p><b>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.</b></p> <b>B. Monthly Reports</b> <b>1. Budget Position dated April 30, 2021</b> <b>2. Purchase Resolution D-746</b>

<p><b>3. Request for Budget Transfers</b></p> <ul style="list-style-type: none"> <li>• Mrs. Nabozny noted a typo on the Purchase Resolution. The date referenced in the asterisk should be May 15, not May 5.</li> </ul> <p>Mr. Helmus moved to bring the monthly reports: Budget Position April 30, 2021, Purchase Resolution D-746 and Request for Budget Transfers to the full Board for approval.</p> <p>Motion seconded by Mrs. Monaghan.</p> <p>Motion passed unanimously.</p> <p><b>C. Gifts &amp; Donations</b></p> <p><b>1. New Milford PTO - Exhibit B</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said the Board so appreciates the PTO's contributions.</li> <li>• Mrs. Nabozny said she appreciates the addition of the event date on the exhibit.</li> </ul> <p>Mrs. Nabozny moved to bring Gifts &amp; Donations to the full Board for approval.</p> <p>Motion seconded by Mr. Helmus.</p> <p>Motion passed unanimously.</p> <p><b>D. Grant Approvals</b></p> <p><b>1. Adult Education PEP Grant</b></p> <p><b>2. IDEA Grant</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said the memos outline the grant details.</li> <li>• Mrs. Olson said the IDEA grant is a two year grant that is applied for annually. It is a non-competitive grant and aligns with district goals. The bulk of the funds are used for staffing.</li> <li>• Ms. DiCorpo thanked Mrs. Olson and Mr. Giovannone for their tremendous work to help the district receive all funds. She thanked Mrs.</li> </ul>	<p><b>3. Request for Budget Transfers</b></p> <p><b>Motion made and passed unanimously to bring the monthly reports: Budget Position dated April 30, 2021, Purchase Resolution D-746, and Request for Budget Transfers to the full Board for approval.</b></p> <p><b>C. Gifts &amp; Donations</b></p> <p><b>1. New Milford PTO - Exhibit B</b></p> <p><b>Motion made and passed unanimously to bring Gifts &amp; Donations to the full Board for approval.</b></p> <p><b>D. Grant Approvals</b></p> <p><b>1. Adult Education PEP Grant</b></p> <p><b>2. IDEA Grant</b></p>
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	<p>Calabrese and Ms. Christy Martin for the similar work done regarding the Adult Education grant.</p> <p>Mrs. Monaghan moved to bring the Adult Education PEP and IDEA grants to the full Board for approval.</p> <p>Motion seconded by Mrs. Nabozny.</p> <p>Motion passed unanimously.</p>	<p><b>Motion made and passed unanimously to bring the Adult Education PEP and IDEA grants to the full Board for approval.</b></p>
<p><b>4.</b></p>	<p><b>Items of Information</b></p> <p><b>A. Bid Awards</b></p> <ol style="list-style-type: none"> <li><b>1. Septic &amp; Grease Trap Service and Cleaning</b></li> <li><b>2. Boiler &amp; Burner Service and Cleaning</b></li> </ol> <ul style="list-style-type: none"> <li>● Mr. Giovannone said these bid awards were discussed at Facilities earlier in the evening. Recommendations will be brought to the full Board next week.</li> </ul> <p><b>B. ESSER II Funding update</b></p> <ul style="list-style-type: none"> <li>● Mr. Giovannone said the application has been submitted. Ms. DiCorpo and Mrs. Calabrese are answering follow up questions.</li> <li>● Mrs. Calabrese said edits have been completed and submitted.</li> <li>● Mrs. Faulenbach said the Board saw a basic outline previously. She recognized the tremendous time and paperwork associated with the application.</li> <li>● Ms. DiCorpo said ESSER III (ARP) will be released soon for use through 2024. There is a 20% carve out for learning recovery and loss, then very specific criteria in general. There is a component requiring community input; details of what that means are still to come. It is a comprehensive process.</li> <li>● Mrs. Nabozny asked if positions funded through ESSER II which ends in 2022 can be continued</li> </ul>	<p><b>Items of Information</b></p> <p><b>A. Bid Awards</b></p> <ol style="list-style-type: none"> <li><b>1. Septic &amp; Grease Trap Service and Cleaning</b></li> <li><b>2. Boiler &amp; Burner Service and Cleaning</b></li> </ol> <p><b>B. ESSER II Funding update</b></p>

<p>C. Excess Cost</p>	<p>through ESSER III which ends in 2024. Ms. DiCorpo said she believes so.</p> <ul style="list-style-type: none"><li>● Ms. DiCorpo said ARP guidance has been distributed to the central office cabinet. Planning meetings, which will include developing a reentry plan, will start next week.</li><li>● Mrs. Monaghan said it appears certain that we will have excess funds at year end. She said she has been clear in her interest in returning social emotional supports to the high school.</li><li>● Mrs. Faulenbach said this funding addresses those needs.</li><li>● Ms. DiCorpo said they had an exploratory meeting regarding community based school health clinics. Lisa Morrissey had made a recommendation to look at them. These clinics would be located within the schools and they would bill insurance directly; no one is turned away. An RN and LCSW staff the clinic. A second meeting today included all cabinet and building leadership. They will be touring facilities in action in Danbury and at Newtown Middle School. The plan would be to have one of these clinics at each of our schools. They do a lot of what ESS does currently. Ms. DiCorpo said she is waiting on a proposal. She believes ESSER III can be used to support. If the exploration continues to point to a benefit, she will make a formal presentation to the Board.</li><li>● Mrs. Olson said she agreed that it sounds like a possible opportunity and she looks forward to furthering her understanding on how they would collaborate with current resources for mental and physical wellness support.</li><li>● Mrs. Faulenbach noted that social emotional needs are addressed in ESSER II funding and there is budget support as well.</li><li>● Ms. DiCorpo said a 0.5 guidance counselor was added to the budget for SNIS and additional supports were also added for HPS and NES.</li><li>● Mrs. Faulenbach said the possibility for more is exciting.</li></ul>	<p>C. Excess Cost</p>
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	<ul style="list-style-type: none"><li>● Mr. Giovannone said we are still waiting on the second payment.</li></ul> <p><b>D. Projected 2020-21 Operating Fiscal Year End Balance</b></p> <ul style="list-style-type: none"><li>● Mr. Giovannone said the memo provides details, but in general we are anticipating a little over \$2 million for a year end balance. This does not include the three end of year projects already approved by the Board. In addition, they may revise the memo and purchase resolution prior to the full Board to add an additional recommendation for a Technology firewall at an approximate cost of \$39,000.</li><li>● Ms. DiCorpo said all approved materials have been ordered for the Maxx upgrade. Construction still needs to be done and added to the cost, including bathroom repairs. The labor on the Town side is not included. An additional cost of \$15,000 is anticipated as part of this joint venture. End of year funds cannot be used for this work since it will be ongoing into the new fiscal year, so it will be a capital project. We are hoping to do the work over the summer so that students may transition for fall.</li><li>● Mrs. Faulenbach noted that this is a projected balance only. She asked if salary line related to non-certified and Mr. Giovannone said yes, specifically around stipends and overtime. Mrs. Faulenbach asked about revenue and Mr. Giovannone said the expected second excess cost payment is showing there.</li><li>● Mrs. Faulenbach noted the three options for end of year balance for Board discussion.</li></ul> <p><b>E. COVID Account Update</b></p> <ul style="list-style-type: none"><li>● Mr. Giovannone said the memo outlines the five “buckets” of COVID funding. There is still \$674,965 in local funds.</li><li>● Mrs. Faulenbach asked if there is any more anticipated draw for this year. Mr. Giovannone</li></ul>	<p><b>D. Projected 2020-21 Operating Fiscal Year End Balance</b></p> <p><b>E. COVID Account Update</b></p>
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<p><b>F.</b></p>	<p>said some items were discussed earlier at Facilities.</p> <p><b>Five Year Capital Plan</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said items in the Five Year Capital Plan were zero'd out of the budget and will be proposed on a case by case basis instead.</li> <li>• Mr. Giovannone said the chart provided is shown as it is in the budget book.</li> <li>• Mrs. Faulenbach said they are continuing to talk to the Town regarding capital items and projects, with the goal of collaboration to decrease expenditures and prioritize as needed.</li> <li>• Mr. Giovannone said the plan will be impacted by use of end of year funds, as well as the possible impact of the NV5 project.</li> <li>• Mrs. Faulenbach said there are lots of projects coming together all at once. She said an East Street plan may be coming too that will require an architectural study, which is expensive. She said personally she thinks it is important to keep schools moving with materials and supplies, then to fund the capital reserve and turf field accounts.</li> </ul>	<p><b>F. Five Year Capital Plan</b></p>
<p><b>5.</b></p>	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>• There was none.</li> </ul>	<p><b>Public Comment</b></p>
<p><b>6.</b></p>	<p><b>Adjourn</b></p> <p>Mrs. Monaghan moved to adjourn the meeting at 8:22 p.m. seconded by Mrs. Nabozny and passed unanimously.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 8:22 p.m.</b></p>

Respectfully submitted:



Wendy Faulenbach, Chairperson  
 Operations Sub-Committee