

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

OPERATIONS SUB-COMMITTEE
MEETING NOTICE

DATE:	June 6, 2017
TIME:	7:30 P.M.
PLACE:	Lillis Administration Building—Room 2

AGENDA

New Milford Public Schools Mission Statement

The mission of the New Milford Public Schools, a collaborative partnership of students, educators, family, and community, is to prepare each and every student to compete and excel in an ever-changing world, embrace challenges with vigor, respect and appreciate the worth of every human being, and contribute to society by providing effective instruction and dynamic curriculum, offering a wide range of valuable experiences, and inspiring students to pursue their dreams and aspirations.


- 1. Call to Order**
- 2. Public Comment**

An individual may address the Board concerning any item on the agenda for the meeting subject to the following provisions:

- A. A three-minute time limit may be allocated to each speaker with a maximum of twenty minutes being set aside per meeting. The Board may, by a majority vote, cancel or adjust these time limits.
- B. If a member of the public comments about the performance of an employee or a Board member, whether positive, negative, or neutral, and whether named or not, the Board shall not respond to such comments unless the topic is an explicit item on the agenda and the employee or the Board member has been provided with the requisite notice and due process required by law. Similarly, in accordance with federal law pertaining to student confidentiality, the Board shall not respond to or otherwise discuss any comments that might be made pertaining to students.

3. Discussion and Possible Action

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence
- B. Monthly Reports
 1. Budget Position dated 5/31/17
 2. Purchase Resolution D-699
 3. Request for Budget Transfers
- C. Gifts & Donations
 1. PTO — Exhibit B
- D. Bid Awards
 1. Food and Nutrition Services – Milk
 2. Food and Nutrition Services – Frozen Dessert
 3. Special Education – Student Care Workers and Job Coaches
- E. Grants
 1. Carl D. Perkins Grant
- F. Recommendations for End-of-Year Projects
- G. Recommended Adjustments to 2017-18 Budget

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TOWN CLERK
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NEW MILFORD, CT

4. Items of Information

- A. Annual Emergency Preparedness Report
- B. Annual Wellness Report
- C. John J. McCarthy Observatory Annual Report
- D. Capital Reserve follow up

5. Public Comment

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6. Executive Session (Anticipated)

- A. Discussion of the employment and salary of the Assistant Superintendent, Director of Human Resources, Director of Fiscal Services and Operations, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Network Administrator, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, Mail Courier and Lab Assistant

7. Adjourn

Sub-Committee Members: Wendy Faulenbach, Chairperson
Angela C. Chastain
Robert Coppola
Brian McCauley

Alternates: Bill Dahl
J.T. Schemm

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
Sarah Noble Intermediate School
New Milford, Connecticut
June 13, 2017

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

- | | |
|---|-------------------|
| <p>1. Mrs. Joan Conn, Elementary Teacher, Northville Elementary School
<u>Move</u> that the Board of Education approve the resignation, due to retirement, of Mrs. Joan Conn as Elementary Teacher at Northville Elementary School effective June 30, 2017.</p> | <p>Retirement</p> |
| <p>2. Mrs. Trudy Cox, Art Teacher, Schaghticoke Middle School
<u>Move</u> that the Board of Education approve the resignation, due to retirement, of Mrs. Trudy Cox as an Art Teacher at Schaghticoke Middle School effective June 30, 2017.</p> | <p>Retirement</p> |
| <p>3. Mrs. Christina Sprindis, Elementary Teacher, Northville Elementary School
<u>Move</u> that the Board of Education approve the resignation, due to retirement, of Mrs. Christina Sprindis as Elementary Teacher at Northville Elementary School effective June 30, 2017.</p> | <p>Retirement</p> |

b. NON-RENEWALS

- 1. None**

2. CERTIFIED STAFF

b. APPOINTMENTS

- 1. None**

3. NON-CERTIFIED STAFF

a. RESIGNATIONS

- | | |
|---|--------------------------------|
| <p>1. Mr. Nicholas Seiser, Maintenance II, New Milford High School
<u>Move</u> that the Board of Education approve the resignation of Mr. Nicholas Seiser as Maintenance II at New Milford High School effective June 13, 2017.</p> | <p>Took position elsewhere</p> |
| <p>2. Mrs. Patricia Shannon, Library Clerk, Sarah Noble Intermediate School
<u>Move</u> that the Board of Education approve the resignation, due to retirement, of Mrs. Patricia Shannon as Library Clerk at Sarah Noble Intermediate School effective August 31, 2017.</p> | <p>Retirement</p> |

4. NON-CERTIFIED STAFF

b. APPOINTMENTS

- 1. None currently**

5. ADULT EDUCATION STAFF

a. RESIGNATIONS

- 1. None**

6. ADULT EDUCATION STAFF

b. APPOINTMENTS

- 1. None**

7. BAND STAFF

a. RESIGNATIONS

- 1. Ms. Taylor Davis**, Marching Band Guard Assistant, New Milford High School
Move that the Board of Education approve the resignation of **Ms. Taylor Davis** as Marching Band Guard Assistant at New Milford High School effective May 25, 2017.

Personal Reasons

- 2. Mr. George Maloney**, Marching Band Guard Director for Fall, New Milford High School
Move that the Board of Education approve the resignation of **Mr. George Maloney** as Marching Band Guard Director for Fall at New Milford High School effective May 18, 2017.

Personal Reasons

8. BAND STAFF

b. APPOINTMENTS

- 1. None**

9. COACHING STAFF

a. RESIGNATIONS

- 1. None**

10. COACHING STAFF

b. APPOINTMENTS

- 1. None**

11. LEAVES OF ABSENCE

- 1. None currently**

**SUMMARY BY MOC (MAJOR OBJECT CODE)**

RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	28,752,211	0	28,752,211	23,930,229	4,689,094	132,888	99.54%
100'S	SALARIES - NON CERTIFIED	9,375,406	-88,853	9,286,553	7,627,864	780,192	878,497	90.54%
200'S	BENEFITS	9,649,146	0	9,649,146	9,371,776	190,997	86,372	99.10%
300'S	PROFESSIONAL SERVICES	3,403,301	221,236	3,624,537	2,936,791	449,419	238,326	93.42%
400'S	PROPERTY SERVICES	866,089	11,948	878,037	684,366	126,942	66,729	92.40%
500'S	OTHER SERVICES	8,019,525	-230,458	7,789,067	6,945,570	723,331	120,166	98.46%
600'S	SUPPLIES	2,718,748	19,368	2,738,116	2,219,482	359,716	158,918	94.20%
700'S	CAPITAL	606,847	65,346	672,193	480,459	166,755	24,979	96.28%
800'S	DUES AND FEES	86,036	1,414	87,450	77,493	1,453	8,504	90.28%
900'S	REVENUE	-1,790,649	0	-1,790,649	-1,299,860	0	-490,790	72.59%
GRAND TOTAL		61,686,660	0	61,686,660	52,974,171	7,492,582	1,219,908	98.02%

SALARIES - NON CERTIFIED BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51180	SALARIES - NON CERT - STIPENDS	518,527	0	518,527	321,241	0	197,286	61.95%
51201	SALARIES - NON CERT - PARA EDUCATORS	1,943,894	-46,409	1,897,485	1,549,907	240,378	107,200	94.35%
51202	SALARIES - NON CERT - SUBSTITUTES	858,200	0	858,200	668,026	0	190,174	77.84%
51210	SALARIES - NON CERT - SECRETARY	2,004,229	-35,414	1,968,815	1,765,591	156,043	47,180	97.60%
51225	SALARIES - NON CERT - TUTORS	329,081	0	329,081	192,363	0	136,718	58.45%
51240	SALARIES - NON CERT - CUSTODIAL	1,906,093	-44,427	1,861,667	1,552,935	248,363	60,368	96.76%
51250	SALARIES - NON CERT - MAINTENANCE	976,839	-44,427	932,413	770,974	63,989	97,449	89.55%
51285	SALARIES - NON CERT - TECHNOLOGY	442,941	35,414	478,355	428,733	49,622	0	100.00%
51336	SALARIES - NON CERT - NURSES	395,602	46,409	442,011	378,093	21,796	42,122	90.47%
TOTAL		9,375,406	-88,853	9,286,553	7,627,864	780,192	878,497	90.54%

BENEFIT BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	632,405	0	632,405	511,727	0	120,678	80.92%
52201	BENEFITS - MEDICARE	520,843	0	520,843	427,744	0	93,099	82.13%
52300	BENEFITS - PENSION	800,025	0	800,025	800,025	0	0	100.00%
52600	BENEFITS - UNEMPLOYMENT COMP	45,000	0	45,000	11,200	33,800	0	100.00%
52810	BENEFITS - HEALTH INSURANCE	6,732,477	0	6,732,477	6,751,187	123,592	-142,302	102.11%
52820	BENEFITS - DISABILITY INSURANCE	94,236	0	94,236	94,236	0	0	100.00%
52830	BENEFITS - LIFE INSURANCE	102,744	0	102,744	72,671	30,073	0	100.00%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	721,416	0	721,416	702,987	3,532	14,897	97.94%
TOTAL		9,649,146	0	9,649,146	9,371,776	190,997	86,372	99.10%

**EXPENDITURES**

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	28,752,211	0	28,752,211	23,930,229	4,689,094	132,888	99.54%
51200	NON-CERTIFIED SALARIES	9,375,406	-88,853	9,286,553	7,627,864	780,192	878,497	90.54%
52000	BENEFITS	9,649,146	0	9,649,146	9,371,776	190,997	86,372	99.10%
53010	LEGAL SERVICES	193,990	12,990	193,990	193,990	0	0	100.00%
53050	CURRICULUM DEVELOPMENT	75,000	0	75,000	6,709	600	67,691	9.75%
53200	PROFESSIONAL SERVICES	1,843,656	-20,374	1,823,282	1,435,661	298,628	88,993	95.12%
53201	MEDICAL SERVICES - SPORTS	28,000	500	28,500	28,500	0	0	100.00%
53210	TIME & ATTENDANCE SOFTWARE	12,874	0	12,874	11,471	0	1,403	89.11%
53220	IN SERVICE	114,260	-1,460	112,800	96,084	3,976	12,740	88.71%
53230	PUPIL SERVICES	640,236	220,000	860,236	693,459	113,280	53,497	93.78%
53300	OTHER PROF/ TECH SERVICES	36,475	0	36,475	31,567	977	3,931	89.22%
53310	AUDIT/ACCOUNTING	36,050	0	36,050	36,050	0	0	100.00%
53500	TECHNICAL SERVICES	129,750	2,016	131,766	128,470	0	3,296	97.50%
53530	SECURITY SERVICES	195,000	0	195,000	161,838	31,958	1,204	99.38%
53540	SPORTS OFFICIALS SERVICES	111,000	3,500	114,500	112,992	0	1,508	98.68%
54101	CONTRACTUAL TRASH PICK UP	88,525	0	88,525	68,822	4,584	15,119	82.92%
54301	REPAIRS & MAINTENANCE	353,300	33,439	386,739	316,276	56,694	13,769	96.44%
54302	FIRE / SECURITY MAINTENANCE	1,450	0	1,450	1,102	0	348	75.98%
54303	GROUNDS MAINTENANCE	19,098	1,400	20,498	15,363	1,174	3,961	80.68%
54310	GENERAL REPAIRS	63,696	-26,331	37,365	26,525	7,785	3,055	91.83%
54320	TECHNOLOGY RELATED REPAIRS	45,645	-3,290	42,355	26,048	0	16,307	61.50%
54411	WATER	66,300	0	66,300	47,675	18,625	0	100.00%
54412	SEWER	20,100	2,189	22,289	22,289	0	0	100.00%
54420	LEASE/RENTAL EQUIP/VEH	207,975	4,540	212,515	160,266	38,079	14,170	93.33%
55100	PUPIL TRANSPORTATION - OTHER	129,550	-3,000	126,550	99,557	25,489	1,503	98.81%
55101	PUPIL TRANS - FIELD TRIP	43,900	-923	42,977	27,218	7,900	7,859	81.71%
55105	TRANSPORTATION - SUMMER	15,750	0	15,750	0	0	15,750	0.00%
55110	STUDENT TRANSPORTATION	4,716,744	-17,000	4,699,744	4,386,987	261,123	51,634	98.90%
55190	STUDENT TRANSPORTATION PURCHAS	1,500	0	1,500	381	0	1,119	25.37%
55200	GENERAL INSURANCE	337,135	0	337,135	334,527	0	2,608	99.23%
55300	COMMUNICATIONS	48,500	0	48,500	44,259	4,194	47	99.90%
55301	POSTAGE	37,331	0	37,331	20,382	15,338	1,611	95.69%
55302	TELEPHONE	51,948	4,682	56,631	56,631	0	0	100.00%

*EXPENDITURES*

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	3,950	4,064	8,014	6,703	1,312	0	100.00%
55505	PRINTING	53,738	-678	53,060	36,371	11,081	5,609	89.43%
55600	TUITION	10,000	0	10,000	9,800	0	200	98.00%
55610	TUITION TO IN STATE DIST	788,802	-35,360	753,442	709,599	43,843	0	100.00%
55630	TUITION TO PRIVATE SOURCES	1,733,647	-172,322	1,561,325	1,191,939	354,775	14,611	99.06%
55800	TRAVEL	47,030	-5,857	41,173	21,217	2,958	16,999	58.71%
56100	GENERAL INSTRUCTIONAL SUPPLIES	193,435	7,647	201,082	152,314	14,444	34,324	82.93%
56110	INSTRUCTIONAL SUPPLIES	490,012	187	490,199	388,143	54,727	47,328	90.35%
56120	ADMIN SUPPLIES	35,436	-122	35,314	22,796	4,208	8,310	76.47%
56210	NATURAL GAS	201,000	0	201,000	166,509	34,491	0	100.00%
56220	ELECTRICITY	924,921	0	924,921	781,308	125,440	18,173	98.04%
56230	PROPANE	1,825	100	1,925	1,701	0	224	88.39%
56240	OIL	206,656	0	206,656	168,561	38,095	0	100.00%
56260	GASOLINE	32,250	-100	32,150	9,905	14,595	7,650	76.21%
56290	FACILITIES SUPPLIES	208,830	28,950	237,780	196,407	41,320	53	99.98%
56291	MAINTENANCE COMPONENTS	29,335	-15,500	13,835	11,493	2,342	0	100.00%
56292	UNIFORMS/ CONTRACTUAL	3,320	-950	2,370	2,370	0	0	100.00%
56293	GROUNDKEEPING SUPPLIES	5,900	3,500	9,400	6,875	2,525	0	100.00%
56410	TEXTBOOKS	184,625	-5,090	179,535	142,768	2,558	34,209	80.95%
56411	CONSUMABLE TEXTS	75,566	-7,270	68,296	64,279	1,405	2,612	96.18%
56420	LIBRARY BOOKS	81,109	14,153	95,262	72,572	21,175	1,516	98.41%
56430	PERIODICALS	26,276	-2,936	23,340	19,202	2,147	1,991	91.47%
56460	WORKBOOKS	14,502	-3,200	11,302	10,113	0	1,189	89.48%
56500	SUPPLIES - TECH RELATED	3,750	0	3,750	2,167	244	1,339	64.29%
57300	BUILDINGS	96,451	-47,251	49,200	46,384	0	2,816	94.28%
57340	COMPUTERS/TECH HARDWARE	4,425	1,551	5,976	5,518	459	0	100.00%
57345	INSTRUCTIONAL EQUIPMENT	84,713	860	85,573	67,182	3,503	14,889	82.60%
57400	GENERAL EQUIPMENT	120,088	51,332	171,420	155,333	9,918	6,170	96.40%
57500	FURNITURE AND FIXTURES	301,170	58,853	360,023	206,042	152,876	1,105	99.69%
58100	DUES & FEES	86,036	1,414	87,450	77,493	1,453	8,504	90.28%
EXPENDITURE TOTAL		63,477,310	0	63,477,310	54,274,031	7,492,582	1,710,698	97.31%



REVENUES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-1,051,239	0	-1,051,239	-581,627	0	-469,612	55.33%
43105	MEDICAID REIMBURSEMENT	-49,575	0	-49,575	-20,838	0	-28,737	42.03%
44105	FOI & FINGERPRINTING FEES	-2,200	0	-2,200	-1,909	0	-292	86.77%
44705	BUILDING USE FEES	-55,000	0	-55,000	-53,095	0	-1,905	96.54%
44800	REGULAR ED TUITION FROM INDIVI	-82,000	0	-82,000	-96,000	0	14,000	117.07%
44822	SPECIAL ED TUITION FROM OTHER	-19,910	0	-19,910	-30,834	0	10,924	154.87%
44860	ADMISSIONS/ATHLETIC GATE RECEI	-25,400	0	-25,400	-28,500	0	3,100	112.20%
44861	PARKING PERMIT FEES	-36,224	0	-36,224	-44,050	0	7,826	121.60%
44862	SCHOOL MUSICAL TICKET SALES	-11,411	0	-11,411	0	0	-11,411	0.00%
49102	TRANSFER IN-OTHER	-27,619	0	-27,619	-12,936	0	-14,683	46.84%
49599	CAPITAL RESERVE	-430,071	0	-430,071	-430,071	0	0	100.00%
REVENUE TOTAL		-1,790,649	0	-1,790,649	-1,299,860	0	-490,790	72.59%

GRAND TOTAL	61,686,660	0	61,686,660	52,974,171	7,492,582	1,219,908	98.02%
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WHEREAS, the equipment, supplies and/or services for which the following Purchase Orders have been issued and deemed necessary by the Superintendent of Schools, and the cost, thereof, are within the budget appropriations approved by the voters of the Town, NOW, BE IT RESOLVED, that the said purchase orders and all disbursements in connection, thereof, are hereby approved.

Funding	Location	Vendor Name	Description	Amount
GENERAL	NMHS	ALL AMERICAN SPORTS CORP	REPAIR HELMETS AND SHOULDER PADS	\$5,164.46
GENERAL	DOI	BRAIN POP	12 MONTHS OF INTERNET PROGRAM	\$5,841.00
GENERAL	FAC	GLOBAL MECHANICAL LLC	REPAIR SMS HOUSE PUMPS	\$6,600.00
GRANT	CO	TREAS. STATE OF CT	QUARTERLY CEN INTERNET ACCESS	\$7,200.00
GENERAL	DOI	LEXIA LEARNING SYSTEMS LLC	LEXIA CORE 5 STUDENT SUBSCRIPTION	\$8,160.00
GENERAL	FAC	FAT CITY SCREEN PRINTERS	ANNUAL FACILITIES UNIFORM ORDER	\$8,891.03
GENERAL	NMHS	SELECT PHYSICAL THERAPY	ATHLETIC TRAINING SERVICES	\$8,500.00
GENERAL	DOI	SERC	CURRICULUM WRITING TRAINING	\$9,800.00
GENERAL	CO	KAINEN ESCALERA AND MCHALE	GENERAL CONSULTATION FEES	\$12,483.65
GENERAL	FAC	PEN MAR BOILER CLEANING	BOILER CLEANING	\$10,500.00
GENERAL	DOI	ReVISION LEARNING, LLC*	TEACHER & ADMINISTRATOR DEVELOPMENT / SUPPORT	\$20,000.00
GENERAL	DOPP	COLLEGE ENTRANCE EXAM. BD.	AP EXAM INVOICE	\$21,385.00
GENERAL	HR	MERRITT SCANNING*	DIGITIZING OF HR RECORDS	\$21,500.00
GENERAL	TECH	DELL INC.*	POWEREDGE SERVERS	\$25,000.00
GENERAL	FAC	CROWLEY FORD, LLC*	FORD F-350 TRUCK	\$60,000.00
GENERAL	CO	PADDYFOTE, DR. JEANANN C.	RETIREMENT BENEFIT YEAR 2 OF 4	\$53,851.00
GENERAL	SPED	LAW OFFICE OF J. D. LAVIANO, LLC	TRUSTEE FOR S.S. SETTLEMENT	\$99,000.00

*NOT PART OF ORIGINAL 2016/2017 BUDGET



BUDGET TRANSFER REQUESTS

AGENDA ITEM 3B-3
JUNE 6, 2017 MEETING

DETAIL			FROM (-)			TO (+)		
#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
FAC-1	SALT SPREADER FOR TRUCK	\$3,948.62	NMHS	CUSTODIAL & HOUSEKEEPING BFE26143	PROFESSIONAL SERVICES 53200	FAC	MAINTENANCE & REPAIR BFY26243	GENERAL EQUIPMENT 57400
FAC-2	COIL REPLACEMENT SMS RTU #5	\$4,800.00	FAC	MAINTENANCE & REPAIR BFY26243	TRAVEL 55800	SMS	MAINTENANCE & REPAIR BFD26243	REPAIRS 54301
FAC-3	SMALL EQUIPMENT REPAIRS	\$688.39	FAC	MAINTENANCE & REPAIR BFY26243	UNIFORMS 56292	FAC	MAINTENANCE & REPAIR BFY26243	REPAIRS 54301
		\$996.97			PROFESSIONAL SERVICES 53200			
		\$1,760.00			IN SERVICE 53220			
		\$1,057.10			TRAVEL 55800			
FAC-4	TEC PARTS AND EQUIPMENT	\$1,155.00	FAC	MAINTENANCE & REPAIR BFY26243	REPAIRS 54301	NES	MAINTENANCE & REPAIR BFA26243	FACILITIES SUPPLIES 56290
HPS-1	CLASSROOM SUPPLIES	\$980.00	HPS	GEN. INSTRUCTION BLA10000	PROFESSIONAL SERVICES 53200	HPS	GEN. INSTRUCTION BLA10000	INSTRUCTIONAL SUPPLIES 56110
HPS-2	CLASSROOM SUPPLIES	\$178.00	HPS	OFFICE OF PRINCIPAL BLA24143	PRINTING 55505	HPS	GEN. INSTRUCTION BLA10000	INSTRUCTIONAL SUPPLIES 56110
NES-1	CLASSROOM SUPPLIES	\$500.00	NES	OFFICE OF PRINCIPAL BLB24143	PRINTING 55505	NES	GEN. INSTRUCTION BLB10000	INSTRUCTIONAL SUPPLIES 56110
NMHS-1	COST OF OFFICIALS UNTIL JUNE	\$3,500.00	NMHS	INTERSCHOLASTIC SPORTS BLE32040	GROUPS MAINT. 54303	NMHS	INTERSCHOLASTIC SPORTS BLE32040	SPORTS OFFICIALS 53540
NMHS-2	CANTERBURY WINTER RENTAL FEE	\$3,000.00	NMHS	INTERSCHOLASTIC SPORTS BLE32040	PUPIL TRANSP. - OTHER 55100	NMHS	INTERSCHOLASTIC SPORTS BLE32040	LEASE 54420
NMHS-3	FEES FOR YOUTH ED IN ARTS	\$750.00	NMHS	MUSIC BLE10025	PUPIL TRANSP. - FIELD TRIP 55101	NMHS	MUSIC BLE10025	DUES & FEE'S 58100
NMHS-4	MUSICAL EQUIPMENT REPAIR	\$300.00	NMHS	MUSIC BLE10025	GROUPS MAINT. 54303	NMHS	MUSIC BLE10025	REPAIRS 54301

Requesting Approval
Across MOC



BUDGET TRANSFER REQUESTS

AGENDA ITEM 3B-3
JUNE 6, 2017 MEETING

DETAIL								
			FROM (-)			TO (+)		
#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
FAC-5	NMHS THEATER SEATING REPAIR PARTS	\$257.65	FAC	MAINTENANCE & REPAIR BFY26243	MAINT. COMPONENTS 56291	NMHS	MAINTENANCE & REPAIR BFE26243	MAINT. COMPONENTS 56291
		\$350.00	NES	CUSTODIAL & HOUSEKEEPING BFB26143				
FAC-6	DUMPSTER FOR FARMHOUSE	\$811.85	NES	CUSTODIAL & HOUSEKEEPING BFB26143	TRASH PICKUP 54101	NMHS	CUSTODIAL & HOUSEKEEPING BFE26143	TRASH PICKUP 54101
FAC-7	CLEAN MAIN HIGH VOLTAGE BREAKERS	\$962.32	SMS	MAINTENANCE & REPAIR BFD26243	REPAIRS 54301	NES	MAINTENANCE & REPAIR BFB26243	REPAIRS 54301
		\$1,762.09				HPS	MAINTENANCE & REPAIR BFA26243	
NES-2	LIBRARY BOOKS THROUGH FYE	\$351.00	NES	LIBRARY BLB22235	PERIODICALS 56430	NES	LIBRARY BLB22235	LIBRARY BOOKS 56420
		\$103.00			GENERAL SUPPLIES 56100			
		\$6.00			INSTRUCTIONAL SUPPLIES 56110			
NES-3	INSTRUCTIONAL SUPPLIES THROUGH FYE	\$215.00	NES	EXCEL BSB10012	INSTRUCTIONAL SUPPLIES 56110	NES	GEN. INSTRUCTION BLB10000	INSTRUCTIONAL SUPPLIES 56110
		\$339.00		SPED BSB10011				
		\$170.00		SPEECH BPB21500				
		\$149.00		READING BLB10006				
		\$200.00		ART BLB10001				
		\$188.00		LANGUAGE ARTS BLB10002				
NMHS-5	TONER FOR BUSINESS DEPT.	\$1,000.00	NMHS	BUSINESS EDUCATION BLE10020	CONSUMABLE TEXT 56140	NMHS	BUSINESS EDUCATION BLE10020	INSTRUCTIONAL SUPPLIES 56110

Informational
Within Major Object Code

New Milford PTO

Parent Teacher Organization

PO Box 1343

New Milford, CT 06776

June 1, 2017

Mr. Joshua Smith
Superintendent
50 East Street
New Milford, CT 06776

Dear Mr. Smith:

The New Milford PTO is pleased to present the following gifts to the Board of Education for approval. Please arrange for these gifts to be placed on the agenda at the next Board of Education meeting.

Northville Elementary School

\$1,170.00 First Grade Science Enrichment: High Touch High Tech. This program helps build problem solving skills, self-esteem and the confidence to try something new

Hill and Plain Elementary School

\$2,350.00 Offset the cost of the First Grade field trip to West Hartford Science Center

Schaghticoke Middle School

\$5,500.00 Offset the cost for the Sixth Grade field trip to Camp Awosting in Morris CT. The trip will encourage team building, offer cooperative games, and personal challenges for all 6th grade students

-\$5,500.00 The Eighth Grade field trip grant to Lake Compounce was incorrectly included in two monthly reports (April and May)

\$3,520.00 Grand Total

Sincerely,
Kathleen Lewis
TW PTO President



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

MEMORANDUM

3D-1

TO: Joshua D. Smith, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: June 6, 2017
RE: Bid # E-1617-112922 - Food and Nutrition Services – Milk

The closing of this bid is scheduled to take place on Wednesday, June 7, 2017 at 2:00 p.m., where the bids submitted will be read aloud. The results and recommendation for award will be included in a revised form of this memo to be presented at the full Board meeting on June 13, 2017.

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



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

MEMORANDUM

3D-2

TO: Joshua D. Smith, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: June 6, 2017
RE: Bid # E-1617-112923 - Food and Nutrition Services – Frozen Dessert

On Thursday, April 25, 2017, two (2) vendors submitted bids to provide Food Services with frozen desserts for the district. Those vendors were as follows:

- M&R Frosted Food Company, Inc.
- New England Ice Cream Corporation

It is my recommendation that the contract be awarded to New England Ice Cream Corporation for the 2017-2018 school year for the following reason(s):

- New England Ice Cream bid on twenty-two of the twenty-four items submitted where M&R only bid on three items.
- New Milford has done business with New England Ice Cream for many years and they have provided exceptional service.

I will be glad to discuss this at the Operations Sub-Committee meeting on June 6, 2017 along with Sandra Sullivan, Director of Food and Nutrition Services, to answer any and all questions regarding this request for proposal.

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



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

MEMORANDUM

3D-3

TO: Joshua D. Smith, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: June 6, 2017
RE: Bid # E-1617-112921 - Student Care Workers and Job Coaches

On Wednesday, May 24, 2017 at 12p.m., the bids to provide the district with Student Care Workers and Job Coaches were opened. There were three (3) vendors that submitted pricing as follows:

Vendor	2017-2018		2018-2019		2019-2020	
	SCW	Job Coach	SCW	Job Coach	SCW	Job Coach
Ed Advance	\$14.68 - \$22.44	\$23.03 - \$28.33	\$14.68 - \$22.44	\$23.03 - \$28.33	\$14.68 - \$22.44	\$23.03 - \$28.33
Delta-T Group Connecticut, Inc.	\$19.86		\$20.46		\$21.00	
Mission One Educational Managed Solutions	\$21.12		\$21.12		\$21.12	

Of the three (3) bids received we suggest that the bid be awarded to Ed Advance for the following reason(s):

- Ed Advance (formerly Education Connection) has been providing service to our school district for over 12+ years. They provide quality recruitment and staffing.
- Ed Advance's pay rate for the upcoming three years (2017-18, 2018-19, 2019-20) offers the lowest per hour rate of the other bid offers for Student Care Workers.

I will be glad to discuss this at the Operations Sub-Committee meeting on June 6, 2017 along with Laura Olson, the Director of Special Services and Pupil Personnel, to answer any and all questions regarding this bid.

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

NEW MILFORD HIGH SCHOOL
MEMORANDUM
Office of the Assistant Principal

TO: Joshua Smith
FROM: Eric Williams
DATE: June 1, 2017
RE: Perkins Budget Summary

The following budget summary is the anticipated line item budget summary for the 2017-2018 Perkins budget that will be sent to the state for review. The state's due date for this budget is June 30, 2017. At this time we are still waiting on some vendor estimates, and attempting to confirm cost for some of next year's expenditures. It is possible that some line item changes will be made before the June 30th deadline. Also, the continuous improvement plan is still being created due to the timing of CTE tests. Score reports were just made available online and are used in the formation of the improvement plan. A final and complete copy of the entire Perkins budget will be sent to you shortly for your signature before being sent to the state.

**CONNECTICUT STATE DEPARTMENT OF EDUCATION
Career and Technical Education (CTE)**

**Carl D. Perkins ED 114 and Budget Narrative
Secondary Education
2017-18**

Carl D. Perkins Career and Technical Education
Improvement Act of 2006
Public Law 109-270



Due: June 30, 2017

**Connecticut State Department of Education
Academic Office
450 Columbus Boulevard, Suite 603
Hartford, CT 06103-1841**

ED 114 FISCAL YEAR 2018

BUDGET FORM

FUNDING STATUS:

GRANTEE NAME:

VENDOR CODE:

GRANT TITLE: CARL D. PERKINS CAREER AND TECHNICAL EDUCATIONAL IMPROVEMENT ACT OF 2006

PROJECT TITLE: SECONDARY BASIC GRANT

CORE-CT CLASSIFICATION: FUND: 12060

SPID: 20742

PROGRAM: 84010

BUDGET REFERENCE: 2018

CHARTFIELD1: 170002

CHARTFIELD2:

GRANT PERIOD: 7/1/2017 - 6/30/2018

AUTHORIZED AMOUNT: \$

AUTHORIZED AMOUNT by SOURCE:

LOCAL BALANCE: \$

CARRY-OVER DUE:\$

CURRENT DUE: \$

CODES	DESCRIPTIONS	BUDGET
111A	NON-INSTRUCTIONAL	500.00
111B	INSTRUCTIONAL	11,000.00
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	N/A
322	IN SERVICE	1,600.00
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	2,438.00
510	STUDENT TRANSPORTATION SERVICES	8,125.00
580	TRAVEL	846.00
600	SUPPLIES	2,000.00
700	PROPERTY	7,500.00
917	INDIRECT COSTS	N/A
	TOTAL	\$34,009.00

ORIGINAL REQUEST DATE

STATE DEPARTMENT OF EDUCATION
PROGRAM MANAGER AUTHORIZATION

DATE OF APPROVAL



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

MEMORANDUM

3F

TO: Joshua D. Smith, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: June 2, 2017
RE: Fiscal Year End Balance and Recommendations for Year End Projects

As we approach Fiscal Year End it is imperative to project our ending balance for the General Fund to make the best use of current budget and adhere to all policies and procedures both at the Board level and from the Auditors perspective.

The chart below states the Budget Position provided at the end of the month last month dated 4/30/17 in addition to the Budget Position currently provided in this packet dated 5/31/17. The last column is the projection of what we believe to be the Fiscal Year End balance that we will end the 2016/2017 year with taking into consideration all known variables as of 6/2/17:

MAJOR OBJECT CODE	POSITION		PROJECTION
	4/30/2017	5/31/2017	6/2/2017
SALARY	1,027,000	1,006,604	196,141
BENEFITS	300,827	86,372	0
PROFESSIONAL SERVICES	346,397	238,326	116,326
PROPERTY SERVICES	96,264	66,729	66,729
OTHER SERVICES	349,355	120,166	49,166
SUPPLIES	226,851	158,918	61,918
CAPITAL	35,128	24,979	0
DUES AND FEES	11,400	8,504	0
REVENUE	-544,209	-490,790	-293,790
TOTAL AVAILABLE	1,849,013	1,219,808	196,490
PERCENT OF BUDGET	2.12%	1.18%	0.32%

Important to note is the Revenue row in the above chart for Fiscal Year End showing \$293,790 short of which \$272,612 pertains to Excess Cost. The last memo to the Board regarding Excess Cost was presented at the March 2017 meeting. At that time, after the first of two payments for this grant, we projected the revenue shortfall for Excess Cost based off the memo from the State to be \$231,358 or 22% of the budget. The actual shortfall for Excess Cost we received notification of is actually \$272,612 or 26% of the original 2016/2017 budget.

An updated projection for Fiscal Year End will be provided at the June 13, 2017 meeting.

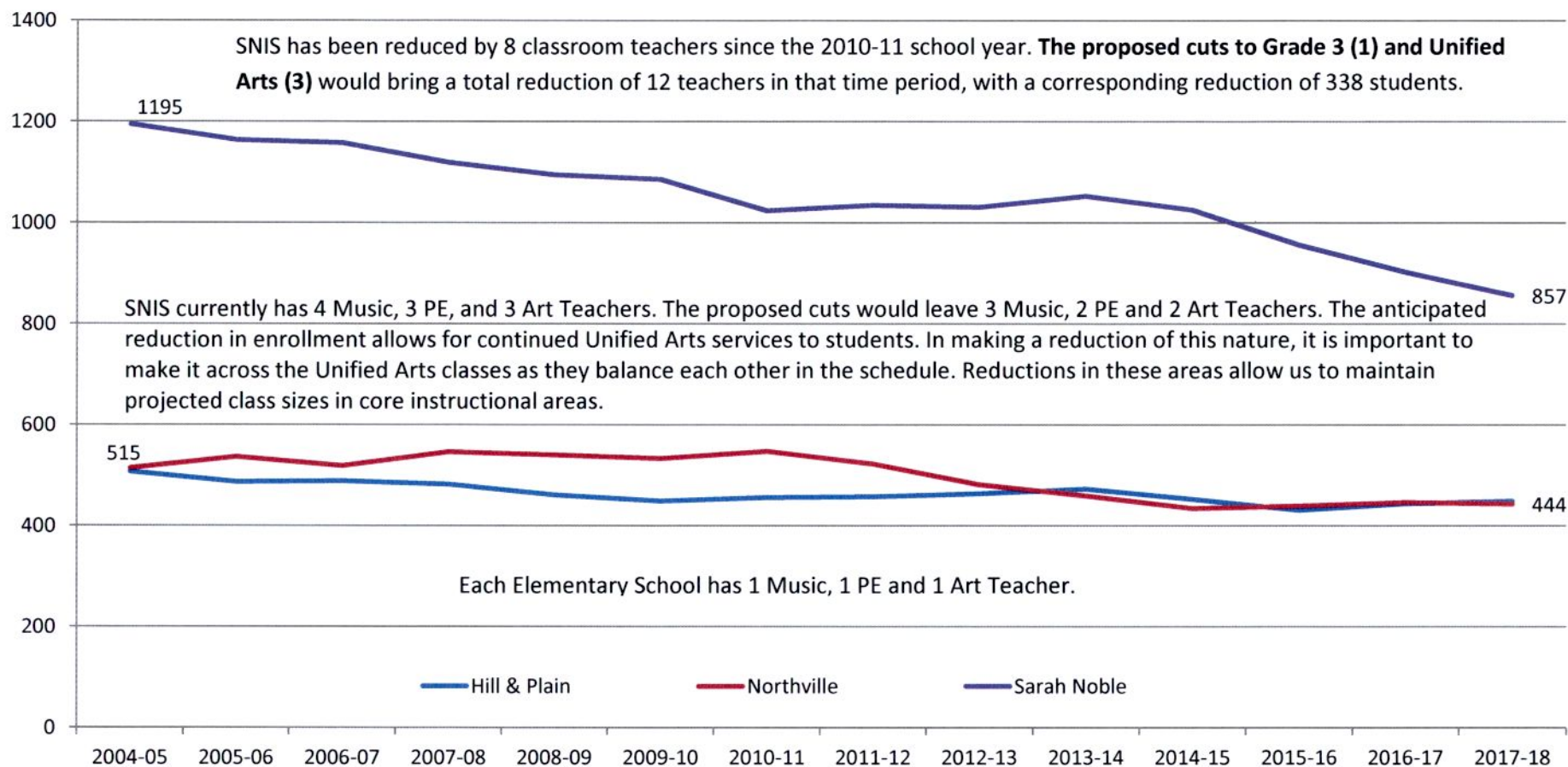
Sincerely,
Anthony J. Giovannone
Director of Fiscal Services and Operations



D R A T

TOTAL REDUCTIONS TO MAKE					
\$756,832					
Recommended Reductions in this section: - does not add risk - does not impact department or program	Item	Description	Individual Line Reduction	Running Reduction Total	Further Reductions Required
	Liability and Property Insurance	Per Insurance review and current actuals (updated 4/7/17).	\$15,831	\$15,831	\$741,001
	Workman's Comp	Per Insurance review and current actuals (updated 4/28/17).	\$72,141	\$87,972	\$668,860
	Bus Contract	Two (2) year contract extension at 2.5% increase versus budget of 3.5% plus the reduction of one bus.	\$101,549	\$189,521	\$567,311
	Fuel/ Propane Savings	Savings due to one less bus .	\$3,000	\$192,521	\$564,311
	AESOP	Bill will be paid by Source4Teacher.	\$10,000	\$202,521	\$554,311
Recommended Reductions in this section: - add risk - does not significantly impact department or program	District Evaluation	Outside consulting services has been used for redistricting studies. This was scheduled to be used as part of a Special Education Review that will be postponed.	\$15,000	\$217,521	\$539,311
	Livescans	Postpone purchase of digital fingerprinting machine.	\$12,000	\$229,521	\$527,311
	Turn over Savings	Increases risk of properly funding certified staffing replacements.	\$50,000	\$279,521	\$477,311
	Textbooks	Reduced need due to 16/17 purchases.	\$23,484	\$303,005	\$453,827
	Strategic Planning	Could delay the start of the process unless other models are considered.	\$20,000	\$323,005	\$433,827
Recommended Reductions in this section: - add risk - impacts programs	9th Grade PSAT	Would limit ability to inform teachers about student growth.	\$6,000	\$329,005	\$427,827
	Athletics	Supply related reductions.	\$50,000	\$379,005	\$377,827
	Field Trips	Reduction to K-5 field trip funds.	\$25,000	\$404,005	\$352,827
	HVAC 1.0 FTE	Position currently vacant, using outside vendor.	\$55,000	\$459,005	\$297,827
	Phys Ed 0.5 FTE	Position added as part of Board Adopted budget.	\$31,448	\$490,453	\$266,380
	Weight Room Stipend	Stipend added as part of Board Adopted budget.	\$14,800	\$505,253	\$251,580
	Grade 3 Teacher	Reduction due to declining enrollment.	\$62,895	\$568,148	\$188,685
	SNIS Music Teacher	The reductions to Unified Arts account for the classroom level reductions of the past few years.	\$62,895	\$631,043	\$125,790
	SNIS PE Teacher		\$62,895	\$693,938	\$62,895
	SNIS Art Teacher		\$62,895	\$756,832	\$0

K-5 Enrollment History and Proposed Staffing Reductions to 2017-18 Budget



2017-2018 Projected for SNIS with Additional Cut to Grade 3					
Grade	Enrollment	# of Classes	Average Class Size	Staff	Change
3	271	13	20.8	13	-1.000
4	278	14	19.9	14	-2.000
5	308	14	22.0	14	-1.000
	857	41	20.9	41	-4.000

2017-18 Class Sections proposed

Last Updated 6/1/2017

*16-17 Enrollment based on October 1, 2016

HILL AND PLAIN ELEMENTARY SCHOOL

2016-2017 Actual

2017-2018 Projected

Enroll- ment	# of Classes	Average Class Size	Staff	Program	Enroll- ment	# of Classes	Average Class Size	Staff	Change
-----	-----	-----	----	-----	-----	-----	-----	----	-----
				Classroom Teachers					
51				Pre-K	54				
139	7	19.9	7	Kindergarten	141	8	17.6	8	1.000
115	7	16.4	7	Grade 1	139	7	19.9	7	0.000
139	7	19.9	7	Grade 2	115	6	19.2	6	-1.000
----	----	----	----		----	----	----	----	----
444	21	18.7	21		449	21	18.9	21	0.000

NORTHVILLE ELEMENTARY SCHOOL

2016-2017 Actual

2017-2018 Projected

Enroll- ment	# of Classes	Average Class Size	Staff	Program	Enroll- ment	# of Classes	Average Class Size	Staff	Change
-----	-----	-----	----	-----	-----	-----	-----	----	-----
				Classroom Teachers					
54				Pre-K	47				
134	7	19.1	7	Kindergarten	136	8	17.0	8	1.000
127	7	18.1	7	Grade 1	134	7	19.1	7	0.000
132	7	18.9	7	Grade 2	127	7	18.1	7	0.000
----	----	----	----		----	----	----	----	----
447	21	18.7	21		444	22	18.1	22	1.000

2017-18 Class Sections proposed
Last Updated 6/1/2017

Grade	NES	HPS	District average
K	17.0	17.6	17.3
1	19.1	19.9	19.5
2	18.1	19.2	18.7

SARAH NOBLE INTERMEDIATE SCHOOL

<u>2016-2017 Actual</u>				<u>2017-2018 Projected</u>					
ment	# of Classes	Average Class Size	Staff	Program	Enroll- ment	# of Classes	Average Class Size	Staff	Change
-----	-----	-----	----	-----	-----	-----	-----	----	-----
				Classroom Teachers					
278	14	19.9	14	Grade 3	271	13	20.8	13	-1.000
308	16	19.3	16	Grade 4	278	14	19.9	14	-2.000
317	15	21.1	15	Grade 5	308	14	22.0	14	-1.000
----	----	----	----		----	----	----	----	----
903	45	20.1	45		857	41	20.9	41	-4.000



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

MEMORANDUM

4-A

FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: June 6, 2017
RE: ANNUAL EMERGENCY PREPAREDNESS REPORT 2016-2017

BOE Policy 3516.3 stipulates that the Superintendent of Schools shall "provide an annual report to the Board of Education summarizing the district's activities regarding school security and safety". It is the purpose of this document to review the past year.

The work done during the last year developing individual emergency plans for each school satisfied the State of Connecticut as well as revising each location's individualized emergency plan. Below is a list of other security related activities that took place during the year. It is provided as a summary and does not include all activities but rather is offered to provide a view of the breadth and scope of activities covered:

Activities within the Schools

1. Fire Drills & Lockdowns at each school
2. Visitor registration system now implemented at each school
3. Currently 4 security monitors are deployed at our K-8 schools for a total of 8 district-wide
4. Turf field security camera system
5. Water Quality testing

Collaboration with the Town of New Milford

1. Collaboration with Police Force
2. Visits from Canine Patrol

New Milford Board of Education Central Office Activities

1. Participation in the statewide CIRMA Risk Management Advisory Committee securing Cyber Risk coverage under our existing CIRMA policy in conjunction with the Town of New Milford
2. Continued internet infrastructure with appropriate server storage and backup

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

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



Alisha L DiCorpo
Assistant Superintendent of Schools

TO: Mr. Joshua Smith, Superintendent
FROM: Ms. Alisha DiCorpo, Assistant Superintendent and
Mrs. Laura Olson, Director of Special Services and Pupil Personnel
DATE: June 1, 2017
SUBJECT: **Annual Wellness Report**

The Wellness Committee met five times this year as a full group. Our membership included representatives from New Milford Hospital, Food Services, school administration, parents, the NM Youth Agency, and staff from all five schools.

Accomplishments for 2016-2017

- Health/wellness presentations were scheduled for each meeting. Topics included discussing the updates to the Wellness Policy and Regulation, State of CT Nutritional Guidelines, social emotional supports, the therapeutic intervention model at NMHS and a Developmental Guidance Overview.
- The fifth grade Walking Project was held at Sarah Noble Intermediate School.
- The March Health Awareness Campaign was once again held districtwide and in the community.
- Reviewed district's Developmental Guidance curriculum. A presentation was made by the school guidance counselors.
- Presented, reviewed and discussed the updated proposed Wellness Regulation as well as the updated Nutrition Standards.
- Developed sub-committees to engage in the work of developing areas noted in the last Nutrition Program Administrative Review.
- Reviewed and discussed the progress of Therapeutic Intervention at NMHS.

Goals for 2017-2018

- Continue to review, update, and implement the district's Wellness Regulation and the Nutrition Program Administrative Review in correspondence with the Food Services Audit from Spring 2016.
- Focus of subcommittee work will be on: Communication, Marketing and Outreach, Nutrition Promotion and Recruitment of staff/students to broaden participation on the Wellness Committee.

John J. McCarthy Observatory



Mr. David Lawson
Chairman, New Milford Board of Education
50 East Street
New Milford, CT 06776

June 1, 2017

Dear Mr. Lawson,

It is with sincere pleasure that I deliver the John J. McCarthy Observatory Corporation's 2016-2017 Annual Operations Report, per the Memorandum of Understanding between our organizations dated April 26, 2005.

This has been a very productive year for this energetic organization, as we continue to build our skills, enrich our technology for education, and broaden our support of students and schools in the region. We are now in our 12th year of partnership with the Board of Education as a certified 501(C)(3) non-profit corporation, and our all-volunteer staff continues to dedicate our efforts to fulfill our responsibilities in this relationship.

In this past school year, the number of visiting students has increased through special events and closer ties to school programs. We hosted all 400 incoming NMHS freshmen for an introduction to JJMO and to hear a talk about the sun, and engaged nearly 300 second graders for a talk and campus hunt for invasive plant species, among many activities. We are in the mist of planning a major event for the solar eclipse on August 21.

We have continued this past year to expand our support for visitors with disabilities. We accommodate deaf visitors by having signers available, and host special education student visitors with tailored resources. We continue to plan ways to make this the best possible experience for every special needs visitor. Recently we have added more A/V technology to be able to "live stream" out monthly presentations in HD to our YouTube channel, so those unable to attend in person can hear all of our well rated talks on astronomy and events in space exploration. This is truly a state-of-the-art capability.

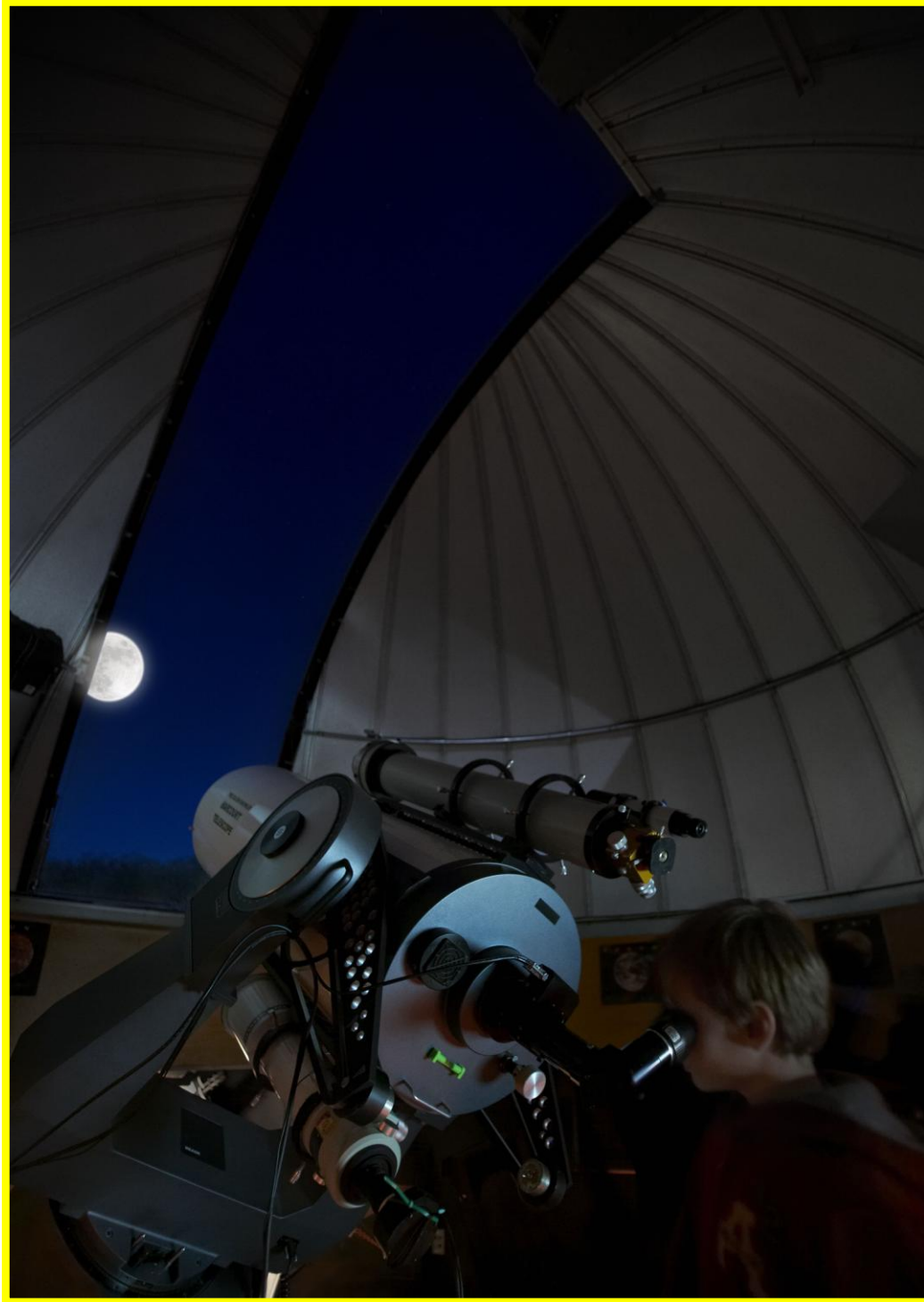
Galileo's Garden is very quickly maturing, on a path to being a true habitat for birds and butterflies, with many dozens of new plantings dedicated to such an environment. A number of young volunteers have been engaged in this evolution. Our goal is to achieve status as a Certified Butterfly Garden, with much to do yet to get there. We have at last achieved our goal of having a totally "green initiative" garden, using all organic materials, best garden practices and no harmful chemicals. A highlight, through our team of five Master Gardeners, was participation in a science initiative with UConn to have tiny parasitic wasps placed in the garden to attack the larvae of the red lily beetle which has invaded Connecticut. The UConn team will be returning soon to continue this research project.

One of our most important ongoing focus areas is an energy reduction campaign, maintaining our goal of being "off the grid" with renewable energy as soon as possible. Three graduating seniors who have completed AP Physics are working now to design a full end-to-end solar energy system capable of supporting our current and envisioned future needs. We are striving for our facility and campus to be a model for students and citizens of the area to learn from. This year has been one of making real progress against our mission of exciting people to science, and we thank you for renewing our Memorandum of Understanding for another year.

Sincerely,

Robert E. Lambert
Treasurer
John J. McCarthy Observatory

17 years of science support of the region



Continuing in our mission of exciting students to science

John J. McCarthy Observatory Corporation

2017 Annual Operations Report

Introduction

The John J. McCarthy Observatory Corporation (JJMOC) has during this year successfully fulfilled its obligations as specified by the “Memorandum of Understanding” (MOU) between JJMOC and the New Milford Board of Education (NMBOE). This agreement, dated April 26, 2005, set forth a structure and operational plan to ensure that the John J. McCarthy Observatory at the New Milford High School (NMHS) and the John J. McCarthy Planetarium at the Sarah Noble Intermediate School (SNIS) are maintained in an operational state and utilized to further science literacy and critical thinking skills through education and public outreach. Following is a review of volunteer accomplishments for this past school year:

Educational Support and Outreach

Based on the model developed by the School Advisory Board as set forth in the MOU, our in-school offerings for curriculum support have continued this year, but with more focus on the high school and support of the Next Generation Science Standards introduction. With the retirement of volunteer Dr. Parker Moreland, ATG sessions at Schaghticoke School could not be held this year, but hopefully we can resume in the near future.

We have had visits from school groups from Kent School, NMHS astronomy classes, an adult ed public speaking class, and many scout groups from across the region. We have also done our annual events for all of the 6th graders at Whisconier School in Brookfield. Again we had very challenging weather throughout the winter and spring that complicated student observatory visits significantly, but have been able to host almost every visiting group so far this spring. We are pleased to report that we were able to keep the observatory ready through all the soggy weather, and once again we never had to cancel a visit due to our lack of readiness.

We developed a new program for all the New Milford second graders this year, with Master Gardener experts teaching the students about invasive species of plants in the area. The Gardeners surveyed the campus of both Northville and Hill and Plain schools in advance to locate the common invasives, then brought several samples of each for students to study indoors, and learn about their characteristics. They then put on a very entertaining skit depicting “the bully in the garden” with gardeners bumping and pushing other gardeners as “invasives”. VERY well done, and much appreciated by students and teachers alike. Next the classes were shepherded outdoors so they could see the many invasives up close. There are many on both campuses. Each student was given a baggy with a lot of plant seeds for bird and butterfly attracting plants for planting at home. There have been requests to repeat this next year. Galileo’s Garden has attracted a team of very dedicated Master Gardeners, who are full of ideas for engaging students. We intend to expand this phase of our student interaction next year and beyond.

Our successful Second Saturday Stars (SSS) program continued this year. The attendance even for cloudy, cold and rainy nights continues to be excellent, and on clear nights we often have well over

100 visitors, from many towns in the region, and many more NMHS students attending. It is growing in awareness every year, and is a special event for the community. We have delivered over 120 unique astronomy presentations by volunteers at SSS without ever repeating a topic, and maintain nearly a 12 month backlog of exciting new topics in progress. We do now include an annual springtime “State of the Planet” presentation by Observatory Director Monty Robson, using the latest scientific data on the changes in the environmental conditions that are contributing to a decline in the health of the earth. With the HD media technology we have deployed, our monthly presentations are now fed live to our YouTube channel so those who could not attend in person can watch the program live. All presentations are now retained on the out YouTube channel so they can be watched any time in the future, with closed captions for hearing impaired viewers.

We continue publishing a monthly Astronomy Calendar that is distributed to well over 100 teachers and staff of school systems. This has proven to be a very well accepted document. In addition, a larger version of this document called the “Galactic Observer” is emailed to over 950 families in the region monthly, and is posted on our website. The core of these publications consists of updates on today’s discoveries in space exploration (of which there are many), history lessons on astronomy and space programs, and upcoming celestial events for readers to enjoy. The feedback we get from subscribers throughout the region remains very positive.

We had two successful Adult Education classes this year. We have now done 33 consecutive adult education classes over nearly 17 years. The New Milford adult education staff has been extremely helpful to us in administering adult education, which we much appreciate. We have completed developing a true state-of-the-art HD video system encompassing every content source in the facility to our HD digital projector, using the powerful Media Wall interface that can put any four of our sources on our large screen simultaneously. It dramatically improves our ability to teach and excite students, SSS attendees and adult ed students. As reported last year, nearly \$30,000 of leading edge technology has been donated to the observatory to integrate this latest technology for education. There is more to come – a next generation controller to do true digital “any-to-any” digital connectivity of devices in the classroom, observing deck and outdoor SkyDeck is being donated soon, and this summer will be integrated into the entire A/V network.

Of course, the mainstay of our educational outreach continues to be the many scout groups, school groups, church groups and family groups who spend evenings viewing and learning the heavens. We teach young visitors how to run the telescopes, have them pick out objects to observe, and let them feel like they are “in charge” of the events. Hands-on operation is an extraordinary experience for kids of all ages, and we get much feedback on how impactful it is.

We are experimenting with inviting interested students from 6th through 12th grade to come and use the equipment on short notice dictated by weather conditions, and so far it has been a success. We are hopeful that we can expand this approach in the year ahead.

Special Needs Visitor Support

We have continued to expand support for special needs groups, and have had signers for deaf visitors, purchased new materials for a second planned visually impaired program, and hosted learning impaired groups: one from Danbury, two from Ability Beyond, and one from NMHS. Our skills at supporting special needs, and the tools that we use continue to grow. The volunteer group has a very strong focus on this part of our efforts, and they are providing new ideas to support this effort.

Donated Equipment and Technology Upgrades

As a condition of the MOU, JJMOC donates any capital assets it acquires to the NMBOE. JJMOC has acquired and now donates the following assets acquired this year:

Celestron automated telescope mount and adapters	- \$1,400
Audio inserter and Videon digital encoder for the HD YouTube feed	- \$660
HD interface/switching hardware for Observing deck HDTV	- \$250
Three new office chairs and computer keyboards	- \$220

Facility energy efficiency

In the prior school year, we had installed a power metering system so we could monitor power usage and work towards better energy efficiency. Good progress was made this year through better focus on consumption – turning off computers, managing heating and cooling better, etc. In addition, the school Facilities team was able to get the observatory included in the energy efficiency project in the high school, resulting in us replacing all of our lighting with LED fixtures and bulbs. All this has resulted in about a 20% reduction in electricity consumption, taking us under 1.5 Kw average usage. Our next step is to determine what kind of solar power system we would need to be totally off the grid. Three graduating NMHS seniors are working on this project now, as described below in this report.

Athletic field lighting improvement

The observatory team was very pleased to be included fully in the planning and execution of the new field lighting, and the overall field transformation. The field project team made our needs fully integrated into the planning and execution of this excellent undertaking. Our most important need was for improved light shielding, and the lighting firm set as a goal to have us be fully satisfied. This required them coming back several times with serious equipment to adjust lights that were out of spec or aimed incorrectly, and they fixed every one of them, involving us fully in each session. The improvement over the prior lighting is dramatic, and much appreciated. The much improved fencing and new perimeter pavement also makes the facility far more impressive. Many thanks for including us as full partners!

Galileo's Garden as an earth science laboratory

Our efforts of the last couple of years in completing the garden have been to evolve it into a true habitat for butterflies, birds, and pollinating bees. This has meant a significant change in the plant mix to one of plants that attract the many species that flourish in such a habitat. It has also meant completely adapting the best of environmentally acceptable practices regarding avoidance of anything other than organic products in all facets of garden care. No pesticides, no harmful weed killers or fungicides, organic fertilizer only, etc. We have removed plants such as the honeysuckle on the lattice railing of the SkyDeck after three years of trying to eliminate Oleander aphids, and taken other drastic actions to improve our “green” practices. It has been worth it! The garden is in the best shape ever, and is a great resource for teaching environmental science. The back of this report has a number of garden images from this spring. Middle school students from various towns have been quite involved in tending to the garden this past year, and have much enjoyed learning from experts about proper ways to manage the life cycle of a wide variety of plants. .



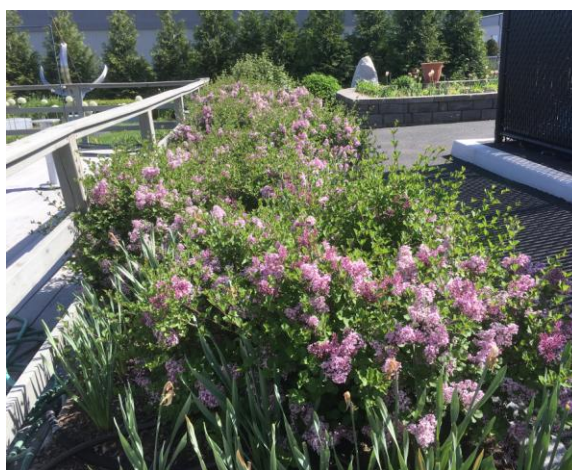
Here is a photo from last fall of a number of 7th graders and younger from Brookfield and New Fairfield who assisted in planting about 500 donated bulbs last fall.

An interesting example of applying science and “best practices” in Galileo’s Garden is the story of red lily beetles on our beautiful donated Stargazer Lilies. These small invasive beetles came from Asia (as many invasive species do), and in the last few years have appeared in Connecticut. We discovered them on our lilies three years ago, and learned that none of the pesticides we used would eliminate them. They devoured leaves and made the lily plants look horrible. Last year one of our Master Gardeners heard of an experiment being run by UConn to fight the beetles by using tiny parasitic wasps to devour the beetle larva, and was successful in getting Galileo’s Garden to be a test site for the wasp experiment. The wasps were found in Asia as being effective and have been introduced here as a possible means of stopping the red lily beetle. In early July a number of the wasps were released onto our beetle larva, with great press coverage by the News Times and the Spectrum. The wasps overwinter in the soil, and should return soon to attack the larva that we have already spotted on the lilies as they are growing. The UConn team is returning soon to assess progress and plan next steps. We will be part of this study for a number of years, hopefully having success. We are proud to have this science-based team of Master Gardeners volunteering and helping us be practitioners of excellent garden management science.





Spring 2017 Garden Evolution: 300+ daffodils and narcissus, 150+ tulips and 100 giant White Snowball Allium.....they are moons orbiting the observatory! A kaleidoscope of dramatic color surrounds all of Galileo's Garden and the whole observatory.



English class enjoying their outdoor classroom. June 1, 2017



Student and alumnae highlights:

We are very proud of the educational and career progress of many students who have been involved with the McCarthy Observatory over the years. Highlights of the science progress of several of them are noteworthy:

Kyle Cloutier is doing extraordinary things in her career at the Jet Propulsion Laboratory in Pasadena. She has been splitting her time between working on daily mission planning for the Opportunity rover on Mars and the “Grand Finale” of the Cassini mission exploring the Saturn system. The Grand Finale is doing many exciting and hazardous excursions in and out of the Saturn ring system and parts of the moon system before plunging into Saturn’s atmosphere on September 15, as it runs out of fuel. Kyle is right in the midst of this dramatic advancement of solar system exploration. In addition, she is now deeply involved in mission planning for the “Interior Exploration using Seismic Investigations, Geodesy and Heat Transport” (InSight) mission to study the deep interior of Mars. NASA is targeting a launch window that begins May 5, 2018, with a Mars landing scheduled for Nov. 26, 2018.

Kyle is a presenter via remote links at annual Observatory events, keeping us abreast of the missions she is working with.

Carly KleinStern, entering her junior year as a physics major at Brandeis University, has completed a fantastic research internship that started last summer, working for an Astrophysicist on a project using an array of radio telescopes to identify candidates for future merging of supermassive black holes in giant elliptical galaxies. She was given high praise for her contribution to this challenging research. Carly has just started a summer internship at Rochester Institute of Technology involving identifying and analyzing the interaction of merging large galaxies in a region of space in the constellation Sextans known for a high density of galaxies. Carly remains an active volunteer at the McCarthy Observatory, and has revitalized a student astronomy group at Brandeis, with our assistance at teaching deep space imaging techniques to her peers there.

Katie Shusdock, entering her junior year as a biology major at Northeastern University, returned in November from over-wintering at the Palmer Station in Antarctica, doing a project involving marine biology in the very cold water of Antarctica. This was a very unique opportunity for a sophomore science major. Katie is also active as a regional robotics competition referee.

Louise Gagnon, a Taft School junior, is an active volunteer at the Observatory, and has done two outstanding SSS presentations, and is planning two more in the months to come. She has also on her own initiative put together a one-week summer astronomy class for middle-school-aged students.

Drew Humphries, Herlandt Lino and Kurt Jonke, graduating NMHS seniors, are working on an end-to-end project to define a solar power system to take the Observatory “off the grid”. They have been researching our power consumption, and assembling a draft proposal for solar panels, batteries, inverter, controllers, cabling, location, approval requirements, etc. to make the observatory a minimum contributor to greenhouse gases in earth’s atmosphere.