

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

OPERATIONS SUB-COMMITTEE
MEETING NOTICE

DATE:	November 12, 2019
TIME:	7:30 P.M.
PLACE:	Lillis Administration Building—Room 2

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 10/31/19
 - 2. Purchase Resolution D-728
 - 3. Request for Budget Transfers
- C. Celtic Energy

4. Items of Information

- A. Entitlement Grants
 - 1. District Consolidated Grant
 - 2. Title III Grant
 - 3. Bilingual Grant
 - 4. Title IV
- B. Update on Transportation Requests
- C. Update on Negotiations
- D. Health Inspections
- E. Budget Drivers – District Wide

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TOWN CLERK *YKH*

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NEW MILFORD, CT

5. Public Comment

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6. Adjourn

**Sub-Committee Members: Wendy Faulenbach, Chairperson
Bill Dahl
Brian McCauley
Eileen P. Monaghan**

**Alternates: J.T. Schemm
Joseph Failla**

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
Sarah Noble Intermediate School
New Milford, Connecticut
November 19, 2019

ACTION ITEMS

A. Personnel

1. **CERTIFIED STAFF**

a. **RESIGNATIONS**

1. **Mrs. Phyllis Guendelsberger**, Special Education Teacher, Sarah Noble Intermediate School
Move that the Board of Education approve the resignation, due to retirement, of **Mrs. Phyllis Guendelsberger** as Special Education Teacher at Sarah Noble Intermediate School effective January 1, 2020.

Retirement

2. **CERTIFIED STAFF**

b. **NON-RENEWALS**

1. None

3. **CERTIFIED STAFF**

c. **APPOINTMENTS**

1. **Mrs. Karen Bosco**, District-wide Data Coach
Move that the Board of Education appoint **Mrs. Karen Bosco** as District-wide Data Coach effective December 20, 2019.
2019-2020 Salary – \$85,203 (Step 13J) pro-rated to start date plus 30 additional days
2. **Mr. Nathan Hatfield**, English Teacher, Schaghticoke Middle School
Move that the Board of Education appoint **Mr. Nathan Hatfield** as English Teacher at Schaghticoke Middle School November 25, 2019.
2019-2020 Salary – \$53,294 (Step 1F) pro-rated to start date

Education History:

BA: Quinnipiac University
Major: Psychology
MA: Quinnipiac University
Major: Elementary Education
6th Yr. Degree: University of Bridgeport
Major: Educational Leadership

Work Experience:

13 yrs. North Haven Public Schools

Replacing: M. Clyne

Education History:

BA: UConn
Major: English
MA: UConn
Major: Education

Work Experience:

Student Teacher East Hampton

Replacing: S. Swanson

4. **MISCELLANEOUS STAFF**

a. **RESIGNATIONS**

1. None

5. MISCELLANEOUS STAFF

b. APPOINTMENTS

1. **Ms. Lindsay Pytel**, Choreographer for All School Musical, New Milford High School

Move that the Board of Education appoint **Ms. Lindsay Pytel** as Choreographer for All School Musical at New Milford High School effective November 20, 2019.

2019-2020 Stipend: \$1,985

6. NON-CERTIFIED STAFF AND LICENSED STAFF

a. RESIGNATIONS

1. **Mrs. Kerriann Cartelli**, Tutor, Sarah Noble Intermediate School

Move that the Board of Education approve the resignation of **Mrs. Kerriann Cartelli** as Tutor at Sarah Noble Intermediate School effective October 26, 2019.

Personal

2. **Ms. Rubi Roman-Espinal**, Secretary to the Assistant Principal, Schaghticoke Middle School

Move that the Board of Education approve the resignation of **Ms. Rubi Roman-Espinal** as Secretary to the Assistant Principal at Schaghticoke Middle School effective November 2, 2019.

Personal

3. **Mrs. Jennifer W. Smith**, Paraeducator, Schaghticoke Middle School

Move that the Board of Education approve the resignation of **Mrs. Jennifer W. Smith** as Paraeducator at Schaghticoke Middle School effective November 9, 2019.

Personal

7. NON-CERTIFIED AND LICENSED STAFF

b. APPOINTMENTS

1. **Mrs. Michele Biondi**, Secretary to Principal, Sarah Noble Intermediate School

Move that the Board of Education appoint **Mrs. Michele Biondi** as Secretary to Principal at Sarah Noble Intermediate School effective November 20, 2019.

\$21.55 per hour, Step 5
8 hours per day
Calendar Year Secretary

Replacing: C. Westervelt

2. **Mrs. Melody Melendez**, General Worker for Food Services, New Milford High School

Move that the Board of Education approve the appointment of **Mrs. Melody Melendez** as General Worker at New Milford High School effective November 25, 2019.

\$12.23 per hour - Hire Rate
4 hours per day

Replacing: P. Galletta

3. **Ms. Renea Tirrell**, Substance Abuse Counselor, New Milford High School
Move that the Board of Education appoint **Ms. Renea Tirrell** as Substance Abuse Counselor at New Milford High School effective November 20, 2019.
2019-2020 Salary – \$81,000 pro-rated to start date

Education History:
BS: SCSU
Major: Sociology
MS: CCSU
Major: Criminal Justice
Master Certificate: Capella Univ.
Contemporary Theory in Addictive Behavior

Work Experience:
6 yrs. MCCA
5 yrs. Dept. of Corrections
2 yrs. Private counseling

New budgeted

8. ADULT EDUCATION STAFF

a. RESIGNATIONS

1. **Mrs. Ellen Rossini**, Secretary to Adult Education, Adult Education Program
Move that the Board of Education approve the resignation of **Mrs. Ellen Rossini** as Adult Education Secretary for the Adult Education Program effective November 14, 2019.

Took another position

9. ADULT EDUCATION STAFF

b. APPOINTMENTS

1. None

10. BAND STAFF

a. RESIGNATIONS

1. None

11. BAND STAFF

b. APPOINTMENTS

1. **Mr. David Paradis**, Winter Percussion - Director for Marching Band, New Milford High School
Move that the Board of Education appoint **Mr. David Paradis** as Winter Percussion – Director for Marching Band at New Milford High School effective December 3, 2019.
2. **Ms. Breanna Vanak**, Winter Percussion – Assistant Director for Marching Band, New Milford High School
Move that the Board of Education appoint **Ms. Breanna Vanak** as Winter Percussion – Assistant Director for Marching Band at New Milford High School effective December 3, 2019.

2019-2020 Stipend: \$3928

2019-2020 Stipend: \$1985

12. COACHING STAFF

a. RESIGNATIONS

1. **Ms. Allyson LaPorte**, Assistant Indoor Track Coach, New Milford High School
Move that the Board of Education approve the resignation of **Ms. Allyson LaPorte** as Assistant Indoor Track Coach at New Milford High School effective September 26, 2019.

2. **Ms. Allyson LaPorte**, Assistant Outdoor Track and Field Coach, New Milford High School
Move that the Board of Education approve the resignation of **Ms. Allyson LaPorte** as Assistant Outdoor Track and Field Coach at New Milford High School effective September 26, 2019.

Moving

Moving

13. COACHING STAFF

b. APPOINTMENTS

1. **Mr. Louis Alhage**, Boys' Assistant Wrestling Coach, New Milford High School
Move that the Board of Education appoint **Mr. Louis Alhage** as Boys' Assistant Wrestling Coach at New Milford High School effective December 2, 2019.

2. **Mr. Jason Arnauckas**, Winter Weight Room Supervisor, New Milford High School
Move that the Board of Education appoint **Mr. Jason Arnauckas** as Winter Weight Room Supervisor at New Milford High School effective November 20, 2019.

3. **Mr. Matthew Arnold**, Boys' Assistant Wrestling Coach, New Milford High School
Move that the Board of Education appoint **Mr. Matthew Arnold** as Boys' Assistant Wrestling Coach at New Milford High School effective December 2, 2019.

4. **Mr. Chris Bacich**, Volunteer Boys' Indoor Track Coach, New Milford High School
Move that the Board of Education appoint **Mr. Chris Bacich** as Volunteer Boys' Indoor Track Coach at New Milford High School effective December 5, 2019.

2019-2020 Stipend: \$3149

2019-2020 Stipend: \$5042

Current staff member

2019-2020 Stipend: \$3149

Volunteer

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| <p>5. Mrs. Daniella Brooks, Girls' and Boys' Intramural PE Games Coach, Sarah Noble Intermediate School
<u>Move</u> that the Board of Education appoint Mrs. Daniella Brooks as Girls' and Boys' Intramural PE Games Coach at Sarah Noble Intermediate School effective December 19, 2019.</p> | <p>2019-2020 Stipend: \$1985
Current Staff Member</p> |
| <p>6. Mr. Scott Capriglione, Boys' Varsity Ice Hockey Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Scott Capriglione as Boys' Varsity Ice Hockey Coach at New Milford High School effective December 2, 2019.</p> | <p>2019-2020 Stipend: \$3916</p> |
| <p>7. Mr. Andrew DePalma, Boys' Assistant Ice Hockey Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Andrew DePalma as Boys' Assistant Ice Hockey Coach at New Milford High School effective December 2, 2019.</p> | <p>2019-2020 Stipend: \$2544</p> |
| <p>8. Mr. Matthew DePalma, Volunteer Boys' Ice Hockey Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Matthew DePalma as Volunteer Boys' Ice Hockey Coach at New Milford High School effective December 2, 2019.</p> | <p>Volunteer</p> |
| <p>9. Mr. Gary Golembeske, Boys' Assistant Ice Hockey Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Gary Golembeske as Boys' Assistant Ice Hockey Coach at New Milford High School effective December 2, 2019.</p> | <p>2019-2020 Stipend: \$2544</p> |
| <p>10. Mr. Mark Grant, Girls' Freshman Basketball Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Mark Grant as Girls' Freshman Basketball Coach at New Milford High School effective December 2, 2019.</p> | <p>2019-2020 Stipend: \$2946
Current Staff Member</p> |
| <p>11. Mr. William Kersten, Girls' Varsity Basketball Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. William Kersten as Girls' Varsity Basketball Coach at New Milford High School effective December 2, 2019.</p> | <p>2019-2020 Stipend: \$5894</p> |

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| <p>12. Mrs. Carol Mastersanti, Volunteer Varsity Cheerleading Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mrs. Carol Mastersanti as Volunteer Varsity Cheerleading Coach at New Milford High School effective December 2, 2019.</p> | Volunteer |
| <p>13. Ms. Sarah Mastersanti, Varsity Cheerleading Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Sarah Mastersanti as Varsity Cheerleading Coach at New Milford High School effective December 2, 2019.</p> | 2019-2020 Stipend: \$3603 |
| <p>14. Ms. Jessica Melendez, Varsity Dance Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Jessica Melendez as Varsity Dance Coach at New Milford High School effective December 2, 2019.</p> | 2019-2020 Stipend: \$1486 |
| <p>15. Ms. Bethany Mihaly, Girls' Varsity Gymnastics Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Bethany Mihaly as Girls' Varsity Gymnastics Coach at New Milford High School effective December 5, 2019.</p> | 2019-2020 Stipend: \$4042 |
| <p>16. Mr. David Mumma, Girls' and Boys' Intramural Fall PE Games Coach, Sarah Noble Intermediate School
<u>Move</u> that the Board of Education appoint Mr. David Mumma as Girls' and Boys' Intramural Fall PE Games Coach at Sarah Noble Intermediate School effective December 19, 2019.</p> | 2019-2020 Stipend: \$1985
Current Staff Member |
| <p>17. Mr. Mike Nahom, Girls' and Boys' Assistant Indoor Track Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Mike Nahom as Girls' and Boys' Assistant Indoor Track Coach at New Milford High School effective December 2, 2019.</p> | 2019-2020 Stipend: \$1890 |
| <p>18. Mr. Rob Nathan, Boys' Varsity Swimming and Diving Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Rob Nathan as Boys' Varsity Swimming and Diving Coach at New Milford High School effective December 5, 2019.</p> | 2019-2020 Stipend: \$2260 (split stipend with Rory Perry)
Current Staff Member |

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| <p>19. Mr. Rob Nathan, Boys' Assistant Swimming and Diving Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Rob Nathan as Boys' Assistant Swimming and Diving Coach at New Milford High School effective December 5, 2019.</p> | <p>2019-2020 Stipend: \$1469 (split stipend with Rory Perry)
Current Staff Member</p> |
| <p>20. Mr. Cody Norlander, Volunteer Boys' Basketball Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Cody Norlander as Volunteer Boys' Basketball Coach at New Milford High School effective December 5, 2019.</p> | <p>Volunteer</p> |
| <p>21. Ms. Mary O'Connor, Girls' Assistant Gymnastics Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Mary O'Connor as Girls' Assistant Gymnastics Coach at New Milford High School effective December 5, 2019.</p> | <p>2019-2020 Stipend: \$2628</p> |
| <p>22. Mr. Rory Perry, Boys' Varsity Swimming and Diving Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Rory Perry as Boys' Varsity Swimming and Diving Coach at New Milford High School effective December 5, 2019.</p> | <p>2019-2020 Stipend: \$2260 (split stipend with Rob Nathan)
Current Staff Member</p> |
| <p>23. Mr. Rory Perry, Boys' Assistant Swimming and Diving Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Rory Perry as Boys' Assistant Swimming and Diving Coach at New Milford High School December 5, 2019.</p> | <p>2019-2020 Stipend: \$1469 (split stipend with Rob Nathan)
Current Staff Member</p> |
| <p>24. Mr. Chris Piel, Boys' Varsity Wrestling Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Chris Piel as Boys' Varsity Wrestling Coach at New Milford High School effective December 2, 2019.</p> | <p>2019-2020 Stipend: \$4846</p> |
| <p>25. Mr. Ryan Rebstock, Boys' Varsity Indoor Track Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Ryan Rebstock as Boys' Varsity Indoor Track Coach at New Milford High School effective December 5, 2019.</p> | <p>2019-2020 Stipend: \$2909
Current Staff Member</p> |

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| <p>26. Mr. Ryan Rebstock, Girls' Varsity Indoor Track Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Ryan Rebstock as Girls' Varsity Indoor Track Coach at New Milford High School effective December 5, 2019.</p> | <p>2019-2020 Stipend: \$2909
Current Staff Member</p> |
| <p>27. Mr. Philkwan Tate, Boys' JV Basketball Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Philkwan Tate as Boys' JV Basketball Coach at New Milford High School effective December 5, 2019.</p> | <p>2019-2020 Stipend: \$3830</p> |
| <p>28. Mr. Albert Tolomeo, Boys' Varsity Basketball Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Albert Tolomeo as Boys' Varsity Basketball Coach at New Milford High School effective December 5, 2019.</p> | <p>2019-2020 Stipend: \$5894</p> |
| <p>29. Mr. Albert Tolomeo IV, Boys' Freshman Basketball Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Albert Tolomeo IV as Boys' Freshman Basketball Coach at New Milford High School effective December 5, 2019.</p> | <p>2019-2020 Stipend: \$2946</p> |
| <p>30. Mr. Giles Vaughan, Girls' JV Basketball Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Giles Vaughan as Girls' JV Basketball Coach at New Milford High School effective December 2, 2019.</p> | <p>2019-2020 Stipend: \$3830
Current Staff Member</p> |
| <p>14. LEAVES OF ABSENCE</p> | |
| <p>1. Mr. Joseph Casimiro, Custodian, Sarah Noble Intermediate School
<u>Move</u> that the Board of Education approve an unpaid leave of absence for Mr. Joseph Casimiro from November 16, 2019 through a date to be determined.</p> | <p>Unpaid Leave of Absence</p> |
| <p>2. Mrs. Stephanie Heaton, Paraeducator, Northville Elementary School
<u>Move</u> that the Board of Education approve an unpaid leave of absence for Mrs. Stephanie Heaton from October 29, 2019 through a date to be determined.</p> | <p>Unpaid Leave of Absence</p> |



SUMMARY BY MOC (MAJOR OBJECT CODE)								
RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	28,786,342	0	28,786,342	6,239,598	22,386,443	160,301	99.44%
100'S	SALARIES - NON CERTIFIED	9,334,085	0	9,334,085	2,361,223	4,861,584	2,111,279	77.38%
200'S	BENEFITS	11,327,946	0	11,327,946	5,313,063	1,215,159	4,799,723	57.63%
300'S	PROFESSIONAL SERVICES	4,087,606	0	4,087,606	1,237,612	2,049,069	800,925	80.41%
400'S	PROPERTY SERVICES	969,278	0	969,278	302,620	397,957	268,700	72.28%
500'S	OTHER SERVICES	7,628,684	0	7,628,684	2,155,982	4,717,759	754,943	90.10%
600'S	SUPPLIES	2,626,716	0	2,626,716	668,839	1,398,926	558,950	78.72%
700'S	CAPITAL	84,047	0	84,047	24,232	6,499	53,315	36.57%
800'S	DUES AND FEES	88,621	0	88,621	54,425	6,659	27,537	68.93%
900'S	REVENUE	-892,633	0	-892,633	-68,832	0	-823,801	7.71%
GRAND TOTAL		64,040,692	0	64,040,692	18,288,763	37,040,055	8,711,874	86.40%

SALARIES - NON CERTIFIED BREAKOUT								
OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51180	SALARIES - NON CERT - STIPENDS	565,784	0	565,784	17,992	0	547,792	3.18%
51201	SALARIES - NON CERT - PARA EDUCATOR	2,009,328	0	2,009,328	436,239	1,552,884	20,206	98.99%
51202	SALARIES - NON CERT - SUBSTITUTES	854,478	0	854,478	183,807	0	670,671	21.51%
51210	SALARIES - NON CERT - SECRETARY	1,888,333	0	1,888,333	576,988	1,153,297	158,047	91.63%
51225	SALARIES - NON CERT - TUTORS	300,695	0	300,695	38,056	0	262,639	12.66%
51240	SALARIES - NON CERT - CUSTODIAL	1,891,646	0	1,891,646	596,586	984,253	310,806	83.57%
51250	SALARIES - NON CERT - MAINTENANCE	920,746	0	920,746	274,840	533,650	112,257	87.81%
51285	SALARIES - NON CERT - TECHNOLOGY	457,410	0	457,410	124,063	318,834	14,513	96.83%
51336	SALARIES - NON CERT - NURSES	445,665	0	445,665	112,651	318,665	14,349	96.78%
TOTAL		9,334,085	0	9,334,085	2,361,223	4,861,584	2,111,279	77.38%

BENEFIT BREAKOUT								
OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	638,931	-360	638,571	148,053	0	490,518	23.19%
52201	BENEFITS - MEDICARE	534,567	0	534,567	122,799	0	411,768	22.97%
52300	BENEFITS - PENSION	840,836	360	841,196	841,196	0	0	100.00%
52600	BENEFITS - UNEMPLOYMENT COMP	15,000	0	15,000	3,507	11,493	0	100.00%
52810	BENEFITS - HEALTH INSURANCE	8,572,329	0	8,572,329	3,918,534	756,358	3,897,437	54.53%
52820	BENEFITS - DISABILITY INSURANCE	125,000	0	125,000	24,696	100,304	0	100.00%
52830	BENEFITS - LIFE INSURANCE	121,000	0	121,000	25,903	95,097	0	100.00%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	480,283	0	480,283	228,376	251,907	0	100.00%
TOTAL		11,327,946	0	11,327,946	5,313,063	1,215,159	4,799,723	57.63%



EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	28,786,342	0	28,786,342	6,239,598	22,386,443	160,301	99.44%
51200	NON-CERTIFIED SALARIES	9,334,085	0	9,334,085	2,361,223	4,861,584	2,111,279	77.38%
52000	BENEFITS	11,327,946	0	11,327,946	5,313,063	1,215,159	4,799,723	57.63%
53010	LEGAL SERVICES	213,500	0	213,500	198,162	2,200	13,138	93.85%
53050	CURRICULUM DEVELOPMENT	75,000	0	75,000	14,058	808	60,134	19.82%
53200	PROFESSIONAL SERVICES	2,020,502	0	2,020,502	457,950	1,194,451	368,101	81.78%
53201	MEDICAL SERVICES - SPORTS	30,500	0	30,500	10,833	0	19,667	35.52%
53210	TIME & ATTENDANCE SOFTWARE	10,500	0	10,500	0	0	10,500	0.00%
53220	IN SERVICE	118,560	0	118,560	30,694	210	87,656	26.07%
53230	PUPIL SERVICES	931,976	0	931,976	226,994	669,127	35,855	96.15%
53300	OTHER PROF/ TECH SERVICES	65,215	0	65,215	18,111	6,820	40,285	38.23%
53310	AUDIT/ACCOUNTING	45,000	0	45,000	45,000	0	0	100.00%
53500	TECHNICAL SERVICES	260,690	0	260,690	145,250	11,489	103,951	60.12%
53530	SECURITY SERVICES	206,163	0	206,163	42,198	163,965	0	100.00%
53540	SPORTS OFFICIALS SERVICES	110,000	0	110,000	48,363	0	61,637	43.97%
54101	CONTRACTUAL TRASH PICK UP	92,995	0	92,995	24,217	23,001	45,777	50.77%
54301	REPAIRS & MAINTENANCE	455,243	0	455,243	150,150	229,016	76,077	83.29%
54302	FIRE / SECURITY MAINTENANCE	2,500	0	2,500	1,203	0	1,297	48.11%
54303	GROUNDS MAINTENANCE	14,028	0	14,028	3,700	2,500	7,828	44.20%
54310	GENERAL REPAIRS	48,446	0	48,446	5,413	6,706	36,327	25.02%
54320	TECHNOLOGY RELATED REPAIRS	36,430	0	36,430	6,897	5,912	23,622	35.16%
54411	WATER	68,195	0	68,195	17,217	50,978	0	100.00%
54412	SEWER	22,900	0	22,900	22,294	0	606	97.35%
54420	LEASE/RENTAL EQUIP/VEH	228,541	0	228,541	71,530	79,844	77,167	66.24%
55100	PUPIL TRANSPORTATION - OTHER	106,250	0	106,250	9,536	93,764	2,950	97.22%
55101	PUPIL TRANS - FIELD TRIP	23,000	0	23,000	9,825	0	13,175	42.72%
55105	TRANSPORTATION - SUMMER	16,000	0	16,000	0	0	16,000	0.00%
55110	STUDENT TRANSPORTATION	4,560,865	0	4,560,865	1,326,258	3,142,181	92,427	97.97%
55190	STUDENT TRANSPORTATION PURCHAS	1,500	0	1,500	0	0	1,500	0.00%
55200	GENERAL INSURANCE	279,746	0	279,746	279,746	0	0	100.00%
55300	COMMUNICATIONS	48,668	0	48,668	12,450	36,218	0	100.00%
55301	POSTAGE	35,531	0	35,531	6,550	28,981	0	100.00%
55302	TELEPHONE	77,145	0	77,145	45,000	32,145	0	100.00%



EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	5,000	0	5,000	240	1,895	2,865	42.70%
55505	PRINTING	51,372	0	51,372	27,410	1,850	22,112	56.96%
55600	TUITION	35,000	0	35,000	0	0	35,000	0.00%
55610	TUITION TO IN STATE DIST	796,641	0	796,641	156,684	274,890	365,067	54.17%
55630	TUITION TO PRIVATE SOURCES	1,540,697	0	1,540,697	273,566	1,094,287	172,844	88.78%
55800	TRAVEL	51,269	0	51,269	8,718	11,548	31,003	39.53%
56100	GENERAL INSTRUCTIONAL SUPPLIES	168,242	0	168,242	48,617	24,450	95,174	43.43%
56110	INSTRUCTIONAL SUPPLIES	415,078	0	415,078	161,425	45,098	208,556	49.76%
56120	ADMIN SUPPLIES	28,397	0	28,397	3,862	3,583	20,952	26.22%
56210	NATURAL GAS	194,960	0	194,960	25,452	169,508	0	100.00%
56220	ELECTRICITY	964,971	0	964,971	239,753	725,218	1	100.00%
56230	PROPANE	4,500	0	4,500	274	2,605	1,620	63.99%
56240	OIL	205,437	0	205,437	1,311	204,126	0	100.00%
56260	GASOLINE	33,246	0	33,246	2,617	23,091	7,538	77.33%
56290	FACILITIES SUPPLIES	308,111	0	308,111	104,465	138,397	65,249	78.82%
56291	MAINTENANCE COMPONENTS	15,000	0	15,000	1,883	2,559	10,558	29.61%
56292	UNIFORMS/ CONTRACTUAL	14,200	0	14,200	0	11,276	2,924	79.41%
56293	GROUNDSKEEPING SUPPLIES	22,750	0	22,750	2,139	11,861	8,750	61.54%
56410	TEXTBOOKS	60,228	0	60,228	19,713	14,818	25,698	57.33%
56411	CONSUMABLE TEXTS	55,481	0	55,481	6,449	4,041	44,991	18.91%
56420	LIBRARY BOOKS	58,696	0	58,696	18,720	12,082	27,894	52.48%
56430	PERIODICALS	19,157	0	19,157	7,859	4,304	6,994	63.49%
56460	WORKBOOKS	13,916	0	13,916	10,705	855	2,356	83.07%
56500	SUPPLIES - TECH RELATED	44,346	0	44,346	13,596	1,054	29,696	33.04%
57340	COMPUTERS/TECH HARDWARE	14,100	0	14,100	6,375	3,694	4,031	71.41%
57345	INSTRUCTIONAL EQUIPMENT	8,140	0	8,140	2,788	440	4,912	39.66%
57400	GENERAL EQUIPMENT	49,683	0	49,683	13,909	1,825	33,949	31.67%
57500	FURNITURE AND FIXTURES	12,124	0	12,124	1,160	541	10,423	14.03%
58100	DUES & FEES	88,621	0	88,621	54,425	6,659	27,537	68.93%
EXPENDITURE TOTAL		64,933,325	0	64,933,325	18,357,595	37,040,055	9,535,675	85.31%



REVENUES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-533,633	0	-533,633	0	0	-533,633	0.00%
43105	MEDICAID REIMBURSEMENT	-51,000	0	-51,000	-9,201	0	-41,799	18.04%
44105	FOI & FINGERPRINTING FEES	-1,900	0	-1,900	0	0	-1,900	0.00%
44705	BUILDING USE FEES	-55,000	0	-55,000	-5,871	0	-49,129	10.67%
44800	REGULAR ED TUITION	-104,725	0	-104,725	0	0	-104,725	0.00%
44822	SPECIAL ED TUITION	-18,200	0	-18,200	0	0	-18,200	0.00%
44860	ADMISSIONS/ATHLETIC GATE RECEIPTS	-25,400	0	-25,400	-2,000	0	-23,400	7.87%
44861	PARKING PERMIT FEES	-64,824	0	-64,824	-45,000	0	-19,824	69.42%
44862	SCHOOL MUSICAL TICKET SALES	-10,000	0	-10,000	0	0	-10,000	0.00%
49102	TRANSFER IN-OTHER	-27,951	0	-27,951	-6,759	0	-21,192	24.18%
REVENUE TOTAL		-892,633	0	-892,633	-68,832	0	-823,801	7.71%

GRAND TOTAL	64,040,692	0	64,040,692	18,288,763	37,040,055	8,711,874	86.40%
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CAPITAL RESERVE TOTAL 43020000-10101	679,928
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TURF FIELD REPLACEMENT CONTRIBUTION - <u>BOE 17.18 FYE BALANCE</u>	50,000
TURF FIELD REPLACEMENT CONTRIBUTION - <u>BOE TEAM FEE'S & BANNERS</u>	8,735
TOTAL TURF FIELD REPLACEMENT FUNDS SENT FROM BOE TO TOWN (ANOTHER \$50,000 FROM BOE 18.19 FYE BALANCE WAS APPROVED BY BOARD OF FINANCE ON 10/9/19 AND IS AWAITING FINAL AUDIT BEFORE IT IS REFLECTED HERE)	58,735



PURCHASE RESOLUTION D - 728

AGENDA ITEM 3B-2
NOVEMBER 2019 MEETING

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

Funding	Location	Vendor Name	Description	Amount	Object Code
5 YEAR CAPITAL	TECH	OMNI DATA	65 ACCESS POINTS AND 20 ACCESS SWITCHES DISTRICT WIDE, PLUS 1 FIREWALL APPLIANCE @ LHTC	\$94,894.98	57340
GENERAL	SPED	ADVANCED MEDICAL STAFFING	19.20 YEARLY - SPEECH & LANGUAGE POSITION @ HPS PRORATED TO START DATE	\$82,360.00	53230
GENERAL	SPED	PATRICIA BRADBURY	19.20 YEARLY - BOARD CERTIFIED BEHAVIORAL ANALYST POSITION @ SMS & NMHS PRORATED TO START DATE	\$38,400.00	53230
GENERAL	SPED	EAGLE HILL FOUNDATION	19.20 YEARLY - TUITION FOR 1 STUDENT	\$37,000.00	55630
GENERAL	DISTRICT	REGIONAL SCHOOL DISTRICT 14	VOAG TUITION - 1ST SEMESTER FOR 9 STUDENTS	\$30,702.60	55610
5 YEAR CAPITAL	DISTRICT	EDADVANCE	PURCHASE OF 238 CHROMEBOOKS	\$40,307.70	57340
GENERAL	NMHS	TOWN OF NEW MILFORD	19.20 YEARLY - NMHS POLICE SUPERVISION FOR FOOTBALL, BASKETBALL AND ICE HOCKEY EVENTS	\$20,000.00	53540
GENERAL	SPED	RUSHFORD CENTER	19.20 YEARLY - TUITION FOR 1 STUDENT	\$19,142.00	55630
5 YEAR CAPITAL	FAC	FUSS & O'NEIL	EMERGENCY REPAIRS, ABATEMENT AND AIR SAMPLING @ LILLIS BUILDING DUE TO STEAM BOILER LEAKS	\$15,000.00	57340
GENERAL			\$3,920.00	54301	
GENERAL	SPED	WASHINGTON MONTESSORI	19.20 YEARLY - TUITION FOR 1 STUDENT	\$17,500.00	55630
GENERAL	FAC	SIEMENS INDUSTRY INC	19.20 YEARLY - BUILDING CONTROL SYSTEM REPAIRS	\$15,500.00	54301
GENERAL	TECH	TREASURER, STATE OF CT C/O DEPT. OF ADM.	19.20 YEARLY - CEN LINE INTERNET ACCESS	\$14,400.00	53500
GENERAL	TECH	GOGUARDIAN	GOGUARDIAN SUBSCRIPTION FOR 1 YEAR	\$12,226.50	53500
GENERAL	FAC	JD MUSE ENTERPRISES	UNIFORMS FOR CUSTODIAL & MAINTENANCE STAFF	\$8,276.32	56292
GRANT	DOI	PEGGY A. NEAL	8 DAYS OF ASSESSMENT, PACING, STRATEGIES AND IMPLEMENTATION ASSISTANCE FOR MATH @ SMS	\$8,000.00	53300
5 YEAR CAPITAL	FAC	CREATIVE RECREATION	PLAYGROUND SWING PARTS @ SNIS AND NES, PLUS EXPANDED PAD FOR SNIS	\$7,611.00	57310
GENERAL	DOI	PRINTWORKS	PRINTING OF APPENDIX ADDENDUM TO HANDBOOKS	\$7,600.00	55505
GENERAL	FAC	DAVID TINKER EXCAVATING	EMERGENCY WATER MAIN REPAIR @ SNIS	\$7,339.50	54301
GENERAL	DOI	REGIONAL SCHOOL DISTRICT 1	19.20 YEARLY - TUITION FOR 1 STUDENT	\$6,800.00	55610
GRANT	DOI	CONNECT KIDS CT	PRIOR MONTH BILLS FOR STUDENT TRANSPORTATION NEEDS OUTSIDE OF ROUTINE GEN. ED. OR SPED	\$6,600.00	55500
GENERAL	TECH	TREBRON COMPANY	DISTRICT WORKSTATION & SERVER ANTIVIRUS SOFTWARE - PAYMENT 2 OF 3 FOR CURRENT FISCAL YEAR	\$5,960.00	53500
GENERAL	NMHS	NAVIANCE	19.20 YEARLY - ENROLLMENT BASED SUBSCRIPTION	\$5,920.45	53200
GENERAL	SMS	ALL STAR TRANSPORTATION	19.20 YEARLY - ATHLETIC TRANSPORTATION @ SMS	\$5,800.00	55100

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



BUDGET TRANSFER REQUESTS

AGENDA ITEM 3B-3
NOVEMBER 2019 MEETING

Requesting Approval Across MOC

DETAIL			FROM (-)			TO (+)		
#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
SPED-1	SUBSTANCE ABUSE COUNSELOR SALARY TO BE PAID BY NMPS TO THE EMPLOYEE AND NOT VIA A CONTRACTED COMPANY	\$ 81,000.00	SPED	BPZ21143 GUIDANCE	53200 PROFESSIONAL SERVICES	SPED	BPZ21143 GUIDANCE	51115 CERTIFIED SALARY
SPED-2	SPEECH AND LANGUAGE PATHOLOGIST SALARY TO BE PAID TO A CONTRACTED COMPANY AND NOT BY NMPS TO EMPLOYEE	\$ 82,360.00	HPS	BPA21500 SPEECH & HEARING	51115 CERTIFIED SALARY	SPED	BPA21500 SPEECH & HEARING	53200 PROFESSIONAL SERVICES

Informational Within Major Object

DETAIL			FROM (-)			TO (+)		
#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT

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



Alisha DiCorpo
Assistant Superintendent of Schools

TO: Dr. Kerry Parker
FROM: Alisha DiCorpo
DATE: October 23, 2019
RE: 2019-2020 Entitlement Grants

The grants listed below will be used to supplement district funds and not to supplant them. They break down as follows:

- **District Consolidated Grant:**

Title I: \$363,001.00 *Improving Basic Programs operated by Local Educational Agencies.*
Last year we received \$355,198.00. This money is used for literacy and math coaches, an interventionist, assessment and data collection materials, and for student support services at our Title I schools (HPS and SNIS).

Title II: \$66,506.02 *Teacher and Principal Training and Recruiting*
Last year we received \$75,920.90. This money is used for professional development for our certified staff.

- **Title III Grant:** \$20,855.15 *English Language Acquisition and Language Enhancement*
Last year we received \$17,194.00. This money is used for 1 ½ ELL instructional tutors.
- **Bilingual Grant:** \$2,479.00 Last year we received \$3,877.00. The money is used for our afterschool bilingual program at SNIS and SMS.
- **Title IV:** \$21,580.77 Last year we received \$24,153.00. The money is used for Science Enrichment, Social Emotional Learning support as well as provides monies to support feeding students who have food insecurity beyond the school day.



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

4-B
Operations Sub-Committee
November 2019

TO: Kerry Parker, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations *A.G.*
Date: November 8, 2019
RE: Update on Transportation Complaints

So far this year there were **24*** complaints or inquiries regarding busing in general, some of which were simple requests for a route change. Approximately half of the **24*** complaints or inquiries required a site visit by either me or the Transportation Manager from All-Star Transportation.

Only one of these complaints or inquiries required a formal hearing. This hearing took place in early August 2019, shortly after the routes for this year were published. The case was decided in our favor as the established route was within Board of Education Policy 3541(a,b,c,d,e,f). A copy of that policy is attached.

With **24*** complaints or inquiry this year, that is 11 less than the 35 we had during the same time period last year. There are road projects for paving and construction going on this year as there was last year so that was not determined to be a contributing factor to the decline. The main factor in the reduced number of complaints or inquiries is because last year at the start of the school year we had a complication that did not exist at the start of this school year:

- Delays in bus arrival or drop off, relative to the published routes, associated with early dismissal at the start of the year that stemmed from heat concerns.

While temporary, that issue drove up the number of complaints or inquiries last year that we did not see during the same time frame this year.

****This does not include bus referrals for student misconduct reported by All-Star to School Administrators.***

Business/Non-Instructional Operations

Transportation Services

Statement of Policy

This policy applies to students enrolled in the New Milford Public Schools and such other schools as the district is mandated to provide pupil transportation services. The Superintendent of Schools shall administer the district's operations in such a manner as to:

1. provide for the reasonable safety of students.
2. supplement and reinforce desirable student behavior patterns.
3. assist handicapped students appropriately.
4. enrich the instructional program through carefully planned field trips as recommended by the staff.

Definitions

1. "Bus stop" means a geographical location designated by the Board of Education or School Administration where pupils can board or disembark from a school bus.
2. "School transportation" means the procedure, program, or fully effective and implemented plan by which a pupil is conveyed to and/or from school from his/her residence or the bus stop at public expense, whether by use of publicly owned equipment or by contract. Such transportation shall be over public roads approved by the municipality or private roads approved pursuant to C.G.S. Section 10-220c.
3. "Walking distance" means the linear measure of a prescribed or authorized pedestrian route between the pupil's residence and his/her school from a point at the curb or edge of a public or private road nearest the pupil's residence to a point at the entrance of the school, or a safe entrance to the school grounds located within one hundred feet of the school building entrance or the bus pick-up area, or route from the point on the public thoroughfare nearest the residence to the school bus vehicle embarkation point established by the New Milford Board of Education.
4. "One mile walking distance" means a reasonable measurement of a route to be traversed extending from the point of measurement up to 5,280 feet.
5. "Grade K" means kindergarten, or a school program appropriate to a beginning pupil.
6. "Hazard" means a thing or condition, as prescribed in this policy under "Hazardous Condition—Transportation Guidelines" that affects the safety of pupils walking to and from school, and/or bus stop.

Business/Non-Instructional Operations

Transportation Services

Definitions (continued)

7. "Sidewalk" means a portion of the landscape right of way approximately three feet wide, usually parallel to the traffic lanes which may be paved or unpaved, distinguished by some elevation above the street pavement level and marked by curbing, drainage ditch, grass area or fencing; apart from and independent of any painted safety markings along the street pavement.
8. "Raised walk area" means a portion of the landscape right of way approximately three feet wide, usually parallel to the traffic lanes which may be paved or unpaved, distinguished by some elevation above the street pavement level and marked by curbing, drainage ditch, grass area or fencing; apart from and independent of any painted safety markings along the street pavement.
9. "Pupil" means any individual of school age enrolled in a public or nonprofit private school located within the school district or contiguous school district as the case may be.
10. "Backing" of the school bus shall be avoided, if possible. When backing maneuvers cannot be avoided, children shall be retained inside the bus. If there are children outside the bus, no backing maneuvers shall be made unless a competent adult observer is on hand to direct the maneuver.

Provision of Transportation

Transportation by private carrier may be provided whenever such practice is more economical than using school district-owned/leased facilities.

The Board of Education will furnish transportation to resident public students living outside of the following limits, based on the most direct route from the students' home beginning at a point at the curb or edge of a public road or highway nearest the home to the edge of the school property or bus pickup area:

<u>Grades</u>	<u>Distance</u>
K-2 students	0.5 mile
3-8 students	1 mile
9-12 students	1.5 miles

Business/Non-Instructional Operations

Transportation Services

Students living within these limits will receive transportation when, in the opinion of the Board, a hazard is present.

Cul-de-Sac/Dead Ends

Except in cases where hazardous conditions exist as defined in this Policy, buses will not enter any Cul-de-Sac or Dead End Road which distance is the same or less than that proscribed for the grade level of children being transported as referenced in Provision of Transportation.

Riding Time

It is an objective of this policy that students not be required to spend more than one hour, each way, riding on the school bus. It is understood that in some instances this objective may not be achieved due to the following but not limited to road conditions, weather conditions, and the number of stops required on a particular route.

Hazardous Conditions—Transportation Guidelines

1. Any walking route to either the bus stop or the school which is in excess of the previously designated walking distances shall be deemed hazardous.
2. A street or road having an adjacent or parallel sidewalk or raised walk area shall be deemed hazardous when any one of the following conditions exists:
 - (a) For pupils enrolled in grades K through 2, the absence of pedestrian crossing light or crossing guard where three or more streets intersect, and a street crossing where there are no stop signs or cross guards and the traffic count during the time that pupils are walking to or from school exceeds sixty vehicles per hour at the intersection;
 - (b) For pupils enrolled in grades 3 through 12, the absence of pedestrian crossing light or crossing guard where three or more streets intersect, and a street crossing where there are no stop signs or cross guards and the traffic count during the time that pupils are walking to or from school exceeds ninety vehicles per hour at the intersection;
 - (c) For all pupils, any street, road, or highway with speed limits in excess of forty miles per hour which do not have pedestrian crossing lights or crossing guards or other safety provisions at points where pupils must cross when going to or from school or the bus stop;

Business/Non-Instructional Operations**Transportation Services****Hazardous Conditions – Transportation Guidelines** (continued)

- (d) For all pupils, the usual or frequent presence of any nuisance such as open man-holes, construction, loading zones where delivery trucks are permitted to park on walkways, commercial entrances and exits where cars are crossing walking areas at speeds in excess of five miles per hour, and the like, including such nuisance which are hazardous or attractive to children.
 - (e) For all pupils, the usual or frequent presence of snow plowed or piled on the walk area making walkways unusable and the presence of any of the conditions described in Sections 3(a)-(c) immediately hereafter.
3. Any street, road, or highway which has no sidewalks or raised walk areas shall be deemed hazardous if any one of the following conditions exist:
- (a) For pupils enrolled in grades K through 2, any street, road or highway possessing a traffic count of sixty or more vehicles per hour at the time that pupils are walking to or from schools or bus stops;
 - (b) For all pupils, the presence of man-made hazards including attractive nuisances, as described in Section 2(d) immediately preceding this section;
 - (c) Any street, road, or highway possessing a speed limit in excess of thirty miles per hour;
4. Any bus stop located on any street, road, or highway which has no sidewalks or raised walk areas shall be deemed hazardous when the line-of-sight visibility together with posted speed limits do not permit vehicular braking/stopping in accordance with the American Association of State Highway and Transportation. Due to the rural nature of the New Milford community, it is not possible to apply these line-of-sight requirements to the pedestrian route to and from a bus stop when such pedestrian route is along a road(s) with a speed limit of 25 miles per hour or less. Similarly, these line-of-sight requirements do not apply to bus stops serving a single family at a location adjacent to their property.
5. Any walkway, path, or bridge in an area adjacent or parallel to railroad tracks shall be considered hazardous unless a suitable physical barrier along the entire pedestrian route is present and fixed between pupils and the tracks; and any crossing of railroad tracks that carry moving trains during hours that pupils are walking to or from school shall be deemed hazardous unless, (1) a crossing guard is present; or (2) an automatic control bar is present at crossings used by pupils under age ten, or, a bar or red flashing signal light is operational when the crossing is used by pupils.

Business/Non-Instructional Operations**Transportation Services****Hazardous conditions – Transportation Guidelines** (continued)

6. Any walkway, path, or bridge adjacent or parallel to a lake, pond, stream, culvert, water-way, or bridge shall be deemed a hazard for pupils in grades K through 5 in the absence of a fence or other suitable barrier fixed between the pupil and the water.
7. Any area adjacent to a roadway, sidewalk, or bridge having a drop of three or more feet per four feet of travel length on either side of the established lanes, the absence of a fence or other suitable barrier shall be deemed hazardous for pupils in grades K through 5.
8. Any street, road, walkway, sidewalk, or path designated as a walking route for all school pupils that passes through an area which has a history of aggressive acts of molestation resulting in actual or threatened physical harm or moral degradation during the hours when pupils ordinarily walk to or from school shall be deemed hazardous.
9. Walking to or from school or the bus stop at any time prior to one-half hour before sunrise or any time one-half hour after sunset shall be deemed hazardous for pupils in grades K through 5.
10. These guidelines are applicable to private roads approved for passage of school transportation vehicles in accordance with C.G.S. Section 10-220c.
11. Pupils with physical handicaps and/or health conditions rendering them unable to walk to either the bus stop or school, as determined by their physician and the school district's medical advisor, shall receive appropriate transportation.
12. Exception: The New Milford Board of Education may grant an exception to any provision of this guideline where a peculiar condition or combination of conditions renders such condition(s) a hazard based upon reasonable judgment.

Students Receiving Special Education

Any modifications of these transportation services for special education pupils and pupils eligible for services under Section 504 of the Rehabilitation Act shall be determined on an individual basis.

Business/Non-Instructional Operations

Transportation Services

Suspension of Transportation Services

The New Milford Board of Education has the authority to suspend transportation services of any pupil whose conduct, while awaiting or receiving transportation to or from school, endangers persons or property or constitutes a violation of a publicized Board policy. The decision to suspend a student from transportation services for improper conduct is not reviewable under Connecticut General Statutes §10-186. Suspension from school transportation will be carried out in accordance with the Board's Policy on Student Behavior on School Transportation [Policy 5131.1(a-b)]

Transportation Safety—Reporting of Complaints

The Superintendent of Schools will develop and implement procedures for reporting of all complaints relative to school transportation.

Legal Reference: Connecticut General Statutes
 §§10-186
 10-220
 10-220c
 10-221c
 14-275
 14-275a
 14-275b
 14-275c
 14-276a(c)

Conn. State Agencies Regs.
 §10-76d-19.

Policy adopted: June 11, 2002
 Policy revised: December 12, 2006
 Policy revised: June 10, 2008
 Policy revised: October 11, 2011
 Policy revised: December 11, 2013
 Policy reviewed: February 25, 2014
 Policy revised: June 9, 2015

NEW MILFORD PUBLIC SCHOOLS
 New Milford, Connecticut

NEW MILFORD PUBLIC SCHOOLS

Food and Nutrition Services Department

22 Hipp Road

New Milford, Connecticut 06776

(860) 354-3712 • FAX (860) 354-2118



Sandra Sullivan, RD, CD-N
Director

To: Anthony Giovannone
From: Sandra Sullivan
Date: October 17, 2019

Re: Health Inspections

The New Milford Health Department has completed its first inspection for the 19-20 school year. Inspections occur two to three times per year. The evaluations include all kitchens, service areas and storage facilities. I am happy to report the following exceptional scores:

New Milford High School	99
Schaghticoke Middle School	98
Sarah Noble Intermediate School	99
Northville School	100
Hill and Plain School	100

Cc: Dr. Kerry Parker
Greg Shugrue
Christopher Longo
Anne Bilko
Eric Williams
Gwen Gallagher



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

4D
Operations Sub-Committee
November 2019

TO: Kerry Parker, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: November 8, 2019
RE: Budget Drivers – District Wide

The **District Wide** budget driver topic will remain on this sub-committee agenda starting in the month of October 2019 and continuing through December 2019 and will include any projects discussed separately at the sub-committees for **Facilities**, **Committee on Learning** and **Operations**. The purpose is to identify and outline potential projects the Board of Education is likely to see as part of the 2020-2021 budget development process. This list is not complete, is subject to change, and is an effort to get the conversation started on these important items.

- Certified Staffing & Non-Certified Staffing – any changes due to enrollment and or department request will be presented as part of the Superintendent’s proposed budget.
 - 1) EL/Bilingual – *This item is a revised recommendation based on feedback from the Committee on Learning meeting on November 5, 2019:*
 - 2 Bilingual Teachers per state mandate of 20 Spanish speakers. October 1st enrollment shows NES and HPS will be mandated to have a bilingual teacher in place.
 - 0.5 EL Coordinator-position currently funded with the Title III Immigration grant. We do not qualify for the funding again. The district must absorb the cost of this position in order to continue to coordinate EL testing, data analysis and professional learning across district.
 - 2) General Education:
 - 1 Guidance Counselor @ SNIS
 - 0.5 Guidance Counselor @ SMS
 - 3 Regular Paraeducators, one at each elementary
 - 6 Stipends for Head Teachers for the K-2 level which total \$17,586. These teachers will be leading the grade level team. These positions are currently in place at every level except the primary grades.
 - TBD Summer Staffing for credit recovery program
 - 3) Special Education:
 - 0.5 Excel teacher @ NES
 - 1 Stipend for Social Worker Coordinator districtwide
 - TBD Summer Staffing for credit recovery program



- 4) Federal Programs & Portrait of the Graduate. *This item is a revised recommendation based on feedback from the Committee on Learning meeting on November 5, 2019.*
- 1 Coordinator to provide oversight and create opportunities for:
 - Community input and outreach for student internships and opportunities
 - Title I, II, III, IV, Bilingual & Perkins grants
 - Adult Education Programming and Grants: ED 244 (Americanization and United States citizenship), EL Civics Grant for Work and Life and the PEP Grant (Program Enhancement Project Grant).
 - Homelessness (Transportation, Free and Reduced Lunch, Training)
 - 504 (Training, Oversight, Transportation, Implementation)
 - Test Administration (Local and State Assessments-Language Arts, Math and Science)
 - Health Insurance – historically this is a large budget driver that we will continue to add to our fixed costs. With the move to the State Partnership Plan (SPP) it is projected that our year to year increases will rise at a slower pace than if we had stayed self-insured. We should still expect at least a 5% increase (\$428,000) for this line item in 2020-2021.
 - Student Information System (SIS) – our current contract is up at the end of this year and we have been with this vendor for many years. With many new competitors in this area it is prudent to post an RFP (request for proposal) for services to start on July 1, 2019 and see what else is out there that may better address our needs. The Technology Director has begun forming an evaluation and search committee utilizing select staff members during the month of October. This committee will develop an initial survey to go out to staff regarding our SIS usage, craft the requirements for the RFP and finally, assist in making a recommendation for award. We hope to post an RFP for this service during the month of November. The information we get back may require more or less of a financial obligation than our current vendor/contract.
 - SNIS Elevator Retrofit – this was brought to our attention in June of 2019 by the Kone Elevator Company. This project needs to be done by August of 2020. The scope of this project includes removal of the existing hydraulic bottom cylinder and installing a new double bottom cylinder to meet the updated code requirements. Using the US Communities contract pricing for this service will cost approximately \$49,000.



- School Resource Officers (SRO) & Armed School Security Officers (ASSO) – usage of these two types of employees and their deployment across our school locations will be memorialized in a forthcoming Memorandum of Understanding (MOU) between the Town of New Milford Police and the Board of Education that may financially impact the district's 2020-2021 budget. The existing MOU only provides for SRO's and was originally signed in November of 2015. Our current Security Safety Monitor contract with Securitas is in place through 6/30/21. Any change in service level of these contracted employees would have to be addressed after that date as we are currently under contract for both the current school year and the 2020-2021 school year.
- Portrait of the Graduate - Implementation of program to address the community's aspirations for all students for future work in college or career. This will lead to a strategic operating plan which is the promise to our community that the collective vision from the Portrait of the Graduate work in schools is planned for and measured over time.
- Copier Leases - our current contract is up in November of 2019 at which time we will default to a month to month agreement. We have been with the current vendor for 5 years. Due to the length in time since we last evaluated the needs of the district it is prudent to post an RFP (request for proposal) for services to start on July 1, 2019 and see what else is out there that may better address our needs. The RFP for this service will be posted during the month of November with a 3 year and a 5 year option. The information we get back may require more or less of a financial obligation than our current vendor/contract.
- Building Controls – In fiscal year 2018-2019 we used end of year funds to upgrade hardware and software associated with security cameras due to the Windows 7 conversion. At that time we also identified software and panel upgrades necessary for our building controls that run on a proprietary system. We did not fund this at that time but need to plan for them going forward. The funds needed for the first phase of this project total approximately \$52,000 and needs to be addressed in the 2020-2021 Budget or at the latest, the 2021-2022 Budget as the core system with Siemens will no longer be supported after January 2022. There is another \$185,000 in upgrades that will need to be purchased beyond this initial investment to keep us current with the new Siemens core system. This additional amount will need to be phased in and prioritized among all the other projects on the 5 Year Capital Plan.



- Access Controls – this was brought to our attention in early September 2019 by our vendor TEC Control Systems Inc., as requiring attention as soon as possible. The scope of this project includes replacing card access hardware and software as well as a new server for the district. The Town is also looking at implementing a card access system and employee badges for their buildings. A joint meeting was held in late September that included the I.T. Director for the Town to discuss a system that will work for both entities and also interface smoothly with our new security camera system. Project would need to be bid and price will be determined by scope of the project that is not yet finalized.
- District Wide RTU's – the RTU that services the cafeteria and kitchen at SNIS failed in mid-September 2019. This will be the 4th unit that has required replacement at SNIS in recent years. Repair of the unit is estimated to be \$18,000 and replacement of the unit is estimated to be \$66,000. The 3rd unit previously replaced at SNIS last year serviced the main office and was a smaller unit that cost us \$37,000 to replace. The unit that now needs replacing is larger as it services both the cafeteria and the kitchen. This unit will likely need replacement sooner, in 2019-2020, before the warmer temperatures arrive in the spring of 2020. We are mentioning it now even if the project is undertaken in 2019-2020 as there is a financial impact going into 2020-2021 and beyond. This is because there are 9 more roof mounted units that are all approximately 19 years old on the SNIS roof alone. Replacement of RTU's district wide will need to be phased in and prioritized among all the other projects on the 5 Year Capital Plan in the amount of \$100,000 per year (estimated).
- Minimum Wage – over the next several years, the minimum wage will gradually rise to \$15.00 per hour and then be indexed to the federal economic indicators for future years. Impact for NMPS will be communicated as part of the Superintendent's proposed budget. The new law requires the minimum wage to increase from its current level of \$10.10 to:
 - 1) \$11.00 on October 1, 2019;
 - 2) \$12.00 on September 1, 2020;
 - 3) \$13.00 on August 1, 2021;
 - 4) \$14.00 on July 1, 2022; and
 - 5) \$15.00 on June 1, 2023.

- Time and Attendance System - our current contract is year to year and we have been with this vendor since July of 2013. Due to time constraints with the Student Information System and Copier RFP's currently underway, there will not be time to do a formal RFP for a replacement Time and Attendance System during the budget process. A full RFP will be posted in the spring of 2020 for this item. In the meantime the Business Office will reach out to vendors on a Request for Quote (RFQ) basis to get some baseline numbers to use for the 2020-2021 budget, short of posting a full RFP.