

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

BOARD OF EDUCATION
MEETING NOTICE

RECEIVED
TOWN CLERK
2019 SEP 13 P 12:58
NEW MILFORD, CT

DATE: September 17, 2019
TIME: 7:30 P.M.
PLACE: Sarah Noble Intermediate School – Library Media Center

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. RECOGNITION

A. NMPS Teacher of the Year for 2019-20: Mr. Stephen Donahue

3. 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.

4. PTO REPORT

5. STUDENT REPRESENTATIVES' REPORT

6. APPROVAL OF MINUTES

- A. Approval of the following Board of Education Meeting Minutes
 - 1. Regular Meeting Minutes August 20, 2019

7. SUPERINTENDENT'S REPORT

8. BOARD CHAIRMAN'S REPORT

9. COMMITTEE AND LIAISON REPORTS

- A. Facilities Sub-Committee – Mr. McCauley
- B. Operations Sub-Committee – Mrs. Faulenbach
- C. Policy Sub-Committee – Mrs. McInerney
- D. Committee on Learning – Mr. Schemm
- E. EdAdvance – Mrs. Monaghan
- F. Connecticut Boards of Education (CABE) – Mr. Lawson
- G. Magnet School – Mrs. Monaghan

10. DISCUSSION AND POSSIBLE ACTION

- A. Policies for Approval
 - 1. 1331 Smoking
 - 2. 4112.5 Criminal History Inquiries
 - 3. 4118.232 Smoking
 - 4. 5114 Removal/Suspension/Expulsion
 - 5. 5118 Nonresident Students
 - 6. 5118.1 Homeless Students
 - 7. 5141.21 Administration of Medication
 - 8. 6111 School Calendar
- B. Approval of the Following Curricula
 - 1. Creative Writing
 - 2. Diverse Voices
 - 3. US History CP
 - 4. US History Honors
- C. Tuition Rates for 2019-2020
- D. New Milford High School Graduation Date 2020
- E. Celtic Energy
- F. Capital 5 Year Plan and Capital Reserve Withdraw for 19-20 Budget (Revised)
- G. 2018-19 Year End Balance
- H. Hill and Plain School EXCEL need

11. ITEMS FOR INFORMATION AND DISCUSSION

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated September 17, 2019
- B. Monthly Reports
 - 1. Budget Position
 - 2. Purchase Resolution: D-726
 - 3. Request for Budget Transfers
- C. Direct Donations and Fundraiser Report
- D. Textbook Preview

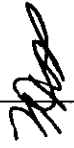
12. ADJOURN

ITEMS OF INFORMATION

- Policy Sub-Committee Minutes – September 3, 2019
- Committee on Learning Minutes – September 3, 2019
- Facilities Sub-Committee Minutes – September 10, 2019
- Operations Sub-Committee Minutes – September 10, 2019

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| Policy Sub-Committee Meeting October 1, 2019 – 6:45 p.m. Lillis Administration Building, Room 2 | Operations Sub-Committee Meeting October 8, 2019 – 7:30 p.m. Lillis Administration Building, Room 2 |
| Committee on Learning Meeting October 1, 2019 – 7:30 p.m. Lillis Administration Building, Room 2 | New Milford Board of Education Workshop October 15, 2019 – 6:30 p.m. Sarah Noble Intermediate School, LMC |
| Facilities Sub-Committee Meeting October 8, 2019 – 6:45 p.m. Lillis Administration Building, Room 2 | New Milford Board of Education Regular Meeting October 15, 2019 – 7:30 p.m. Sarah Noble Intermediate School, LMC |

**New Milford Board of Education
 Regular Meeting Minutes
 August 20, 2019
 Sarah Noble Intermediate School Library Media Center**

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| Present: | Mr. David A. Lawson, Chairman Mrs. Angela C. Chastain Mr. Bill Dahl Mr. Joseph Failla Mrs. Wendy Faulenbach Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Eileen P. Monaghan Mr. J.T. Schemm |  RECEIVED TOWN CLERK 2019 AUG 22 P 12: 55 |
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NEW MILFORD, CT

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| Also Present: | Dr. Kerry Parker, Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent Ms. Ellamae Baldelli, Director of Human Resources Mr. Anthony Giovannone, Director of Operations and Fiscal Services Mr. Kevin Munrett, Facilities Director Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Brandon Rush, Director of Technology Mrs. Anne Bilko, Principal, Sarah Nobel Intermediate School Dr. Chris Longo, Principal, Schaghticoke Middle School Mrs. Ashley Albanese, Teacher, LHTC Mrs. Roxanne Kraft, Teacher, LHTC |
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| 1. | Call to Order | Call to Order |
| A. | Pledge of Allegiance | 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. | |
| 2. | Public Comment | Public Comment |
| | <ul style="list-style-type: none"> • There was none. | |
| 3. | PTO Report | PTO Report |
| | <ul style="list-style-type: none"> • There was no report. Mr. Lawson said he is looking forward to hearing from the PTO next month when schools are back in session. | |
| 4. | Student Representative's Report | Student Representative's Report |

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| | <ul style="list-style-type: none"> Mr. Lawson said the student representatives also will return next month when schools are back in session. | |
| 5. | <p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Regular Meeting Minutes July 16, 2019</p> <p>Mrs. Faulenbach moved to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes July 16, 2019, seconded by Mrs. McInerney and passed 8-0-1.</p> <p>Aye: Mr. Lawson, Mrs. Chastain, Mr. Dahl, Mr. Failla, Mrs. Faulenbach, Mr. McCauley, Mrs. McInerney, Mrs. Monaghan Abstain: Mr. Schemm</p> | <p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Regular Meeting Minutes July 16, 2019</p> <p>Motion made and passed to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes July 16, 2019.</p> |
| 6. | <p>Superintendent's Report</p> <ul style="list-style-type: none"> Dr. Parker said this is week 8 of her tenure and she wanted to recognize the work of her leadership team. Their support has been invaluable in continuing the work of the district. A successful two day administrative retreat was held last week, allowing for data reviewing and goal setting. She attended Freshman Orientation at the high school this morning. She and Mr. Munrett, along with a few of the Board members, attended the most recent Municipal Building Committee meeting. The Mayor was also in attendance. The meeting was very positive and she was impressed with the membership of the committee. She is hopeful that relief for the high school roof will come. PreK numbers are high and may become an issue to be addressed next month. | <p>Superintendent's Report</p> |
| 7. | <p>Board Chairman's Report</p> <ul style="list-style-type: none"> Mr. Lawson said staff is busy prepping for the opening of schools. He said he was pleased to see the progress on the SNIS roof and looks | <p>Board Chairman's Report</p> |

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| | forward to the Municipal Building Committee finding solutions for the high school roof. | |
| 8. | Committee And Liaison Reports | Committee And Liaison Reports |
| A. | Facilities Sub-Committee – Mr. McCauley | A. Facilities Sub-Committee |
| | <ul style="list-style-type: none"> Mr. McCauley said there was no meeting in August. He and some of the Central Office administrators met with Celtic Energy and the company will present to the Facilities Sub-Committee in September. That meeting will also include an update on roofs and other items. | |
| B. | Operations Sub-Committee – Mrs. Faulenbach | B. Operations Sub-Committee |
| | <ul style="list-style-type: none"> Mrs. Faulenbach said there was no meeting in August. Items have been added to tonight’s agenda. The requested capital reserve in the amount of \$96,511 has been approved by the Town. The Board expects to go back with additional requests and it will be an item on the Operations Sub-Committee agenda in September. Mr. Lawson said he attended the Board of Finance meeting and informed them of that intention. | |
| C. | Policy Sub-Committee – Mrs. McInerney | C. Policy Sub-Committee |
| | <ul style="list-style-type: none"> Mrs. McInerney said there was no meeting in August. There are seven policies on tonight’s agenda for approval. The next meeting will be September 3, where the focus will be on policy changes required by statute. | |
| D. | Committee on Learning – Mr. Schemm | D. Committee on Learning |
| | <ul style="list-style-type: none"> There were no summer meetings. The next meeting in September will review four curricula. | |
| E. | EdAdvance – Mrs. Monaghan | E. EdAdvance |
| | <ul style="list-style-type: none"> Mrs. Monaghan said EdAdvance held their opening convocation. Next month’s meeting will be at their new Plainville location. Dr. Kitching | |

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| | <p>met with Dr. Parker to review what EdAdvance offers the district.</p> <p>F. Connecticut Boards of Education (CABE) – Mr. Lawson</p> <ul style="list-style-type: none"> • Mr. Lawson said that it is not too late to sign up for the convention workshops. Just let the Superintendent’s Office know if you are interested. He said CABE is also beginning discussion regarding new grading policies. <p>G. Magnet School – Mrs. Monaghan</p> <ul style="list-style-type: none"> • Mrs. Monaghan said there have been no summer meetings, and that the next one will probably be in October. | <p>F. Connecticut Boards of Education (CABE)</p> <p>G. Magnet School</p> |
| <p>9.</p> <p>A. Policies for Approval</p> <ol style="list-style-type: none"> 1. 1325 Advertising and Promotion 2. 1330 Use of School Facilities 3. 1331 Smoking 4. 1411 Relations with Police Authorities 5. 1412 Fire Department 6. 1430 State and Federal Aid 7. 1620 Relations with Private Schools, Colleges and Universities <p>Mr. McCauley moved to approve the following Policies:</p> <ol style="list-style-type: none"> 1. 1325 Advertising and Promotion 2. 1330 Use of School Facilities 3. 1331 Smoking 4. 1411 Relations with Police Authorities 5. 1412 Fire Department 6. 1430 State and Federal Aid 7. 1620 Relations with Private Schools, Colleges and Universities <p>Seconded by Mrs. Monaghan and passed unanimously.</p> | <p>Discussion and Possible Action</p> <p>A. Policies for Approval</p> <ol style="list-style-type: none"> 1. 1325 Advertising and Promotion 2. 1330 Use of School Facilities 3. 1331 Smoking 4. 1411 Relations with Police Authorities 5. 1412 Fire Department 6. 1430 State and Federal Aid 7. 1620 Relations with Private Schools, Colleges and Universities <p>Motion made and passed unanimously to approve the following Policies:</p> <ol style="list-style-type: none"> 1. 1325 Advertising and Promotion 2. 1330 Use of School Facilities 3. 1331 Smoking 4. 1411 Relations with Police Authorities 5. 1412 Fire Department 6. 1430 State and Federal Aid | <p>Discussion and Possible Action</p> <p>A. Policies for Approval</p> <ol style="list-style-type: none"> 1. 1325 Advertising and Promotion 2. 1330 Use of School Facilities 3. 1331 Smoking 4. 1411 Relations with Police Authorities 5. 1412 Fire Department 6. 1430 State and Federal Aid 7. 1620 Relations with Private Schools, Colleges and Universities |

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| | | <p>7. 1620 Relations with Private Schools, Colleges and Universities</p> |
| <p>10.</p> | <p>Items For Information And Discussion</p> <ul style="list-style-type: none"> • Mr. Lawson said these items are for information only since the Board had previously delegated these approvals to the Superintendent for the summer months. <p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated August 20, 2019</p> <ul style="list-style-type: none"> • Mrs. Monaghan asked how staffing was going. Ms. Baldelli said there are four certified openings with interviews scheduled. There are two non-certified paraeducator vacancies but they are reviewing numbers for those. • Mr. Schemm asked if giving the Superintendent authorization to hire helps with retention of new staff. Ms. Baldelli said it is extremely helpful to be able to extend an offer right away and have the candidate sign the contract. The market is very competitive and the district would lose qualified candidates otherwise. She thanked the Board for allowing the practice. • Mr. Lawson said it was nice to see two teachers returning to the district, noting he hoped it would become a trend. <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position 2. Purchase Resolution: D-725 3. Request for Budget Transfers <ul style="list-style-type: none"> • Mrs. Faulenbach asked if the 51201 non-certified encumbrance was earlier than last year. Mr. Giovannone said it was. This report is as of July 31 and they have been working on encumbrances, including payroll. The first teacher pay day is August 30 and they will do an encumbrance proof after that, making adjustments as needed. • Mr. McCauley said it was good to see. | <p>Items For Information And Discussion</p> <p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated August 20, 2019</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position 2. Purchase Resolution: D-725 3. Request for Budget Transfers |

- Mr. Giovannone noted other encumbrances not done yet including those for All Star, oil, electric, health insurance, ESS and Shepaug and Nonnewaug.
- Mr. Giovannone said the first page shows the pension amount overdrawn by a small amount. The actual number comes from the Town. A transfer will be needed.
- The capital amount on page 4 does not reflect the \$96,511 approved withdrawal. When that is made, the balance will be \$677,505.
- Mrs. Chastain asked if all of New Miford's magnet school seats are filled and if not could the open seat(s) be sold to a district in need. Mr. Giovannone said he would check.
- Mr. Giovannone said there were no transfers requested this month.
- Mrs. Faulenbach asked about the Aquarion Water charge on the purchase resolution and how it tied into the 54411 water line on the budget position, since they are different totals. Mr. Giavannone said he would check.
- Mrs. Faulenbach asked where MUNIS is paid from. Mr. Giovannone said from the Business Professional Services line.

C. Direct Donations and Fundraisers Report

- Mr. Lawson said this is a remarkable list and gave thanks to all for the over \$161,000 support. It is a testament to the community and their willingness to augment district programs.
- Mrs. McInerney agreed it is outstanding and important for the community to see.
- Mr. Giovannone said he is open to suggestions for any change in format going forward.
- Mr. Schemm asked if these funds go into activity accounts, and what the Board responsibility is there. Mr. Giovannone said the Board approves signatories for these accounts and they are all audited.
- Mrs. Faulenbach noted that the auditors had requested tightening of these accounts several years ago and there hasn't been a problem since. Mr. Giovannone said discussion continues with the auditors who would prefer that all goes

C. Direct Donations and Fundraisers Report

through MUNIS, but that can create timing issues. The auditors are satisfied that there is no deficiency.

D. LHTC Program: Possible Location Change

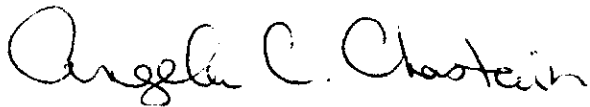
- Mrs. Olson thanked the Board for their support of the LHTC Program that provides mandated services to students aged 18-21. She said this is the program's twelfth year and they are growing out of their present environment at the MAXX. There is no room for privacy, issues meeting student needs and behavior support, limited access to the kitchen and no access to the facility between 10 and 2 due to other events. Students go out to the community during that time instead. Numbers for the program will be increasing over the next few years. She would like to start the discussion with the Board about finding another space.
- Mrs. McInerney asked if Mrs. Olson had facilities to suggest. Mrs. Olson said she had thought of the JPCC but that has limits as well and is not centrally located. She said they had an unofficial meeting with the Mayor and looked at the old paint store in the center but it needs a huge amount of reconstruction for ADA compliance and safety.
- Mrs. Chastain asked about needed building parameters. Mrs. Olson said it would need to be ADA compliant regarding steps and bathrooms, wheelchair accessible and up to code.
- Mrs. Monaghan asked if the program runs all year. Mrs. Olson said it is school year.
- Mrs. McInerney asked what the program times are. Mrs. Albanese said students are with them from 8:40 a.m. until 3:05 p.m. Mrs. McInerney said this is an important conversation to start.
- Mrs. Faulenbach agreed and she said she would like to see it come back to committee throughout the year, with budget needs developed. She strongly supports the collaboration with the Town.

D. LHTC Program: Possible Location Change

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| <p>E.</p> | <p>Field Trip Report</p> <ul style="list-style-type: none"> • There were no questions. | <p>E. Field Trip Report</p> |
| <p>11.</p> | <p>Discussion and Possible Action</p> <p>A. Interview and discuss candidate for the position of Assistant Principal at SMS. Executive session is anticipated.</p> <p>Mrs. McInerney moved to enter into Executive Session to interview and discuss the candidate for the position of Assistant Principal at SMS, and invite into the session Dr. Kerry Parker, Ms. Ellamae Baldelli and the candidate, seconded by Mrs. Faulenbach and passed unanimously.</p> <p>The Board, Dr. Parker, Ms. Baldelli and the candidate entered executive session at 8:05 p.m.</p> <p>The candidate left executive session at 8:21 p.m.</p> <p>The Board returned to public session at 8:40 p.m.</p> <p>B. Appointment of candidate to the position of Assistant Principal at SMS</p> <p>Motion made by Mrs. Chastain that the Board of Education approve the appointment of: Mrs. Sasha Salem as Assistant Principal at SMS effective on or about August 22, 2019; 2019-2020 salary – \$118,412.00, prorated to start date.</p> <p>Motion seconded by Mrs. McInerney.</p> <p>The motion passed unanimously.</p> <p>C. To discuss strategy and negotiations with respect to pending litigation involving the NMEA. Executive session is anticipated.</p> <p>Mr. Dahl moved to enter into Executive Session to discuss strategy and negotiations with respect</p> | <p>Discussion and Possible Action</p> <p>A. Interview and discuss candidate for the position of Assistant Principal at SMS. Executive session is anticipated.</p> <p>Motion made and passed unanimously to enter into Executive Session to interview and discuss the candidate for the position of Assistant Principal at SMS, and invite into the session Dr. Kerry Parker, Ms. Ellamae Baldelli and the candidate.</p> <p>B. Appointment of candidate to the position of Assistant Principal at SMS</p> <p>Motion made and passed unanimously that the Board of Education approve the appointment of Mrs. Sasha Salem as Assistant Principal at SMS effective on or about August 22, 2019; 2019-2020 salary - \$118,412.00, prorated to start date.</p> <p>C. To discuss strategy and negotiations with respect to pending litigation involving the NMEA. Executive session is anticipated.</p> <p>Motion made and passed unanimously to enter into Executive</p> |

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| | <p>to pending litigation involving the NMEA, and invite into the session Dr. Kerry Parker, Ms. Ellamae Baldelli, Mr. Anthony Giovannone and Attorney William Connon, seconded by Mr. McCauley and passed unanimously.</p> <p>The Board entered executive session at 8:42 p.m.</p> <p>The Board returned to public session at 9:56 p.m.</p> <p>Motion made by Mrs. McInerney that the Board of Education authorize the Business Office to issue payments to individual teachers who worked on the days of concern in 2015-16 as awarded by the arbitrator.</p> <p>Motion seconded by Mrs. Monaghan.</p> <p>The motion passed unanimously.</p> | <p>Session to discuss strategy and negotiations with respect to pending litigation involving the NMEA, and invite into the session Dr. Kerry Parker, Ms. Ellamae Baldelli, Mr. Anthony Giovannone and Attorney William Connon.</p> <p>Motion made and passed unanimously that the Board of Education authorize the Business Office to issue payments to individual teachers who worked on the days of concern in 2015-16 as awarded by the arbitrator.</p> |
| <p>12.</p> | <p>Adjourn</p> <p>Mr. Dahl moved to adjourn the meeting at 9:57 p.m., seconded by Mr. McCauley and passed unanimously.</p> | <p>Adjourn</p> <p>Motion made and passed unanimously to adjourn at 9:57 p.m.</p> |

Respectfully submitted:



Angela C. Chastain
 Secretary
 New Milford Board of Education

THE FOLLOWING ITEMS CAN BE FOUND ON THE POLICY WEB PAGE UNDER SEPTEMBER 3, 2019

<http://www.newmilfordps.org/Default.asp?PN=MeetingSchedule&L=2&DivisionID=16980&DepartmentID=18013&LMID=754393>

10. DISCUSSION AND POSSIBLE ACTION

- A. Policies for Approval
 - 1. 1331 Smoking
 - 2. 4112.5 Criminal History Inquiries
 - 3. 4118.232 Smoking
 - 4. 5114 Removal/Suspension/Expulsion
 - 5. 5118 Nonresident Students
 - 6. 5118.1 Homeless Students
 - 7. 5141.21 Administration of Medication
 - 8. 6111 School Calendar

THE FOLLOWING COMMITTEE ON LEARNING ITEMS CAN BE PREVIEWED IN THE OFFICE OF THE ASSISTANT SUPERINTENDENT

10. DISCUSSION AND POSSIBLE ACTION

- B. Approval of the Following Curricula
 - 1. Creative Writing
 - 2. Diverse Voices
 - 3. US History CP
 - 4. US History Honors

THE FOLLOWING ITEMS CAN BE FOUND ON THE OPERATIONS WEB PAGE UNDER SEPTEMBER 10, 2019

<http://www.newmilfordps.org/Default.asp?PN=MeetingSchedule&L=2&DivisionID=16980&DepartmentID=18012&LMID=754371>

10. DISCUSSION AND POSSIBLE ACTION

- C. Tuition Rates for 2019-2020
- D. New Milford High School Graduation Date 2020
- E. Celtic Energy
- F. Capital 5 Year Plan and Capital Reserve Withdraw for 19-20 Budget
- G. 2018-19 Year End Balance
- H. Hill and Plain School EXCEL need

11. ITEMS FOR INFORMATION AND DISCUSSION

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated September 17, 2019
- B. Monthly Reports
 - 1. Budget Position
 - 2. Purchase Resolution: D-726
 - 3. Request for Budget Transfer
- C. Direct Donations and Fundraiser Report



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

10-F
Revised

TO: Kerry Parker, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: September 6, 2019
RE: Capital 5 Year Plan and Reserve Withdraw for 19.20 Budget

The motion for consideration is to fund the following capital items from the Board of Education Capital Reserve Account that were removed from the 19/20 budget on 1/31/19 when the Board approved its Adopted Budget. Some of the project amounts have been revised as previously discussed at the July 2019 full Board meeting:

| DEPARTMENT | ORG | OBJ | LOCATION | DESCRIPTION | Revised Request |
|------------------------------|----------|-------|----------|----------------------------------|------------------|
| TECHNOLOGY | BZZ25847 | 57500 | DW | COMPUTER REFRESH (INCLUDES PLTW) | \$95,900 |
| TECHNOLOGY | BZZ25847 | 57500 | DW | SMART BOARD REFRESH | \$20,000 |
| TECHNOLOGY | BZZ25847 | 57500 | DW | CHROME BOOK REFRESH | \$61,000 |
| TECHNOLOGY | BZZ25847 | 57500 | DW | NETWORK/SERVER INFRASTRUCTURE | \$38,000 |
| SUBTOTAL - TECHNOLOGY | | | | | \$214,900 |
| DEPARTMENT | ORG | OBJ | LOCATION | DESCRIPTION | Revised Request |
| FACILITIES | BZZ26846 | 57300 | DW | ALARM PANEL UPGRADE | \$29,000 |
| FACILITIES | BZZ26846 | 57300 | DW | SECURITY ENHANCEMENTS | \$15,000 |
| FACILITIES | BZZ26846 | 57300 | DW | ASBESTOS ABATEMENT | \$15,500 |
| FACILITIES | BZZ26846 | 57400 | DW | GROUNDS EQUIPMENT REPLACEMENT | \$15,000 |
| FACILITIES | BZZ26846 | 57400 | DW | CUSTODIAL EQUIPMENT REPLACEMENTS | \$16,000 |
| FACILITIES | BZZ26846 | 57400 | SNIS | PLAYGROUND COMPLIANCE | \$23,100 |
| FACILITIES | BZZ26846 | 57300 | SNIS | HVAC REPLACEMENT- RTU #3 | \$0 |
| FACILITIES | BZZ26846 | 57400 | NMHS | TENNIS COURT REPAIR | \$24,000 |
| SUBTOTAL - FACILITIES | | | | | \$137,800 |
| GRAND TOTAL | | | | | \$352,500 |

If a motion is approved at the full Board of Education meeting on September 17, 2019 the withdraw request would then be placed on both the Town Council and Board of Finance agenda's for final approval(s).

The rear of this memo provides a revised draft of the subsequent 4 years of the Capital Plan. Ongoing meetings continue to take place between the Board of Education and Town Departments, along with the Mayor, to discuss collaborative opportunities to work together. The Facilities Director can answer any questions related to a specific project on the rear of this sheet.

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



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

10-F
Revised

CAPITAL PLAN - 20/21 through 23/24

| DEPARTMENT | ORG | OBJ | LOCATION | DESCRIPTION | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|------------|----------|-------|----------|-----------------------------------|------------------|------------------|------------------|------------------|
| TECHNOLOGY | BZZ26847 | 57500 | DW | COMPUTER REFRESH (INCLUDES PLTW) | \$115,000 | \$120,000 | \$125,000 | \$130,000 |
| TECHNOLOGY | BZZ26847 | 57500 | DW | SMART BOARD REFRESH | \$80,000 | \$82,400 | \$85,000 | \$87,550 |
| TECHNOLOGY | BZZ26847 | 57500 | DW | CHROME BOOK REFRESH | \$75,000 | \$75,000 | \$75,000 | \$75,000 |
| TECHNOLOGY | BZZ26847 | 57500 | DW | NETWORK/SERVER INFRASTRUCTURE | \$45,000 | \$46,350 | \$50,000 | \$55,000 |
| FACILITIES | BZZ26846 | 57300 | DW | ALARM PANEL UPGRADE | \$35,000 | \$50,000 | | |
| FACILITIES | BZZ26846 | 57300 | DW | SECURITY ENHANCEMENTS D/W | \$26,750 | \$27,550 | \$30,000 | \$30,000 |
| FACILITIES | BZZ26846 | 57300 | DW | RECURRING DOOR REPLACEMENTS | | \$13,500 | | \$14,200 |
| FACILITIES | BZZ26846 | 57300 | DW | ASBESTOS ABATEMENT | \$15,000 | \$15,000 | \$15,000 | \$16,000 |
| FACILITIES | BZZ26846 | 57400 | DW | VEHICLE REPLACEMENT | \$49,200 | \$115,000 | | \$95,000 |
| FACILITIES | BZZ26846 | 57400 | DW | GROUPS EQUIPMENT REPLACEMENT | \$18,000 | | \$18,500 | |
| FACILITIES | BZZ26846 | 57400 | DW | CUSTODIAL EQUIPMENT REPLACEMENTS | \$17,500 | \$17,750 | \$17,750 | \$18,000 |
| FACILITIES | BZZ26846 | 57300 | DW | ROOF REPAIRS- CUPPOLA / CO | \$60,000 | \$65,000 | \$70,000 | \$75,000 |
| FACILITIES | BZZ26846 | 57300 | NES | BUILDING AUTOMATION | | \$75,000 | | |
| FACILITIES | BZZ26846 | 57400 | DW | CIRC PUMP REPLACEMENTS | | \$8,500 | | \$8,800 |
| FACILITIES | BZZ26846 | 57400 | SNIS | PLAYGROUND COMPLIANCE | \$6,200 | | \$6,400 | \$6,600 |
| FACILITIES | BZZ26846 | 57300 | DW | MANDATORY 5 YEAR SPRINKLER TESTS | | | | \$32,000 |
| FACILITIES | BZZ26846 | 57300 | CO | STEAM BOILER REPLACEMENT - REPORT | \$95,000 | | | |
| FACILITIES | BZZ26846 | 57300 | CO | STRUCTURAL REPAIR - FOUNDATION | | | \$40,000 | |
| FACILITIES | BZZ26846 | 57300 | HPS | SEPTIC TANK REPLACEMENT | \$35,000 | | | |
| FACILITIES | BZZ26846 | 57300 | SMS | SEPTIC TANK REPLACEMENT | | | \$225,000 | |
| FACILITIES | BZZ26846 | 57400 | NMHS | LED SIGN REPLACEMENT | \$60,000 | | | |
| FACILITIES | BZZ26846 | 57300 | SNIS | HVAC REPLACEMENT- RTU #3 | | \$38,850 | | \$38,850 |
| FACILITIES | BZZ26846 | 57400 | DW | PAVING PROJECTS | \$15,000 | \$15,500 | \$16,000 | \$17,000 |
| FACILITIES | BZZ26846 | 57400 | NMHS | FLOORING REPLACEMENT | | | \$55,000 | |
| FACILITIES | BZZ26847 | 57300 | NMHS | GYM CEILINGS | | | | \$45,000 |
| FACILITIES | BZZ26846 | 57400 | NMHS | NATURAL GAS DETECTION | TBD | | | |
| FACILITIES | BZZ26846 | 57400 | NMHS | TENNIS COURT REPAIR | | | | |
| | | | | SUB TOTAL | \$747,650 | \$765,400 | \$828,650 | \$744,000 |

BOND LEVEL PROJECTS - CAPITAL PLAN - 20/21 through 23/24

| DEPARTMENT | ORG | OBJ | LOCATION | DESCRIPTION | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|------------|----------|-------|----------|------------------------------------|--------------------|------------------|------------------|------------------|
| FACILITIES | BZZ26846 | 57400 | SNIS | VEHICLE STORAGE | \$275,000 | | | |
| FACILITIES | BZZ26846 | 57400 | DW | REPLACEMENT OF SIDEWALKS | \$100,000 | \$100,000 | \$100,000 | \$100,000 |
| FACILITIES | BZZ26846 | 57400 | DW | ASPHALT REPLACEMENT (NES FIRST) | \$250,000 | \$250,000 | \$250,000 | \$250,000 |
| FACILITIES | BZZ26846 | 57400 | DW | HVAC REPLACEMENT (HPS FIRST) | \$100,000 | \$100,000 | \$100,000 | \$100,000 |
| FACILITIES | BZZ26846 | 57400 | NMHS | ROOF REPLACEMENT (SNIS, NMHS, NES) | \$4,300,000 | TBD | TBD | |
| FACILITIES | BZZ26846 | 57400 | SNIS * | ELEVATOR RETRO FIT | \$56,350 | | | |
| | | | | SUB TOTAL | \$4,806,350 | \$450,000 | \$450,000 | \$450,000 |



NEW MILFORD PUBLIC SCHOOLS
Office of the Assistant Superintendent

50 East Street
New Milford, Connecticut 06776
(860) 354-3235 FAX (860) 210-2643

TO: Dr. Kerry Parker, Superintendent
FROM: Ms. Alisha DiCorpo, Assistant Superintendent (AD)
DATE: September 4, 2019
RE: Textbook Preview–Grade 11

The textbook listed below will be brought before the Board of Education for adoption at the next Board of Education meeting. Board members may review this book, which will be located in the Assistant Superintendent's office, between the hours of 8:00 a.m. and 4:00 p.m.

United States History and Geography: Joyce Appleby Ph.D., Alan Brinkley, Ph.D., Albert Broussard, Ph.D., James McPherson, Ph.D., Donald Ritchie, Ph.D., Jay McTighe (McGraw-Hill)
– Grade 11

This text will replace our current text with a copyright of 2001 and will be used by both College Prep and Honors students. This book focuses on big ideas built around essential questions, enduring ideas, and NCSS standards. It contains sections that help build critical thinking and historical analysis.

Cost of Book: \$87.09
Number of Copies Needed: 320
Total: \$27,868.80 (does not includes shipping)

**New Milford Board of Education
 Policy Sub-Committee Minutes
 September 3, 2019
 Lillis Administration Building, Room 2**

Present: Mrs. Tammy McInerney, Chairperson
 Mr. Joseph Failla
 Mrs. Wendy Faulenbach
 Mr. J.T. Schemm

Also Present: Dr. Kerry Parker, Superintendent of Schools
 Ms. Alisha DiCorpo, Assistant Superintendent of Schools
 Mrs. Laura Olson, Director of Pupil Personnel and Special Services

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| 1. | <p>Call to Order</p> <p>The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mrs. McInerney.</p> | <p>Call to Order</p> |
| 2. | <p>Public Comment</p> <ul style="list-style-type: none"> • There was none. | <p>Public Comment</p> |
| 3. | <p>Discussion and Possible Action</p> <p>A. Policies Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311:</p> <p>1. 1331 Smoking</p> <ul style="list-style-type: none"> • Mrs. McInerney said this policy had been reviewed recently, but now additional revisions to language are being recommended due to statutory changes. • Mrs. Faulenbach had a procedural question regarding this group of policies. She said the approval at initial Board presentation is usually allowed for revisions due to statutory changes only, but she said there are also language revisions suggested, which typically require more than one review. She asked if the revisions would be posted on the district's | <p>Discussion and Possible Action</p> <p>A. Policies Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311:</p> <p>1. 1331 Smoking</p> <p style="text-align: right;">RECEIVED <i>JAP</i> TOWN CLERK 2019 SEP -5 A 8:31</p> |

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| | <p>website when approved.</p> <ul style="list-style-type: none">• Mrs. McInerney noted that child care center language was being incorporated in some of the policies at the recommendation of legal counsel. She questioned why that would be necessary since the schools are not child care centers.• Mr. Failla mentioned the after-school programs, which while not run by the district, take place on school grounds, so this provides more of a catch all.• Mrs. McInerney mentioned the child care preschool program at the high school.• Mrs. Faulenbach suggested that since there was no August Policy meeting, and these changes are being suggested by legal counsel, it would be helpful to have additional commentary and explanation of the changes prior to the Board meeting, for further clarification.• Mr. Schemm referenced the Pullman Comley School Law Alert, which discusses how this fits into the early childhood statutes. He liked the clarification to the public that smoking is prohibited by statute. <p>2. 4112.5 Criminal History Inquiries</p> <ul style="list-style-type: none">• Mrs. Faulenbach referenced the top of page 2. She said the new revision now requires confirmation in writing and asked if that meant it was previously allowed verbally.• Dr. Parker said the district's procedure has always been to require written confirmation. This statute change now aligns the state with the district. She said this includes student teachers.• Mr. Schemm asked who pays for this.• Mr. Failla said this policy requires the staff member to notify the district.• Mrs. McInerney asked about interns and other service providers. | <p>2. 4112.5 Criminal History Inquiries</p> |
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| <p>3. 4118.232 Smoking</p> <ul style="list-style-type: none">• Mrs. McInerney said this was similar to the Smoking policy already discussed.• Mrs. Faulenbach noted that it ties in the child care centers again.• Dr. Parker said she would get clarification on the child care reference.• Mr. Schemm asked if this could be an opportunity to combine the two policy numbers, 1331 and 4118.232/4218.232, into one number.• Mrs. Faulenbach said it was good to condense policies where appropriate, but she suggested that unintended ramifications should be considered before the change is made.• Mrs. McInerney said she would ask for additional research. <p>4. 5114 Removal/Suspension/Expulsion</p> <ul style="list-style-type: none">• Mrs. McInerney said it was interesting to read that the new statute requirements say that expulsion can only be if <i>both</i> policy violation occurred <i>and</i> the action is seriously disruptive of the educational process or endangers persons or property.• Mrs. McInerney noted that the policy now also separates suspensions and expulsions. They are handled differently.• Mr. Failla said the overall concept is that it is now more difficult to suspend or expel students. <p>5. 5118 Nonresident Students</p> <ul style="list-style-type: none">• Mrs. McInerney said this revision focuses on homeless students.• Mrs. Faulenbach noted the emphasis and definition of unaccompanied students.• Mrs. McInerney said on 5118(b), clean-up is needed. The “or” under #3 needs to be moved to #4. | <p>3. 4118.232 Smoking</p> <p>4. 5114 Removal / Suspension / Expulsion</p> <p>5. 5118 Nonresident Students</p> |
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| | <ul style="list-style-type: none">• Mr. Schemm noted the emphasis on a free, public education.• Mrs. Faulenbach had a question on the last page, regarding the reference to 10 days. She asked if it is assumed to be calendar days. Dr. Parker said she would ask for clarification. <p>6. 5118.1 Homeless Students</p> <ul style="list-style-type: none">• Mrs. McInerney said this policy is similar to 5118, but more specific to homeless students.• Mrs. Faulenbach asked about the timeframe if a child is denied accommodations. Legal will be consulted for clarification.• Mrs. McInerney requested a comma be added after residency. <p>7. 5141.21 Administration of Medication</p> <ul style="list-style-type: none">• Mrs. McInerney noted this adds the self-administration of over-the-counter sunscreen. Paperwork was sent home in the summer and fall to parents for this procedure, to be kept on file in the nurses' offices. <p>8. 6111 School Calendar</p> <ul style="list-style-type: none">• Mrs. McInerney said this policy discusses when a firm graduation date may be set. It is a change from 185 to 180 days. The date can be confirmed early in the year.• Mr. Schemm suggested that dates could be set for more than one year in advance if the district calendars for those years were prepared ahead of time. Mrs. McInerney questioned whether the O'Neill Center would book more than one year in advance.• Dr. Parker said she and Mr. Shugrue were in the process of forming a committee to work on the district calendar.• Mrs. Faulenbach noted that the Board does not approve the district calendar. | <p>6. 5118.1 Homeless Students</p> <p>7. 5141.21 Administration of Medication</p> <p>8. 6111 School Calendar</p> |
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| <p>Mrs. Faulenbach moved to bring the Policies Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311 to the Board for approval, seconded by Mrs. McInerney.</p> <p>The motion passed unanimously.</p> <p>B. Policies for Review:</p> <p>1. 1700 Possession of Firearms on School Property Prohibited</p> <ul style="list-style-type: none">• Mrs. McInerney said this policy has been under review for a while.• Mr. Failla said his problem with this policy is with the prohibition of off-duty peace personnel from carrying weapons on school grounds.• Mrs. McInerney noted that the policy follows state statute, perhaps not municipality rules.• Mr. Failla said there is confusion with the law and policy language.• Dr. Parker said she would go back to legal with the discussion. <p>2. 1800 Animals on School Property</p> <ul style="list-style-type: none">• Mrs. McInerney said this policy references service animals primarily. She had a question regarding how this relates to students with severe allergies.• Ms. DiCorpo noted that they may be prohibited if accommodations can't be made.• Mrs. Olson said she sees this as an opportunity to discuss therapy dog use in our public buildings. The Town policy prohibiting animals does not pertain to school buildings. She said there are a number of districts around us with this policy.• Dr. Parker said this is a brand-new policy for consideration. | <p>Motion made and passed unanimously to bring the Policies Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311 to the Board for approval.</p> <p>B. Policies for Review:</p> <p>1. 1700 Possession of Firearms on School Property Prohibited</p> <p>2. 1800 Animals on School Property</p> |
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| <p>4. A.</p> | <p>Discussion</p> <p>Policy Series for Next Review</p> <ul style="list-style-type: none"> Mrs. McInerney asked for suggestions going forward besides continuing discussion on policies 1700 and 1800. Mrs. Faulenbach suggested checking with legal for suggestions, then looking at the 9000 series. Since the Board is looking at turnover of members in December, it may be an appropriate time to review bylaws. | <p>Discussion</p> <p>A. Policy Series for Next Review</p> |
| <p>5. A.</p> | <p>Item of Information</p> <p>Pullman & Comley School Law Alert – August 5, 2019</p> <ul style="list-style-type: none"> Mrs. McInerney said this is provided for members' information. | <p>Item of Information</p> <p>A. Pullman & Comley School Law Alert – August 5, 2019</p> |
| <p>6.</p> | <p>Public Comment</p> <ul style="list-style-type: none"> There was none. | <p>Public Comment</p> |
| <p>7.</p> | <p>Adjourn</p> <p>Mrs. Faulenbach moved to adjourn the meeting at 7:30 p.m. seconded by Mr. Schemm and passed unanimously.</p> | <p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:30 p.m.</p> |

Respectfully submitted:




Tammy McInerney, Chairperson
 Policy Sub-Committee

**New Milford Board of Education
 Committee on Learning Minutes
 September 3, 2019
 Lillis Administration Building, Room 2**

Present: Mr. J.T. Schemm, Chairperson
 Mrs. Angela C. Chastain
 Mr. Bill Dahl
 Mrs. Tammy McInerney

Also Present: Dr. Kerry Parker, Superintendent of Schools
 Ms. Alisha DiCorpo, Assistant Superintendent of Schools

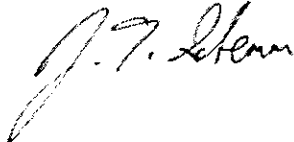
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| 1. | Call to Order The meeting of the New Milford Board of Education Committee on Learning was called to order at 7:30 p.m. by Mr. Schemm. | Call to Order |
| 2. | Public Comment <ul style="list-style-type: none"> • There was none. | Public Comment |
| 3. | Discussion and Possible Action A. Review and Approval of Curricula <ol style="list-style-type: none"> 1. Creative Writing 2. Diverse Voices 3. US History CP 4. US History Honors <ul style="list-style-type: none"> • Mr. Schemm said there are four curriculum up for review. Several more are coming over the next few months as a result of summer work done. • Ms. DiCorpo said these are all revisions. US History is on tonight because a textbook request is coming with it and she wanted to time it properly for budgetary purposes. • Ms. DiCorpo said that CT passed a new law requiring a course in African American and Latino studies that will be written by CERC and put in place for 2020/21. That course proposal will be coming in October for consideration. • Mr. Schemm clarified that the course must be offered only. Ms. DiCorpo said that is correct; the course is not a graduation requirement. | Discussion and Possible Action A. Review and Approval of Curricula <ol style="list-style-type: none"> 1. Creative Writing 2. Diverse Voices 3. US History CP 4. US History Honors <div style="text-align: right; margin-top: 20px;"> <p>RECEIVED TOWN CLERK  2019 SEP -5 A 8:31</p> </div> |

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| | <ul style="list-style-type: none">• Ms. DiCorpo said she would speak to the curricula since no teachers were present.• Diverse Voices is a senior semester elective. It explores diversity through literature. Each unit lasts about five weeks: diverse voice, diverse identity, diversity and conflict, and tolerance of diversity. It has been updated to align with the new literacy standards of common core and performance tasks have been added. This is considered a literacy offering for graduation requirement purposes.• Mr. Schemm asked what the course enrollment is. Ms. DiCorpo said she would check.• Ms. DiCorpo said the curriculum is being used as a pilot until officially approved by the Board.• There was discussion about the names listed on the cover pages. District administration is listed from when the curriculum is actually written. It was suggested that consistency is needed regarding which Board member names are used.• Creative Writing is a college prep semester course. The focus here is on writing and helping students explore different types of writing to improve their ability in different areas. This is done in conjunction with an awareness of the units of study K-8 and offers a continuum of that work. It keeps the college essay in mind and offers practice in that area. The performance tasks include an emphasis on technology use.• Mrs. McNerney said she was impressed with the quality and quantity of reading choices. Mr. Schemm asked how many senior elective English choices there are. Ms. DiCorpo said she would follow up on that number and course enrollment prior to the Board meeting.• Ms. DiCorpo said US History CP and Honors could be taken together for discussion. US History is a required course in the Humanities | |
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| | <p>grouping for the state of CT. These two courses were written together so they are in concert with similarities and differences. Both courses are the study of history through various lenses. They are aligned with the CT History standards C3 framework. Each of the units of study run three to four weeks and work in concert with the middle school teaching. Honors is more comprehensive. The difference is in the rigor of the reading and depth of analysis.</p> <ul style="list-style-type: none"> • Mr. Dahl referenced the alignment with the middle school and asked what happens with a student coming from another district. Ms. DiCorpo said the state standards are designed to help with that. • Mr. Schemm asked if the proposed textbook would be used in both courses. Ms. DiCorpo said it could be, along with primary source documents. • Mr. Schemm asked what grade these courses are for and Mr. DiCorpo said they are for junior year. • Dr. Parker asked why the presentation of the curricula is so delayed from when they are written. Ms. DiCorpo said it is a good problem to have in that there are so many curricula being written that it takes a while to get them through committee. • Mrs. Chastain suggested that revised curriculum could be presented in a shorter summary so that more could be moved forward at one time. New courses could have formal presentations to the committee. | |
| | <p>Mrs. Chastain moved to bring the following curricula to the full Board for approval: Creative Writing, Diverse Voices, US History CP and US History Honors, seconded by Mrs. McInerney and passed unanimously.</p> | <p>Motion made and passed unanimously to bring the following curricula to the full Board for approval: Creative Writing, Diverse Voices, US History CP and US History Honors.</p> |
| <p>4.</p> | <p>Public Comment</p> <ul style="list-style-type: none"> • There was none. | <p>Public Comment</p> |

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| 5. | Adjourn Mr. Dahl moved to adjourn the meeting at 9:00 p.m., seconded by Mrs. Chastain and passed unanimously. | Adjourn Motion made and passed unanimously to adjourn the meeting at 9:00 p.m. |
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Respectfully submitted:



J.T. Schemm, Chairperson
Committee on Learning

**New Milford Board of Education
 Facilities Sub-Committee Minutes
 September 10, 2019
 Lillis Administration Building—Room 2**

Present: Mr. Brian McCauley, Chairperson
 Mrs. Angela C. Chastain
 Mr. Joseph Failla (arrived at 6:58 p.m.)
 Mrs. Eileen P. Monaghan

Also Present: Dr. Kerry Parker, Superintendent
 Mr. Kevin Munrett, Facilities Director
 Mr. Nestor Aparicio, Assistant Facilities Director
 Mr. Anthony Giovannone, Director of Operations and Fiscal Services
 Ms. Ellamae Baldelli, Director of Human Resources

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 2019 SEP 12 P 12:54
 NEW MILFORD, CT

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| 1. | <p>Call to Order</p> <p>The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:46 p.m. by Mr. McCauley.</p> | <p>Call to Order</p> |
| 2. | <p>Public Comment</p> <ul style="list-style-type: none"> • There was none. | <p>Public Comment</p> |
| 3. | <p>Discussion and Possible Action</p> <p>A. Celtic Energy - Presentation</p> <ul style="list-style-type: none"> • Mr. Walt Donzila, Director Of Business Development for Celtic Energy, said they are a Glastonbury-based energy consultant, specializing in representing owners of energy projects. The Town of New Milford has engaged Celtic Energy to represent them in an Energy Savings Performance Contract (ESPC) for both municipal and school facilities, and possibly a water treatment plant. ESPCs are funded by savings on utility bills by installing new, efficient energy equipment, and are a prime method for towns/school systems to upgrade energy infrastructure. The more facilities included in the project, the more efficient, as there is an economy of scale. The Town officially signed on last January. Celtic is now looking for the Board to approve the retaining of Celtic as owner’s representative along with the Town and to allow the schools to be upgraded along with other Town | <p>Discussion and Possible Action</p> <p>A. Celtic Energy - Presentation</p> |

facilities. He said the approximate timeline would be to develop and issue an RFQ in October, select a vendor in December, and perform an investment grade audit and contract for services by May, so that project implementation for the schools could be done in the summer months.

- Mrs. Chastain asked what new equipment would be considered. Mr. Donzila said equipment such as boilers, air conditioners, air handlers, building controls, and windows. Projects can also include optional solar, wind and fuel cells but those items are typically an extra cost.
- Mrs. Chastain asked if equipment is replaced as needed or audited. Mr. Donzila said a very detailed audit is the first step. Changes are proposed based on that and there is usually some back and forth between the vendor and Town before the final contract is set and terms guaranteed.
- Mrs. Chastain asked for confirmation that there is no cost to the schools. Mr. Donzila said that is correct as long as there is proper management of what is promised.
- Mrs. Chastain asked how Celtic gets paid. Mr. Donzila said it is factored into the contract as part of the project cost and is negotiated with the Town. They typically receive 2% to 3% of the project fees.
- Mrs. Monaghan asked who decides on the school upgrades. Mr. Munrett said he will work in conjunction with the Town.
- Mrs. Monaghan asked about the possibility of including solar. Mr. Donzila said that will be up to the Town. He reiterated that there will be costs for any new structures.

B. Turf Field Usage and Fees

- Mr. Munrett said they have reviewed the turf field revenues as a follow up to the rate restructuring last year and the district is losing money under the current structure.
- Mr. Failla asked why overtime was necessary for field maintenance since there is minimal

B. Turf Field Usage and Fees

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| | <p>required. Mr. Munrett said the overtime is a reference to the person who is required to be on hand while the fields are utilized.</p> <ul style="list-style-type: none"> • Mrs. Chastain said she agrees that supervision is necessary to limit misuse and prevent possible misbehavior, but she wondered if it was a requirement to use a member of the bargaining unit. She also questioned why the costs are not passed on to the users. • Mr. Munrett said the fees were revised due to complaints that the old rates were too high. • Mrs. Chastain said she is hearing that our rates are cheaper than other communities. She said she is also shocked that field advertising has not taken off. • Mr. Failla said he would like Mr. Shugrue and Mr. Lipinsky to address why they think advertising has not been effective. • Mrs. Monaghan suggested it might be time to raise the rates. • Mrs. Chastain asked if the Turf Field Committee had met this year. Mr. Munrett said they had not. • Mr. Failla asked if a rate study had been done. Mr. Munrett said they did one a year or so ago but could revisit. Mrs. Chastain said she would like Danbury to be included in any survey. • Mrs. Chastain suggested that the Turf Field Committee should meet, then report to Facilities and Operations in October. Mr. McCauley agreed. <p>C. Capital 5 Year Plan and Capital Reserve Withdraw for 19-20 Budget</p> <ul style="list-style-type: none"> • Mr. Giovannone said the memo regarding this topic would go to Operations tonight too. He said the Facilities request has been revised. The SNIS HVAC has been removed because it was previously funded. The same is true for the reduced request for security enhancements. • Mrs. Chastain asked how much would be left in the capital reserve account if these requests are approved. Mr. Giovannone said, with the \$352,500 withdrawal, there would be \$326,324 left. Mrs. Chastain asked if there are any | <p>C. Capital 5 Year Plan and Capital Reserve Withdraw for 19-20 Budget</p> |
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Lillis Administration Building—Room 2

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| | <p>deposits pending and Mr. Giovannone said there is \$365,213 available from the 2018-19 year end balance, pending final audit.</p> <ul style="list-style-type: none"> • Mr. Giovannone referenced the back of the memo, which identifies some projects being considered for collaboration with the Town. • Mrs. Chastain suggested that a Facilities subcommittee member should be assigned to attend Municipal Building Committee meetings, since decisions made there could have a significant impact on district facilities. Mrs. Monaghan volunteered. • Mr. Failla said he has a problem with leaving the capital reserve so low, specifically with the computer refresh item. • Mrs. Chastain said they should keep in mind that capital was intentionally removed from the budget with the intent of using capital reserve at a later time. • Mr. Failla asked what happens if a large unexpected expense comes up. Mrs. Chastain said the Board would go to the Town. • Dr. Parker said they continue to talk to the Town about cost savings and collaboration. • Mr. Munrett said they are having discussions about asphalt and parking lot restructuring. He said Parks and Rec will be bidding their tennis courts and the district could join that bid for potential cost savings. • Mr. Failla said he is still concerned with the low bottom line. He noted that the Town Council is not always cooperative. • Mrs. Chastain said she would be more concerned if there wasn't money coming back in from the year end balance to essentially cover the cost. | |
| <p>4.</p> <p>A.</p> | <p>Items of Information</p> <p>Elevator Retrofit</p> <ul style="list-style-type: none"> • Mr. Munrett said the State of CT made a change to its elevator code and two of the district's elevators qualify. After surveying, the one at SMS had been fixed previously, but there is one at SNIS that will need retrofitting. | <p>Items of Information</p> <p>A. Elevator Retrofit</p> |

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| | <ul style="list-style-type: none"> • Mr. Giovannone said he would revise his memo to reflect the SNIS elevator. • Mr. Failla asked about timeframe. Mr. Munrett said the state wants to see that the district is moving forward with the retrofit. • Mr. McCauley asked if this affects Town elevators too. Mr. Munrett said the Town is checking. <p>B. Roof Update</p> <ul style="list-style-type: none"> • Mr. Munrett said the SNIS roof project is ahead of schedule by almost a month and a half. The roof is now watertight. • Dr. Parker said there were some complaints by staff regarding the smell from the project. While not a health concern, the vendor has agreed to hold the “smelly” work for after school hours. • Regarding the high school roof, Mr. Munrett said he has attended Municipal Building Committee meetings, and also toured the high school with one member at his request, and their plan is to use the \$1.2 million bonded to put a metal roof over the rear portion of the high school where there was storm damage. Then they will recommend bonding for metal on additional parts of the roof in subsequent years. They had determined that the Town’s previously recommended quick fix was not a good use of funds. • Mr. Failla asked if the plan is okay operationally and Mr. Munrett said it is. <p>C. Summer Projects Recap</p> <ul style="list-style-type: none"> • Mr. Munrett said it was a busy summer, made more so by moving summer school to the high school. He said the HPS cafeteria floor was successfully abated. | <p>B. Roof Update</p> <p>C. Summer Projects Recap</p> |
| <p>5.</p> | <p>Public Comment</p> <ul style="list-style-type: none"> • Wendy Faulenbach said she is a member of the Turf Fields Committee and is eagerly waiting for a meeting. She asked that prior to the Board meeting information be provided as to how many organizations have not paid fees and | <p>Public Comment</p> |

**New Milford Board of Education
 Facilities Sub-Committee Minutes
 September 10, 2019
 Lillis Administration Building—Room 2**

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| | <p>what the recourse is to recoup them.</p> <ul style="list-style-type: none"> • Mrs. Chastain said she would also like information on what the process is to schedule the fields, how they are prioritized, and what evidence of insurance must be provided. | |
| 6. | <p>Adjourn</p> <p>Mrs. Chastain moved to adjourn the meeting at 7:31 p.m., seconded by Mrs. Monaghan and passed unanimously.</p> | <p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:31 p.m.</p> |

Respectfully submitted:



Brian McCauley, Chairperson
 Facilities Sub-Committee

**New Milford Board of Education
 Operations Sub-Committee Minutes
 September 10, 2019
 Lillis Administration Building—Room 2**

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 NEW MILFORD, CT

Present: Mrs. Wendy Faulenbach, Chairperson
 Mr. Bill Dahl
 Mr. Brian McCauley
 Mrs. Eileen P. Monaghan

Also Present: Dr. Kerry Parker, Superintendent
 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
 Mr. Kevin Munrett, Facilities Director
 Mr. Nestor Aparicio, Assistant Facilities Director
 Mr. Brandon Rush, Director of Technology

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| 1. | <p>Call to Order</p> <p>The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:34 p.m. by Mrs. Faulenbach.</p> | <p>Call to Order</p> |
| 2. | <p>Public Comment</p> <ul style="list-style-type: none"> Angela Chastain thanked the Chair for adding the Direct Donations and Fundraiser Report to the agenda. She said she has concerns about communications issues with fundraisers and how requests for donations are being vetted. She said there appears to be a lack of communication sometimes between the organizers and parents. As an example, she mentioned a camp held this summer where parents thought the money was to be used as a fundraiser not as payment for the camp. She is wondering if any procedural changes need to be made to help alleviate confusion. | <p>Public Comment</p> |
| 3. | <p>Discussion and Possible Action</p> <ul style="list-style-type: none"> Mrs. Faulenbach said if there was no objection she would move item 4E, Direct Donations and Fundraiser Report, up on the agenda since it was just addressed in public comment. | <p>Discussion and Possible Action</p> |

- Mrs. Faulenbach said she had reviewed the fundraiser policies and regulations and there are signoffs, checks and balances. She said that perhaps the implementation disconnects from these somehow to create miscommunication. She said fundraising was reviewed recently at the Policy subcommittee and there has been work done over the last few years to close out some accounts and streamline.
- Mr. Giovannone distributed the two fundraiser signoff forms for review. He said the confusion might occur at the beginning planning stages before fundraisers reach the actual paperwork stage.
- Mr. Dahl suggested there might be issues with individual fundraisers' follow through.
- Mrs. Faulenbach asked where the money goes for specific fundraisers. Mr. Giovannone said each school has general student activity accounts. The individual deposits would offer some detail.
- Mrs. Faulenbach said that it is important to communicate the protocol.
- Mr. Giovannone said he would put together a packet of the signoff forms and copies of fundraising policies and regulations 3280, 3281 and 3453 for the full Board meeting next week.

A. Tuition Rates for 2019-2020

- Mr. Giovannone said these rates utilize the same formula as in previous years. The revenue for tuition goes to the Town.
- Mrs. Faulenbach noted that the Town did not budget for this amount in the past but in 2018/19, the Town built some in to its budget.
- Mrs. Monaghan noted that the Sherman tuition goes directly to the Town too.
- Mr. Giovannone said excess cost revenue also goes directly to the Town.

Mr. McCauley moved to bring the Tuition Rates for 2019-2020 to the full Board for approval.

A. Tuition Rates for 2019-2020

Motion made and passed unanimously to bring the Tuition

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| | <p>Motion seconded by Mr. Dahl.</p> <p>Motion passed unanimously.</p> <p>B. New Milford High School Graduation Date 2020</p> <ul style="list-style-type: none"> • There were no questions. <p>Mr. Dahl moved to bring the New Milford High School Graduation Date 2020 of June 20, 2020 at 2:00 p.m. to the full Board for approval.</p> <p>Motion seconded by Mrs. Monaghan.</p> <p>Motion passed unanimously.</p> <p>C. Celtic Energy</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said there was a presentation from Celtic Energy at Facilities and a sign off is now requested. Mr. Giovannone referenced a suggested motion at the bottom of the memo regarding this topic. • Mrs. Faulenbach asked if the contract contained an “out” clause. Mr. Giovannone said not that he was aware. • Mrs. Faulenbach said she would like to see the contract language. <p>Mr. McCauley moved to bring the Celtic Energy proposal to the full Board for discussion and possible action.</p> <p>Motion seconded by Mrs. Monaghan.</p> <p>Motion passed unanimously.</p> <p>D. Capital 5 Year Plan and Capital Reserve Withdraw for 19-20 Budget</p> <ul style="list-style-type: none"> • Mr. Giovannone said this memo was discussed at Facilities as well. Technology is still the full request; Facilities is slightly lower due to the fact that a few items were already funded. | <p>Rates for 2019-2020 to the full Board for approval.</p> <p>B. New Milford High School Graduation Date 2020</p> <p>Motion made and passed unanimously to bring the New Milford High School Graduation Date 2020 of June 20, 2020 at 2:00 p.m. to the full Board for approval.</p> <p>C. Celtic Energy</p> <p>Motion made and passed unanimously to bring the Celtic Energy proposal to the full Board for discussion and possible action.</p> <p>D. Capital 5 Year Plan and Capital Reserve Withdraw for 19-20 Budget</p> |
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| | <ul style="list-style-type: none">• Mrs. Faulenbach said when the budget was adopted, the intent was to come for capital reserve in the near future.• Mr. McCauley asked if the Technology inventory and needs are known. Mr. Rush said he is collecting an inventory now. He already knows replacements are needed, particularly in the smartboard area. He said it would be hard for him to be specific with needs tonight. He does know additional funds are needed for access points.• Mrs. Faulenbach noted that requesting capital reserve is a long process and things could change between now and when the money is actually available. She said it makes sense to work with the funding as presented and make changes as needed, informing the Board.• Mr. Giovannone said any purchase over \$5,000 will appear on the purchase resolution for Board approval, giving time to discuss changes from what is currently proposed.• Mrs. Faulenbach asked if items would be identified as capital on the purchase resolution. Mr. Giovannone said yes, as 5 year capital. <p>Mrs. Monaghan moved to bring the capital reserve withdraw for 19-20 budget to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>E. 2018-19 Year End Balance</p> <ul style="list-style-type: none">• Mrs. Faulenbach said it is always a procedural decision as to whether to make this request now or wait until the audit is final.• Mr. Giovannone said that he thinks it makes sense to do it now since the Board is also making a request for withdrawal from the capital reserve. This way, both requests can be presented to the Town together for clarity. | <p>Motion made and passed unanimously to bring the capital reserve withdraw for 19-20 budget to the full Board for approval.</p> <p>E. 2018-19 Year End Balance</p> |
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| | <p>Mr. Dahl moved to bring a request to the Town Council and Board of Finance to send the year end balance for 2018-19, based on final audit, to the capital reserve account to the full Board for discussion and possible action. Motion seconded by Mrs. Monaghan.</p> <p>Motion passed unanimously.</p> <p>F. Hill and Plain School EXCEL need</p> <ul style="list-style-type: none"> • Mrs. Olson said this is a variable in special education that cannot be predicted. Under IDEA, the district is obligated to identify children by age 3 who may be eligible for services, and to enroll them in a program. Referrals come from the Birth to 3 program, self-referrals, and from people moving into the district. A similar request was made four years ago, when a like spike was seen. This request is for a 0.5 teacher, three 0.5 paraeducators and equipment. • Mr. Giovannone and Ms. Baldelli estimate the total cost for salaries, benefits and equipment at just under \$100,000. • Mrs. Faulenbach asked if anything was reimburseable. Mrs. Olson said no. • Mrs. Monaghan asked if there was any way to get the information earlier for budgetary purposes. Mrs. Olson said not really, since it is all based on referrals. <p>Mr. Dahl moved to bring the request for an additional morning EXCEL classroom for HPS to the full Board for discussion and possible action. Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> | <p>Motion made and passed unanimously to bring a request to the Town Council and Board of Finance to send the year end balance for 2018-19, based on final audit, to the capital reserve account to the full Board for discussion and possible action.</p> <p>F. Hill and Plain School EXCEL need</p> <p>Motion made and passed unanimously to bring the request for an additional morning EXCEL classroom for HPS to the full Board for discussion and possible action.</p> |
| <p>4.</p> <p>A.</p> | <p>Items of Information</p> <p>Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</p> | <p>Items of Information</p> <p>A. Exhibit A: Personnel — Certified, Non-Certified</p> |

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| | <ul style="list-style-type: none"> Ms. Baldelli said there are four certified openings, two of which are new, two non-certified openings, and one cafeteria position. She does not expect to have a revision for the full Board meeting. <p>B. Monthly Reports</p> <ol style="list-style-type: none"> Budget Position dated 8/31/19 Purchase Resolution D-726 Request for Budget Transfers <ul style="list-style-type: none"> Mr. Giovannone said they have completed encumbrances for the certified payroll. Non-certified encumbrances are still in progress. He noted that the Board adjusted turnover savings at budget time, taking more risk. Under Health Insurance, the SPP is not encumbered yet. Page 4 shows the capital reserve total. No revenues have been captured as of yet. The Budget Transfer request is for the pension. That amount comes from the Town and was slightly higher than budgeted. The Purchase Resolution continues the yearly encumbrances, from which the actual payments will be made. <p>C. Tuition Students</p> <ul style="list-style-type: none"> Mrs. Faulenbach said this is an informational update provided annually, per Board policy. <p>D. Compass Books Donation</p> <ul style="list-style-type: none"> Mrs. Faulenbach noted the tremendous amount of books donated. <p>E. Direct Donations and Fundraiser Report</p> <ul style="list-style-type: none"> This item was discussed earlier in the meeting. | <p>Appointments, Resignations and Leaves of Absence</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> Budget Position dated 8/31/19 Purchase Resolution D-726 Request for Budget Transfers <p>C. Tuition Students</p> <p>D. Compass Books Donation</p> <p>E. Direct Donations and Fundraiser Report</p> |
| <p>5.</p> | <p>Public Comment</p> <ul style="list-style-type: none"> There was none. | <p>Public Comment</p> |

**New Milford Board of Education
Operations Sub-Committee Minutes
September 10, 2019
Lillis Administration Building—Room 2**

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| 6. | Adjourn Mr. Dahl moved to adjourn the meeting at 8:43 p.m. seconded by Mrs. Monaghan and passed unanimously. | Adjourn Motion made and passed unanimously to adjourn the meeting at 8:43 p.m. |
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Respectfully submitted:



Wendy Faulenbach, Chairperson
Operations Sub-Committee