

**New Milford Board of Education
 Regular Meeting Minutes
 September 19, 2017
 Sarah Noble Intermediate School Library Media Center**

RECEIVED
 TOWN CLERK
 2017 SEP 20 A 11:59
 NEW MILFORD, CT

Present:	Mr. David A. Lawson, Chairman Mrs. Angela C. Chastain (arrived at 7:53 p.m.) Mr. Robert Coppola Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Dave Littlefield Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm
----------	--

Also Present:	Mr. Joshua Smith, Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mrs. Laura Olson, Director of Pupil Personnel and Special Services Ms. Roberta Pratt, Director of Technology Mr. Kevin Munrett, Facilities Director Mr. Nestor Aparicio, Assistant Facilities Director Mr. Gregory Winkelstern, Student Representative
---------------	---

1.	Call to Order A. Pledge of Allegiance The regular meeting of the New Milford Board of Education was called to order at 7:30 p.m. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2.	Recognition A. Teacher of the Year for 2018 – Mrs. Denise Duggan <ul style="list-style-type: none"> • Mr. Smith said Mrs. Duggan was selected by a committee of her peers, former teachers of the year in the district. Her selection was announced at convocation. On November 15, Mrs. Duggan will be recognized at a state level reception. She will also drive the Ingersoll Auto courtesy car for a month. <p>The meeting recessed at 7:33 p.m. for a short reception and reconvened at 7:42 p.m.</p>	Recognition A. Teacher of the Year for 2018 – Mrs. Denise Duggan

3.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	<p>Public Comment</p>
4.	<p>PTO Report</p> <ul style="list-style-type: none"> • Kathleen Lewis, PTO President, said the PTO kicked off the year by sponsoring welcome back events in all the schools for all staff and for students in the K-5 schools. • Student pictures will be taken over the next month as well as other fundraisers in the K-8 schools to help fund events for the upcoming year. In addition to the school fundraisers, the PTO is also selling PTO Discount Cards and hosting a craft fair for scholarship awards. PTO is happy to be a sponsor of the Maureen Haas Cross Country event again this year. It is a great event that includes all the K-12 grades and is scheduled to take place Saturday, October 7. • Grad Party will have their first official meeting on October 12 and all are welcome. They are still looking for volunteers for Hospitality and Fundraiser Coordinators. • The SMS administration and the PTO co-hosted a bullying assembly presented by John Halligan, who lost his son at the age of 13 to suicide. Mr. Halligan delivered three age-appropriate presentations to 6th, 7th, and 8th graders as well as a moving and motivating talk to about 60 parents. He talked about the importance of being an upstander not a bystander when it comes to bullying. • The October spirit day for the K-5 schools is Crazy Sock Day. • Mr. Lawson encouraged all residents to join the PTO, not just those with children in school, and/or to purchase discount cards which also support local businesses. 	<p>PTO Report</p>
5.	<p>Student Representative's Report</p> <ul style="list-style-type: none"> • Mr. Winkelstern said the high school had a successful open house event and has held grade-level assemblies for all students. All fall sports are underway. The Band will have its home show 	<p>Student Representative's Report</p>

	<p>this Saturday. He said membership is growing; the band lost 20 seniors but picked up 40 freshman members. College visits are ongoing in the Career Center. There is an SAT test being offered on October 7. Homecoming will take place in mid-October.</p>	
<p>6.</p>	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p style="padding-left: 40px;">1. Regular Meeting Minutes August 15, 2017</p> <p>Mrs. Faulenbach moved to approve the following Board of Education Meeting Minutes:</p> <p style="padding-left: 40px;">1. Regular Meeting Minutes August 15, 2017</p> <p>Seconded by Mr. McCauley.</p> <p>The motion passed 7-0-1.</p> <p>Aye: Mr. Dahl, Mrs. Faulenbach, Mr. Lawson, Mr. Littlefield, Mr. McCauley, Mrs. McInerney, Mr. Schemm Abstain: Mr. Coppola</p>	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p style="padding-left: 40px;">1. Regular Meeting Minutes August 15, 2017</p> <p>Motion made and passed to approve the following Board of Education Meeting Minutes:</p> <p style="padding-left: 40px;">1. Regular Meeting Minutes August 15, 2017</p>
<p>7.</p>	<p>Superintendent's Report</p> <ul style="list-style-type: none"> • Mr. Smith said the opening of schools went smoothly, a credit to the district's teachers. He said he shared the Board's approved Theories of Action with all staff at convocation. Open houses are underway. • He attended the town-wide Hate Has No Home Here event last week and hopes it will start a broad conversation throughout the community regarding tolerance. • Next Thursday, September 28, at 7:00 p.m. the New Milford Substance Abuse Prevention Council will host a community forum at SNIS where they will present survey data and dialogue with participants. 	<p>Superintendent's Report</p>

	<ul style="list-style-type: none"> An invitation to the Band's home show is in Board member packets, as well as an athletic event pass. 	
8.	<p>Board Chairman's Report</p> <ul style="list-style-type: none"> Mr. Lawson said there is no state budget yet. He said the encouraging news is that both sides have ECS money intact. He is concerned about the many unfunded mandates and is wary of one-size-fits-all amendments. He has shared correspondence with the Board regarding his meeting with the Mayor regarding financial standings. The Board's Annual Report was in their packets. He welcomes comments. Mrs. Faulenbach suggested that the report be listed as an item of information in the future so its distribution could be fully captured on the agenda and in minutes. 	Board Chairman's Report
9.	<p>Committee And Liaison Reports</p> <p>A. Facilities Sub-Committee – Mr. McCauley</p> <ul style="list-style-type: none"> Mr. McCauley said it was a busy meeting with several items on tonight's agenda including the use of facilities fee schedule and Lillis ADA report. He wanted to acknowledge the hard work of the Facilities team over the summer and said the amount of work accomplished in a short time is very impressive. <p>B. Operations Sub-Committee – Mrs. Faulenbach</p> <ul style="list-style-type: none"> Mrs. Faulenbach said the usual items such as monthly reports are on this agenda. Other items discussed included a donation; tuition rates for 2017-18, which are separate from the Sherman contract which is coming up for negotiations; the NMHS graduation date; and an update on certified salaries. <p>C. Policy Sub-Committee – Mr. Schemm</p> <ul style="list-style-type: none"> Mr. Schemm said policy 5113 is up for approval tonight due to a change in state statute, in 	<p>Committee And Liaison Reports</p> <p>A. Facilities Sub-Committee</p> <p>B. Operations Sub-Committee</p> <p>C. Policy Sub-Committee</p>

	<p>accordance with Board bylaw 9311. The committee had discussion regarding a fundraising regulation, which is on the agenda tonight as an item of information since the Board does not approve regulations. This will be coordinated with the Athletics department using the line item for the turf fields. Other policies may need to be adjusted going forward due to the current donation threshold.</p> <p>D. Committee on Learning – Mrs. McInerney</p> <ul style="list-style-type: none"> Mrs. McInerney said that Ms. DiCorpo reviewed the curriculum writing process and the new template for the committee. Approximately 33 new curricula were written over the summer. K-3 Art curricula, which are aligned with the National Visual Arts Standards and common core, are on the agenda tonight for approval. Ms. DiCorpo also described the three-day new teacher induction process for the committee. <p>E. EdAdvance – Mr. McCauley</p> <ul style="list-style-type: none"> Mr. McCauley said the October 4 meeting is open to all Board members and will include a presentation of the EdAdvance budget. The plan to lease the UConn Torrington campus fell through but may be revisited in the future. For now, EdAdvance is renting space for 25 students from the Archdiocese at St. Peters. There are plans to restructure the ACCESS program into north and south components. <p>F. Connecticut Boards of Education (CABE) – Mr. Coppola</p> <ul style="list-style-type: none"> Mr. Coppola said he finds the current discussion regarding teacher retirement ultimately unhelpful as the 2% increase would go to the general fund. <p>G. Negotiations Committee – Mrs. Faulenbach</p> <ul style="list-style-type: none"> Mrs. Faulenbach said mediation was held unsuccessfully on September 7 and arbitration is upcoming. 	<p>D. Committee on Learning</p> <p>E. EdAdvance</p> <p>F. Connecticut Boards of Education (CABE)</p> <p>G. Negotiations Committee</p>
--	---	---

<p>H.</p>	<p>Magnet School – Mr. Schemm</p> <ul style="list-style-type: none"> Mr. Schemm said he had no update to give. 	<p>H. Magnet School</p>
<p>10.</p>	<p>Discussion and Possible Action</p> <p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated September 19, 2017</p> <p>Mr. Littlefield moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of September 19, 2017, seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none"> Mr. Coppola asked if tutors had to be appointed every year, even those who had served for many years, and Ms. Baldelli said all tutors did need to be appointed each year. <p>The motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> Budget Position Purchase Resolution: D-702 Request for Budget Transfers <p>Mrs. McInerney moved to approve monthly reports: Budget Position dated August 31, 2017; Purchase Resolution: D-702; and Request for Budget Transfers, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> Mrs. Faulenbach asked for clarification regarding the capital reserve line item of \$322,500 as to when the district actually fulfills the expenditures. Mr. Smith said it is moved as a revenue offset and does not require approval from Town Council, etc., as it was approved through the budget process and Town referendum. Mrs. Faulenbach said there are two separate mechanisms right now for capital reserve use and she is trying to connect the dots for all. She is 	<p>Discussion and Possible Action</p> <p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated September 19, 2017</p> <p>Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of September 19, 2017.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> Budget Position Purchase Resolution: D-702 Request for Budget Transfers <p>Motion made and passed unanimously to approve monthly reports: Budget Position dated August 31, 2017; Purchase Resolution: D-702; and Request for Budget Transfers.</p>

very cautious about this account in general as she is aware that the Board of Finance recently tabled the Town Council approved request regarding the 2015-16 deposit of surplus funds to capital reserve. She requested a memo for the October Operations meeting with an accounting of capital reserve and 16-17 end-of-year balance.

- Mr. Coppola asked if the district was feeling the effects of the state budget crisis. Mr. Giovannone said no as the first payment to the BOE for special education reimbursement is not due until February/March.
- Mr. Smith said the ECS, or excess cost funding, which is prominently featured in budget talks does not go to the Board of Education. It goes directly to the Town.
- Mr. Coppola asked about the special education funding. Mr. Smith said that does come directly to the Board of Education and the first payment is not usually until February. Some proposals talk about changing the formula for special education reimbursement, which we budgeted lower for this year, in anticipation of lower eligible expenses. At this time, we don't know yet if that will be sufficient.
- Mr. Coppola asked Mrs. Olson if there were any surprise enrollments in September which would affect special education funding. Mrs. Olson said two students who were currently ODP enrolled and the district is honoring their placement. She said there is adequate funding at this time for that.

The motion passed unanimously.

C. Gifts & Donations

1. Girls' Soccer

Mrs. Faulenbach moved to accept Gifts and Donations: Girls' Soccer in the amount of \$1,205.00, seconded by Mrs. McInerney.

- Mr. Coppola said he had never seen a screenshot of a check included in the donation memo before and asked if this was a new process. Mr. Smith

C. Gifts & Donations

1. Girls' Soccer

Motion made and passed unanimously to approve Gifts & Donations: PTO-Exhibit B in the amount of \$1,205.00.

<p>said the process was the same. The Board approves any donation over \$1000.</p> <ul style="list-style-type: none"> • Mr. Dahl asked if each sport has its own activity account and Mr. Smith said most do. All are processed through the Finance department. • Mr. Coppola said he was aware of an audit report many years ago that concerned too many accounts. Mr. Lawson said that had been addressed and was no longer an issue. • Mrs. McInerney asked if there were issues with the schools fundraising since they are not 501c 3 organizations. Mr. Smith said the schools do not fundraise, the clubs and activities do, then donate to the schools. We accept the donation after the Board gives approval. 	
<p>The motion passed unanimously.</p>	
<p>D. Policy for Approval</p> <p>1. 5113 Truancy</p>	<p>D. Policy for Approval</p> <p>1. 5113 Truancy</p>
<p>Mr. Dahl moved to approve the following policy, in accordance with Board Bylaw 9311:</p>	<p>Motion made and passed unanimously to approve the following policy, in accordance with Board Bylaw 9311:</p>
<p>1. 5113 Truancy</p>	<p>1. 5113 Truancy</p>
<p>Seconded by Mr. McCauley.</p>	
<ul style="list-style-type: none"> • Mrs. Faulenbach asked for clarification regarding Bylaw 9311. Mr. Smith read section 4 of 9311(c) regarding approval: "For proposed policy statements, new or revised, because of changes or additions to state or federal law, approval may be given at the initial presentation." 	
<p>The motion passed unanimously.</p>	
<p>E. Approval of the Following Curricula</p> <ol style="list-style-type: none"> 1. Kindergarten Art 2. Art Grade 1 3. Art Grade 2 4. Art Grade 3 	<p>E. Approval of the Following Curricula</p> <ol style="list-style-type: none"> 1. Kindergarten Art 2. Art Grade 1 3. Art Grade 2 4. Art Grade 3

<p>Mr. McCauley moved to approve the following curricula:</p> <ol style="list-style-type: none">1. Kindergarten Art2. Art Grade 13. Art Grade 24. Art Grade 3 <p>Seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none">• Mr. Schemm said it was great to see the passion of the teachers who presented these curriculums and commended them for the undertaking. He said New Milford is one of the first districts in the state to incorporate the new National Visual Arts Standards. <p>The motion passed unanimously.</p>	<p>Motion made and passed unanimously to approve the following curricula:</p> <ol style="list-style-type: none">1. Kindergarten Art2. Art Grade 13. Art Grade 24. Art Grade 3
<p>F. Tuition Rates for 2017-2018</p> <p>Mr. Coppola moved to approve the Tuition Rates for 2017-2018 as follows: New Milford High School: \$13,338.27 Schaghticoke Middle School: \$11,509.62 Sarah Noble Intermediate School and Elementary Schools: \$11,465.37</p> <p>Seconded by Mrs. McInerney.</p> <ul style="list-style-type: none">• Mr. Coppola asked if these funds go directly to the Town or to the Board. Mr. Giovannone said they go to the Town. Only two types of tuition go to the Board: LHTC and EXCEL. <p>The motion passed unanimously.</p>	<p>F. Tuition Rates for 2017-2018</p> <p>Motion made and passed unanimously to approve the Tuition Rates for 2017-2018 as follows: New Milford High School: \$13,338.27 Schaghticoke Middle School: \$11,509.62 Sarah Noble Intermediate School and Elementary Schools: \$11,465.37.</p>
<p>G. New Milford High School Graduation Date 2018</p> <p>Mrs. McInerney moved to approve the New Milford High School Graduation Date for 2018 for Saturday, June 23, 2018 at 2:00 p.m., seconded by Mr. Coppola.</p> <ul style="list-style-type: none">• Mr. Littlefield asked if there were snow days built into the calendar to finalize this date. Mr.	<p>G. New Milford High School Graduation Date 2018</p> <p>Motion made and passed unanimously to approve the New Milford High School Graduation Date for 2018 for Saturday, June 23, 2018 at 2:00 p.m.</p>

	<p>Smith said there are and that is why the district is able to set the date now, allowing people to make travel plans well in advance.</p> <p>The motion passed unanimously.</p> <p>H. Use of Facilities Fee Schedule</p> <p>Mr. Coppola moved to approve the Use of Facilities Fee Schedule as proposed, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mr. Smith said, following discussion at the Facilities Sub-Committee, there was one change made to the original memo and it is highlighted in the revision. At Facilities, it was discussed to add a security deposit or some other fee for use. The security deposit creates burdensome accounting complications, so a fee of \$25 per field for rental of the sound booth equipment is suggested. • Mrs. Faulenbach asked that it be noted that this schedule is a work in progress. The fields were a community effort and the Board is looking for ways to upkeep this gift and ultimately replace when needed in approximately ten years. This is early in the process and can be revisited after feedback is received. Mrs. Faulenbach also said she thought it was important to continue to work with the community and explain the thought process. • Mr. Lawson said these fees are an effort by the Board to work towards funding a replacement cost of well over \$1 million, which we know is coming down the road. <p>The motion passed unanimously.</p>	<p>H. Use of Facilities Fee Schedule</p> <p>Motion made and passed unanimously to approve the Use of Facilities Fee Schedule as proposed.</p>
<p>11.</p> <p>A.</p>	<p>Items For Information And Discussion</p> <p>Field Trip Report</p> <ul style="list-style-type: none"> • Mr. Coppola said he was gratified to see 25-30 students participating in the Math Team. 	<p>Items For Information And Discussion</p> <p>A. Field Trip Report</p>

<p>B. Lillis Building ADA Report</p> <ul style="list-style-type: none">• Mrs. Chastain asked for feedback regarding an exterior elevator. Mr. Smith said he, Mr. Munrett and Mr. Giovannone are meeting with the project team tomorrow and would ask for information. He expects to follow up on this report at the next Facilities Sub-Committee meeting.• Mrs. Faulenbach asked what the final cost of the report was and whether or not the report would be brought back to Facilities for possible action. Mr. Smith said that was the purview of the Board.• Mrs. Faulenbach said she would like to see costs regarding just fixing exterior access to the building included in the discussion.• Mr. Smith said they would look at priorities of safety and compliance, and could shape these priorities going forward.• Mr. Lawson said there would be much discussion going forward and he could see this being discussed by the Facilities Sub-Committee over several months.• Mrs. Faulenbach recommended the Board investigate possible historical grants, which she said was previously done in 1992, as well as possible capital reserve use.• Mr. Coppola said he wanted it noted that the building is “grandfathered” so there is no illegality in its current set up regarding ADA compliance.• Mr. Lawson said the Board is doing due diligence in the spirit of full compliance.	<p>B. Lillis Building ADA Report</p>
<p>C. Regulation 1325 Advertising and Promotion</p> <ul style="list-style-type: none">• Mr. Smith said the Policy Sub-Committee reviewed the policy on advertising considering the new turf fields and decided a regulation would provide more flexibility with a new process just starting out. This regulation sets the parameters to start fundraising around the turf fields for replacement. NMHS Athletics, the Facilities department and the Turf Field Committee will then develop programs, such as signage, working within the parameters.	<p>C. Regulation 1325 Advertising and Promotion</p>

- Mr. Lawson referenced the dedicated replacement account where funds would be deposited and asked how money would be withdrawn when needed. Mr. Smith said the current assumption is that it would run as other requests from capital reserve do, through the Town Council and Board of Finance.
- Mrs. Faulenbach said she would like to see a memorandum of understanding created. She would also like the Board to receive regular updates and reports. Mr. Lawson agreed he would like to see the process tightened up.
- Mr. Schemm noted that this is a Town account as the BOE budget cannot roll over funds like the Town's can.
- Mrs. McInerney asked if these funds were only for replacement and not maintenance. Mr. Smith said that is correct, maintenance must be included in the budget.

- Mr. Lawson said if there was no objection he would like to return to Committee Reports so that Mrs. Faulenbach could add information.

- Mrs. Faulenbach said she should have reported on two other items of information. Enrollment information was presented with the district down 85 students from June 2017 and down over 1000 from peak. Additional information will be presented in the future. The school resource officers were discussed. There was a concern that the district would be down to two from the three previously staffed, but is happy and grateful to report that the schools are fully staffed back to three SROs. The MOU may be revisited to update if needed. There was discussion to invite the New Milford Police department to sub-committee in the spring to update the Board on the good work done.

12.	Adjourn Mr. Coppola moved to adjourn the meeting at 8:36 p.m., seconded by Mrs. Faulenbach and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 8:36 p.m.
------------	---	---

Respectfully submitted:



Tammy McInerney
Secretary
New Milford Board of Education